

Organizing Yourself for Miniature Horse Shows ~ Written by Carolyn Aarup & Bev Beesley

In this document you will find information on what you need to do to prepare yourself for the different types of Miniature Horse shows. The different types of shows are outlined as well as tips on how to organize yourself for showing both leading up to and on show day. We hope this helps new and seasoned exhibitors prepare for shows to allow for the most enjoyable showing experience possible.

Registration Paper Guidelines Needed for Miniature Horse Shows

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.

MHCO CLUB SHOW REGISTRATION REQUIREMENTS:

- **APPENDIX:** see Appendix A-1, A-2 & A-3 for examples of how to complete MHCO Club show paperwork
- **MHCO Club shows** are open to ANY registered horses (AMHA, AMHR, WCMHR, FMHA and Gold Seal) so updated registration paperwork is expected from at least one of these recognized registries.
- It is the responsibility of the exhibitor to read all of the individual show guidelines as well as MHCO Club Show rules prior to entering a MHCO Club show. MHCO rules are listed on the MHCO website www.mhco.ca **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.

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MHCO CLUB SHOW REGISTRATION REQUIREMENTS (continued):

- Show Secretary **MUST HAVE** a copy of an up-to-date registration on file **BEFORE** a horse enters the ring. Do **NOT** assume that the information used in previous years is acceptable – send all info required for each horse each year (unless advised otherwise by the Show Manager).
- If a registration is not on file the Show Secretary will refer the exhibitor to the Club President or Technical Director who will determine if the horse will be allowed to show.
- Only horses with up-to-date registration papers will be eligible for MHCO Year End Club Show points or MHCO Honour Roll points.
- Horses that have been purchased and the registration is on file but the transfer has not been completed is still a registered horse and therefore eligible to show. However if the transfer is not completed within a year, in the interest of the breed, the Show Secretary will alert the President; MHCO Club Show points earned that year may be forfeited. (NOTE: AMHR & AMHA Sanctioned shows require a registered horse to be in the exhibitor's name for Amateur status showing).
- When a Temporary Registration expires, a horse is **NOT** registered and therefore is **INELIGIBLE** to show. AMHR and AMHA registries allow a certain grace period in which time expired papers can be submitted for updating to Permanent which the Club will honour in the compilation of points. Please check the individual registry for the specific grace period allowed.
- In a case where an application has been made for a registration and it is in the hands of the registry office, a copy of the application and proof of the accompanying payment will be accepted in lieu of registration. This will apply particularly though not exclusively to weanlings and foals. The exhibitor is expected to forward a copy of the registration to the Show Secretary upon receipt. If this proof of registration application is not provided to the Show Secretary, again MHCO Club Show points earned for that year may be forfeited.
- Additional fees may apply for changes made on show day.
- The Show Secretary will forward any questionable registrations to the MHCO President/Board of Directors for resolution.

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.

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AMHR (American Miniature Horse Registry) SHOW REGISTRATION REQUIREMENTS (continued):

- 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)..
- **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.
- 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.

AMHA (American Miniature Horse Association) SHOW REGISTRATION REQUIREMENTS:

- **APPENDIX:** see Appendix C-1, C-2 & C-3 for examples of how to complete MHCO AMHA show paperwork
- **AMHA Sanctioned shows** are open to all AMHA registered horses **ONLY**.
- It is the responsibility of the exhibitor to read all of the individual show guidelines as well as AMHA registry show rules prior to entering an AMHA Sanctioned show. AMHA rules are listed on the AMHA website www.amha.org **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 AMHA 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 AMHA registry office (AMHA 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).
- 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.

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AMHA (American Miniature Horse Association) SHOW REGISTRATION REQUIREMENTS (continued):

- Registration paperwork (e.g. foal, weanling, owner transfers, gelding. etc) can be expedited by paying an additional fee to the registry.
- If showing a stallion, AMHA requires that you must have a Stallion form on file with AMHA that states the horse has been inspected by a vet to have 2 testicles
- The Show Secretary may forward any questions to the AMHA Show Steward for resolution

Suggestions for Organizing Paperwork/Preparing entries for shows:

