

**SIERRA NEVADA HORSE SHOW ASSOCIATION**  
**P.O. Box 18701, Reno, NV 89511**  
**2012 SNHSA RULES AND BYLAWS**

**Article I**

**Names; Purpose and Objectives**  
**Current Officers and Board of Directors**

**Name** The name of the organization shall be “SIERRA NEVADA HORSE SHOW ASSOCIATION” herein referred to as SNHSA.

**Purpose** The purpose of this rulebook is to provide guidelines for those who wish to obtain SNHSA sanction for their horse shows; to explain the point system for SNHSA year-end awards; and to present the rules, which have been adopted by SNHSA using the NorCal Rule Book as a guideline.

**Objectives:** The objectives of the Association are:

1. To provide a forum representing the best interest of horses and exhibitors in SNHSA equestrian competitions and all members of SNHSA;
2. To promote quality schooling (and rated) equestrian competitions throughout Northern Nevada, including year-end championship awards;
3. To make adequate and fair rules governing SNHSA competitions and to enforce them for the common benefit;
4. To assign dates to all competitions recognized by the Association;
5. To provide educational activities and sponsor special equestrian activities.

**Intent:**

The association's business will be conducted in a not-for-profit manner.

The organization does not contemplate fiduciary profit to the members thereof and is organized for non-profit purposes.

**Officers and Board of Directors**

<b>President</b>	Kaleigh Richards	(775) 233-0346	(Memberships)
<b>Vice President</b>	Laurie Alden	(775) 849-2999	(Awards)
<b>Secretary</b>	Landess Witmer	(775) 560-4242	(Administrative Support)
<b>Treasurer</b>	Mary Vuylsteke	(775) 771-9092	
<b>Exec Director</b>	Lynne Garnett	(775) 831-4261	(Fund-raising)
<b>Board Members</b>	Aimee Lafayette, Tara Bowlby, Kim Pickel, Susan Howe		

## Article II

### **Election of Board; Duties of Officers and Board Members**

#### **II.A Election of Board of Directors**

1. All members of the Board of Directors must be current SNHSA members. Each year the general membership will elect ten (10) to twelve (12). Members to serve on the Board of Directors for the Association.
2. Directors will serve without compensation, and each will serve for a minimum of two (2) years.
3. Elections will be held annually for open positions on the Board, and are scheduled to allow the new Board to be duly selected and recognized at the year-end awards celebration.
4. Any SNHSA member may submit his or her name for nomination to the SNHSA secretary by the Finals show. The list of nominees will be presented to the Board of Directors in a fall meeting.
5. If ten (10) or fewer people are nominated, no election will be necessary.
6. All SNHSA members, in good standing may vote, regardless of age.
7. The attendance record of the incumbent Board members may be printed on the ballot. Candidate's statements may be included with the balloting material.
8. The outgoing Board and the new Board will be announced at the Year End Championship Awards Banquet.
9. The new board will schedule their initial meeting to be held no later than January 31.

**II.B. Election and Duties of Officers:** From its members, the Board of Directors will elect and assign those duties as follows:

The SNHSA Board of Directors will designate committees in order to more effectively accomplish the duties and goals of the organization. Any decisions made by a committee are subject to the approval of the Board of Directors

1. **President:** The President will preside at all meetings and perform other duties commonly associated with the position.
2. **Vice President:** The Vice President shall perform the duties of the President in his/her absence, or at his/her request.
3. **Secretary:** The Secretary shall perform all duties of a corporate secretary and other duties as the Board may designate, all details and/or problems

- pertaining to the job of Secretary shall be confined to the Board of Directors.
4. **Treasurer:** The Treasurer will manage, subject to audit, the financial affairs of the Association. The Treasurer will also prepare any financial reports, budget summaries, and financial statements as needed by the Board of Directors, to keep them informed of the true financial circumstances of the Association,
  5. **Executive Director:** The Executive Director will be responsible for overseeing sponsorships, SNHSA scholarships and educational opportunities.

**II.C. Points Keeper:** The Points Keeper must be an SNHSA member, and will be appointed by the Board, and shall be a member of the Board. The Points Keeper will keep the official record of all points earned by members at SNHSA sanctioned shows. Additional duties of the Points Keeper addressed in Article IV-Points System and Newsletter.

**II.D. Stewards:** A SNHSA Board member shall serve as steward at all SNHSA sanctioned horse shows.

1. It is the responsibility of the Horse Show Manager of each SNHSA sanctioned show [Article V.D4] to contact and make arrangements with the Board member of his/her choice to serve steward, and said steward's name is to be included on the prize list.
2. In the event a change is necessary, it is up to the individual Board member and the Horse Show Manager to arrange for another Board member to serve in this capacity.
3. The Board member serving as the SNHSA steward is required to be present throughout the horse show, and to carry a current copy of the SNHSA Rules and bylaws, and any amendments as necessary.
4. The designated SNHSA Steward shall have on hand, and make available at each show, copies of the SNHSA Rulebook for purchase by SNHSA members who wish to have another copy. A nominal fee of \$5.00 shall be charged for each copy.
5. All complaints or protests by an exhibitor or other SNHSA member at an SNHSA sanctioned show must first be presented to the Steward at the show. In the event the issue cannot be resolved by the Steward, the following procedure must be followed in order to file a formal complaint or protest:
  - a. The protest or complaint must be in writing, on a form provided by SNHSA (available from the steward), and must describe all circumstances

known to the member, including names of the persons, horses or others involved.

- b.** The protest or complaint must be turned over to the Steward with a check for \$25.00, made out to SNHSA. This is a non-refundable fee.
  - c.** The Steward will turn over the formal written complaint, and the accompanying fee, to the SNHSA Board of Directors by means of delivering same to the SNHSA Secretary.
  - d.** Upon receipt of the complaint/protest, the SNHSA secretary will inform the President and/or Vice President of the Board, and a determination will be made as to whether the Board will hear the issue at the next scheduled meeting, or whether a special meeting of the Board should be called to deal with an urgent or immediate issue.
  - e.** After investigation by one or more designated Board members which may include: interviewing other exhibitors or SNHSA members present; requesting clarification from the person who filed the complaint; and/or an interview of the designated Steward, a report will be made to the Board as a whole to determine what necessary action, if any, is required.
  - f.** A written report of the findings will be included in the minutes of the Board meeting, and the person who filed the complaint (and others, as appropriate) will be informed of the Board's findings.
- 6.** A steward's report form will be submitted to the horse show manager after each show and will be submitted by the horse show manager with the results to the Board of Directors, and shall include
- a.** Steward's name      **b.** Horse show location
  - c.** Horse show manager    **d.** Judge's name
  - e.** Space available for incidents, comments, resolutions, and protest(s) filed.

