

## **CHAPTER 3 COMPETITION LICENSING**

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#### **Preamble**

The licensing authority, licensing decisions, and calendar management rest solely with the Federation. The Federation seeks to provide a competition environment that is in the best interest of the sport of Equestrian, provides sufficient opportunity for the development of equine and human athletes, and provides for viable competitions to meet the needs of the sport at all levels within a geographic area. *BOD 1/12/19 Effective 2/1/19*

## **SUBCHAPTER 3-A COMPETITION LICENSE APPLICATIONS**

### **GR301 Agreement**

1. All applications for a Federation license are accepted with the explicit agreement of competition Licensee that all classes (rated or unrated) to be held on a Federation licensed date must be recognized by the Federation and are governed by all applicable Federation rules, and that no unrecognized classes will be held on any date for which Federation recognition is requested, except that:

- a. Horse Trials at Eventing Competitions below the Preliminary Level
- b. Eventing Tests at all levels
- c. Combined Driving below the Advanced Level
- d. Draft Horses classes
- e. Miniature Horse classes
- f. Non-affiliated National Breed or discipline association classes
- g. Vaulting levels/classes below A-Teams, B-Teams, C-Teams, Senior Teams, Junior Teams, Gold, Silver, Bronze, Senior and Junior Individuals, and **Open Pas de Deux, Senior Pas de Deux and Junior Pas de Deux. *BOD 1/12/19 Effective 2/1/19***
- h. Academy classes
- i. Qualifying classes for Youth Reining classes or Reining classes at USA Reining and NRHA approved competitions.
- j. Exhibitions for which there are no breed or division rules
- k. Hunter/Jumper competitions designated "Outreach" competitions by USHJA and limited to either one competition day or multiple competition days with a maximum of two competition rings (one hunter ring and one jumper ring) per day.
- l. Unrecognized classes may be held in conjunction with or during a Federation Licensed Paso Fino competition.
- m. These above named classes/levels can be held as unrecognized only provided a separate entry blank is used and the prize list and/or Omnibus clearly states that the classes are not recognized by the Federation.
- n. Exception: FEI rules take precedence as to international classes and events over Federation rules at all FEI Sanctioned Competitions. Federation rules take precedence as to national classes and events which are not FEI Sanctioned at FEI Sanctioned Competitions.

### **GR302 License Application Policies and Procedures**

1. General Provisions.

- a. License Duration. The duration of the License agreements will be one (1) year. All Licensed Competitions are subject to a Competition Evaluation.
- b. Eligibility. **The approval of a new or renewal License Application shall not be unreasonably withheld. However, the Federation may reject a new or renewal License Application, if the Chief Executive Officer determines that the Licensee is unsuitable to host a Federation competition based on any of the following factors:**
  1. **The criteria enumerated in GR 315.3(a), (b), and (c);**
  2. **Financial viability concerns;**
  3. **Safety matters;**
  4. **Failure to comply with any Federation rules;**
  5. **Breach of any Federation competition license agreement; or**
  6. **Any other factors that may be prejudicial to the best interest of equestrian sport. *BOD 1/12/19 Effective 2/1/19***
- c. Submission of Competition License Applications. Complete License Applications must be accompanied by all appropriate fees. Applications should be sent to the Federation using a method that provides delivery confirmation.

The Federation is not responsible for undelivered applications. Applications must be received by the date specified in the policies. Applications for competitions, which are not made in accordance with the preceding requirements, will not be considered. The Federation shall provide written acknowledgement to all license applicants within 14 working days of receiving a completed license application and the applicable fees.

- d. Holding of License Applications. License applications for competitions unable to be approved for any reason, excluding mileage conflicts, will be sent written notification by the Competitions Department and held for a period of 30 calendar days from the date of that notification to allow the competition in question to submit the information required, seek alternative dates, or make other license modifications. At the end of the 30-day period, if the application has not been completed or the 30-day period has not been extended by the Competition Licensing Department following the submission of a written request, the application will be considered to have been withdrawn and the dues will be refunded less a withdrawal fee pursuant.
  1. Except as provided herein, there will be no holding of applications or dues, and applicants must reapply annually. Applications that seek approval for a License to conduct a competition on a date that has been open for more than the web posting period will be accepted at any time with respect to the deadlines outlined in GR302. All applications for dates that have been open for more than the open date web posting period will be considered in the order received.
- e. Competition Inspection. The Federation shall determine when a competition venue requires inspection(s). If the competition facility is not complete at the time of inspection, the Licensee must submit evidence that the facility will be complete by the competition start date to the satisfaction of the Federation. Any Federation required inspection(s) of a competition venue will be conducted at the applicant's expense.
- f. Requests for Additional Information. The Federation may, at its discretion, request additional information from an applicant. Applicants are expected to supply all relevant information with their application. The license will define the obligations of both the Federation and the Licensee and are subject to nonrenewal or termination by either party.
- g. Competition Calendar. Existing licensed dates and locations are posted on the Federation website. Competitions listed on the FEI calendar remain subject to Federation approval and may be removed from the FEI calendar if approval is not granted. When a date that has been licensed becomes available (New Open Date), it will be posted on the Federation website for 30 calendar days. Reasons a date may become available include, but are not limited to:
  1. A renewal license application and/or payment not being received by the Federation in accordance with the application requirements;
  2. Failure of the existing competition to achieve a satisfactory Competition Evaluation;
  3. Licensee is not in "good standing" with the Federation, or any other issues that may be prejudicial to the best interest of the sport;
  4. A cancellation, withdrawal, or revocation of a license.
- h. License Modification. Any changes to the License agreement including location, dates, rating, level, or prize money, will require a license modification request and payment of a fee. Any modifications resulting in a conflict will result in the loss of Priority Date Holder status. Any modification not resulting in a conflict shall comply with the provisions set forth below in order to retain Priority Date Holder status. USEF may or may not approve the requested changes.
  1. Holding a competition on a date(s) other than that approved shall constitute a violation of the rules unless a request to change the date(s) is received in the Federation's office at least 30 calendar days prior to the competition and permission is duly given.
    - a. For Eventing competitions, requests for change of competition date(s) must be received 10 calendar days

prior to the first day of the competition.

