

## STANDING RULES OF THE BLACK FOREST SADDLE CLUB

Approved: June 26<sup>th</sup>, 2017

### I. Participation Rules

1. Standing Rules are subject to change as determined by the majority vote of the Black Forest Saddle Club (hereafter referred to as "BFSC") Board of Directors or by a majority vote of the voting club participants present at any regular meeting of the BFSC.
2. Requests to change the Standing Rules should be presented to the BFSC Board in writing. Requested changes will be considered at the next scheduled Board meeting or the next scheduled club meeting.
3. Standing Rules will never violate the By-Laws or Articles of Incorporation of the BFSC.
4. Participation in the Black Forest Saddle Club is open to the general public and is not subject to any mandatory annual fees or dues.
5. The BFSC facilities are open for use by all participants for BFSC sponsored events and any other event occurring at the facilities. Any use of the facilities outside of formal events is subject to an Arena Use Fee.
6. Arena Use Fees are optional and are solely to allow access to the facilities at any time other than formal events. Upon receipt of the arena use fee, the registrant will be provided with the lock codes to the arena gates.
7. Arena Use Fees are for the period of January 1 to December 31.
8. The amount of the Arena Use Fee is \$50 per individual or \$60 per family. Any individual under the age of 18 must be listed on a family fee registered under the name of a parent or legal guardian. Any individual under the age of 18 that feels they should not be required to be listed on a family use fee due to special circumstance may bring this circumstance before the Board for Board approval. Any decision made by the Board will be final.
9. All participants must sign a Hold Harmless agreement prior to using the facilities. This agreement need only be signed once per calendar year, or as requested by the Board.
10. Dependents of those on a family arena use fee who are under the age of 18 may only use BFSC facilities when accompanied by a parent or legal guardian or their designated agent, when not being used for a scheduled event. Any agent must also hold a current arena use fee. Anyone 18 years of age or over on any arena use fee may use the facilities unsupervised at any time when they are not being used for a scheduled event. Considering the risk of equestrian activities, it is recommended that no one ride alone at the BFSC facilities.
11. Participants are responsible for the actions of their families, guests and animals. You will be required to reimburse BFSC for negligent damage to BFSC property. Willful and repeated instances of negligent damage to BFSC property may result in the revocation of your arena use fees and/or participation in BSFC events.
12. BFSC is a family-centric organization whose activities often include minors. Language and actions should be such that it is acceptable in the presence of minors. Willful and repeated instances of inappropriate language and actions may result in the revocation of your arena use fees and/or participation in BFSC events.
13. BFSC is a smoke-free facility. Smoking is permitted in your vehicle.
14. BFSC facilities are open to any club, group or organization (equine related or non-equine related) for use, subject to Board approval.

## II. Performance Horse Show and Speed Horse Show Rules

### A. Definitions. For the purpose of this document, the following definitions will apply:

1. Performance Horse Show – any scheduled formal performance show of the Summer Series.
2. Speed Horse Show - any scheduled formal speed show of the Summer Series.
3. All Breed Show – an Open Show where the horse/rider combination will be grouped and judged by breed, as well as by normal rider classification. There is no requirement for the BFSC to hold an annual event such as this.
4. Summer Series – Competition that includes a combination of Performance Horse Shows/Speed Horse Shows plus any number of scheduled informal fun/training shows.
5. Event –Performance Horse Show, Speed Show, Gymkhana, any series show, training shows or any activity sponsored by the BFSC.
6. Discipline – Grouping of classes to be used in Performance/Speed Shows. For the purpose of this document, the disciplines will be (but not limited to) English, Western and Speed.
7. Class – By way of example, Western Pleasure, English Equitation or Barrels.
8. Rider Classification – Rider ability level. By way of example, a rider may be Walk-Trot, Novice, Age group or Open. Rider classifications may be changed or added by a vote of the Board of Directors.
9. Special Events – An event or special series that may be in addition to the annual scheduled shows. The Special Event may have rules for participation that are specific to that Event and may vary from the standing rules or bylaws. The rules for these events will be set by the Board of Directors and may be changed at the discretion of the Board and without the prior approval of the participants.