**II.E. Meetings:** The SNHSA Board of Directors will meet as frequently as is necessary to attend to the business of the Association.

**1. Schedule:** Meetings shall generally be scheduled monthly.

**2. Quorum:** A quorum shall exist if one more than half of the Board members are present.

**3. Attendance by Board members:** Board members are expected to attend Board meetings.

**a.** Board members shall notify the SNHSA President, Vice President, or Secretary if they cannot attend a meeting. Failure to notify the Board of an absence will be an unexcused absence.

**b.** The Board as a whole reserves the right to review attendance of the Board

members, and to replace a Board member who is chronically late, or unable to perform their duties as outlined in the Rules and Bylaws.

**c.** In the event of a Board member's attendance is to be reviewed by the Board, said Board member will be notified of the date of the meeting.

**d.** Should a review result in the removal of said Board member, the opening on the Board will be filled by an SNHSA member of the Board's choosing.

**4. Attendance by other SNHSA members:** Any SNHSA members may attend meetings of the Board of Directors. As a courtesy, the SNHSA member is asked to contact the President, Vice President or Secretary to notify them of planned attendance, as space is sometimes limited and occasional location changes occur.

**5. Notice of Meetings:** Notice of upcoming meetings of the Board of Directors will be published in the SNHSA newsletter.

**II.F. Protocol:** It is the duty of every person elected to the SNHSA Board of Directors to conduct themselves in a professional manner at all times when representing SNHSA. At no time should a Board member speak as representing an opinion of the Board on any issue, unless that person has the explicit direction and consent of the Board to do so. At all times, Board members should be constructive and operate in the best interest of the SNHSA members.

**II.G. Authority:** The Board of Directors shall have the authority and power to determine the proper procedure for and to settle any disputes, as well as to make any other determinations that may be necessary for the proper, efficient and fair administration of these rules. This authority and power applies to ambiguity in the rules, or absence of applicable rule, or interpretation of existing rule or situation, or making exceptions to existing rules, or any other determination in the interest of justice, fairness and good sportsmanship.

**II.H. Committees:** The SNHSA Board of Directors will designate committees in order to more effectively accomplish the duties and goals of the organization.

**1. Selection:** Committees will be reviewed and designated at the first Board of Directors meeting each year, or at other times as necessary. Members of the committees will be appointed and/or approved by the Officers.

**2. Duties:** Each committee will serve to accomplish specific goals, and will be subject to additional duties as may be assigned by the Board of Directors throughout the year. Duties of standing committees are outlined below.

**3. Chairpersons:** The Chair for each standing committee will be assigned by the Board of Directors at the first Board meeting of the year, or at other times as necessary. The Chair may then solicit committee members form

both the Board and the general membership. Duties of the Chair shall include: **a.** To keep a record of the agendas and committee meetings, to be made available to the Board upon request.

**b.** Upon retirement, the Chair will be required to submit all information regarding his/her respective committee to the new Chairperson, in order to maintain a smooth and orderly transition,

**4. Awards Committee:** The Chair of the Awards Committee shall be appointed annually by the Board. The Committee shall consist of two or more members, at least one of whom shall be a Board member. The duties of the Committee shall include: **a.** Coordination of awards for all SNHSA functions and events.

**b.** Determination of type, quality and cost of year-end awards, Medal finals awards, and other necessary SNHSA awards throughout the year.

**c.** Submitting to the Board of Directors: ideas, prices and a budget for year-end awards.

**d.** Coordinating all aspects of year-end awards function.

**5. Fund-raising Committee:** The Chair shall be appointed annually by the Board. The Committee shall consist of one or more members, at least one of whom shall be a Board member. The primary responsibility of the committee shall be to obtain sponsors and donors for year-end awards, and to assist the Awards committee with arrangements for the year-end awards dinner and raffle.

### **Article III** **Amendments and Rule Changes;** **Norcal Rulebook; Distribution of Rulebook**

The Association accomplishes its purpose through a set of rules created by the Association's Board of Directors. Rules may be changed, added to, or deleted at a regular meeting of the Board of Directors. **The Board of Directors maintains the sole right to enact new rules, and to determine the need for, and make rule changes.**

#### **III.A. Procedures for Rule Changes:**

**1.** Any proposed rule changes may be submitted by a member, in writing, to a Board member at any time.

**2.** At least once per year a Proposed Rule Change form will be printed in the newsletter, to give the general membership the opportunity to propose rule changes.

3. All proposed rule changes will be discussed and voted on at a Board meeting following receipt of the proposed change, If the majority of the Board approves the change, then the proposed rule change will be published in the next newsletter, or by special mailing, as appropriate. If the proposed rule change is voted down, it may be rewritten and reintroduced at another meeting.

4. A proposed rule change must be voted on twice by the Board. Following the publication of a change approved on the first vote, a final vote will be held.

### **III.B. Amendments to the Rules and Bylaws**

1. Minor corrections or modifications that do not change the intent or spirit of the original rule may be made at any time, as determined by the Board.

2. A majority vote of the Board members present shall be required to approve and adopt such changes, modifications or amendments.

### **III.C. NorCal Rulebook**

1. SNHSA will follow the rules and regulations of NorCal whenever possible, for any procedure not covered herein.

2. The requirements for NorCal show approval will not apply to SNHSA shows. The SNHSA sanction fee will remain \$60 per day, per show, plus \$5.00 per horse/pony exhibited.

### **III.D. Distribution of SNHSA Rulebook**

1. All members in good standing are entitled to a copy of the current SNHSA Rules and Bylaws.

2. Copies of the rulebook will be available online or in a hard copy form for a nominal fee of \$5.00 per rulebook.

3. Copies will be made available by the SNHSA Secretary and at SNHSA sanctioned shows by the Steward. The rulebook will also be posted on the website.

