

## Palm Beach County Horseman's Association (PBCHA) Rules and Regulations

**USEF:** PBCHA adopts the USEF Rulebook as its own, except where noted below.

**Equine Zero Liability:** Florida Senate Bill 1658 Equine Zero Liability Statute: Warning-Under Florida Law an equine activity sponsor or equine professional is not liable for injury to, or death of, a participant in equine activities resulting from the inherent risk of equine activities.

Each Horse and Rider combination must have their own number. In cases where a second rider will be riding the same horse in a warmup class only, the 2<sup>nd</sup> rider may use the first number assigned and the office and medic fees may be waived provided the office has been notified of the second rider. If the office is not notified, all fees will be charged.

**Membership:** Mandatory for riders and trainers. Fathers/Mothers who enter Father's/Mother's Day Lead Line do not need to be members but must sign a waiver.

Individual membership: \$60/year

Family membership (immediate family): \$80/year

The age of the rider will be determined by their birthday on December 1st.

**Show Pass Fee:** If you choose not to become a member of PBCHA you can pay a \$50 Show Pass Fee, but you WILL NOT accrue points.

**Class Fees:** \$25 per class

Handy Hunter/Add back Jumper Classes: \$35 (\$10 per entry is used for prize money) (1st 40%; 2nd 30%; 3rd 20%; 4th 10%)

**Online Entries Required:** All entries must be made through [showgroundslive.com](http://showgroundslive.com) no later than SEVEN DAYS (Friday midnight, one week) prior to the scheduled show, before midnight. A **\$25 late fee** will be charged to any entry made after that date. This includes paper entries made the weekend of the show.

Special Event Class Fees:

Father's Day Lead Line: FREE

Mother's Day Lead Line: FREE

Fun Class: \$20

PBCHA Equitation Challenge: \$30

Barn Challenge: TBA

Hunter Derby: TBA

Jumper Classics: TBA

**Office Fee:** Each horse/rider combination will be charged a **\$30 office fee**. This is waived for the Child and Mother's Day/Father's Day lead line class if horse/pony to be used is showing same weekend.

**Medic Fee:** A **\$30 MANDATORY medic fee** will be assessed for each horse/rider combination. This medic fee includes Friday schooling for FREE. This is waived for the Child and Mother's/Father's Day lead line class if horse/pony to be used is showing same weekend.

**Sat/Sun Schooling Fees:**

Saturday: \$20 per horse and rider combo Sunday: \$20 per horse and rider combo

**Back numbers must be worn in order to school.** Exhibitors found schooling without a backnumber will be assessed an additional \$25 fee.

**Grounds Fee:** All non-stabling entries will be charged a fee of \$40.

**Adds:** Entries will close at 5:00 pm the day before the show starts. Class changes will not be charged.  
**\*\*If you are not registered for a class, but found on the judge's card, you will be charged a \$25 fee.\*\***

**Scratches:** Scratches will not be charged but must be done in the show office. If you do not notify the office of the scratch prior to the division starting, you will be charged the class fees. **No other fees will be refunded.**

**Cross Entering:** Any exhibitor found cross entering will pay a \$25 fee in addition to the class fees and forfeit the points for the lower height class.

**Schooling:** Back number must be worn in order to school. Any exhibitor found schooling without a back number will be assessed an additional \$25 fee.

Schooling is available on Friday from 12 noon until 5:30pm in all rings.

Schooling on Saturday and Sunday will be available from 6:45-7:30am in the Novice ring 6:45-8am in the Advanced ring, and 6:45-8:30am in the jumper ring. When special events are held on Sunday am, the ring where the event is to occur will not be open for schooling. No more than 6 horses in the novice ring at one time. Advance/jumper ring to have no more than 8 horses in the ring at one time. Trainers schooling more than one rider at the same time may be asked to send one rider out if there is a waiting list to school.

**Flat Rate Schooling:** There is a \$150 flat rate schooling fee per show weekend if you DO NOT enter into any classes. That fee includes schooling all three days, stall, medic, and office fee. Fees NOT included are night watch and shavings. If you are found entered into any classes, then your flat rate schooling fee will be void and you will be charged all appropriate fees.

**Stalls:** Stalls are available on a first come first serve basis by calling/texting Jennifer Moskal at 630-373-9937. Barns must have one coordinator when calling in stall to eliminate duplicate reservations and ensure all their horses are allocated together. A fee of \$80 will be charged for weekend stabling. Bedding is not included.

**Found in Stall Not Paid:** A \$25 stall fee will be assessed in addition to the \$80 stall fee if a stall is used which has not been paid for.

**Stall Watch:** Stall watch is mandatory for each exhibitor, \$5.00 per night.

**Non-Negotiable Funds:** A warning and \$30 fee will be charged for each non-negotiable check or declined credit card.

**Cancellation of Classes:** If classes are cancelled due to severe weather, management will refund class fees only. The board reserves the right to cancel classes or change the schedule within the circuit year.