- **SHOW BINDER:** set up one to keep all your show related paperwork together. Label dividers: Shows, Registration papers & Measurement cards, Membership cards (AMHA, AMHR, etc), Insurance, Vaccinations, etc. & put each into clear binder pockets for easy reference
- **REGISTRATION PAPERS** – keep COPIES of CURRENT registration papers from each horse – include most recent ORIGINAL measurement card/slip in same clear pocket for that horse
- Membership Cards – keep COPIES of all of the clubs/registries of which you are a member
- **VACCINATIONS** – keep a COPY of vaccinations your horse has (e.g. letter from vet or Vet’s invoice of vaccinations, etc) – be sure to check in each show’s premium re: what vaccines are required to show
- **HEALTH/COGGINS** (for border crossing purposes if showing in the States) – check with Show and your Vet as to what is required – Note: some local shows require negative Coggins – check in each show’s premium for requirements
- **SHOW INFO** – keep copies of all class lists, entries sent, payments made in this section – put in order of show dates (most current event at front)
- **DECIDE:** what shows you want to go to (list of shows can be found on MHCO site Calendar of Events page and on Face Book – most shows post their show information months in advance to allow adequate time to prepare and send in your entries on time. This also allows you and your horse to have lots of time to prepare and train at home for the classes you wish to enter.
- **SHOW PREMIUM:** Find & print out copies of each individual show’s “premium” (package that has show guidelines, class list, entry forms, etc) – highlight/circle important details such as entry due date, show date, other information needed to register for the show. On your calendar, record pertinent dates (show date, show entry deadlines, reminder to mail payment/entries. etc). Be sure to give yourself 2 week reminders before due dates to ensure you have all the paperwork in order to send in on time.
- **LATE FEES:** some shows have higher fees for late entries (entries sent in after deadline in show premium) – be sure to give yourself enough time to complete show paperwork and to get it sent to Show Manager in time to avoid these penalties
- **FAMILIARIZE:** yourself with individual show rules/protocol to know what to expect & overall rules
- **DECIDE:** Go through Class list and decide what classes you wish to enter you and your horse – highlight these classes on the list and write down horse & handler names beside the class they are in – please refer to Rule Books for the type of show you are entering (MHCO Online show rules for MHCO

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Suggestions for Organizing Paperwork/Preparing entries for shows (continued):

Club shows www.mhco.ca , AMHR Sanctioned Shows Online Rules www.shetlandminiature.com and AMHA Sanctioned shows online Rule Book at www.amha.org . Hardcopies of the AMHR and AMHA Rule books can be requested from each registry by contacting them directly).

- **PROGRAM:** your GPS with directions/address to each show you are planning to go
- **MEASURE:** If you unsure of the height of your horse, do your best to measure it at home and enter them in the height category that you measure it at. All horses must be measured at the first show (Sanctioned shows) by a qualified Steward so you can verify the height then. Note: for MHCO Club shows, horses are entered on the honour system but if you wish to have assistance in figuring out the height of your horse, a MHCO Director may be available to help you measure your horse at a show – please contact Show Secretary for more details
- **FILL:** out all required forms required for each show (Indemnification forms, Exhibitor Signature forms, Insurance forms, Class Entry forms, etc & email to Show Secretary asap prior to the show (see examples attached in the APPENDIX at end of this document)
- **MAIL:** payment if required (cheques or money orders – DO NOT MAIL CASH) with copy of entries to show secretary in time to ensure it is received by show secretary (show may have a date that the entries must be “postmarked by” – be sure your entries are sent it by this date/envelope is stamped by post office on or before this deadline. Otherwise they will be considered late and you may be subject to late fees).
- **FOLLOW-UP:** Whether emailed or mailed, be sure to follow up with Show Secretary to ensure your entries have been received - put copies of all these entries in your Show Binder
- **HIGHLIGHT:** On each show’s individual class list, be sure to highlight which classes you are entering and put horse/handler name combination beside each class (hint: you can use different coloured highlighters if you are showing more than one horse to make it easier for quick reference)
- **LEARN:** During the off season (late fall winter & early spring months) you can prepare for show season by reading books, watching videos, watching online tutorials on showing. You can also attend clinics, ask advice from fellow seasoned exhibitors and/or find a mentor to help you prepare for the show ring (be sure to ask multiple people to get the most well rounded amount of advice – be sure your mentors are knowledgeable). You will need to learn show ring etiquette, clipping, etc. Consider going to a reputable trainer for lessons on how to show your horse (be sure the trainer has experience with Miniature horse breed shows to proper ring protocol).
- **CLIP:** Practice clipping your horse at least a few times before you clip him for a show. If you are not comfortable clipping or have problems getting the hang of it, consider hiring a professional to clip and/or show prep your horse
- **PRACTICE:** Prepare for a show by working with your horse at home, attending clinics with your horse, loading your horse on the trailer, class patterns that might be used, ring protocol, using your show equipment on your horse prior to show day – do not leave it until show day to put the fancy show