2. Holding a competition at a location other than as stated on the date application shall constitute a violation of the rules unless a request to change the location is received in the Federation's office at least 60 calendar days prior to the competition date and permission is duly given.
  3. Failure to obtain the permission of the Federation at least 30 calendar days prior to the competition to add a division, not offer an approved division, or change the rating of an approved division, constitutes a violation of the rules.
    - a. For Eventing competitions, requests to add or cancel a division must be received at least 10 calendar days prior to the first day of the competition.
  4. A Licensee requesting a license modification involving a change of location that results in a mileage conflict may request to maintain Priority Date Holder status at the new location. Competitions that would be impacted by the change of location shall have the opportunity to submit written comments to the Federation prior to a determination. A determination shall be made by a Federation Internal Review Panel, as defined in GR315, along with a representative appointed by the relevant Recognized Breed/Discipline Affiliate. If a Licensee's request to maintain Priority Date Holder Status is denied, he may still request a mileage exemption.
    - i. Competitions that are not conducted in accordance with the terms of the license agreement will have breached the terms of the license agreement. Such breach may result in cancellation or nonrenewal of the license agreement, the Licensee may be ineligible for a license in the future, or other penalties under the provisions of GR707.
2. New Competitions Without Mileage Conflicts.
- a. License applications for new competitions will be accepted beginning December 1 of each year for the subsequent competition year.
  - b. A competition year begins on December 1st of the prior calendar year.
  - c. Applicants **should** refer to the Federation Competitions Calendar for open dates.
  - d. Applications for a new competition license agreement must be made on the form provided by the Federation and received by the Federation at least 60 calendar days prior to the start date of the competition. **The Federation may accept applications for a new competition license agreement, subject to applicable late fees, between 60 and 30 calendar days prior to the start date of the competition. BOD 1/20/18 Effective 12/1/18**
  - e. In the event that an applicant competition has a mileage conflict with an existing competition(s), an applicant may seek a mileage exemption in accordance with GR315. **BOD 1/12/19 Effective 2/1/19**
  - f. License Applications for new competitions that the Federation disapproves for any reason, including mileage conflicts, will be sent written notification by the Federation.
3. Renewing Competitions.
- a. License renewals, including the applicable fees, must be received within 60 calendar days of the last day of the licensed competition.
    1. License renewal applications received more than 60 calendar days after the last day of the applicable competition under an existing license will be considered as a new application consistent with GR302. A Licensee may request to renew their competition license by completing the applicable information on the post competition report providing that the Licensee signs this report and submits the applicable fee.
    2. The Federation shall notify a Licensee in writing as soon as possible, but no more than 90 days from receipt of a renewal request, if there are conflicts or other issues preventing renewal.
    3. The Federation shall provide a License Agreement to a Licensee as soon as possible, but not later than 90 days from receipt of a renewal request, if there are no conflicts or other issues preventing renewal.
  - b. A competition will be eligible for renewal on comparable dates at the same location as long as the following conditions are met:
    1. The renewal and applicable fee is submitted within 60 calendar days after the last day of the current year's

- competition;
- 2. The competition has a satisfactory Competition Evaluation;
- 3. The Licensee is in good standing and does not have any outstanding dues, fines or fees owed to the Federation;
- 4. A renewal is subject in all respects to the mileage rule and all other applicable rules, policies, and procedures in existence at the time of renewal.
- c. **A licensee may advertise a new or renewing competition prior to receiving a license provided that the advertising clearly and prominently states that the competition is pending Federation approval. BOD 1/12/19 Effective 2/1/19**
- d. Competition Evaluation
  - 1. To the extent appropriate, additional information on the applicable Competition Evaluation process and procedures will be referenced in the License agreement. It is the responsibility of the Licensee to comply with all applicable published or otherwise noticed requirements for Licensed Competitions.
  - 2. Federation licensed competitions will be subject to a Competition Evaluation. The Evaluation is utilized to assist the Federation in determining if renewal of a license and the continued use of Federation dates are in the best interest of the sport of equestrian.
  - 3. Competition Evaluations will be conducted in accordance with Federation competition evaluation processes and procedures in addition to Competition Evaluation Reports, reports from Federation assigned Stewards and Technical Delegates, and Recognized Affiliate evaluation reports.
- e. Date Rotation. For competitions beginning December 1, 2008 or later, the following provisions will be in effect:
  - 1. For the 2009 competition year and thereafter, comparable dates will be based on a competition's 2006 dates using the Memorial Day Date Rotation Axis. Under the Memorial Day Date Rotation Axis, all Federation competition dates rotate in conjunction with Memorial Day.
  - 2. For the 2009 competition year, any competition that did not hold a license for the 2006 competition year, but received a license for the 2007 and/or 2008 competition year, will have priority over new competitions requesting dates. However, competitions with licenses for the 2006 competition year will have priority over any of the above mentioned competitions.

### **GR303 Competition Fees, Account Review, and Insurance**

- 1. Competition Fees. Competition fees will be posted to the Federation website and noted on applicable competition forms. Any changes to competition fees will be posted on the Federation website and will apply to the next competition year.
- 2. No competition dates will be licensed for a Licensee that has outstanding past due fees, fines, or other obligations of 60 days or more owing to the Federation with respect to any past Licensed Competitions.
- 3. Any Licensee who fails to pay sums owed to the Federation, or who makes payment for fees to the Federation which is not negotiable, will be notified by the Federation of its indebtedness and subject to the applicable policies of the Federation. The Federation will provide Licensees with online access to review their entire competition accounts.
  - a. If any Licensee affected by GR303.3 disputes that the amounts in question are owed or unpaid, the Licensee may request to have the matter reviewed by the Hearing Committee, provided his or her written statement specifying the grounds for such review is received at the Federation's office, along with a fee, in accordance with the applicable policies. The fee will be refunded if the dispute is settled in favor of the Licensee.
  - b. In the event a Licensee makes non-negotiable payment for fees to the Federation on three or more occasions, said Licensee is subject to further disciplinary action.
- 4. A Licensee may request an account review from the Federation. The request must be submitted in writing and a fee for each competition and each requested account review year will be charged. An account review is an investigation

into a Licensee's financial dealings with the Federation. If material staff error is discovered, the fee will be refunded.

5. A Licensee may request a research of Federation records concerning the history of a competition date. The request must be submitted in writing and a fee will be charged per each request. The fee must accompany the request. If material staff error is discovered, the fee will be refunded.

6. A certificate of insurance for each competition must be received by the Federation office at least 14 calendar days prior to the competition by mail with proof of delivery or submitted electronically via e-mail, or via fax. Competitions faxing their certificate of insurance to the Federation must retain a copy of the fax confirmation. If the certificate is not received 14 days prior to the competition, insurance coverage will be acquired and the competition invoiced. Each certificate must name the Federation as additional insured for each day of the competition, including set-up and take-down days, with minimum limits of \$1,000,000 third party general liability insurance and \$50,000 on equipment and property. Competitions failing to provide proof of such coverage (or such coverage to the extent permitted by local law) will automatically be enrolled in the group policy for competitions and will then be invoiced the then prevailing premium for such insurance. Competitions outside the United States must provide evidence of equivalent coverage of such insurance and will not be enrolled in the group policy.

- a. Competitions must notify the Federation in writing of cancellation of their insurance policies by their insurance provider.
- b. A fine will be imposed on any competition in the United States for which evidence of adequate insurance is not received at least two weeks prior to the competition. The fine is in addition to the amount of the invoice for the automatic enrollment in the group policy. A competition disputing that the invoice and/or the fine is properly owing may appeal in writing to the Federation within 30 calendar days of management's receipt of the Federation's notice of billing and/or fine, specifying the grounds for the appeal. The Federation's CEO or his designee, a special committee appointed by the president or the Hearing Committee will consider the appeal and may waive part or all of the billing and/or fine upon a finding of good cause why the evidence of insurance was not filed timely and/or a finding that extreme hardship results from the automatic penalty.

7. Any competition that states in the prize list that the competition is licensed before the competition has been granted licensing by the Federation may be subject to a penalty.

### **GR304 Competition Sale and Issuance of a New License**

1. A Federation Competition License is the Federation document giving a Licensee permission to conduct a Federation event on a given date, at a given venue, and at a given rating and/or level.

2. Competition Sale. A Licensee does not own the Competition License. A Federation Competition License is a governance tool and not a commodity. As such, a sale of a competition should be contingent on Federation approval and issuance of a new license.