## **Article IV**

### **Membership; Terms; Horse Registration; Dues and Fees; Conditions of Participation; Safety Helmet Rule**

#### **IV.A. Membership**

Any person may become a member upon filling out an application for membership, and paying the dues fixed by the Association. Renewing members must be in good

standing: all dues, entry fees, and/or registration fees, as well as any required information or documentation from previous years must be current. Membership is effective as of the date the correct and complete application, and proper fees, are received by the Secretary. The Board of Directors is authorized to set the dollar amounts required for membership, for horse/pony registration and other fees or fines as necessary. The SNHSA records are the only official records of the winnings of horses/ponies at SNHSA sanctioned horse shows.

#### **IV.B. Terms**

**Junior Rider:** an individual who has not reached his/her 18<sup>th</sup> birthday as of December 1<sup>st</sup> of the year prior to the competition year. [Example: A rider whose 18<sup>th</sup> birthday falls on December 14<sup>th</sup> 2011 will be considered a Junior rider for the entirety of the following competition year-2012]

**Professional rider:** an individual over the age of 18 is considered a professional if the individual gives instruction, rides, shows, trains, or schools horses other than horses actually owned or leased by the individual or a family member. (eg. trainer, assistant trainer, working student, exercise rider, intern).

**Amateur rider:** an individual over the age of 18 is considered an amateur if the individual rides and shows a horse or horses actually owned or leased by the individual or a member of their family and is not getting any compensation for riding, schooling or showing.

**Competition year:** for the purpose of these rules, the competition year is defined as the 1<sup>st</sup> show following the Finals show to the Finals show the following year.

**IV.C. Horse Registration:** Annual horse/pony registration fee is not required for those ridden **ONLY** in Equitation divisions 1-4 (11 & under; 12-14; 15-17; 18 & over), or those ridden in a Medal class, **however the RIDER must be a member for points to accrue in these and ALL OTHER divisions.** If the rider wishes to ride the **same** horse/pony in any other division (including Long/Short Stirrup divisions) for which s/he wishes to accumulate points for year-end awards, the horse/pony fee must be paid.

1. Annual horse/pony registration fee is \$10.00 and expires on December 31<sup>st</sup>.
2. Horse/pony registration fees must be paid, as must the membership fees for the riders of registered horses/ponies, in order to accrue points toward SNHSA year-end awards. [Note: the requirement that the owner of a horse/pony to accrue points must be a member has been eliminated].
3. Horse/pony registration becomes effective upon receipt of the completed



application and proper fees by the SNHSA Secretary, or by the horse show secretary, if application and fees are turned in at a horse show. Points will accrue from that date forward and **will not accrue retroactively.**

**4.** Horse/pony must be entered at all sanctioned shows with the name EXACTLY as it appears on the application from on file, in order for points to accrue.

**5. ALL** participants at SNHSA sanctioned horse shows will be charged a fee of \$5.00 per horse/pony, per show, members and non-members alike. This fee is to be turned over to SNHSA, by the horse show managers, and is used to benefit the membership, including, (but not limited to) the purchase of year-end awards

#### **IV.D. Amount of Membership Dues**

**1.** Regular (single) membership is \$25.00 per person. Membership expires on December 31<sup>st</sup> of each year.

**2.** Additional family members' dues are \$10.00 (second and third family member), with a fourth family member's dues being only \$5.00 Total dues for any family not to exceed \$50 per family.

**3.** Family is defined as related through blood, marriage, or adoption.

**IV.E. Conditions of Participation at SNHSA sanctioned horse shows:** Each person, by becoming a member of SNHSA, agrees and promises to indemnify and hold SNHSA harmless (for him/herself, his/her heirs, children, minor dependents, spouses, and/or wards), as well as the SNHSA Officers and Board of Directors, and any persons working on behalf of SNHSA, of and from any and all obligation, liability, claim, injury or damage sustained or incurred by said person, or by his/her horse, pets, other property or family members, or as a direct or indirect result of any participation in, or presence at any horse show, meeting, event, or any other activity of any kind or nature whatsoever, in which the SNHSA may be involved or associated, with the same identification to include any and all legal expenses that may be incurred.

**IV.F. Official Records:** The SNHSA's records are the only official records of points for horses/ponies, and riders at SNHSA sanctioned horse shows. The SNHSA Points Keeper is charged with the task of keeping, maintaining, and updating the official point totals for the purposes of determining year-end awards. For additional information regarding points, see Article VI.

**IV.G. Dress Code:** In the tradition of the show ring: riders shall be properly attired for each class in question; all attendants shall be neatly dressed; and horses and/or ponies must be properly presented.

**IV.H. Safety (Helmet Rules):** The Board of Directors of SNHSA unanimously

adopted the following Equestrian Helmet Rule, effective 4/8/03. The rule states:

**1. The SNHSA requires ALL riders to wear ASTM/SEI approved helmets while mounted anywhere on the horse show grounds.** No helmet can protect the wearer against all foreseeable injuries, but there is significant evidence that wearing approved helmets can help to prevent or lessen serious injury.

[Information regarding the USEF helmet rule, the definition of ASTM/SEI, and other pertinent information at: [www.equestrian.org](http://www.equestrian.org)].

**2. The harness must be secured and properly fitted.**

**3. Any rider violating this rule at any time must be immediately prohibited from further riding until such headgear is properly in place.**

**4.** It is the responsibility of the exhibitors, and/or their parents, and/or their guardians (in the case of Junior riders) to make sure the Helmet worn is ASTM/SEI approved.

**I.V. I-Stallions-**Stallions are not permitted in any Junior class, and for the safety of the Junior riders, stallions will not be permitted in the warm-up ring when Junior riders are schooling. Owners/riders of stallions must check in with the horse show manager upon arrival at show grounds.