**Check Out Policy:** Members may pay with cash, check, or credit card. Exhibitors who do not check out in the office or online will have their show account closed out within one hour of the show closing. Show bills not closed out on Sunday for any reason will be charged \$25. **Show bills are final 24 hours after the show closes.**

**Billing Disputes:** Any open invoices will be closed by the office staff at the end of the show with the method of payment holding the entry. It is the exhibitor's responsibility to review their bill and resolve any discrepancies within one hour of the show ending. If disputes are not resolved within this time frame, the bill will stand as is without any further review.

**Refund Policy:** Scratch, bandit stall and bandit class fees are not refundable. **\*\*No refunds will be processed after 90 days.**

**Coggins:** All exhibitors are responsible for keeping a valid Coggins available to PBCHA and Health Inspectors.

**Daily Awards and Championships: Warm up classes are not pinned, and no ribbons or prizes will be awarded.** Daily ribbons are awarded for each class. Champions are awarded an additional prize. Hunter champion and reserve champion ribbons are awarded at the completion of the Division; either each show day or after two days of accumulating points in the two-day Hunter divisions and jumper divisions. Champions are awarded an additional prize. Points are awarded as follows: 7, 5, 4, 3, 2, 1 when there are at least 3 entered in a class. If there are 2 entered, 1st place earns 4 points and 2nd place earns 2 points. If there is only 1 entered, they will be awarded 3 points.

**Splitting Sections** In the Novice ring, classes will be split at 12 entries or more using the California Split judging system.

**Class Conflicts:** Trainers must work with the in-gate staff to avoid any delay of classes due to conflicts. If there is a conflict, the in-gate staff will give the trainer 3 minutes to contact them regarding resolution of the conflict. If the trainer fails to contact the in-gate staff within those 3 minutes, then the class will be run without the trainer.

**Holding Rings:** Same specifications noted in the "Class Conflicts" will be applied. Novice ring will be held for the trainer for **ALL** classes. The Advanced ring will be held for the trainer for over fences classes **only**.

**Prize Money:** Prize money will be credited to the exhibitor's show account after the results of the class are posted, thereby ending the show's responsibility.

**Series Awards:** Horses and riders must have entered the same division at 3 shows to be eligible to win a series award. Awards will be given to Hunter, Equitation and Jumpers Divisions. Spring series will consist of the April, May, and June show. Fall series will consist of September, October, and November show. Entries must have shown in entire division to receive award, not just U/S.

**Year End Awards: Eligibility Criteria: Participation Requirement:** Horse and rider must have entered a minimum of three (3) shows during the competition season to be eligible for Year End Awards. Participation does not have to be in the same division; however, the horse and rider must compete in at least three (3) shows within a single division to qualify. Entries must have shown in the entire division to receive an award, not just Under Saddle. Hunter and jumper points are awarded to the horse, while equitation and medal points are awarded to the rider. The horse or rider earning the most points in their respective ring will be awarded High Point. **Year-end awards will be pinned through 12<sup>th</sup> place. While additional riders and horses may qualify for year-end standings, ribbons will only be awarded through 12<sup>th</sup> place.** Exhibitors are responsible for checking the accuracy of their points at [www.showgroundslive.com](http://www.showgroundslive.com). Please ensure all spelling of horse and rider is correct. **ANY NAME CHANGES MUST BE MADE IN THE SHOW OFFICE TO ENSURE YEAR END ACCURACY.** Points must be verified and any disputes submitted no later than December 3 of the current show year.

**No exceptions or corrections will be made after December 3.**

**Comportment:** Show attendees are notified that any act of discourtesy or disobedience to the Judges, show staff, PBCHA members or their family and friends, on the part of any owner, rider, trainer, or family member, may disqualify the rider or horse. No fees will be refunded due to disqualification.

**Complaints:** Complaints against the behavior of any show attendee may be made in the show office with a written statement. The written statement must include all relevant information for the board to investigate; including where and when the incident occurred and any possible witnesses. The PBCHA board will then investigate the complaint and make a ruling. If a show attendee is found to display a lack of comportment, the show attendee will be given one warning. If there is a second offense, the person will not be allowed on the show grounds during that show year. The Board's determination is final.

**Attire:** All riders must wear an ASTM/SEI approved helmet with the chin strap closed while mounted anywhere on the show grounds. Boots, breeches, jackets, and shirt with choker or ties are required in the hunter and equitation classes. Jackets, unless otherwise announced will be required.

**Back Numbers:** You must wear the back number provided by the show office. Failure to wear your back number during schooling will result in a forfeiture of schooling. Failure to wear your back number during a class will result in disqualification. No refunds will be issued.

