

AMHR Sanctioned Shows - Registration Paper & Show Guidelines ~ by Carolyn Aarup & Bev Beesley

The Miniature Horse Club of Ontario (MHCO) is a fun club, a place to learn about the breed and its' various uses, and to learn how to properly prepare a horse for show and how to show it to its full potential. Part of the learning curve is to maintain the Registry paperwork on your horse as well as to complete the proper paperwork in order to correctly register to compete at a show.

A horse CANNOT be shown in AMHA (American Miniature Horse Association) or AMHR (American Miniature Horse Registry) Sanctioned shows without correct and up-to-date registration paper information that matches the information on file at the AMHA or AMHR registry office. That information also helps to maintain correct and current breed records for breeders to rely on when buying and selling horses.

For that reason, everyone showing in MHCO shows is required to learn how to provide the necessary paperwork. The Board members of MHCO are willing and able to help new members with registry issues. At all shows, it is the RESPONSIBILITY OF THE INDIVIDUAL ENTERING THE HORSE to provide the correct registration information when entering them into the show.

It is also the responsibility of the exhibitor to read all the rules associated with each individual show as well as individual registry show rules prior to entering a show. Most Registry Rules and Show Rules are available either in hard copy or on line. If you have questions about a show, please contact the Show Secretary or Show Manager for that show.

Failure to provide the required paperwork can result in ineligibility to show and/or result in year end points to be eliminated or relinquished.

AMHR (American Miniature Horse Registry) SHOW REGISTRATION REQUIREMENTS:

- **APPENDIX:** see Appendix B-1, B-2, B-3 & B-4 for examples of how to complete MHCO AMHR show paperwork
- **AMHR Sanctioned shows** are open to all AMHR registered horses ONLY.
- It is the responsibility of the exhibitor to read all of the individual show guidelines as well as AMHR registry show rules prior to entering an AMHR Sanctioned show. AMHR rules are listed on the AMHR website www.shetlandminiature.com **see CHECK-IN PRODEDURE protocol further in this document
- **UP-TO-DATE** copy of registration papers must accompany the entry form for each horse by the required show entry deadline date.
- **RESPONSIBILITY:** it is up to the exhibitor to ensure the correct registration of their horse.
- The Entry Form and Registration data forms the background for all AMHR show reporting and must be submitted to the Show Secretary on the due date.
- Registration information MUST BE LETTER PERFECT to that on file at the AMHR registry office (AMHR requirement). Therefore an UP-TO-DATE registration MUST accompany the entry form for each horse.
- DO NOT assume that the registration form on file for MHCO Club Shows is acceptable – send all info required for each horse each year (unless advised otherwise by the Show Manager).

AMHR Sanctioned Shows - Registration Paper & Show Guidelines (continued)

- REGISTRATIONS must be up-to-date (e.g. temporary brought permanent when due, stallion gelded must be changed to gelding status, current owner must be listed on papers for Amateur status, etc). Sometimes forms are in transit and the Show Secretary can verify eligibility with the registry office but don't count on it.
- Registration paperwork (e.g. foal, weanling, owner transfers, gelding. etc) can be expedited by paying an additional fee to the registry.
- **CHECK-IN PROCEDURE:** Be sure to have anything required (e.g. measurement cards/forms, class add/scratch forms, etc) ready so you can just hand it in.
 - i. Pick up your envelope.
 - ii. Move away and check your entries carefully (check class entries for each horse, verify handler name)
 - iii. Fill in any missing information on the sheets
 - iv. Fill in Indemnification form, insurance agreement and show permission for youth members, if required
 - v. Return to registration table with complete envelope and payment (for adding classes), as shown on your invoice
 - vi. Please fill in and hand in the Judges Evaluation form at the end of your classes
 - vii. Please RETURN the ENVELOPE and your EXHIBITOR BACK # when finished showing so they can be used at the next show
- There should be NO ENTRY CHANGES necessary the day of show due to registration issues with the exception of height changes. Additional fees may apply for changes made on show day.
- The Show Secretary may forward any questions to the AMHR Show Steward for resolution.
- **MOST IMPORTANT: Show and have fun!**