### B. Performance Horse Show and Speed Show General Rules:

1. **The decisions of the judges and show officials will be final.** Arguing with the judges and/or show officials can be grounds for dismissal from the show, removal from BFSC property, forfeiture of show fees, loss of BFSC privileges or any combination of the above penalties. Penalty will be determined by a majority vote of the BFSC Board.
2. Performance Horse Show and Speed event protests and disputes should be brought to the attention of the Show Manager on the day of the event. If not resolved by the Show Manager, the BFSC President will arbitrate. Protests or disputes that are not immediately resolved should be sent, in writing, to the BFSC President. Written disputes will be discussed at the next scheduled Board meeting. Written disputes will not be accepted more than 10 days after the disputed event. A \$50.00 deposit is required with each written protest or dispute. If the protest or dispute is resolved in favor of the protestor, the \$50.00 deposit shall be refunded.
3. All Performance / Speed Horse Shows will be conducted in accordance with the AQHA Rule Book when it does not conflict with the Standing Rules. When a conflict does exist between the AQHA Rule Book and the Standing Rules, the Standing Rules will take precedent. A copy of the AQHA Rule Book and Standing Rules will be maintained in the show office at all times to help resolve questions, protests or disputes.
4. Exhibition and/or schooling entries may be permitted in judged Performance Horse Show classes at the sole discretion of the show judges and/or show management. If permitted, the judge will not consider these exhibition rides in their official placing of the class, nor will they be used to determine the points earned in that class. Every effort will be made to make Walk/Trot and Novice classes fair and safe for all riders.

5. You may enter only one horse per class for the purpose of the daily high point awards or year-end awards, however, you may use more than one horse per discipline, class and/or event.
6. The use of a helmet and/or hunt cap is required to be worn by all riders mounted English; riders under 18 years of age and Walk/Trot contestants under 18 years of age mounted English must wear helmets with a chin strap.
7. All contestants under the age of 18 must have the signatures of their parent or legal guardian on the entry form to participate in the show. For insurance reasons, no exceptions will be made to this rule.
8. A parent or legal guardian must be present at a BFSC event for any minor to participate in the event. Another adult may assume responsibility for a minor child at a BFSC event with written permission of the minor's parent or legal guardian.
9. No contestant under the age of 18 shall be allowed to show a stallion.

**B. Performance Horse Show and Speed Horse Show Cancellation Rules:**

1. In the event of inclement weather, Performance / Speed Horse Shows may be delayed up to 60 minutes to await a change in condition.
2. Performance / Speed Horse Show cancellation or change in venue can be determined based on the weather conditions of the grounds. A motion to cancel or change venue can be made by the BFSC Board. Cancellations or changes in venue will be determined by a majority vote of Board members present at the event.
3. Year-end Summer Series points will only be awarded for all fully completed age groups within any class should it become necessary to cancel a Speed Horse Show. For an age group to be considered fully completed, all contestants in an age group for a particular class must be completed. (IE – All contestants entered in Barrels have completed their runs and received their time in age groups 13 & Under and 14-18 but only ½ the participants were able to run in 19 & Over. Year-end points will be accumulated for 13 & Under and 14-18 but not for 19 & Over as all contestants did not have a chance to run.)
4. In the case of a cancellation of a horse show in the middle of the event, points will be accumulated for year-end awards based on the fully completed age groups within any class. For an age group within a class to be considered fully completed, all contestants in that age groups must have been given the opportunity to perform. (i.e. – All contestants entered in 14-18 Western Horsemanship must have been given the opportunity to perform the pattern prior to the cancellation for any of that particular show's points to accumulate for any contestant for year-end awards in the 14-18 age group.)
5. If participation in Trail classes is offered on a first-come, first-serve basis, points will be awarded in Trail classes if the show is cancelled but the trail course has been open for at least 3 hours. This exception is made to give credit to those who finish in a timely manner. All participants who do not complete the Trail course by the time it is closed will be considered a no-show from the class and forfeit their entry fee. Points will be based on the number of judged exhibitors.
6. A contestant will be considered to be scratched from a class when the contestant verbally notifies the office staff of the intended scratch. Notification is considered made when notification has been made no less than 2 classes prior to the scheduled class. Contestants who scratch will be given a credit for a show in the future. No cash refunds will be given for scratched classes.
7. A contestant will be considered a no-show if the contestant fails to notify the office staff of an intended scratch and fails to show up in time to be judged or timed. No cash refunds or credits will be given for a no-show (see Show Refund and Credit Rules below).

8. Make-up of cancelled events or classes will be done at the sole discretion of the BFSC Board.
9. Daily awards will only be given at the completion of at least 50% of the discipline. (IE – 50% of English, 50% of Western or 50% of speed.) By way of example, if English is completed and only 40% of Western is completed before the show is cancelled, then there will only be awards for English.