#### Article V

### **Purpose of Show Standards; General Requirements for Horse Show Managers; Fees & Documentation Requirements for Horse Show Managers; Fees to be collected by Horse Show Managers; Submission of Show Results; Fines for Late Submissions**

**V.A. Purpose of Show Standards:** To improve, and/or maintain the quality of SNHSA sanctioned horse shows. Steward's reports should be filed following each horse show for the purpose of bringing any short-comings, problems, protests, or other issues of interest to the general membership, or that require review or action by the Board. To ensure the safety and comfort of both exhibitors and spectators, Show Managers are required to comply with the following show standards:

- a. Safe jumps
- b. Safe footing
- c. Adequate warm up area
- d. Food provided
- e. Adequate restrooms
- f. Proper distances between fences

### **V.B. General Requirements for Horse Show Managers**

**1.** Managers of SNHSA sanctioned horse shows must be members in good

standing (any and all fees and documentation required from previous year(s) to be current, as well as those of the current show season)

**2. Managers are responsible for knowledge of the SNHSA Rules and Bylaws, and are subject to the fines and late fees described therein.**

**3.** Each manager will be limited to a maximum of three (3) SNHSA sanctioned horse shows at their facility each year;

**4.** Additional shows may be held at the facility in the case of the SNHSA Benefit and/or Finals show. These shows are staffed by SNHSA Board Directors and/or other volunteers. All proceeds from the show, less the agreed upon fee for the host facility, will go to SNHSA.

**[Note: For purposes of meeting the “three venues” rule as described more fully in Article VI.A. EITHER the Benefit show OR the SNHSA Finals show (not both) may serve as a “wild card” venue, regardless of the actual location. A rider or horse/rider combination would only need to attend and participate at two different, additional venues in order to meet the “three venue” requirement.]**

**5.** It is recommended that as many classes as possible, from as many SNHSA divisions as possible, be offered at SNHSA sanctioned horse shows. It is **REQUIRED** that **one class from each of twelve (12) or the twenty-two (22) divisions be offered.**

**6.** No SNHSA approved class may be cancelled if there are at least two (2) entries, except in cases of inclement weather, with such determination to be at the discretion of the show manager, judge, the SNHSA show steward, or any combination thereof.

**7.** Show Managers are **REQUIRED** to offer the SNHSA Medal classes (VII.C.) in their schedules. Both Medal classes require a **minimum of 2 entries** for the class to be held (except the Finals for each, as noted in Articles V.II. C. 2. g-h and VII.C. 4 g-h) Rider and trainer must be members of SNHSA in order to compete in Medal classes. SNHSA will provide ribbons for these classes.

**8.** Managers may reserve the right to combine and/or split small/large entry classes.

**9.** The names of the sponsor(s) of each division should be announced when a class is called to the ring, or at the time ribbons are awarded for each class, or both.

#### **V.C. Fees and Documentation Requirements for Show Managers**

**1.** The **non-refundable** horse show application fee is \$60 per horse show day.

**2.** The SNHSA Board of Directors will set a preliminary show schedule at the

February meeting, with input from the previous year's show managers, who shall be given preference for comparable show dates for the current competition year. Any show manager (previous or new) should contact the Secretary **prior** to the February meeting to make their requests for specific dates.

**3. March 1<sup>st</sup> is the deadline** each year for submitting date reservation applications (form provided by SNHSA), \$60 application fee for each horse show day (two day show: \$120, etc).

**4.** After March 1<sup>st</sup>, all dates for which the application and fees have not been paid shall be released and become available to any applicant. Dates not reserved shall not be included in the publication of the SNHSA show schedule in the March newsletter, or ANY subsequent issues, until proper fees and documentation are received by the Secretary.

**5** The following must be submitted **at least 60 days** prior to show date \*(Asterisks explained below)

- a. Copy of Prize List \*
- b. Name of Judge \*\*
- c. Name of Show Secretary
- d. Name of SNHSA Show Steward\*\*\*

**6.** If the show sanction fee of \$60 is not received in due time, the sanction fee will increase to \$90 per horse show day

**7.** A fine may be charged for each day the application and supporting documentation is late. Fines must be paid within 30 days of billing in order for the Manager to remain in good standing with SNHSA. Prize lists are distributed to the membership as a part of the SNHSA newsletter mailing. Prize lists not received in time to make the regular mailing may require additional time and postage.

**8. \*\* Judges must have at least a USEF recorded hunter/jumper ("r") status,** or be included on the Sacramento Area Hunter/Jumper Association (SAHJA) approved judges list. No member of a judge's family or any of the judge's clients may compete in any SNHSA show unless the relationship is terminated at least 30 days prior to the competition.

**9. \*\*\*** Each SNHSA sanctioned show must be attended by an SNHSA Board member, who will serve as the Show Steward. It is the responsibility of the Show manager to schedule with the Board member of his/her choice, and to provide the name of the steward on the prize list.

**10.** Managers will be advised of any problems with their applications, or other supporting documentation, within 14 days from the date received.

**11.** Changes may not be made to prize lists after the prize list has been published.

**V.D. Fees to be collected by Show Managers; Submission of Show Results; Fines for Late Submissions**

1. Horse show managers **must** collect a \$5.00 fee, per horse/pony exhibited **from both SNHSA members and non-members**. This money is to be submitted in full by the Manager, to the SNHSA Secretary, **within five (5) days** of the SNHSA sanctioned show's completion.
2. Horse show managers **must** turn in their **complete and accurate show results, along with the \$5.00. fees collected**, to the SNHSA Secretary within **five (5) days** of the sanctioned show's completion.
3. **A fine of \$10 per day (maximum \$300)** may be charged for each day show results are late. Payment due **within 30 days** of billing by SNHSA in order for Manager to remain in good standing with SNHSA.

**V.E. Location of Finals and/or Benefit Show**

1. The SNHSA Finals show, to be held at the end of the competition year, will be held at a facility voted on by the Board of Directors.

**For the purposes of venue, an exhibitor who wishes to accrue points for year-end awards, and who already has two different venues, may designate the Finals as a third or "wild card" venue. If the exhibitor showed in the SNHSA Benefit Show, and designated that show as his/her "wild card", the Finals show MAY NOT be so designated.**

2. The Finals show may not be held at the same facility for two consecutive years.
3. All show managers who held SNHSA sanctioned shows at their facilities during the competition year will be eligible to host the Finals show.
4. The SNHSA Mini Medal and SNHSA JR/AM Medal Finals will be held at this show.
5. Any show held following the Finals show will not be allowed to offer Mini Medal or JR/AM Medal classes
- 6.\* **Refunds of entry fees will be at the discretion of the show manager.\***

**Article VI**

**Qualification for Year-end Points; Newsletter and Publication of Points; Calculating Points; Points Discrepancies; Official Records**

**VI.A. Qualification for Accruing Points for Year-end Awards**

1. **The requirement that owners of horses/ponies (if different than the rider) must be members has been eliminated.** Riders and in *most* cases their

horses/ponies **must be members of SNHSA in order to accrue points for year-end awards.** The exception is for horses/ponies ridden ONLY in the Equitation divisions 1-4, or the two SNHSA Medal classes. **However,** it is important to note that if the rider wishes to show the equitation mount in any other SNHSA divisions for which s/he would like to accrue points for year-end awards, the horse/pony MUST be registered with SNHSA. **For members with trainers:** if the trainer will be showing the horse in any division from which accrual of points is desired, or if the exhibitor is participating in either of the SNHSA Medal classes, **the trainer must be a member of SNHSA** for points to accrue.