****For more details and tips on how to organize yourself for prior to and on show day, please see "Organizing Yourself for Miniature Horse Shows" document ****

Be sure to check out the APPENDIX below that gives examples of how to complete the required AMHR show paperwork

Example of Email re: AMHR Show Entry Information to send to Show Secretary

June 22, 2015

Re: Smith – MHCO Classics AMHR Show July 11, 2015 entries

Dear Show Secretary,

For the above show, please find attached the following copies:

- Class Entry forms for each horse (Fluffy the Great)
- Class Fee Form completed
- AMHR Registration papers for each horse (Fluffy the Great)
- Show Insurance Form completed
- AMHR Membership cards (Jack Smith and Ellie Smith)/Youth/Amateur cards
- My Insurance policy
- Copy of cheque payment (\$263 cheque# 123 dated July 6, 2015)

The payment and entry forms will be put in the mail to you today (June 22, 2015) so they arrive by the due deadline (Sat June 27, 2015).

Please let me know when you receive this email and if there is anything else you need, please let me know.

Thank you,

Jack Smith
123 Some Street
Some Town, Some Province
H0H 0H0
CANADA
(123) 456-7890
jacksemail@gmail.com

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EXAMPLE: MHCO AMHR SHOW INSURANCE FORM

SATURDAY, JULY 11, 2015
 MINIATURE HORSE CLASSIC SANCTIONED SHOW
 HOSTED BY THE MINIATURE HORSE CLUB OF ONTARIO (MHCO)
 at QUARDREAM EQUESTRIAN CENTRE – 062165 Rd. 63, Mount Forest

Smith
 Entries

Show Entry Form

Entry Deadline: Must be received by **Saturday, June 27, 2015 *** WITH PAYMENT *****

Entries received after June 27 are subject to LATE FEES. Cancellations and substitutions allowed up to July 9th. After that, changes will be subject to LATE FEES.

Please mail completed entry form, copies of horses' registration papers, measurement cards and cheque or money order to:
 Anne Savage, 8 Brownlee Drive, Bradford ON L3Z 2A4 905-778-8880 savagedale@rogers.com

All horses must be AMHR registered.

Please include copies of your current AMHR membership/Amateur/Youth card, horse's registration papers & measurement card to avoid delays on show day and ensure points are tallied by AMHR.

PLEASE PRINT CLEARLY

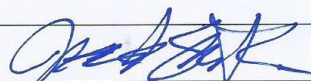
✓ = please see attached & (emailed to show secretary)

Owner Information

Owner	JACK SMITH	Membership # (2015)	AMHR Adult # 0987654
Address	123 Some Street, Some Town, Some Province H0H 0H0		
Email	jacksemail@gmail.com	Phone #	(123) 456-7890

Insurance information

All exhibitors bringing horses into the facility must provide proof of insurance (\$2,000,000.00 liability)

Company	ABC INSURANCE COMPANY		
Policy #	00012345678		
Expiry Date	DEC. 30, 2015	Policyholder Signature	

Sponsorship of classes is appreciated. Please list below how you wish your name, stable and/or business to be announced for your sponsorship. We would like to invite our Sponsors to present the awards in centre ring for the classes they are sponsoring.

Sponsor Name	JACK SMITH & FAMILY					
Class #'s you wish to sponsor	#49 (1207)	#32 (1132)	#80 (1230)			

EXAMPLE: MHCO AMHR SHOW ENTRY FORM

SATURDAY, JULY 11, 2015
 MINIATURE HORSE CLASSIC SANCTIONED SHOW
 HOSTED BY THE MINIATURE HORSE CLUB OF ONTARIO (MHCO)
 at QUARDREAM EQUESTRIAN CENTRE - 062165 Rd. 63, Mount Forest

Smith entries

(Office Only) Reg Papers _____ Measurement Card _____ Back # _____

Please complete one sheet per horse entered

Registered Name of Horse	Registration #	Sex (S/G/M)	Year Foaled	Official Height
FLUFFY THE GREAT	AMHR# 12345A	G	2012	34"