3. Issuance of a New Competition License. The granting of a new license to a Purchaser Licensee will not be unreasonably denied, subject to certain conditions or criteria including date, venue, rating, and/or level of the competition and completion of applicable forms and submission of a fee. The Purchaser Licensee will retain the applicable Priority Date Holder protections of the Seller Licensee. The Issuance of a new Competition License is subject to the following terms and conditions:

- a. The issuance of a new Competition License due to a competition sale is subject to the approval of the Federation, following consultation with the applicable Recognized Affiliate;
- b. The final decision to approve or deny the issuance of a new Competition License is at the sole discretion of the Federation;
- c. In considering the approval or disapproval of the issuance of a new Competition License, the Federation shall consider the best interest of the sport including consideration of the growth and development of the sport. The Federation may consider concentration of dates in the control of a single Licensee or group of related Licensees



- when determining the appropriateness of the issuance of a new competition license;
- d. The Purchaser Licensee must have demonstrated an ability to comply with rules, requirements, and standards that are in effect or established for the Competition Rating and/or Level at the time the issuance of a new Competition License;
  - e. Both the Seller and the Purchaser of the competition must disclose all proposed terms of the competition sale and must apply and obtain Federation approval before the issuance of a new license can be completed. All information will be considered confidential. Prior to any such approval or denial by the Federation, the Recognized National or FEI Affiliate, if any, may be consulted in regard to the request for issuance of a new license. The Federation may share, on a confidential basis, with the Recognized National or FEI Affiliate all of the terms or conditions of the issuance of a new Competition License, and all special conditions or other considerations. Such approval or denial by the Federation shall not subject the Federation to any liability or obligate it to any third party. Both Seller and Purchaser of the competition must agree to indemnify and hold harmless both the Federation and the Recognized National or FEI Affiliate from any liability or legal expense arising from approval or denial of the agreement. Failure to completely disclose terms and conditions of a competition sale may result in termination of the License by the Federation and any sanctions, penalties, or other remedies available to the Federation.
4. The Seller Licensee shall remain financially responsible until the following conditions are met:
    - a. Payment of the applicable fees;
    - b. The Federation issues written approval of the issuance of a new competition license; and
    - c. Seller has met all other financial obligations to the Federation.
  5. The Purchaser Licensee will have the right to apply for renewal of comparable dates upon issuance of a new competition license.

### **GR305 Cancellation of Competitions**

1. A Licensee may cancel an existing Licensed competition by notifying the Federation of the cancellation and returning the License to the Federation not less than 300 calendar days prior to next competition date under the License.
  - a. When a Cancellation is received more than 90 calendar days but less than 300 calendar days prior to the first day of the competition date under the License, 75% of competition dues will be refunded, subject to a minimum processing fee.
  - b. If written notice of a cancellation is received less than 90 calendars days prior to the first day of the competition, the Licensee will forfeit the application fee and will also be assessed a processing fee equal to that of the minimum competition dues, unless the cancellation is due to an Act of God under GR305.4.
2. If a licensed competition is cancelled for two consecutive years for a reason other than an act of God, or due to extenuating circumstances approved by the CEO or his Designee, the applicable license will not be eligible for renewal or application for a new license by the same licensee or any entity associated with the same licensee for a period of two years. If the licensee is a business entity, this provision includes all persons listed as principals of the business entity. *BOD 1/12/19 Effective 2/1/19*
3. Cancellation of 50% or more of Open Dressage classes as listed in the prize list by any Recognized competition for two consecutive years for any reason other than Acts of God shall constitute relinquishment of comparable dates and loss of priority date status.
4. Competitions declaring cancellation due to an Act of God must provide written documentation, such as newspaper articles or photographs of the extenuating circumstances. Absent severe and unusual circumstances, such as hurricane winds, floods, tornadoes, or blizzards, weather conditions shall not be considered Acts of God. The CEO or his designee shall decide whether a cancellation is due to an Act of God. Any Licensee that cancels three or more competitions in a competition year shall not have priority for comparable dates for the cancelled competitions for the

following competition year. However, this provision shall not be applicable to a competition cancelled due to an Act of God, loss of a facility, or due to extenuating circumstances, based upon a review by the CEO or his designee.

### **GR306 Inactive Competitions**

1. Any Licensed Competition held the previous year that notifies the Federation at least 120 days prior to its competition date that it will not hold a competition that year, may retain Inactive status for a fee in addition to the application and/or competition fees. In such cases, the renewal license application will be subject to the current fees.
2. An Inactive Competition will be listed as “Inactive” on the Federation website and other Federation competition lists, and will retain its date priority for the following year, provided it meets the applicable date and competition requirements of the Federation.
3. If an Inactive Competition cancels the following year, that cancellation will constitute a second cancellation in a row per GR305, and the applicable license will be revoked and not eligible for renewal **or application for a new license by the same licensee or any entity associated with the same licensee for a period of two years. If the licensee is a business entity, this provision includes all persons listed as principals of the business entity.** This provision shall not be applicable to a competition cancelled due to an Act of God or due to extenuating circumstances approved by the CEO or his designee. *BOD 1/12/19 Effective 2/1/19*

## **SUBCHAPTER 3-B COMPETITION CLASSIFICATION**

### **GR307 Classification**

1. Licensed Competitions may be classified as Regular Competitions, Local Competitions, Eventing Competitions, Dressage Competitions, Driving Competitions, Endurance Competitions, Reining Competitions, and Vaulting Competitions.
2. Divisions and sections of Regular Competitions are classified as follows for the purpose of reckoning points toward the Federation Annual Horse of the Year Awards. (Exception: Jumper Division, see GR1114):
  - a. A, B, or C; or
  - b. To include any of the following, individually or combined:
    1. Andalusian/Lusitano;
    2. Arabian;
    3. Friesian;
    4. Hackney;
    5. National Show Horse;
    6. Morgan;
    7. Roadster;
    8. American Saddlebred;
    9. Shetland.
3. Divisions and sections of Local, Dressage, Driving Competitions, Endurance Competitions, Reining Competitions, Vaulting Competitions, and Eventing Competitions are not rated. However, Dressage Competitions are categorized by levels.
4. Federation Endorsed Competitions, Divisions, or Levels or those events receiving approval pursuant to the Federation Bylaws.
5. Heritage Designations
  - a. Heritage designations are reserved for those competitions within the sport of Equestrian that have been established for a long period of time and have made a substantial contribution toward the development and promotion of the sport of equestrian, both within the sport and as well as within the broader community, by achieving,



maintaining, and promoting the equestrian ideals of sportsmanship and competition.

b. Approval for all Heritage Designations requires:

1. Recommendation by the Federation CEO;
2. Approval by the Federation Affiliate primarily represented by the competition;
3. Approval of the Federation Board of Directors.

c. Heritage designation may be removed by a two-thirds vote of the Federation Board of Directors.

d. Eligibility for Heritage Designation requires:

1. Minimum of 25 consecutive years of operation excluding any Act of God interruption;
2. Application by the Competition Licensee;
3. The Competition must be in good standing with both the Federation and the representing affiliate;
4. Significant involvement and support from the community where the competition is held;
5. Significant contribution to promotion of the sport of equestrian;
6. Widely recognized within the sport of equestrian as being a Regional, National or International level of competition, or possessing other characteristics that make it unique within the sport of equestrian.

e. Heritage competitions are permitted and encouraged to advertise their status as Heritage competitions.