**2.** Membership is effective as of the date the correct and accurate application and required fees are received by the SNHSA Secretary; or by the show secretary of any SNHSA sanctioned horse show, if the application is turned in at that show. **Points begin to accrue from that date forward and are not retroactive.**

**3.** SNHSA offers year-end awards in 22 divisions. **A member must attend and participate in at least three (3) SNHSA sanctioned shows, at three (3) different venues (facilities) in order to be year-end champion in a division.**

**3b.** In order to **win** a division, a rider must accumulate a minimum of 10 points.

**4.** For the purpose of meeting the 3 venue requirement, EITHER the SNHSA Benefit OR Finals Show (NOT BOTH) may be counted as a “wild card”, regardless of the location. A rider would only need to attend and participate at two different additional venues in order to meet the “three venue” requirement. If the Benefit show is designated by the rider as his/her “wild card” the Finals show may not also be designated.

**5.** There will be no minimum requirements for the number of times a class for any particular division is offered during the competition year. As long as the rider meets the stated criteria (3 shows, 3 venues, and 10 points in the same division), the rider (or horse/pony or horse/rider combination as the case may be) shall be eligible to be **champion.** A rider need not accumulate 10 points, but must follow the 3 show, 3 venue rule, in order to qualify for a year-end award.

**6. Point Declaration for special classes at sanctioned shows-**

**Article VI - Qualification for Year-End Points [Part A. Points Declaration for Special Classes at Sanctioned Shows] effective immediately:**

In order for points to be allocated from special classes offered at SNHSA sanctioned horse shows, riders must complete a SNHSA Special Class Declaration Form. If the Special Class Declaration Form is completed and submitted to the show secretary at the time of entry or at least one hour prior to the start of the class, riders will not receive points for the special class.

### **Special Jumper Classes:**

If the special jumper class is **at or below 2'9"** the following divisions are eligible for points allocation:

Junior/Amateur: Puddle Jumpers, Pretraining Jumpers

Professional: Puddle Jumpers, Pretraining Jumpers

If the special jumper class is **at or above 2'9"** the following divisions are eligible for points allocation:

Junior/Amateur: Level I, Level II, Level III, Level IV, Level V

Professional: Level I, Level II, Level III, Level IV, Level V

### **Special Hunter Classes:**

If the special hunter class is **at or below 2'6"** the following divisions are eligible for points allocation:

Junior/Amateur: Pony Hunters, Short/Long Stirrup, Mini Hunters, Special Hunters

Professional: Mini Hunters, Special Hunters

If the special hunter class is **at or above 2'6"** the following divisions are eligible for points allocation:

Junior/Amateur: Low Hunter, Children's Hunter, Adult Amateur Hunter, Modified Open Hunter

Professional: Low Hunter, Modified Open Hunters

### **Special Equitation Classes:**

For a special equitation class, all age appropriate equitation divisions are eligible to Juniors and Amateurs

## **VI.B. Newsletter and Publication of Points**

1. A SNHSA newsletter will be posted on the SNHSA website/printed and mailed to all members, approximately ten (10) per year. The publication will include a calendar of SNHSA approved shows, points listings for those shows for which results were received by press time, and current points standing in all recognized SNHSA divisions. The publication will also include SNHSA news, items of interest to members, and the date and location of the next board meeting.

2. Information submitted to the SNHSA newsletter editor **must be received no later than the fifth (5<sup>th</sup>)** of each month, to ensure that the newsletter may be mailed as close to the 15<sup>th</sup> of each month as possible.

## **VI.C. Calculating Points**

1. Year-end points will be calculated based on a horse's or rider's (or horse/rider combination) ten highest points-earning shows for the year in each division *regardless of the number of shows attended.*

2. Horses or riders competing in more than ten shows could possibly have different shows count for different divisions; however, only the ten highest point-earning shows per division will count towards year-end awards.

**2b.** In the case of a multi-day show, **only 3 classes per division** will count towards year-end awards.

**3.** Show results for SNHSA sanctioned horse shows are sent to the Secretary by the Show Managers. The Secretary and the official Points Keeper shall work in conjunction with one another to calculate the points earned and posted for each show. The records kept by SNHSA are the only official records for riders/horses/ponies at SNHSA sanctioned shows.

**4.** At all SNHSA sanctioned shows; points that accrue for year-end awards are calculated as follows:

a. When there are six (6) or more entries \* in a class, points will be awarded as follows:

7 points for first place

5 points for second place

4 points for third place

3 points for fourth place

2 points for fifth place

1 point for sixth place

**[Note of clarification: Each Show manager is responsible for communicating to the judge that the class should be placed through sixth (or a “reserve” noted) even if prizes only go through 5<sup>th</sup>.]**

b. When there are less than six (6) entries in class, points will be awarded as follows:

5 entries: 6-4-3-2-1

4 entries: 5-3-2-1

3 entries: 4-2-1

2 entries: 3-1

**c. \* Entries** are those contestants who actually enter the ring to be judged, whether or not they incur elimination due to falls, refusals, off-course, etc.

**5.** SNHSA members who show in Hunter and Equitation Classics (sometimes called “stakes”) held at SNHSA sanctioned shows, **that otherwise meet all the criteria for any particular SNHSA division** for which the rider (horse, pony or horse/rider combination) is eligible, will have points counted for that division.