YOUTH
COOL

YOUTH

Class #	Class Name	Handler Name	Youth or Amateur #	Youth birth year	Relationship to Owner
1 (1144)	AMATEUR UNDER SHOWMANSHIP	JACK SMITH	AMMY# 0321	/	OWNER
2 (1142)	YOUTH UNDER SHOWMANSHIP	ELLIE SMITH	YOUTH# 0123	2000	DAUGHTER
7 (1508)	COOL MARE/GELDING UNDER SHOWMANSHIP	FRED ROGERS	/	/	FRIEND
18 (1113)	MODEL GELDING UNDER	JACK SMITH	/	/	OWNER
23 (1114)	AGED GELDING UNDER	JACK SMITH	"	"	"
29 (1136)	SOLID COLOUR UNDER STALLION/GELDING	ELLIE SMITH	/	/	DAUGHTER
95 (1301)	OPEN COUNTRY PL. DRIVING UNDER	JACK SMITH	/	/	OWNER
98 (1306)	GENT. COUNTRY PL. DRIVING UNDER	JACK SMITH	/	/	"
99 (1304)	YOUTH COUNTRY PL. DRIVING UNDER	ELLIE SMITH	see above	2000	DAUGHTER
100 (1302)	COUNTRY PL. DRIVING STAKE UNDER	JACK SMITH	/	/	OWNER
123 (1313)	OPEN HALTER OBSTACLE - UNDER	JACK SMITH	/	/	"
125 (1315)	OPEN HUNTER - UNDER	ELLIE SMITH	/	/	DAUGHTER

EXAMPLE: MHCO'S AMHR SHOW CLASS FEE FORM

SATURDAY, JULY 11, 2015
 MINIATURE HORSE CLASSIC SANCTIONED SHOW
 HOSTED BY THE MINIATURE HORSE CLUB OF ONTARIO (MHCO)
 at QUARDREAM EQUESTRIAN CENTRE - 062165 Rd. 63, Mount Forest

Smith Entries
"Fluffy"

All cheques should be made payable to "MHCO" and will be cashed 5 days prior to show day.

① mail entries by required post date
 ② post office stamps envelope to reflect date you put in mail.
 *Note: if entries require a post-dated entry then ensure

Description	Quantity	Unit Price	Total
Admin fee per horse (<i>FLUFFY</i>)	1	\$6.00	6.00
Open / Amateur Class Entry Fee prior to June 27	9	\$18.00	162.00
Youth Entry Fee for Youth Classes prior to June 27	2	\$15.00	30.00
Entry Fee for COOL Classes	1	0.00	0
Late entry fee per horse per class (applies to all entries received after June 27, or on show day: Open, Amateur and Youth)	—	\$25.00	—
Stall fee (limited number available) Friday night / Sat	—	\$35.00	N/A as showing off trailer
Extra shavings (1 bag included with stall fee)	—	\$7.00	
Electrical hookup for campers and trailers	1	25.00	25.00
Grand Champion Sponsorship	—	\$20.00	—
Champion Sponsorship #49 (1207) STALLION JR. CHAMP	1	\$20.00	20.00
Class Sponsorship #32 (1132) + #80 (1230)	2	\$10.00	20.00
Total Fees			\$ 263.00

* Paid ck #123 dated July 6/15
 emailed + MAILED June 22/15

THIS FORM MUST BE SIGNED IN ORDER TO PARTICIPATE IN THE SHOW. This show is approved and conducted under the rules of AMHR and is open only to AMHR registered horses. I hereby enter these horses in the above listed classes. By so entering, I agree to abide by and be bound by all rules and regulations of AMHR, agree to hold harmless the MHCO officers and members, QuarDream Equestrian Centre owners and staff, show managers and sponsors from all liability in case of accident, theft, injury or loss in any way associated with my participation in this event. My signature is proof that I have read, understand and accept the above statement.

Authorized Signature of person submitting entries: *[Signature]* Date: JUNE 22, 2015
 Parent/Guardian's Signature required for all Youth: *[Signature]* Date: JUNE 22, 2015

(Office Only) Cheque # _____ Amount \$ _____ Difference \$ _____