### **GR308 National Championships**

The Federation shall have the exclusive right to designate national championships in the disciplines for which the Federation is designated as the National Governing Body by the United States Olympic Committee and in the disciplines for which the Federation is designated as the National Federation by the Federation Equestre Internationale (Dressage, Driving, Endurance, Reining, Show Jumping, Three-Day Eventing, Para-Equestrian and Vaulting). The allocation of national championships in the foregoing disciplines, including issuance of date approvals, licensing of officials, approval of name and all copyright, trademark, trade name, television, video and other broadcast rights and all sponsorship matters shall be solely reserved to the CEO acting upon the advice and recommendation of the relevant Council. All persons or organizations, including affiliate organizations, organizing committees and/or competitions managements, wishing to receive Federation approval to hold a national championship in the foregoing divisions must apply to the Federation in writing on appropriate form(s) provided by the Federation and received by the Federation's office by the applicable deadline. The CEO shall be entitled to condition the Federation's designation and granting of approval for a national championship in any manner that he deems appropriate in his discretion.

### **GR309 Special Competitions**

For the purposes of this rule, the term "Special" relates to the type of competition license and is not associated with the merits or quality of the competition.

1. The Federation Board of Directors, in its sole discretion, may approve or deny an application for Special Competition status in accordance with Federation rules, policy and procedure. If approved, a Special Competition will be added to the USEF Competition Calendar without regard for existing mileage rules and conflicts and will receive no mileage protection from new or existing competitions. A Special Competition may be held as a stand-alone event or in conjunction with an existing USEF licensed competition. A Special Competition may not fully meet the requirements to obtain a Federation Competition License.
2. Special Competitions are categorized in the following manner and shall be reviewed in accordance with Section 4.
  - a. Category I – FEI-named Competitions and FEI Championships which are part of a competitive bid process, including but not limited to Olympic Games or Trials; Pan Am Games or Trials; World Equestrian Games or Trials; World Cup Finals or Qualifiers; Nations Cup Finals or Qualifiers; and Nations Cup CIOs. These competitions may or may not include additional FEI-only classes.
  - b. Category II - Federation National Finals and Federation National Championships which do not fully meet the

requirements to obtain a Federation Competition License.

- c. Category III - USEF Recognized Affiliate Organization Championships or Finals which do not fully meet the requirements to obtain a Federation Competition License.
- d. Category IV - A competition for which USEF breed or discipline rules do not exist that an applicant wishes to have approved by the Federation and which the Board of Directors, in their sole discretion, deems to be in the best interest of the sport.

### 3. Application Process.

- a. An application for consideration of a Special Competition must be submitted to the Federation a minimum of 180 days in advance of the start date of the proposed competition. Generally, an application should not be submitted more than 365 days prior to the start date of the proposed competition. However, unusual circumstances may require an earlier submission. Such circumstances must be included on the application and will be considered in the review process.
- b. An application for a Special Competition will not be considered complete and will not be processed until all applicable fees have been paid, except when the application is part of a competitive application or bid process (e.g. FEI World Cup Qualifiers, certain USEF National Championships, etc.). When an application is part of a competitive application or bid process, the fee will not be required until a determination is made regarding the awarding of the competition.
- c. An application for a Special Competition must include the following:
  - 1. All classes, sections, demonstrations, and exhibitions to be held during the proposed competition dates, including all prize money, bonus money, or other awards;
  - 2. The basis for competition's inability to meet Federation rules regarding competition licensing; and
  - 3. The basis for competition's inability to meet Federation rules regarding specific breed/discipline rules.
- d. The inability to meet Federation rules under section (ii) or (iii) above shall not result from a need to obtain an exception to existing Federation rules, or program requirements, or from circumstances within the applicant's control. However, the Federation recognizes that situations may arise whereby an applicant cannot meet Federation rules due to the actions of the FEI or USEF and such actions may qualify as permissible explanation.
- e. Special Competitions are not intended as a means of circumventing USEF's licensing rules in GR Chapter 3. If an application for a Special Competition includes an FEI competition not identified in Section 2(a) above, a national competition, or a combination of both which creates a mileage conflict, that portion of the application will be required to utilize the Mileage Exemption process for approval. In the event of a need for a mileage exemption, the Federation may alter the timelines set forth in GR 315.
- f. For licensing purposes, all jumper prize money from FEI and national competitions will be combined and counted in determining a competition's Jumper Level.
- g. If a Special Competition is combined with an existing priority date holder competition, the priority date holder competition will retain priority status at its original rating and/or level.

### 4. Application Review Process.

Depending on the category of a Special Competition, the application may be reviewed by one or more entities of the USEF and its Recognized Affiliates before being submitted to the Board of Directors for their consideration and final decision. The Board of Directors reserves the right to appoint an Ad Hoc Committee to review applications and render a final decision.

- a. Applications for a Category I competition shall be reviewed by the applicable USEF Councils.
- b. Applications for a Category II or III competition shall be reviewed by the applicable USEF Committees and Councils.
- c. Applications for a Category IV competition shall be reviewed by the applicable USEF Recognized Affiliates,

## Committees and Councils.

### 5. Modifications or Amendments to an Approved Special Competition.

Modifications or amendments to an approved Special Competition are not permitted unless approved by the Federation in writing. A modification to an approved Special Competition must be approved in writing by the Federation after review by the CEO or his designee, following consultation with the Director of Competition Services or his designee and the Director of Sport or his designee(s) for the applicable breed or discipline. Modifications to an approved Special Competition must be received by the Federation at least 30 days prior to the start of competition. *BOD 1/12/19 Effective 2/1/19*

## GR310 Restrictions on Local Competitions

1. The total cash prizes shall not exceed \$500. Except Open Western Division (see GR310.5), 100% sweepstakes, and Reining Competitions; not including value of trophies offered.
2. The designation Local Competition must be stated on the cover of the prize list.
3. The Federation and applicable Federation Recognized Affiliate Association non-member/Show Pass fee will not apply.
4. Local Competitions benefit from all the general rules of the Federation and must abide by applicable division rules unless class specifications are printed otherwise in the prize list.
5. Western Division competitions may retain Local Competition status regardless of the amount of prize money offered.

## GR311 Awards Rating Classifications

1. For the purpose of equalizing competitions for the National Horse of the Year Awards, divisions and sections of Regular Competitions fall into one of three classifications: "A", "B," or "C" rated.
2. In the Hunter division, the Increment System will determine points for ribbons won in any rated section. The point value for ribbons won in "A", "B," or "C" rated hunter sections is determined according to the Increment System utilizing a combination of the base points for each placing at each level of section rating and adding one point for each entry shown in the first performance class.
  - a. In the Green Hunter 3'0", 3'3", 3'6" and 3'9", Young Hunter 3'0", 3'3" and 3'6", High Performance Hunter, Performance Hunter 3'3" and 3'6", Green Conformation Hunter 3'6" and High Performance Conformation Hunter, standings for the National Horse of the Year Awards based on money won will be determined by dollars won in the horses respective sections. See GR1131.