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Suggestions for Organizing Paperwork/Preparing entries for shows (continued):

halter or harness/carriage on; the horse should be comfortable wearing whatever show equipment you expect him to use on show day

- **WATCH:** If possible, go watch a horse show prior to showing yourself – this gives you a chance to watch and learn in a relaxed manner without having to worry about your horse and yourself at the same time. Take this time to talk to exhibitors and ask questions (be courteous to them as showing can sometimes be a hectic time and they might not have time to talk to you at certain busy times during their show day).

Suggestions for Organizing your Show Day:

AT HOME:

- **CHANGES:** two nights prior to show: if you realize you need to make changes CALL them in to the Show Secretary so she can make changes before show morning (the only changes you should need to make on show morning is Class Divisions changes: horse measures differently than the height division that you had originally entered)
- **PACK:** Have everything packed and ready to go the night before – don't leave things to last minute
- **DIRECTIONS:** Double check GPS is programmed with show location – take written directions also as back up
- **HOOF BLACK:** Put hoof black on the night before so you just have to touch it up on show day
- **LOADING:** Practice putting your horse on the trailer BEFORE show day so both you and horse are confident and relaxed about loading when show morning comes – stay calm on show morning so horse doesn't pick up on your nervous energy level
- **RISE AND SHINE:** Show Morning: get up early! Allow extra time for the unexpected (horse not loading, traffic delays, getting lost enroute, coffee stops, etc)

AT SHOW:

- **PARKING:** Upon arrival at show grounds, find out where trailer parking is – park in a spot that is close to ring if possible , be courteous to others – leave room beside other trailers to ensure they can get out and horses have room on each side of trailer. Leave horses on trailer (unless you have someone to supervise them when they are tied on outside of trailer), while you take paperwork to Show Secretary.
- **MEASURING:** (Sanctioned shows) – you may need to have your horse measured by the Show Steward, so take your show binder and horse (uncovered – no blankets on) to measuring area. You will need to get horse measured prior to getting your exhibitor package (Exhibitor # etc) from Show Secretary Manager.
- **MEASUREMENT CARDS/SLIPS:** If your horse has not been measured officially before, you will have to fill out a measurement slip (usually a 3 part form). If the horse has been measured before you will

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Suggestions for Organizing your Show Day:

need to produce the measurement card that was issued to you by the Registry. Please check the rules for each registry for what needs to happen with these measurements.

- **CHECK-IN PROCEDURE:** Be sure to have anything required 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 (if required), 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
- **CHANGES:** 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. Make changes to classes if needed (e.g. horse measures differently at show then at home thus it goes into a different division). If you need to add or scratch classes (put horse in more class or take horse out of classes already in) then advise the Show Manager asap to allow for changes to be made to your entries as well as overall show paperwork. Higher or additional fees may apply for changes made on show day. Additional classes must be officially entered and paid for PRIOR to going into the classes. Scratching out of classes on show day are often not refundable without a Vet Certificate and/or sometimes you can substitute classes – each show's rules apply and you must accept the rules and abide by them.
- **PAYMENTS:** If you need to make any payments to the show on show day, cheque or cash is acceptable (if you are paying with cash try to have the correct amount if possible)
- **CLASS PREP:** Go back to trailer, organize your paperwork, put exhibitor # on your show clothes, put class list up somewhere accessible on trailer for easy reference (suggestion: use a clipboard with a pen attached to carry with you to keep track of your placings and also what classes currently running – stroke out the classes that are finished so you can quickly glance and see approx where they are in the show) Use a plastic cover for rain days to protect your papers/exhibitor #
- **HORSE PREP:** Prepare your horse for showing – put show halter on and put barn halter over top to allow for horse to still be safely attached to trailer (this way you can slip off the barn halter and be ready to go if a jiffy – note: harness halters work well for this)
- **HUMAN PREP:** Get dressed, put exhibitor # on back (if showing more than one horse, wear all # on back with current # on top and others behind so they can be changed easily when you switch horses)
- **SAFETY:** Do not leave horses unattended! Tie safely to trailer or inside trailer