**C. Performance Horse Show and Speed Horse Show Office Rules:**

1. There will be no class charge for Leadline or Therapeutic Riding classes.
2. There will be a \$5.00 office charge per contestant. The maximum office charge per family will be \$10.00, regardless of the number of family contestants. These fees may change at the discretion of the Board.
3. The office fee will be waived for participants when pre-entries are done in a timely fashion via email or BFSC website. Entries are considered “timely” when they are received by the designated office staff 2 days prior to the event.
4. Training Night Show / Speed fees - \$5.00 per class or \$20 for all classes. Practice runs will be offered at \$5.00 for 3 runs.
5. Performance Horse Show class fees:
  - a. \$10.00 per class
  - b. Discounts will be offered to contestants who sign up for all classes in their division; refer to show bill for pricing.
  - c. The Walk/Trot division will have a maximum of \$40.00 for all classes. These participants are not eligible to enter any class that shows at the lope/canter.
  - d. 4H participants will be charged a maximum of \$45.00 for all classes. Proof of current enrollment in the 4H horse program is required to be shown at the office to qualify for this rate.
6. Speed Show class fees:
  - a. \$10.00 per class
  - b. Discounts will be offered to contestants who sign up for all classes in their division; refer to show bill for pricing.
  - c. Practice runs will be offered at \$5.00 for 3 runs. Practice will be limited to 1 minute in the arena per run.
7. Fees for shows not specifically listed here in will be set at a rate approved by the BFSC Board of Directors.
8. Fees may be changed by approval of the BFSC Board of Directors.
9. Cash refunds will not be given. Credit for a future BFSC event will be given for classes cancelled because of weather or classes that are appropriately scratched. The contestant or their representative must formally withdraw (scratch) the contestant with show office personnel at least 2 classes prior to be eligible for the credit. No cash refunds will be given for scratched classes, future event credits only. No cash refunds or credits will be given to a contestant should they fail to show up for their scheduled class (no-show).
10. In the event of a cancellation of classes due to weather, contestants must formally ask show personnel for a future credit for cancelled classes. The request for future credit must be received and granted the day of the event and issued by the show manager.

11. Credit will be used in the form of a credit slip signed by the show manager listing the contestant, date credit issued and the amount of the credit. The show manager will confirm that fees have been paid for all classes where credit is being issued and annotate the show sheets accordingly.
12. Once issued, credit slips will not be replaced. They may be used for entry fees only and may not be used to offset bills for the concession stand or any other fees.

**D. Performance Horse Show and Speed Eligibility and Participation Rules:**

1. Riding categories are based on age and ability of the contestant, not on the horse. Assessment of a rider's ability is a judgment call of the contestant, but should follow these general definitions:
  - a. **Walk/Trot** – A beginning level rider whose riding proficiency is at the walk and trot/jog only. No cantering/loping will be required in a walk/trot class. This division is open to all ages.
  - b. **Novice rider** – An intermediate level rider whose riding proficiency extends to beginning cantering/loping. Novice classes will require cantering/loping unless the show judge and/or management decide otherwise. Patterns for novice riders will be simpler than for the age group riders and require only simple lead changes. This division is open to all ages.
  - c. **Age group rider** – An advanced level rider who is proficient at the walk, trot/jog and canter/lope. Patterns for age group riders will be more complex and may require flying lead changes.
  - d. **Open rider** – Anyone who is considered an equine professional (i.e. trainer, instructor, etc.) is only eligible to show in the Open Division; Novice or Age Group exhibitors may also show in the Open.
2. Contestant's age as of January 1<sup>st</sup> of the competition year will determine the age group classification that the contestant must enter for the Summer Series shows.
3. Contestants must declare the rider classification they will be participating in at the first show of any series. You may move up in classification, but not down in classification; the only exception is if the Board determines that it is unsafe for a contestant to participate in the upper classification; points following the exhibitor will be determined during the boards review. One change in classification is allowed per show season.
4. If a contestant receives a Division / Overall Champion award from BFSC in Walk/Trot or Novice, the contestant must move up to the next rider classification the following show season. Other contestants whose skill level exceeds the definition of Walk/Trot or Novice listed previously should voluntarily move up in classification the next show season. The BFSC Board will monitor this situation and may require a rider to move up if the Board determines that a person is riding in a classification below their riding ability. Exhibitors may provide a written petition the board along with a \$25 fee if they would like to request an exception to their riding classification.
5. Year-end points are accumulated on a one horse/one rider combination. Points cannot be accumulated towards year-end awards based on one contestant using more than one horse. Combining points from more than one horse for the purpose of winning a year-end awards will not be allowed. Only exception is written veterinarian notice for death, lameness or injury.
6. If a contestant is presenting more than one horse at any BFSC event, the contestant must nominate a point horse for that particular event. A contestant will not be awarded a daily high point award and a reserve daily high point award, as all awards are presented to a one horse/one rider combination.