## GR312 Determining Ratings

1. A division or section rating or classification is determined from the number of classes, amount of cash premiums offered in these classes and the holding of required classes in certain divisions. A competition may not offer the minimum requirements for a rating higher than the rating approved by the Federation. See Ratings Charts.
2. A competition may qualify for several different ratings. Some competitions will earn an "A" or "B" rating in all divisions and sections; others may earn a combination of ratings. If more than the minimum number of classes is offered, prize money should be increased proportionately.
3. The Paso Fino Division is rated "C" regardless of the number of classes or amount of prize money offered. A competition may apply for an "A" rating if offering a minimum of \$2,000 and prior year competition had more than 250 horses. The PFHA National show shall be an "A" rated Federation Licensed Competition as per PF152.1i. Exception: the Paso Fino Division may be offered at Local Competitions.
4. In Stake classes in "A" and "B" divisions or sections competitions must guarantee amount offered as prize money except where the monies offered in other classes are sufficient to meet the Horse of the Year Award minimum requirements. In such cases Stake classes may run as sweepstakes.
5. The Connemara and Half-bred Connemara is "C" rated, regardless of the number of classes or amount of prize

money offered. Exception: the Connemara and Half-bred Connemara Division may be offered at local competitions.

6. The following are rated “C” regardless of the number of classes or amount of prize money offered: Small Hunter, Hunter Breeding, Ladies Side Saddle Hunter, Adult Amateur Hunter, Children’s Hunter, USHJA Hunter 2’0”, 2’3”, 2’6”, 2’9”, 3’0” and Thoroughbred Hunter.

HUNTER SECTIONS	“A” Required Classes	“A” Min Money	“B” and “C” Required Classes	“B” Min. Money
Open Hunter Sections				
Green Conformation Hunter	4-6*	500	3-4	50
High Performance Conformation Hunter	4-6*	500	3-4	50
High Performance Hunter	3-5	750**	3-4	200
Performance Hunter 3’3”	3-5	400	3-4	50
Performance Hunter 3’6”	3-5	500	3-4	100
Small Hunter			3-4	100
Green Hunter Sections				
Green Hunter 3’0”				
Green Hunter 3’3”				
Green Hunter 3’6”	4-6*	500	3-4	100
Green Hunter 3’9”	4-6*	500	3-4	100

## Young Hunter Sections

Young Hunter 3'0"

Young Hunter 3'3"

Young Hunter 3'6"

## Amateur Owner Hunter Sections

Amateur Owner Hunter 3'6" 18-35	4-6*	500	3-4	100
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Amateur Owner Hunter 3'6" 36 & over	4-6*	500	3-4	100
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Amateur Owner Hunter 3'3" 18-35	4-5	500	3-4	100
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Amateur Owner Hunter 3'3" 36 & over	4-5	500	3-4	100
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## Junior Hunter Sections

Small Junior Hunter 3'6" 15 & under	4-5*	500	3-4	100
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Small Junior Hunter 3'6" 16-17	4-5*	500	3-4	100
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Large Junior Hunter 3'6" 15 & under	4-5*	500	3-4	100
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Large Junior Hunter 3'6" 16-17	4-5*	500	3-4	100
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Small Junior Hunter 3'3" 15 & under	4-5*	500	3-4	100
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Small Junior Hunter 3'3" 16-17	4-5*	500	3-4	100
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Large Junior Hunter 3'3" 15 & under	4-5*	500	3-4	100
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Large Junior Hunter 3'3" 16-17	4-5*	500	3-4	100
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## Hunter & Green Hunter Pony Section

Small Pony Hunter	4-5*	400	3-4	100
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Medium Pony Hunter	4-5*	400	3-4	100
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Large Pony Hunter	4-5*	400	3-4	100
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Green Small Pony Hunter	4-5*	250	3-4	50
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Green Medium Pony Hunter	4-5*	250	3-4	50
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Green Large Pony Hunter	4-5*	250	3-4	50
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## Children's Hunter Sections+

Children's Hunter Younger

Children's Hunter Older

Children's Hunter Pony Small/Medium

Children's Hunter Pony Large

## Adult Amateur Hunter Sections+

Adult Amateur Hunter Younger

Adult Amateur Hunter Middle

Adult Amateur Hunter Older

Miscellaneous Hunter Sections

Ladies Side Saddle

Hunter Breeding

Small Hunter

Thoroughbred Hunter

USHJA Hunter Sections

\* "C" rated only

USHJA Hunter 2'0"	0	3-5	0
USHJA Hunter 2'3"	0	3-5	0
USHJA Hunter 2'6"	0	3-5	0
USHJA Hunter 2'9"	0	3-5	0
USHJA Hunter 3'0"	0	3-5	0

(+ Denotes sections which may have USHJA Zone Specifications that govern number of classes and prize money)

(\*See HU161.3, HJ126 regarding Model Classes, and other class requirements).

\*\*At Premier competitions, minimum prize money for High Performance Hunter must be \$1500. See HU149.2 for requirements regarding minimum number of classes to award a championship.

7. All classes offered in a licensed Open Western Division shall be conducted in accordance with GR818, unless the competition has applied for and received a rating. (See ratings chart GR312.)

8. Any breed-restricted division, or combination of breed-restricted divisions, may be offered at Local Regular Competitions, in accordance with GR310.

9. IMPORTANT: See Chapter HU. There are special conditions and requirements for determining the ratings of Hunter sections. Management's attention is directed to these conditions in particular, HUU131 and HU119 - HU123.

Division or Section	"A" Rating Requirements		"B" Rating Requirements	
	minimum number classes	minimum prize money	minimum number classes	minimum prize money
English Pleasure				
Saddle Seat	2	0	1	0
Hunter Seat	2	0	1	0
Driving	2	0	1	0



Division or Section	“A” Rating Requirements		“B” Rating Requirements	
	minimum number classes	minimum prize money	minimum number classes	minimum prize money
Welsh				
Welsh <b>English</b> Pleasure Sections A & B (12.2h & under/junior to ride)	3	\$100	3	\$50
Welsh <b>English</b> Pleasure Section B (over 12.2h-14.2h/junior to ride)	3	\$100	3	\$50
Welsh <b>English</b> Pleasure Sections C & D (junior and adult to ride)	3	\$100	3	\$50
Welsh Pleasure Sections A & B (14.2h & under/adult to ride)	3	\$100	3	\$50
Half/Part-Bred Welsh Pleasure (junior and adult to ride)	3	\$100	3	\$50
Welsh Pleasure Driving Sections A & B (junior and adult to drive)	3	\$100	3	\$50
Welsh Hunter Sections A & B ( <b>up to 14.2h</b> /junior to ride)	3	\$100	3	\$50
Welsh Hunter Sections C & D (junior and adult to ride)	3	\$100	3	\$50
Welsh Hunter Sections A & B (14.2h & under)	3	\$100	3	\$50
Half/Part-Bred Welsh Hunter (junior and adult to ride)	3	\$100	3	\$50
<b>Welsh Western Pleasure Sections A, B, C, D and Half/Part-Bred Welsh</b>	<b>3</b>	<b>\$100</b>	<b>3</b>	<b>\$50</b>

Division or Section	“A” Rating Requirements		“B” Rating Requirements	
	minimum number classes	minimum prize money	minimum number classes	minimum prize money
Western **				
Reining	2	\$100	1	\$50
Trail	2	\$100	1	\$50
Pleasure	2	\$100	1	\$50

*BOD 1/20/18 Effective 12/1/18*

Any class or section not meeting the requirements shown in this chart will be rated “C.”