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Suggestions for Organizing your Show Day (continued):

- **MANNERS:** Be courteous to all fellow exhibitors and all show staff – most of the show staff is volunteers. Conduct yourself in a professional manner and be appreciative of your horse – praise your horse even if you do not place (keep in mind it is only one judge’s opinion on that given day!)
- **ON TIME:** Be timely – be waiting for your class outside the ring – be ready to go in ring so show staff do not have to call you – remember most shows allow a 2 minute gate call – if you do not get into the ring within the 2 minute limit, the gate is closed and you are not allowed to enter the ring to show – thus you forfeit your showing in that class (no money back either) – do not expect show to babysit you re: calling you to your classes – some PA systems don’t range to trailers and it is the EXHIBITOR’S responsibility to keep track of the show, what classes are on, what class is next etc. Some shows post a list of classes and the # of exhibitors in each class so you can get an idea how fast the classes could be expected to go – again these lists can change on class day so be sure to keep an eye/ear on ring.
- **ENERGIZE:** Make sure you and your horse is kept hydrated and fed during the day (especially on very hot days)
- **SPORTSMANSHIP:** Be sportsmanlike towards your fellow exhibitors – congratulate them or compliment them (especially if you see someone having a bad day or not placing)
- **CLEAN UP:** If possible during the day, try to keep the area around your truck and trailer safe and organized. At end of day, be sure to clean up litter (including loose hay, manure from horses) - leave your parking area as it was when arrived (if not cleaner!)
- **MOST IMPORTANT: Show and have fun!**

Be sure to check out the APPENDIX below that gives examples of how to complete each of the different types of show paperwork

Example of Email re: MHCO Club Show Entry Information to send to Show Secretary

May 20, 2015

Re: Smith – MHCO Club Show Brooklin June 6, 2015 entries

Dear Show Secretary,

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

- Class Entry forms for each horse (Fluffy the Great)
- AMHA and/or AMHR and/or WCMHR and/or GOLD SEAL Registration papers for each horse (Fluffy the Great)
- Indemnification Form completed
- My Insurance policy

As per MHCO Club show protocol, I can and I will pay on show day.

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
HOH OH0
CANADA
(123) 456-7890
jacksemail@gmail.com

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EXAMPLE: MHCO indemnification form - all shows.

**MINIATURE HORSE CLUB OF ONTARIO SHOWS
INDEMNIFICATION AGREEMENT**

Smith

The Miniature Horse Club of Ontario, it's executive, volunteers, and owners and staff of any chosen venue will not be responsible for any accident, or damage that may occur, or be caused by, any owner / exhibitor or their equine(s) while on event property, nor will they be responsible for any article lost or destroyed.

Each owner / exhibitor shall be responsible for the equines under their custody or control and shall indemnify and hold harmless MHCO and aforesaid staff and venue against all claims and expense of every kind arising from accident, injury or damages caused by themselves or their animals.

Junior and youth participants must prove consent of parent or legal guardian. Presentation of this signed entry form shall be deemed acceptance of the above and failure to sign this form will disqualify youth from participation in any club event.

I, JACK SMITH (please print) hereby declare that I have a current insurance policy of a minimum of \$2,000,000. (Two Million Dollars) that covers any liability I might incur at club activities for the current year.

My insurance is with ABC INSURANCE COMPANY

I, JACK SMITH hereby guarantee that all of my horses attending MHCO events are current on their rabies vaccination.

Signatures:

Owner: [Signature] Date: JUNE 6/2015

Exhibitor: JACK SMITH / ELLIE SMITH Date: JUNE 6 / 15

Parent / Guardian: [Signature] Date: JUNE 6 / 15.

Name of Junior/Youth: ELLIE SMITH

Effective immediately youth are required to wear an approved helmet at all times when driving or riding in a cart at MHCO events.

* Emailed May 20, 2015 to MHCO Club Show Secretary.