## **E. Performance Horse Show and Speed Horse Show Events and Classes:**

### **1. Training Show Events and Classes:**

- a. Training horse show events will be offered; see BFSC website for dates and showbill. The start and end date of the training shows will be at the discretion of the BFSC Board. Cancellation of training shows will be at the discretion of the BFSC Board. Changes to the schedule will be posted on the BFSC website, Facebook page and by email to the general distribution list. Training / gymkhana points will accumulate towards the year-end awards.
- b. Little Lopers is available for riders 10 and under. Once a Little Loper contestant has run a barrel pattern in a time faster than 35 seconds at 2 different events, they must move up to Novice 13 and Under and their points WILL follow them to the new division.
- c. Any Novice 13 and Under or Novice 14 and Over that runs a barrel pattern faster than 25 seconds at 2 different events must move up to their corresponding Age Group and their points WILL follow them to the new division.
- d. Dress for training horse shows is casual. The only requirement for attire is long pants and boots with a heel.
- e. There will be no daily high point for training shows.

### **2. Performance Horse Show Events and Classes:**

- a. There will be at least six Performance Horse Shows and Speed Horse shows scheduled for each year; however, weather or scheduling conflicts could arise that would reduce the number of shows. The number of shows can be increased or decreased by a majority vote of the BFSC Board. Exact dates for the shows will be determined by the BFSC Board.
- b. Performance Horse Shows will start promptly at 9:00 am and proceed until concluded or cancelled. Speed Horse Shows events will start promptly at 1:00 pm and proceed until concluded or cancelled. Start times may vary based on the scheduled event. Any change in start time will be posted to the BFSC website, Facebook page and by email to the general distribution list. Every effort will be made to have the show office open for at least 45 minutes prior to the scheduled start time of the first class. Cancellation of shows will be at the discretion of the BFSC Board and any changes or cancellations to the schedule will be posted to the BFSC website, Facebook page and by email to the general distribution list.
- c. Proper attire is required at all Performance Horse Show events and will factor into the judge's placing of the classes. Disqualification for improper dress or equipment is at the discretion of the judge. In Speed Horse Events, appropriate western attire is required which includes pants (slacks, trousers, jeans, etc.) long sleeves and collar (band, standup, tuxedo, etc.) western hat and cowboy boots. It is optional that an exhibitor may wear a hard hat with harness in all classes. The hat must be on the rider's head when the exhibitor enters the arena.
- d. A Leadline class will be offered at each Performance Horse Show event. The class will be open to all ages and require the contestant to be led in the arena by a responsible handler.
- e. A Therapeutic class and 2-year old western pleasure class may, but need not be, offered at each Performance Horse Show event. The therapeutic class is open to those who are mentally and/or physically challenged. The 2 year-old western pleasure class is open to any horse that is 2 years old.
- f. Halter classes will be offered at each Open Horse Show event. The class will be divided into 3 divisions: stallions, geldings and mares. Ribbons will be awarded in each division. 1<sup>st</sup> and 2<sup>nd</sup> place

winners in each division are eligible to compete in the Grand Champion class against the winners of the other 2 divisions. Halter points do not count towards daily high point awards. Halter class points will accumulate towards a year-end awards for each division. Halter classes are open to handlers of all rider classifications, however, no one under the age of 18 may exhibit a stallion.

- g. Walk/Trot classes will be offered at each Performance Horse Show event.
- h. Novice rider classes will be offered at each Performance Horse Show event.
- i. Age group classes will be offered at each Performance Horse Show event
- j. Open rider classes will classes will be offered at each Performance Horse Show event
- k. The following list of classes may be offered (refer to showbill for identified classes):
  - 1) English** – Showmanship, Open Showmanship, Hunter Under Saddle, Open Hunter Under Saddle, English Equitation, Open English Equitation, English Riding Control, Show Hack, Hunter Over Fences, Hunter Hack, Open Discipline Rail, Discipline Rail
  - 2) Western** – Showmanship, Open Showmanship, Western Pleasure, Open Western Pleasure, Horsemanship, Open Horsemanship, Western Riding Control, Western Riding, Reining, Open Reining, Trail, Open Trail
  - 3) Speed** – Barrels, Open Barrels, Flags, Keyhole, Pole Bending, Open Pole Bending, 75 Up and Back, Timed Trail
  - 4) Yearling** - Longe Line and Yearling In-Hand trail classes may be added at show management’s discretion and a majority vote of the Board.