**6. Cross Entry Policy:** SNHSA will strictly enforce cross-entry restrictions as described in each affected division in the SNHSA Rulebook (Article VII). In the event a cross-entry is inadvertently made by an exhibitor, or accepted by a SNHSA



sanctioned horse show secretary, the following method shall be used to determine the eligibility for points:

- a. For a class that the exhibitor is otherwise eligible, one class or the other must be designated as a schooling round, BEFORE either class occurs.
- b. In the event such designation is not received and noted by the show secretary BEFORE either class occurs, **the first class in which the exhibitor rides at that show will be counted for points, and any other subsequent classes affected by SNHSA cross-entry restrictions at that show will not count for points under any circumstances.**

#### **VI.D. Points Discrepancies**

1. Members are *encouraged to keep their own points totals*, as well as to check their points totals in **each** issue of the newsletter/points bulletin to make certain they are correct.
2. Reports of suspected errors **must be submitted in writing**, on a form provided by SNHSA **within 30 days of publication**.
3. **EXCEPTION:** For the **final point bulletin** of the year, discrepancies **must be reported within 15 days**.
4. **In both cases, once the grace period (30 days/15 days for final) has expired, the points will stand as published.**
5. A Points Discrepancy form will be published in the newsletter several times a year. The form may also be obtained from the SNHSA website or by contacting the Points Keeper or the SNHSA Secretary (both names and numbers published in each issue of the newsletter and on the website).

#### **VI.E. Official Records**

1. **The records kept by the SNHSA are the ONLY official records for riders and/or horses at SNHSA sanctioned shows.**
2. To keep these records consistent and to accrue points for year-end awards, a horse must be entered at any given show **EXACTLY** as the name appears on the Membership Application/Renewal form on file with SNHSA [Article IV.C.]
3. A horse/pony may be added at any time during the year, **but points will not begin to accrue until: the horse is registered with SNHSA and the necessary fee paid; and until the rider of the horse is verified to be a SNHSA member(s) prior to or on the day points were earned [Article IV.C.]**

#### **Article VII**

#### **DIVISIONS: General Information; List of Divisions; SNHSA Medals; Descriptions & Specifications for Each Division**

#### **VII.A. General Information regarding SNHSA Divisions**

1. There will be no minimum requirements for the number of times a class for any

particular division is offered during the competition year.

**2. Year-end Awards:** Special awards are presented to top 5 placings in each division.

**VII.B. SNHSA Divisions:** [For specifications for each division, see Article VII.D]

**[NOTE: For Equitation Divisions 1-4 and the two SNHSA Medal classes, the horse/pony does not have to be registered with SNHSA; however the RIDER must be a member for points to accrue in these, and ALL OTHER divisions. If the rider wishes to ride the same horse/pony in any other division (including Long/Short Stirrup) for which s/he wishes to accumulate points for year-end awards, the horse/pony's registration fee MUST be paid]**

- 1. Equitation 11 & under (2'9" to 3'0")**
- 2. Equitation 12-14 (2'9" to 3'0")**
- 3. Equitation 15-17 (2'9" to 3'0")**
- 4. Equitation 18 & over (2'9" to 3'0")**
- 5. Pony Hunters (2'0" to 2'3")**
- 6. Short Stirrup 2'0" to 2'3" Hunter/Equitation (under 18, non-pro)**
- 7. Long Stirrup 2'0" to 2'3" Hunter/Equitation (over 18 & non-pro)**
- 8. Mini Hunters 2'0" to 2'3" Open**
- 9. Special Hunters 2'3" to 2'6" Open**
- 10. Low Hunters 2'9" Open**
- 11. Children's Hunters 2'9" to 3'0"**
- 12. Amateur Owner Hunters 3'6"**
- 13. Junior Hunters 3'6" (17 & under)**
- 14. Adult Amateur Hunters 2'9" to 3'0"**
- 15. Modified Open Hunters 3'3"**
- 16. Puddle Jumpers 0.70 to 0.75 meters (Table IV) (2'3" to 2'5")**
- 17. Pretraining Jumpers 0.75 to 0.85 meters (Table IV) (2'5" to 2'9")**
- 18. Level I Jumpers 0.85 meters to 0.95 meters (2'9" to 3'1")**
- 19. Level II Jumpers 0.95 meters to 1.0 meters (3'1" to 3'3")**
- 20. Level III Jumpers 1.0 meters to 1.05 meters (3'3" to 3'5")**
- 21. Level IV Jumpers 1.05 meters to 1.15 meters (3'5" to 3'9")**
- 22. Level V Jumpers 1.15 meters to 1.25 meters (3'9" to 4'1")**

**VII.C. Sierra Nevada Horse Show Association Medal classes**

**1. Sierra Nevada Mini Medal-2'3" to 2'6"**

- a. Open to Junior or Adult Amateur members of SNHSA.
- b. Riders may not cross enter into any class over 2'6" at the same competition.
- c. Rider and trainer must be SNHSA members. Registration of horse/ponies not required.

- d. To be judged on equitation of the rider.
- e. To be shown over a course of no less than six obstacles 2'6" in height.
- f. Two tests (1-9) of the USAE rulebook are required during the first round.
- g. Only one rider per horse or pony.
- h. There must be at least two eligible entries to hold the Medal classes at any SNHSA sanctioned show.
- i. A minimum of six (6) points qualifies a rider for the Finals. Points will be calculated in the same manner described in Article VI.C.4.
- j. Eligible riders who have won a Medal class during the competition year, or who have accumulated six points to qualify for the Finals, may continue to ride in additional Mini Medal classes throughout the year.
- k. Riders in this class may not compete in the SNHSA JR/AM Medal class in the same year.

**2. Sierra Nevada Mini Medal Final specifications:**

- a. Finals will consist of two rounds to be judged over fences 2'3" -2'6".
- b. The order of go for round one will be drawn. Round two will ride low score to high score.
- c. Each phase will be scored numerically and count equally for the overall combined score.
- d. Two tests (1-9) are required during each round.
- e. The same horse must be ridden through both phases of the competition.
- f. The winner of SNHSA Mini Medal Finals is no longer eligible to compete in the SNHSA Mini Medal Class. Mini Medal winners may, however, compete in the JR/AM Medal Class.
- g. There must be a minimum of two (2) entries for the Finals class to be held. If there is not a minimum of two qualified riders, the class will be cancelled and no prize or year-end award shall be given.
- h. Points may not be carried forward into another competition year.
- i. Only qualified riders will be allowed to ride in the Finals.
- j. Riders in this class may not compete in the SNHSA JR/AM Medal class in the same year.