\*Western Division competitions may retain Local Competition status regardless of the amount of prize money offered.

### GR313 Special Conditions

1. Monies offered to classes restricted to established futurity/maturity programs, local restricted jackpots, sweepstakes, or other breed specific programs offered by a recognized breed affiliate or by the National Reining Horse Association will not be included in tabulation of competition dues or in determining division ratings.
2. The following classes do not count toward the minimum number of classes nor toward the minimum prize money required for any division or section rating; these following classes do not count toward HOTY awards unless included in the specific division award rules:
  - a. Breeding;
  - b. Classes restricted as to area;
  - c. Classes which restrict the number of ribbons won by any rider, handler or driver, e.g., Maiden, Novice, Limit and other such rider restricted classes;
  - d. Owners, except in Amateur Owner sections and Paso Fino Division;
  - e. Classes that do not count toward a Hunter or Jumper Championship;
  - f. Bareback, Grooms, Consolation, Races, Parades, Command, Cutting classes, and except in the Paso Fino Divisions, Costume classes, Calcutta classes;
  - g. Exhibitions;
  - h. Classes restricted to one breed (except in one breed divisions), type or color;
  - i. Classes restricted to horse or rider (e.g. age or sex, unless complementary classes are offered for other entries). Ladies classes will count toward the rating requirement even if complementary classes for Gentlemen are not offered;
  - j. Any class in which the judging specifications are not in accordance with the Federation;
  - k. Opportunity classes;
  - l. Academy classes;
  - m. Classes held as part of a USHJA Outreach competition.

## SUBCHAPTER 3-C COMPETITION MILEAGE

### GR314 Mileage

1. Determining Applicable Mileage.
  - a. Mileage is applied Division by Division as defined in the Federation rule book.
  - b. To determine a mile radius, the distance shall be measured using mapping software to measure the distance between the locations where the competitions are being conducted. (i.e. address of the facility where each of the

competitions will be held or the longitude and latitude if an exact address does not exist), except between Long Island and the mainland. Application of this process will not adversely affect the license rights of competitions already licensed.

- c. In any instance where the shortest road mileage distance between the competition facility locations is greater than one and one half (1 1/2) times the radial mileage between the competition facility locations, the required mileage distances between competitions shall be based upon the road mileage distance rather than radial mileage.
- d. Mileage between competitions within Zones or Regions utilizing different mileage will be subjected to the higher of the mileage requirements.
- e. Long Island, N.Y. The distances between competitions held on Long Island, NY, and competitions held on the mainland shall be determined by measuring a straight line distance from the point at which Interstate Highway 278 (across the Triborough Bridge) intersects the shore of Long Island, to the location where the Long Island competition is being conducted. (i.e. address of the facility where each of the competitions will be held or the longitude and latitude if an exact address does not exist) and by measuring the mile radius from the bridge to the location where the other competition is being conducted. (i.e. address of the facility where each of the competitions will be held or the longitude and latitude if an exact address does not exist) Application of this process will not adversely affect the license rights of competitions already licensed.
- f. If the mileage between competitions is less than the applicable distance specified by this rule, conflicting dates may be approved by USEF in accordance with GR308, and providing all other requirements for recognition are met.
- g. The foregoing distance rules do not apply to events comprised exclusively of classes recognized by the FEI and the USOC. The National Championships for Dressage, and Dressage Competitions offering Federation High Performance qualifying or selection trials, or observation classes and National classes held in conjunction with a CDI are exempted from the mileage rule. When a CDI is approved on one or more days where another competition has date priority, national classes can only be held on the day of the FEI Jog and on days where at least one CDI class is held or is not held due to no entries. When CDI classes are not held on all approved CDI dates (except due to no entries) the competition might not be granted approval for those dates in subsequent years. Certain competitions held in conjunction with events also holding FEI competitions and/or selection trials for international competitions, at the discretion of the Board of Directors, may be exempted from the mileage rule.
- h. Existing competition is a licensed competition that may or may not be within the mileage indicated of the new license applicant.
- i. Proposals to change mileage rule or rules may be submitted for consideration by the Federation Board of Directors. Any such mileage rule change will have an effective date of December 1 of the following calendar year. In no event will changes to mileage become effective in less than 12 months from the date of the rule change approval. Proposals for mileage rule changes submitted by Affiliates may only be considered after they have been

considered at the annual meeting of the appropriate recognized National Affiliate.

2. Mileage Boundaries. Mileage consideration may be applicable to more than one mileage provision.

a. The below divisions will be conducted under the following mileage:

1. Andalusian/Lusitano: 250 miles;
2. Arabian: 250 miles;
3. Friesian: 250 miles;
4. Hackney: 100 miles;
5. Morgan: 100 miles;
6. National Show Horse: 50 miles;
7. Roadster: 100 miles;
8. Shetland: 100 miles;
9. American Saddlebred: 100 miles;
10. Local Regular: Any breed competition restricted to one breed or multi-breed competition including any of the above listed breeds (1-9), regardless of number of classes offered: 50 miles;
11. Western Dressage: 100 miles.

b. Mileage Boundaries for Hunter and/or Jumper Sections.

1. Hunter and/or Jumper competitions are categorized by Rating and/or Level. Additional criteria required for each Rating and/or Level in the Hunter and Jumper Mileage Charts can be found on the Federation website at [www.usef.org](http://www.usef.org) under Competitions.
2. Jumper Levels are based on the prize money offered. See JP104.
3. Hunter mileage shall be independent of the Jumper mileage and applied separately to each division of a competition.
4. The distances between Licensed Competitions held in USHJA Zones 1 & 2 (ME, NH, VT, MA, CT, RI, NJ, NY, and PA) offering hunter or jumper divisions shall be in accordance with the mileage tables (H1 & J1) shown below effective 12-01-08.

Hunter Mileage Chart - H1 USHJA Zones 1&2						
Priority Date Holders	New Competitions w/ Same Rated Division					
		Premier (AA)	National (A)	Regional I (B)	Regional II (C)	Local
	Premier (AA)	125	125	90	50	40
	National (A)	125	125	90	50	40
	Regional I (B)	90	90	75	50	40
	Regional II (C)	50	50	50	50	40
	Local	40	40	40	40	40

Jumper Mileage Chart - J1 USHJA 1 & 2						
Priority Date Holders	New Competitions w/Same Rated Division					
		Level 5 & 6	Level 4	Level 3	Level 2	Level 1
	Level 5 & 6	125	125	90	0	0
	Level 4	125	125	90	0	0
	Level 3	90	90	75	0	0
	Level 2	0	0	0	0	0
Level 1	0	0	0	0	0	

The distances between Licensed Competitions held in USHJA Zones 3 thru 10 and Canada [with the exception of

Florida in the first trimester - December through March – see GR314.5] offering hunter or jumper divisions shall be in accordance with the mileage tables (H2 & J2) shown below effective 12-01-08.