EXAMPLE: MHCO CLUB SHOW ENTRY FORM

Smith entries



MHCO POINTS SHOW ENTRY FORM

SHOW LOCATION

BROOKLIN

DATE

SAT. JUNE 6, 2015

Form must be received by Show Secretary by 2 weeks before show date. Each show must be entered separately.

Email to savagedale@rogers.com or Mail to Anne Savage, 8 Brownlee Drive, Bradford ON L3Z 2A4

Owner's Name JACK SMITH	MHCO Memb # 123
Address 123 SOME STREET	Current Member ✓ if paid <input checked="" type="checkbox"/>
City SOME TOWN, SOME PROVINCE	Postal Code H0H 0H0
Phone Number (123) 456-7890	Email jacksemail@gmail.com

HORSE'S NAME FLUFFY THE GREAT	REGISTRATION NUMBER AMHA#54321 AMHR#12345A	SEX M S <input checked="" type="radio"/>	FOR SALE YES <input type="radio"/> NO <input checked="" type="radio"/>
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DIVISION	A&B	A&B	A	A	A	A	A	A	A	A	A	B	B	B	B	B	B	B	B	
	Jr Showmanship 12 & Under	Youth Showmanship 13 - 17	Weanling Fillies & Colts 30" & under	Yearling Stallions 32" & under	2 Yr old Stallions 33" & under	Senior Stallions 34" & under	Yearling / 2 yr old Geldings 33" & under	Senior Geldings 34" & under	Yearling Mares 32" & under	2 yr old Mares 33" & under	Senior Mares 34" & under	Weanling Fillies & Colts Over 30" - 32"	Yearling Stallions 32" - 36"	2 Yr old Stallions 33" - 37"	Senior Stallions 34" - 38"	Yearling / 2 yr old Geldings 33" - 37"	Senior Geldings 34" - 38"	Yearling Mares 32" - 37"	2 yr old Mares 33" - 37"	Senior Mares 33" - 39"
EXHIBITORS NAME	JACK SMITH	ELLIE SMITH																		
CLASS #	1	2	3	4	5	6	8	9	11	12	13	16	17	18	20	21	23	24	25	26

DIVISION	A&B	A&B	A&B	A	A	A	B	B	B	A&B	A&B	A&B	A	B	A&B	A&B	A&B
	Multi Colour	Solid Colour	Special Needs Halter Obstacle	Open Pleasure Driving Working	Open Pleasure Driving Reinsmanship	Obstacle Driving	Open Pleasure Driving Working	Open Pleasure Driving Reinsmanship	Obstacle Driving	Junior/Youth Pleasure Driving	Junior/Youth Obstacle Driving	Hunter over Fences	Jumper	Jumper	Team Driving	Youth/Adult Halter Obstacle	Junior Halter Obstacle
EXHIBITORS NAME	JACK SMITH	ELLIE SMITH	FRED ROGERS														
CLASS #	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45

* Emailed May 20, 2015 to MHCO Club Show Secretary

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

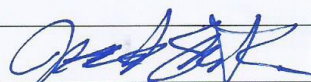
✓ = please see attached & (emailed to show secretary)

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 (FLUFFY)	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 \$ _____

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

June 5, 2015

Re: Smith – AMHA Show June 27, 2015 entries

Dear Show Secretary,

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

- Class Entry forms for each horse (Fluffy the Great)
- AMHA Registration papers for each horse (Fluffy the Great)
- Completed Show Exhibitor Form
- AMHA Membership cards (Jack Smith and Ellie Smith)/Youth/Amateur cards
- My Insurance policy
- Copy of cheque payment (\$157 cheque# 120 dated June 13, 2015)

The payment and entry forms will be put in the mail to you today (June 5, 2015) so they arrive by the due deadline (Sat June 13, 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 AMHA SHOW EXHIBITOR SIGNATURE FORM

MHCO-AMHA SUMMER CELEBRATIONS

TO BE HELD AT BROWN'S RANCH INGERSOLL, 603302 Rd 60, ONTARIO, ON SAT JUNE 27TH 2015

Pre-Entry Deadline: June 13th 2015

Start Time: 9.30 am PROMPT

Measuring Starts Saturday 7.30 am.