**3. SNHSA Jr/Am Medal 2'9"-3'** Rider and trainer must be SNHSA members. Registration of horse/pony is not required.

- a. Open to Junior or Amateur members of SNHSA.
- b. To be judged on Equitation of the rider.
- c. To be shown over a course of fences 2'9" to 3' in height.
- d. Two or more tests (1-9) of the USEF are required of the top four (4) competitors.
- e. Any exhibitor who does not participate in the testing is placed last of those

exhibitors called back to test.

f. Only one rider per horse or pony.

g. There must be at least two (2) entries to hold the class.

h. A minimum of six (6) points qualifies a rider for the Finals. Points will be calculated in the same manner described in Article VI.C.

i. Eligible riders who have won a Medal class during the competition year, or who have accumulated six (6) points to qualify for Finals, may continue to ride in additional Medal classes throughout the year.

j. Riders in this class may not compete in the SNHSA Mini Medal class in the same year.

#### **4. SNHSA Jr/Am Medal Finals specifications:**

a. The Finals will consist of two qualifying rounds to be judged over fences 2'9" to 3' in height.

b. The order of go for the first round will be drawn; round two will ride low score to high score.

c. The top four (4) riders plus any rider within three (3) percentage points of the leader will return for work-off.

d. Each phase will be scored numerically and will count equally toward the overall combined score.

e. The same horse or pony must be ridden through all phases of the competition.

f. The winner of the SNHSA JR/AM Medal Finals is no longer eligible to compete in the SNHSA Mini or JR/AM Medal Classes.

g. There must be a minimum of two (2) entries for the Finals.

h. If there is not a minimum of two qualified riders for the Finals class, the class will be cancelled and no prize or year-end award shall be given.

i. Points may not be carried forward to another competition year.

j. Only qualified riders will be allowed to ride in the Finals.

k. Riders in this class may not compete in the SNHSA Mini Medal class in the same year.

#### **VII.D. Division Descriptions & Specifications**

##### **All Equitation Classes shall have fence height from 2'9" to 3'0"**

[NOTE: For Equitation divisions 1-4 and the SNHSA Medal classes, the horse/pony does not have to be registered with SNHSA; however the RIDER must be a member for points to accrue in these, and ALL OTHER divisions. If the rider wishes to ride the same horse/pony in any other division (including Long /Short Stirrup divisions) for which s/he wishes to accumulate points for year-end awards, the same horse/pony fee must be paid.]

**Division 1: Equitation 11 & under**-Open to junior riders 11 and under. Rider must

be SNHSA member for points to accrue for year-end awards. The horse/pony does not have to be registered.

Classes:

- a. Hunt Seat Equitation-Flat
- b. Equitation over Fences-2'9" to 3'

**Division 2: Equitation 12-14**-Open to junior riders 12-14. Rider must be a SNHSA member for points to accrue for year-end awards. The horse/pony does not have to be registered.

Classes:

- a. Hunt Seat Equitation-Flat
- b. Equitation over Fences- 2'9" to 3'

**Division 3: Equitation 15-17**-Open to juniors 15-17. Rider must be a SNHSA member for points to accrue for year-end awards. The horse/pony does not have to be registered.

Classes:

- a. Hunt Seat Equitation-Flat
- b. Equitation over Fences-2'9" to 3'

**Division 4: Equitation 18 & over**-Open to Adult Amateurs (ages 18 & over). Rider must be SNHSA member for points to accrue for year-end awards. The horse/pony does not have to be registered.

Classes:

- a. Hunt Seat Equitation-Flat
- b. Equitation over Fences-2'9" to 3'

**Division 5:Pony Hunter (under 14.2 hands) 2'0" to 2'3"-open to junior riders only 17 & under)** Rider must be a SNHSA member and pony must be registered with SNHSA in order for points to accrue for year-end awards. Manner and suitability of pony for rider are to be emphasized in all classes. Extreme speed will be penalized. Light contact with the pony's mouth is required. Ponies should be obedient, alert, responsive, and move freely.

Classes:

- a. Pony Hunters to be judged over a course of fences 2'0" to 2'3".
- b. PCHA, NorCal and USEF jump heights (2'3", 2'6", and 3'0") will apply at rated shows.
- c. Pony Hunter under Saddle-to be shown at walk, trot, and canter both ways of the ring.

**Division 6: Short Stirrup (Non-Pro)** -Points for this division will be awarded to the horse/rider combination. Rider must be a member and horse/pony must be registered with SNHSA. In order for points to accrue for year-end awards. Open to

**beginner riders** under the age of 18 (non-pro). To be judged on performance and manners. **Riders may not cross-enter into any class over 2'6" at the same competition.** Oxers may not exceed 18" in width. No solid jumps permitted.

Classes:

a. Hunt Seat Equitation-Flat

b. hunt Seat over Fences- 2'0" to 2'3"

**\*A rider's Long/Short Stirrup status is considered broken once they have completed 2 years in the Long/Short Stirrup division\***

**\*Competing in one or more classes in this division within the calendar year counts as 1 year.\***

**Division 7- Long Stirrup 2'0" to 2'3" (Non-Pro)** - Points for this division will be awarded to the horse/rider combination. Rider must be a member and horse must be registered with SNHSA in order for points to accrue for year-end awards. Open to **beginner riders** 18 and over. To be judged on performance and manners. **Rider may not cross enter into any class over 2'6" at the same competition.** To be shown over a course of fences 2'0" to 2'3". Oxers may not exceed 18" in width. No solid jumps permitted. Classes:

a. Hunt Sear Equitation-Flat

b. Hunt Seat Equitation over Fences-2'0" to 2'3"

**\*A rider's Long/Short Stirrup status is considered broken once they have completed 2 years in the Long/Short Stirrup division\***

**\*Competing in one or more classes in this division within the calendar year counts as 1 year.\***

**Division 8 Mini Hunters 2'0" to 2'3" -Open** - Rider must be a member and horse/pony must be registered with SNHSA in order for points to accrue for year-end awards. To be judged on performance, soundness, and manners. Extreme speed will be penalized. To be shown over a course of fences 2'0" to 2'3". Horse/rider combination may not cross enter over 2'6" at the same show.

**Division 9- Special Hunters 2'3" to 2'6"-Open**-Rider must be a member and horse/pony must be registered in order for points to accrue for year-end awards. To be judged over a course of fences 2'3" to 2'6". To be judged on performance, soundness, and manners. Extreme speed will be penalized.