Hunter Mileage Chart - H2 USHJA Zones 3 thru 12 and Canada (excluding FL in 1st trimester)						
Priority Date Holders	New Competitions w/Same Rated Division					
		Premier (AA)	National (A)	Regional I (B)	Regional II (C)	Local
	Premier (AA)	250	250	100	75	50
	National (A)	250	250	100	75	50
	Regional I (B)	200	200	100	100	75
	Regional II (C)	75	75	100	100	75
	Local	50	50	50	50	50

Jumper Mileage Chart - J2 USHJA Zones 3 thru 12 and Canada (excluding FL in 1st trimester)						
Priority Date Holders	New Competitions w/Same Rated Division					
		Level 5 & 6	Level 4	Level 3	Level 2	Level 1
	Level 5 & 6	250	250	100	0	0
	Level 4	250	250	100	0	0
	Level 3	200	200	100	0	0
	Level 2	0	0	0	0	0
	Level 1	0	0	0	0	0

5. The distances between Licensed Competitions held in Florida in the first trimester (December through March) offering hunter or jumper divisions shall be in accordance with the mileage tables (H3 & J3) shown below effective 12-01-08.

Hunter Mileage Chart - H3 (1st Trimester Florida)						
Priority Date Holders	New Competitions w/Same Rated Division					
		Premier (AA)	National (A)	Regional I (B)	Regional II (C)	Local
	Premier (AA)	225	200	100	75	50
	National (A)	200	200	100	75	50
	Regional I (B)	200	200	100	100	75
	Regional II (C)	75	75	100	100	75
	Local	50	50	50	50	50

Jumper Mileage Chart - J3 (1st Trimester Florida)						
Priority Date Holders	New Competitions w/ Same Rated Division					
		Level 5 & 6	Level 4	Level 3	Level 2	Level 1
	Level 5 & 6	225	200	100	0	0
	Level 4	200	200	100	0	0
	Level 3	200	200	100	0	0
	Level 2	0	0	0	0	0
	Level 1	0	0	0	0	0

c. Mileage Boundaries for Dressage Competitions.

1. In the case of a Regular or Local Competition holding Open Dressage Division classes, the question of conflict shall be determined with reference only to those dates, inclusive, during which Open Dressage classes

are to be held. See DR127.15 for a map of USDF regions.

2. Applicable Mileage:
  - a. A 75 mile radius shall apply to Dressage Competitions held in contiguous USDF regions, for which different distances are specified, in the case of Dressage Competitions, Regular Competitions, or Local Competitions holding “open” Dressage Division classes.
  - b. A 50-mile radius shall apply for Dressage Competitions in USDF Regions 1, 2, 6, & 8 holding “open” Dressage classes (excluding competitions restricted to one breed).
  - c. A 100-mile radius shall apply for Dressage Competitions in USDF Regions 3, 4, 5, 7 and 9 holding “open” Dressage classes (excluding competitions restricted to one breed).
3. Two or more Dressage Competitions may not be held at the same or adjacent locations on the same days.
  - a. Exception: Dressage Competitions that are limited to Dressage Sport Horse Breeding classes may be held at the same or adjacent location as another Dressage Competition that does not offer Dressage Sport Horse Breeding classes.
4. All dressage competitions are categorized by Level. See DR126 for criteria for each level.
- d. Mileage Boundaries for Eventing Competitions.
  1. Eventing competitions are not subject to the mileage boundaries.

## **SUBCHAPTER 3-D MILEAGE EXEMPTION AND COMPETITION LICENSE DISPUTES**

### **GR315 Mileage Exemption**

#### **1. General.**

- a. This section shall apply to Mileage Exemption Panels and Internal Review Panels.
- b. All communications pertaining to mileage exemption requests must go through the Federation Competition Department staff who shall serve as the liaison between all parties to a mileage exemption request. At no time may any ex parte communications occur between panelists and any party to a mileage exemption request, including affected parties and representatives.
- c. All Panel members shall sign a Confidentiality and No Contact Agreement prior to serving on a Panel.
- d. Once a decision is issued by a Panel, the Panel is not permitted to reconvene and reconsider that decision unless it is under the specifications of a modification to the request per GR 315.5. *BOD 1/12/19 Effective 2/1/19*

2. Mileage Exemption. When a competition license application is denied by the Federation due to a mileage conflict, the Applicant may seek a mileage exemption to allow the applying competition to occur. The Federation will send a Mileage Exemption Request Form along with the notification of denial to the Applicant.

3. The Federation may consider different circumstances in determining whether a mileage exemption is warranted. These include, but are not limited to, the following:

- a. Competition Standards: Priority Date Holder’s adherence to competition standards.
  1. Whether the Applicant competition may alleviate concerns about the safety and welfare of horses, competitors, and/or spectators for a given rating and/or level at a Priority Date Holder’s competition;
  2. Whether the Applicant competition may enable a Priority Date Holder to better achieve the competition standards for a given rating and/or level;
  3. Whether the Applicant competition may alleviate overcrowding of horses and/or competitors in a given geographic area at a given venue.
- b. Competition and Calendar Factors:
  1. Whether the Applicant competition provides access to competitors that may need a choice based on a Priority Date Holder’s costs to competitors or offered ratings and/or levels;
  2. Whether the Applicant competition serves a need that the Priority Date Holder does not serve as to the



schedule of classes, sections, and divisions, which may be too limited;

3. Whether the Applicant competition should be given an opportunity to enter the marketplace where a Priority Date Holder seemingly dominates the calendar in a given geographical area, which may create unilateral competition effects;
4. Whether the Applicant competition alleviates the negative impact on competitors that may occur when the number of consecutive competitions of the same rating and/or level in a given geographic area at a given venue creates unilateral competition effects.

c. Sport Growth and Visibility:

1. Whether the Applicant competition may create growth and visibility of the sport in one of the following ways, which is not exclusive:
2. The Applicant competition is warranted due to community support and/or involvement;
3. The Applicant competition may broaden access to competitors at all levels of the sport;
4. The Applicant competition is unique and provides exceptional promotional benefits to the sport.

In addition, the Federation will consider the following factors in determining whether a mileage exemption should be granted:

1. Geographic location and time of year with regard to concentration and migration of competitors;
2. Experience and expertise of competition management;
3. Competitions outside of boundary mileage of Priority Date Holder and Applicant Competition, which may affect density and competitive level of competitors;
4. Density and competitive level of competitors in a given geographic area at a given time of year.

4. Mileage Exemption Procedure

- a. An Applicant must first contact the Priority Date Holder(s) and seek cooperation in running the proposed event.
  1. If the Priority Date Holder(s) agree to the exemption request, then the terms and conditions of any agreement must be fully disclosed to the Federation in writing along with submission of the Mileage Exemption Response. Submission of these materials indicates that the parties agree that the Federation is not responsible for the enforcement or performance of the terms and conditions of the agreement between the competition organizer and those parties expressly waive any claim against the Federation for failure to perform.
  2. If the Priority Date Holder(s) does not agree to the exemption request, then the Applicant shall submit the Mileage Exemption Request Form to the Federation in accordance with these rules.
- b. Beginning with competitions conducted in the 2017 competition year, the Applicant shall submit the Mileage Exemption Request Form, fully completed, to the Federation no earlier than 360 calendar days and no later than 240 calendar days before the start date of the proposed competition. The fully completed Mileage Exemption Request Form must be accompanied with the non-refundable application fee of \$500.00. A mileage exemption request will not be accepted unless the Mileage Exemption Request Form is fully completed and the application fee is paid in full. Within 21 days of acceptance of a properly submitted request and application fee, the Federation will notify the Applicant that their request is being processed.
- c. Within 21 days of acceptance of a properly submitted request and application fee, the Federation will notify the Priority Date Holder(s) and provide the submitted Mileage Exemption Request Form. An Applicant is not permitted to advertise or promote the proposed competition until the competition has received final approval. Non-compliance with this requirement will disqualify the applicant and will result in disapproval of the application.
- d. The Priority Date Holder(s) has 21 calendar days from the date of the Notification letter and the Mileage Exemption Request Form to submit to the Federation a fully completed Mileage Exemption Response Form. The Priority Date Holder(s) must provide written comments justifying the denial of the mileage exemption request given the considerations in paragraph 3 above.
- e. Within 15 calendar days of receipt of a completed Mileage Exemption Response Form and the terms and