**III. Performance Horse Show and Speed Horse Show Point Tabulation and Award Rules:**

**A. Point Tabulation Rules**

- 1. A maximum of six placing ribbons will be awarded for every Performance / Speed Horse class. Points awarded for each class are tabulated as follows:

Placing	6+	5	4	3	2	1
	Number of Points					
1	7	6	5	4	3	2
2	6	5	4	3	2	
3	5	4	3	2		
4	4	3	2			
5	3	2				
6	2					
7+	1					

- 2. One participation point shall be awarded to all non-exhibition contestants in a class. This participation point is included in the above totals.
- 3. In a gymkhana class, all participants in the class will get one participation point, even the contestant receives a “no –time.”
- 4. In a judged performance horse class, all participants in the class get one participation point, even the participants that were disqualified.

## **B. Performance / Speed Horse Summer Series Show Award Rules:**

1. Division high point awards will be given at each Performance Horse Show and Speed Show events. Awards will not be presented in categories that do not have participants who do not qualify for the award.
  - a. Showmanship points will count towards Performance Horse Show daily high point awards; points will only count towards one discipline (English and Western) if both seats are ridden.
  - b. You must ride in at least one qualifying class in a discipline to qualify for Open Horse Show daily high point awards for the discipline (IE – you must ride in one English class to be eligible for the daily high point in that discipline, you cannot qualify based on Showmanship points alone.
  - c. Overall Daily High Point and Reserve High Point winners will be the top 2 riders in the age group at the end of the show. These participants will be taken out of the pool and the next 2 riders with the highest points in English and Western will receive the age group English and Western High Points. These riders will then be taken from the pool and the next 2 riders with the highest points in English and Western will receive the Reserve English and Western High Points. No one participant may receive more than one daily high point award at a show.
  - d. In the event of a tie for High Point or Reserve High Point, the following tie-breakers will be used:
    - 1) Performance Horse - Showmanship class placing
    - 2) Speed Horse Show – Barrels class placing
    - 3) Yearling Division - the tie breaker class will be Open Showmanship. If the tie is not broken by Open Showmanship, then it will be broken based on In-Hand Trail.
    - 4) If possible, Summer Series year-end point totals will be computed and posted in the show office on a monthly basis. Disputes of point totals must be made within ten (10) days of posting of the points.
    - 5) Summer Series Year-End Halter points are based on the horse, not the exhibitor. More than one handler can be used at the Performance Horse Shows for the same horse.

## **IV. Year-End Point Tabulation and Award Rules**

### **A. Summer Series Year-End Point Tabulation and Award Rules:**

1. Summer Series year-end awards will be given. Prizes for all award categories will be recommended by the BFSC Board. Approval is subject to availability of funds to purchase the awards. Prizes may be purchased throughout the show year and will be awarded at the annual BFSC awards banquet.
2. To accumulate points towards year-end awards, the exhibitor must have competed in at least 75% of the monthly Performance/Speed Horse Shows. Any points earned at training shows count towards year-end point totals, but do not count towards the total show count.
3. Points are accumulated on a one horse/one rider combination. Points may not be combined from more than one horse unless there is a valid veterinary reason with a veterinarian's statement on file in the office.
4. Points are accumulated throughout the season, but for year-end award purposes, only the top 4 point earning shows (or 75% if less than six shows were conducted) are added to training show



points for the final year-end total. High Points will be tabulated in the same manner as for daily high point awards but each exhibitor may win only one award.

5. To be eligible for year-end awards, a participant must have completed the required volunteer service hours. The number of hours required per individual is 15 with a maximum of 30 hours per family, regardless of the number of family members. At least  $\frac{1}{2}$  of these hours must be completed by August 1 to be eligible for year-end awards. "Opt out" service hour fee may be available; check BFSC website for details.
6. Year-End awards will be given for each Division. The exact nature of the prizes that will be given is at the discretion of the Board, but will be consistent across classifications, with higher value awards generally being awarded for higher rider classifications.