MEMORANDUM

To: Dressage Competition Management

Date: January 21, 2021

From: Laura Roberts, Director, Dressage Performance & Event Support

Copy: Hallye Griffin

Re: 2021 Dressage NAYC/USEF Dressage Qualifying Competitions

Due to the COVID-19 outbreak, USEF has modified the current NAYC/USEF Dressage Qualifying Calendar Policies & Procedures as follows through July 26, 2021.

LATE APPLICATIONS & MODIFICATIONS

USEF Late Applications and Modifications Deadlines
It is understood that at times there are circumstances where a Manager is not able to meet the applicable USEF application deadlines or must modify their event. Modification Requests are changes to the organizer, date, or location (see below for Downgrading) of application submitted on time and made after the regular Open Review period. In these instances, the following deadlines have been established:

- Late application will be considered for competitions scheduled prior to July 26, 2021 on a case-by-case basis. Competitions wishing to be considered as additions to the USEF/NAYC Dressage Qualifying Calendar should submit their request to Laura Roberts (lroberts@usef.org) a minimum of 4 weeks prior to the competition and are subject to approval of the Dressage Competitions Working Group or designees.
- Modifications may be made to approved competitions however they must be received a minimum of 4 weeks prior to the competition and are subject to approval of the Dressage Competitions Working Group. Exceptions may be made for this rule in extraordinary circumstances. Modifications include:
  - Change of Date(s) from Date(s) Submitted on Application
  - Change of Venue/Location from Venue/Location Submitted on Application
  - Addition of Date(s) from Date(s) Submitted on Application
  - Changes of Manager/Secretary must be submitted to the USEF Competitions Department however no approval is required as long as Manager/Secretary meet qualification requirements for Level 3 competitions.
  - Transfer of qualifying status to an existing competition of the same manager, secretary and licensee at the same venue as the previously approved competition. This exception only applies to those competitions held prior to July 26, 2021.
USEF Review Procedure

- USEF will notify the manager, secretary and licensee that have an event on the date of the late application or modification, one week prior to, and one week following. In cases where the mileage between competitions is equal to, or greater than four times the applicable mileage boundary in GR3, management will not be notified (i.e. Regions with 50 mile restrictions will use 200 miles and those with 100 use 400 miles). Managers concerned will have 48 hours to provide detailed comments regarding the proposed late application/modification to the calendar. Any comments must be sent directly to Laura Roberts at LRoberts@usef.org.

- USEF Staff and the designees of the dressage sport committee will review the Manager comments received. The Working Group, or its designees, will utilize the criteria outlined in making their decision.

FEES FOR LATE APPLICATIONS, MODIFICATIONS & CANCELLATIONS

Modification Requests (as defined above) of an application submitted on time and made after the regular Open Review period (subject to additional licensing fees and mileage).

Cancellation of any NAYC/USEF event outside of the regular Open Review period must be received in writing to Laura Roberts (lroberts@usef.org) with specific reasoning concerning the cancellation. The cancellation notification will be included in the file for future applications. There is no cancellation fee. All previously paid application fees are not refundable except in instances where a cancellation is due to an “Act of God” (i.e. COVID-19).