- conditions of an agreement, if such agreement was reached between the affected parties, the request will be reviewed by the Federation Internal Review Panel, which shall determine whether it is in the best interest of the sport to either deny or grant the approval and under what terms and conditions such approval shall be given. The Federation Internal Review Panel consists of the Federation Chief Executive Officer or his designee; the Director of Competitions; and a staff member from the relevant breed or discipline chosen by the Sport Director.
- f. Within 15 calendar days of receipt of a completed Mileage Exemption Response Form from Priority Date Holder(s) objecting to the request, or the expiration of the 21 day response period if no completed Mileage Exemption Response Form is submitted, the Federation will notify the applicable Recognized Breed/Discipline Affiliate and provide all documentation received in the process from any party. The applicable Recognized Breed/Discipline Affiliate has 30 calendar days from notification from the Federation to submit to the Federation Competitions Department, a recommendation to approve or disapprove the exemption request accompanied by a detailed explanation based on the considerations enumerated in paragraph 3 above. **If the Federation learns that an individual with a conflict of interest was present when an Affiliate considers its recommendation under this Chapter, then such recommendation will be not be considered by the Federation panel. BOD 1/12/19 Effective 2/1/19**
- g. Within 15 calendar days of receipt of written comments from the Recognized Affiliate, a Federation Internal Review Panel shall convene to review the recommendation of the Affiliate in light of all materials submitted and the considerations enumerated in paragraph 3 above. If this Panel agrees with the Recognized Affiliate's recommendation, then a decision letter will be issued to the affected parties accordingly. If this Panel disagrees with the Recognized Affiliate recommendation, or identifies further consideration that should be given, the Federation President has 30 days to appoint a Mileage Exemption Panel to review the request. If for any reason the President is unable to appoint this Panel, the Vice-President, if available, or the Secretary/Treasurer, if the Vice-President is unable, shall appoint the Panel.
- h. The Federation Mileage Exemption Panel consists of the Federation Chief Executive Officer or his designee; a Senior Active Member with competition management experience; and a Senior Active Member who participated in the determination of the Affiliate. Together this Panel shall consider all materials received from all parties related to the request, the recommendation of the Recognized Affiliate, the comments of the Internal Review Panel, and the considerations in paragraph 3 above. Upon completion of its review, the Federation Mileage Exemption Panel shall determine whether it is in the best interest of the sport to either deny or grant the approval and under what terms and conditions such approval shall be given.
- i. The identity of the Federation Mileage Exemption Panel members must be provided to the Applicant and Priority Date Holder(s). These parties have 5 days to submit a written objection to any Panel member. Objections must specifically articulate the basis of the objection and how the appointee cannot render a fair and unbiased decision. Objections will be evaluated and a determination will be made whether a replacement is warranted. Failure to timely object is deemed acceptance of the appointed panelists. **BOD 1/12/19 Effective 2/1/19**
- j. The Federation, through the Federation Internal Review and Federation Mileage Exemption Panels, shall have final decision-making authority on all exemption requests and will not delegate this responsibility. The Panel's decision will be provided to the Applicant, Priority Date Holder(s), and the Recognized Affiliate **within seven calendar days of the decision, excluding national holidays**. The Panel's decision is provisional until such time that any dispute process under these rules has been exhausted. An Applicant shall not advertise or promote the proposed competition unless and until the competition has received final approval. Non-compliance with this requirement may result in withdrawal of the application. **BOD 1/12/19 Effective 2/1/19**
5. Modifications or amendments to an approved exemption are not permitted unless approved by the Federation in writing. A modification to an approved Request for Mileage Exemption must be approved in writing by the Federation after review by the original Mileage Exemption Panel. If the original Mileage Exemption Panel is unable to convene, modification requests shall be reviewed by the Federation Internal Review Panel along with a representative

appointed by the relevant breed/discipline affiliate. Modifications to an approved Request for Mileage Exemption must be received by the Federation at least 60 days prior to the start of competition. Competitions that would be impacted by the requested modification shall have the opportunity to submit written comments to the Federation prior to a determination. Comments must be received from the competitions impacted within 10 calendar days of receiving notification of the requested modification. The Federation decision will be rendered within 30 days from the date the modification request is received in the Federation office.

6. Mileage Exemptions are granted for one year only. Approval in one year does not guarantee future approval of a mileage exemption request.

7. All Licensed Competitions operating under an approved mileage exemption shall have the applicable mileage protection against new competitions. *Additionally, these competitions will have the applicable mileage protection for the following years comparable dates, provided that the license application and applicable fees are received within 60 calendar days of the last day of the current year's competition.* This does not preclude the Federation from granting additional mileage exemption requests for new competitions to be held within any mileage boundary.

8. *Competitions with an approved mileage exemption which have been held for two or more consecutive years may apply for designation as a perpetual mileage exemption. If approved, the competition shall apply annually for renewal under GR 302.3. To be eligible for this designation, the competition must indicate this request on the application and pay the requisite mileage exemption fee. Any conditions associated with the approved mileage exemption shall remain in place. Upon receiving this designation, any changes to location, rating and/or level will result in loss of this designation and the competition will be required to apply for a mileage exemption. Designated perpetual mileage exemption competitions shall have the applicable mileage protection against new competitions unless the license cannot be granted. This does not preclude the Federation from granting additional mileage exemption requests for new competitions to be held within any mileage boundary. The Federation may revoke this designation at any time. BOD 1/12/19 Effective 2/1/19*

## **GR 316 License Application Disputes and Resolution**

1. Any competition license applicant may dispute the denial of a license application or renewal. In addition, a Mileage Exemption Request applicant and Priority Date Holder(s) may dispute a mileage exemption request decision. The initiation of a license dispute must be made in writing and received by the Federation within 10 calendar days of the date on the Federation notice of the approval or denial and must be accompanied by a fee of \$1,000.00. If the appealing party prevails, \$500.00 of the fee shall be refunded.

2. License disputes will be decided by the Federation Hearing Committee in accordance with the Federation rules and procedures. The Hearing Committee shall only determine if *the denial of a new or renewal license application or the mileage exemption process was conducted in accordance with the rules.* The Hearing Committee shall provide the parties with the opportunity to be heard pursuant to written submissions and shall issue a written decision within 30 calendar days following receipt of the initiation of dispute and response(s) from affected parties. If the Hearing Committee finds a procedural defect, the exemption request will go back through the process beginning at the point where the defect occurred. *BOD 1/12/19 Effective 2/1/19*

3. The Hearing Committee's decision is final and not appealable.