IF COMING EASTBOUND get off at PUTNAM CUTOFF, COME INTO PUTNAM, TURN RIGHT AND GO TO 1ST CORNER, MEATHERALL RD, TURN LEFT, GOT TO FIRST CORNER, TURN RIGHT SEE 911 # 603302 AND COME IN FRONT ENTRANCE

IF COMING WESTBOUND, EXIT AT CULLODEN ROAD, STRAIGHT THROUGH THE LIGHT, COME UP TO THE 4 WAY STOP, GO STRAIGHT ONE MORE STREET TO VICTORIA STREET, TURN LEFT WE ARE 1 ¼ MILES DOWN ON LEFT 603302 Rd 60 coming in front entrance to the parking area.

JUDGES

Melanie Gray AMHA, PTHA, APHCC

Lindy Hallman AMHA, AMHR

ANNOUNCER

Evy Bowler

SHOW MANAGER

KIT BARTLE, Box 128 Drumbo, Ontario, N0J 1G0 519-732-0263 drumbolady@hotmail.ca

1. All horse must be registered with AMHA. Pre-entries are to be **postmarked by June 13th, 2015** and mailed to **Kit Bartle, Box 128 Drumbo, Ontario, N0J 1G0** or e mailed to drumbolady@hotmail.ca. Post entries may be made on the day of the show, but may be subject to a late fee of \$5.00 per entry. Please send a copy of all registration papers both sides, with your entry plus a copy of your Amateur card. **Senior Stallions must send in a copy of Senior Stallion Verification Report. SHOW STARTS PROMPTLY AT 9:30 AM.** Make cheques payable to **MHCO**.
2. Premium Fee Schedule. All Classes will be \$12.00 per horse, Office Charge is \$6.00 per horse, AMHA fee \$7.00 per horse because there are 2 Judges this year. Ribbons only.
3. No stalls will be available on show day but overnight camping is allowed and must be indicated on the entry form.
4. Returned cheque fee is \$45.00 and will be reported to the AMHA
5. Refunds will only be given with a veterinary certificate and will be mailed out after the show.
6. Dogs are to be leashed or penned at all times while on the show grounds
7. Intoxicated, rude, abusive or obnoxious behaviour will not be tolerated and any person exhibiting this behaviour will be expelled from the show grounds.

SIGNATURE: _____

DATE _____

(OWNER OR AGENT) SIGNATURE _____

DATE _____

(PARENT OR GUARDIAN OF MINOR EXHIBITOR) _____

Jack Smith
Jack Smith

June 10, 2015

June 10, 2015

emailed June 5/15

EXAMPLE: MHC's AMHA SHOW ENTRY FORM
 MHC's AMHA SHOW ENTRY FORM
 MHC's AMHA SHOW ENTRY FORM

Please mail entry form, copy of registration papers, copy of Amateur cards & PAYMENT to: Kit Barile, Box 128, Drumbo, Ontario, NOJ 1G0 519-732-0263

MHCO -AMHA SUMMER CELEBRATIONS JUNE 27TH 2015
 BROWN'S RANCH, 603302 RD. 60 INGERSOLL, ONT

Horse Reg # 54321	Horse Name: FLUFFY THE GREAT	Sex G	Date of Birth MAY 1, 2012	Color PALOMINO	Age 3 yrs	Height 34"
Owner's Name JACK SMITH	AMHAR # 54321	Are you over 55 NO	Owner Email Address jacksemail@gmail.com	Cell Phone (123) 456-7890	Home Phone (123) 456-7890	Emergency Phone (123) 456-7890
Owner Address 123 Some Street	City/Province/Postcode Some Town, Some Province	Are you over 55 YES	Handler #1 Email Address jacksemail@gmail.com	Cell Phone same as above	Home Phone same as above	Emergency Phone same as above
Handler #1 Name JACK SMITH	AMHAR # 24-6810	Are you over 55 NO	Handler #2 Email Address ellicemail@gmail.com	Cell Phone same as above	Home Phone same as above	Emergency Phone same as above
Handler #1 Address (same as above)	City/Province/Postcode 1 / 2 / 36 / 37 / 40 / 41 / 42	Are you over 55 NO	Handler #2 Address YOUTH	Cell Phone same as above	Home Phone same as above	Emergency Phone same as above
Handler #2 Name ELLIE SMITH	AMHAR # 14 / 31 / 43 / 44 / 45	Are you over 55 NO	Handler #2 Address YOUTH	Cell Phone same as above	Home Phone same as above	Emergency Phone same as above
Handler #2 Address same as above	City/Province/Postcode 14 / 31 / 43 / 44 / 45	Are you over 55 NO	Handler #2 Address YOUTH	Cell Phone same as above	Home Phone same as above	Emergency Phone same as above
Handler #2 Class Numbers 14 / 31 / 43 / 44 / 45	City/Province/Postcode 14 / 31 / 43 / 44 / 45	Are you over 55 NO	Handler #2 Address YOUTH	Cell Phone same as above	Home Phone same as above	Emergency Phone same as above