**Hors Concours:** No entries will be allowed to show un-judged except at the discretion of the show manager.

**Judging and Coaching:** Do not approach the judges for any reason. If you have a question for the judge, fill out a request form in the Show Office. The form will be given to the judge at the end of the show day. It is at the judge's discretion whether they will answer your questions. Do not coach from the side of the ring. You may be disqualified by the judge if they hear or see you coach while the rider is in the ring. **Management reserves the right to discipline any trainer, and NO excessive coaching will be tolerated.**

**Sportsmanship:** Should any exhibitor, trainer, rider, or anyone else become hostile or unsportsmanlike, PBCHA reserves the right to have person(s) removed from the property.

**Bedding:** Order bedding with your stall reservation from Jennifer Moskal at 630-373-9937. Shavings are provided through the venue from their approved vendor. The charge for shavings is \$9.00 per bag. No other bedding vendor will be allowed on the show grounds. Storage of bedding must be outside or inside of a stall only. No changes to the shavings order will be made once it is placed. Barns must have one coordinator when calling in shavings to eliminate duplicate orders and ensure all shavings are delivered to the appropriate stalls. No refunds or returns will be accepted. Additional shavings are available onsite from JBEC at a cost of \$\_\_\_\_. **All orders must be placed with a credit card.** You will be charged for what you order. **NO EXCEPTIONS.**

**Horse Show Farrier:** Please contact the show office if you need a farrier and we will assist you.

**Dogs:** Dogs are not permitted to be loose anywhere on the show grounds and must be on a leash or otherwise contained. Dogs may not be led by horseback or by any vehicle (e.g., golf cart, bicycle etc.). Dog owners failing to follow this rule will receive one warning. The second offense will carry a fine of \$50 per dog. The third offense will result in the owner being asked to leave the show grounds with their dogs. Show fees will not be refunded.

**Weather and Lightning Policy:** Operating under a "Rain or Shine" policy, the venue conducts competitions in most weather conditions and only suspends activities in cases of severe or dangerous weather. Due to the volume of daily classes and strict scheduling requirements, cancelled classes are not rescheduled. Safety remains the top priority; when dangerous weather occurs, classes are paused, and if safety cannot be guaranteed, they are cancelled. While events often continue during light rain, severe weather conditions, including lightning, will result in delays or cancellations to ensure the safety of all participants.

In accordance with common industry standards for equine events, activities will be suspended if lightning is detected within eight (8) miles of the venue OR immediately upon hearing thunder, regardless of distance. Outdoor activities, including mounting and warm-ups, will be suspended when a storm is in close proximity. In the event of anticipated lightning or thunderstorms, the Board will assess the potential risk to exhibitors. If it is determined that lightning poses a hazard, the show will be placed on hold and all participants will be asked to return to the barns or other designated safe areas. Competition may be suspended for up to one hour while conditions are monitored. After that time, the Board will re-evaluate the weather situation and determine the appropriate course of action, which may include resuming competition, extending the delay, or canceling the remainder of the show day if necessary.

Palm Beach County Hunter Association (PBCHA) will make every effort to complete divisions whenever possible. However, in the event of unexpected dangerous weather that prevents a division from being completed, riders who are unable to finish their classes will receive credit toward year-end qualification for that day of showing but will not accrue points for those unfinished classes. Only class fees will be refunded; all other fees will remain charged.

**Golf Carts, Scooters, and other Vehicles:** Only those with a valid driver's license may operate a motorized vehicle on the show grounds. If a minor has a permit, they may operate a motorized vehicle if an adult with a valid license is in the vehicle. No ponying of dogs or horses via golf cart is allowed.

Cars and trucks in the in-gate areas are restricted to the medic on call. All other vehicles must be parked in appropriately marked parking areas. All vehicles should be operated in a safe manner so as not to cause any distractions that might or could reasonably cause a horse to spook creating a dangerous situation to the horse and rider. Please drive slowly when entering the facility for the safety of all. Speeding will not be tolerated.

**Cell phones and Headphones:** The use of headphones while riding is prohibited. Cell phones may be used only if the rider has stopped the horse and is out of the way of other horse/vehicle traffic.

**Quiet Zones:** The areas around the rings where horses are warming up or competing are quiet zones. Riders, Trainers, and Spectators should refrain from causing any distractions that might, or could reasonably, cause a horse to spook creating a dangerous situation to the horse or rider. **NO umbrellas at or near arenas.** **Restricted Areas:** Riders on horseback, scooters, bicycles, and skateboards are not permitted on the concrete deck where the office and restrooms are located. Any distractions may be asked to move from this area for safety of horse or rider.

**Protest of a Class:** Any exhibitor lodging a protest of a class must first deposit \$25 in the show office along with a written complaint. The Board will meet and decide the outcome of the complaint. Their decision is final. The \$25 fee will be refunded if the complaint is upheld.

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