

Maine Horse Association

2017 PRIZE LIST CHECKLIST FOR AFFILIATED SHOWS

___ 1. Name of Show _____ Rating _____
 ___ 2. Sponsor of Show _____
 ___ 3. Date(s) of Show _____
 ___ 4. Location of Show _____ Directions _____

OFFICIALS: ___ **Judge(s)** _____, _____, _____
Town State

NOTE: A judge may not officiate at more than one affiliated show during any twenty-day period except in the case of an emergency as determined by the Steward. When you call to hire a judge, ask if he/she is judging any other MHA affiliated show. This could save a problem later.

___ **Steward** _____, _____, _____

NOTE: No steward may officiate for more than two consecutive years at the same competition or at more than two consecutive competitions run by the same governing body,

___ **Manager** _____, _____, _____
 ___ Must be an MHA member

___ **Secretary** _____, _____, _____

___ **Farrier** _____, _____, _____
 Must be on the grounds. (Exception: Not required for one-day C or D shows. Still required for NEHC.)

___ **Veterinarian** _____, _____, _____
 On the grounds On call/Phone Number _____

___ **First Aid Arrangements** _____
 You may list a specific person with his/her credentials or you may list the agency providing on the grounds coverage. EXCEPTION: One day show may list RESCUE # only. On grounds not required.

The above officials must be listed on the prize list sent to prospective exhibitors. "TBA" will not be accepted. Other officials such as ringmaster, gatekeepers, announcer, etc. are optional to put on the prize list.

ENTRY & SHOW POLICY INFORMATION:

___ **MHA Statement** - which covers any omission or inadvertent error
 EVERY CLASS RECOGNIZED BY THE MAINE HORSE ASSOCIATION WILL BE CONDUCTED AND JUDGED UNDER THE CURRENT RULES OF THE MAINE HORSE ASSOCIATION, INC.
 ___ **Entry Fees** INCLUDING the MHA Fee: \$4.00 per horse or pony (\$8 for double-judged)
 ___ Policy on **Post Entries** including the **closing date** for entries
 ___ **Refund Policy**

RIBBONS, TROPHIES, MONEY

___ Six ribbons must be awarded in all classes.
 ___ If Prize Money is given, it must be awarded to at least four places.
 ___ Indication of money prizes or trophies for each class. (Class D, ribbons only)
 ___ Statement of **how** prize money will be awarded (in ring by cash, check, voucher, etc.)
 ___ Statement of when Management Responsibility for 'lost' prize money ceases
 ___ Cannot give prize money in equitation (including adult) nor YA Showmanship
 ___ **TOTAL AMOUNT OF MONEY OFFERED** _____

Mandatory amount based on show rating AND number of total classes (Exempt: MHA Medallion; NEHC Pleasure)

Class List Information

___ If **more than one judge**, indicate judging assignments by ring or division

If **double-judged**, must state whether they'll be judging individually or concurrently (specify 'call judge')

___ **Schedule** of classes (order of classes) by session

___ **Starting time** for at least the first session of the day.

A starting time for each session is recommended as this helps the judge to pace himself/herself and it helps exhibitors arriving for later classes to plan. A session cannot start more than 30 minutes ahead of the announced/posted time.

___ **Exact titles** of MHA pointed classes are required. Class specifications are not required.

___ Do list **age requirements** for Lead Line, Walk-Trot and Equitation classes.

NOTE: A rider's age is figured **as of the previous December 1** (NOT January 1)

___ **Class specifications** for classes NOT in the MHA Rule Book NOR covered in another affiliation's Rule Book must be written out. Specs

include 1) who is eligible 2) how class will be run 3) how class will be judged

___ Classes **NOT MHA POINTED** must be so designated.

___ Each show must hold the **MHA Pleasure Medallion Class** or pay triple affiliation fee

NOTES: 1) include "Open to Members & Non-members with no residency restrictions" 2) MHA provides 6 ribbons/certificate 3) entry fees are sent to MHA

___ **MHA Pleasure Classes** must state: "Open to Members & Non-members with no residency restrictions"

___ **Clover-leaf Barrel Race/Pole Bending Competition** – List Table under which it's to be run

___ **Championships:** Need Statement: *To be eligible, must have been entered, shown and judged in Class* ___.

___ **Stakes:** May or may not require a qualifying class; generally indicate higher amount of prize money; stakes gets regular points NOT championship points

Multi-day Shows: ___ **Stabling Arrangements** must include type of stalls; bedding, hay, grain availability; tack/horse stall costs, plus arrival/departure times ON A RESERVATION FORM

Entry Blank: ___ **Must** include the DISCLAIMER STATEMENT that starts "Every entry at an affiliated event..."

___ **Must** include the \$4 per horse/pony awards fee (\$8 for double-judged show)

Hunter/Jumper Shows:

___ Hunter Seat Equitation must state whether **On the Flat** or **Over Fences not to exceed** ___

___ Hunter Seat Equitation Championship **MUST** be over fences for points to count.

___ Hunter Stake generally requires a qualifying class. Blanket statement may be used: *In each hunter division, to be eligible for its Stake class, entry must have been entered shown and judged in its respective 'over fences' class.*

___ **Hunter/Jumper Division Show Championships** are based on points earned in the each three-class division. To count for points the following statement must appear: *Championship & Reserve Championship awards, based on points (no entry fee) in respective divisions will be awarded in (list divisions) .* OR it may be listed after the third class in each division. (eg Award -- _____ Hunter Champion & Reserve)

___ Statements concerning **type of course** (inside, outside, enclosed field, sandy ring, etc.). **schooling policy, warm-up arrangements** and **practice area.**

___ **Height of Fences** for each division must be listed – at least the maximum (not to exceed ___)

The height listed for the first class in the division will cover the whole division.

___ **Jumper Classes** must list the starting fence height plus the Table/Section under which the class will run.