Show Fees:	Qty	Amount
Secretary's Fee per horse	1	\$6.00
AMHA Fee per horse (\$3.50) per Judge CAD	1	\$7.00
ENTRY FEE PER CLASS \$12.00 (\$6.00) per Judge	12	\$12.00
WILL YOU BE CAMPING OVER	NO	Yes or No
Late Fee \$5.00 per Entry		\$5.00
Total		\$157

Payment Information: Make Cheques payable To MHCO.
 Paid ck# 130 dated June 13/15 + mailed June 5, 2015

I have read the United States Equestrian Federation, Inc. (the "Federation") Entry Agreement (Article 4) as printed in the Prize List for above show and agree to all of its provisions. I understand and agree that by entering this competition, I am subject to the rules of the Prize List, and local rules of the competition. I agree to waive the right to the use of my photo in the competition, and agree that any photo taken at this competition will be used for promotional purposes only.

Federation Release, Assumption of Risk, Waiver, and Indemnification This document waives important legal rights. Read it carefully before signing. I AGREE in consideration of my participation in this competition to the following: I AGREE that the Federation and "Competition" as used herein includes the Licensee and Competition Management, as well as all of its officials, officers, directors, employees, agents, personnel, volunteers and Federation affiliates. I AGREE that I choose to participate voluntarily in the competition with all of its risks and consequences, including but not limited to, broken bones, head injuries, trauma, pain, suffering, or death. I AGREE to hold harmless and release the Federation and the Competition from all claims for money damages or otherwise for any Harm to me or my horse and for any Harm of any kind caused by me or my horse, including Harm resulting from the negligence of the Federation or the Competition. I AGREE to indemnify (that is, to pay any losses, damages, or costs incurred by) the Federation and the Competition and to hold them harmless with respect to claims for Harm to me or my horse, and for claims made by others for any Harm caused by me or my horse while at the Competition. I have read the Federation Rules about protective equipment, including GR801 and, if applicable, EV14, and I understand that I am entitled to wear protective equipment without penalty, and I acknowledge that the Federation strongly encourages me to do so while WARNING that no protective equipment can guard against all injuries. If I am a parent or guardian of a junior exhibitor, I consent to the child's participation and AGREE to all of the above provisions and AGREE to assume all of the obligations of this Release on the child's behalf. I represent that I have the requisite training, coaching and abilities to safely complete in this competition. I AGREE that if I am injured at this competition, the medical personnel treating my injuries may provide information on my injury and treatment to the Federation on the official USEF accident/injury report form. BY SIGNING BELOW, I AGREE to be bound by all applicable Federation Rules and all terms and provisions of this entry blank and all terms and provisions of this Prize List. If I am signing and submitting this Agreement electronically, I acknowledge that my electronic signature shall have the same validity, force and effect as if I affixed my signature by my own hand.

Owners' Parent/Guardian Signature (Required if driver/handler is a minor)
 JACK SMITH
 Print Parent/Guardian Name: JACK SMITH

Handler #1 Parent/Guardian Signature (Required if driver/handler is a minor)
 JACK SMITH
 Print Parent/Guardian Name: JACK SMITH

Handler #2 Parent/Guardian Signature (Required if driver/handler is a minor)
 JACK SMITH
 Print Parent/Guardian Name: JACK SMITH

AMATEUR Handler 1 I Certify that I am an Amateur as recognized by the rules of the AMHA
 JACK SMITH
 Signature of Amateur Handler #1

AMATEUR Handler 2 I Certify that I am an Amateur as recognized by the rules of the AMHA
 JACK SMITH
 Signature of Amateur Handler #2