**Division 10- Low Working Hunters 2'9"-Open** Rider must be a member and horse/pony must be registered in order for points to accrue for year-end awards. To be judged on performance, soundness, and manners. Extreme speed will be penalized.

Classes:

a. To be shown over a course of fences 2'9"

b. Low Hunter under Saddle- To be shown at a walk, trot, and canter both ways of

the ring. Light contact with the horse's mouth is required. Horses should be obedient, alert, responsive, and move freely.

**Division 11- Children's Hunters, 17 and Under-2'9" to 3'0"** Rider must be a member and horse/pony must be registered with SNHSA in order for points to accrue for year-end awards. To be judged on performance, soundness, and manners. Extreme speed will be penalized. **Rider may not cross enter between Children's Hunters and Junior Hunters at the same competition.**

Classes:

- a. To be shown over a course of fences 2'9" to 3'0"
- b. Children's Hunter under Saddle- To be shown at a walk, trot and canter both ways of the ring. Light contact with the horse's mouth is required. Horses should be obedient, alert, responsive, and move freely.

**Division 12- Amateur Owner Hunters-3'6"** Rider must be a member and horse/pony must be registered with SNHSA in order for points to accrue for year-end awards. TO be judged on performance, soundness, and manners, Extreme speed will be penalized. **Rider may not cross enter between Adult Amateur Hunters and Amateur Owner Hunters at the same competition.**

Classes:

- a. To be shown over a course of fences 3'6" in height.
- b. Amateur Owner Hunter under Saddle- To be shown at a walk, trot, and canter both ways of the ring. Light contact with the horse's mouth is required. Horse should be obedient, alert, responsive, and move freely.

**Division 13-Junior Hunters (17 and under)- 3'6"** Rider must be a member and horse/pony must be registered with SNHSA in order for points to accrue for year-end awards. To be judged on performance, soundness, and manners. Extreme speed will be penalized. **Rider may not cross enter between Junior Hunters and Children's Hunters at the same competition.**

Classes:

- a. To be shown over a course of fences not to exceed 3'6"
- b. Junior Hunters under Saddle- To be shown at a walk, trot, and canter both ways of the ring. Light contact with horse's mouth is required .Horse should be obedient, alert, responsive and move freely.

**Division 14- Adult Amateur Hunters (18 & over) 2'9" to 3'0"**- Rider must be a member and horse/pony must be registered in order for points to accrue for year-end awards. To be judged on performance, soundness, and manners. Extreme speed will be penalized. **Rider may not cross enter between Adult Amateur Hunters and Amateur Owner Hunters at the same competition.**

Classes:

- a. To be shown over a course of fences 2'9" to 3'0"
- b. Adult Amateur Hunters under Saddle: To be shown at a walk, trot, and canter both ways of the ring. Light contact with the horse's mouth is required. Horses should be obedient, alert, responsive, and move freely.

**Division 15- Modified Open Hunters 3'3"-** Rider must be a member and horse/pony must be registered with SNHSA in order for points to accrue for year-end awards. To be judged on performance, soundness and manners. Extreme speed will be penalized.

Classes:

- a. To be shown over a course of fences 3'3" in height.
- b. Modified Hunters under Saddle-To be shown at a walk, trot, and canter both ways of the ring. Light contact with the horse's mouth is required. Horses should be obedient, alert, responsive, and move freely.

**Division 16- Puddle Jumpers 0.70 meters to 0.75 meters (2'3" to 2'5")**(Mandatory Optimum Time Table 5). Oxers may not exceed 18" in width. No solid jumps permitted. Rider must be a member and horse/pony registered with SNHSA in order for points to accrue for year-end awards.

**Division 17-Pretraining Jumpers 0.75 meters to 0.85 meters (2'7" to 2'9")-** Mandatory Optimum Time (Table 5). Rider must be a member and horse/pony registered with SNHSA in order for points to accrue for year-end awards.

**Division 18- Level I Jumpers 0.85 meters to 0.95 meters (2'11" to 3'1")-** To be shown over a course of fences 2'11" to 3'1" with spreads up to 3'3". Rider must be a member and horse/pony must be registered with SNHSA for points to accrue for year-end awards.

**Division 19-Level II Jumpers 0.95 meters to 1.0 meters(3'1 to 3'3")** -To be shown over a course of fences 3'1 to 3'3" with spreads to 3'6". Rider must be a member and horse/pony registered with SNHSA for points to accrue for year-end awards.

**Division 20-Level III Jumpers 1.0 meters to 1.05 meters(3'3" to 3'5")** -To be shown over a course of fences 3'3" to 3'5" with spreads up to 3'9". Rider must be a member and horse/pony registered with SNHSA for points to accrue for year-end awards.

**Division 21- Level IV Jumpers 1.05 meters to 1.15 meters (3'6" to 3'9")-**To be shown over a course of fences 3'6" to 3'9". Rider must be a member and horse/pony must be registered with SNHSA for points to accrue for year-end awards.

**Division 22- Level V Jumpers 1.15 meters to 1.25 meters (3'9" to 4'1")-** To be shown over a course of fences 3'9" to 4'1" with spreads up to 4'3". Rider must be a member and horse/pony registered with SNHSA for points to accrue for year-end



awards.

*PLEASE REVIEW THE RULEBOOK TO FAMILIARIZE YOURSELF WITH THE GENERAL RULES REGARDING MEMBERSHIP, HORSE REGISTRATION, REQUIREMENTS AND RESTRICTIONS FOR THE DIVISIONS IN WHICH YOU PLAN TO SHOW, AND THE REQUIREMENTS FOR ACCUMULATING POINTS FOR YEAR-END AWARDS. IF YOU DO NOT UNDERSTAND A RULE OR THE MEANING OF A RULE, PLEASE CONTACT THE SNHSA PRESIDENT, OR ANY OTHER BOARD MEMBER TO ASK FOR CLARIFICATION. (Phone numbers are listed in the front of this book).*

*IT IS THE RESPONSIBILITY OF EACH MEMBER TO KNOW AND FOLLOW THE RULES.*

*If you would like to suggest changes or modifications, please request a rule change form-only written suggestions will be taken under advisement by the Board of Directors.*