

HORSE RIDING CLUBS ASSOCIATION OF VICTORIA INC.

PO Box 209, Nunawading 3131 Ph: 03 9877 0330 Fax: 03 9877 9400 Email: info@hrcav.com.au Website: www.hrcav.com.au

PROGRAM CHECKLIST FOR OFFICIAL HRCAV EVENTS**GENERAL:**

The Program must state:

- The Event is "Official"
- Who is running the Event?
- What type of Event it is, eg Combined Training Day.
- The date of the Event.
- Grounds address (including Melways reference).
- The Event is open to all Members of Clubs affiliated with the HRCAV.
- If Dressage is involved, the tests used must be the current "Official" edition.
- Size of arenas (refer to Dressage Tests for permitted arena size)
- You must offer two Advanced tests at a non-Jackpot event, the hard test being open to Advanced only.
- Distribution of Prizes/Ribbons as per Event Rule 25.
- Entry fee payable. When a combination enters both a Dressage Only section and Combined Training Sections at the same level, and only one test is ridden, which is scored for both sections, then a fee of \$5.00 only is applicable to the Dressage Only Section.
- Opening date for entries.
- Closing date for entries.
- Cheques payable to:
- Contact names, phone numbers and address for entries. Phone number for scratchings on the day
- DO NOT use the terminology "grade". Level or assessed Level should be used at all times.
- Horse Trials - the date and time the Cross Country course will be open for walking
- Horse Trials – Level 1 must offer tests 1.1 or 1.2, Level 2 – 2.1 or 2.2.
- Where Show Jumping is involved the course builder must be listed on the program. At least one official class must have a first round which is not against the clock.
- Show Judges and Card Secretary must be listed on the program.
- SHOWING – Smartest on Parade, Ridden Exhibit, Rider and Mount Suitable HRCAV must be offered by Level. Levels 4 & 5 and 1 & 2 may be merged. Level 3 should stand alone.

CONDITIONS OF ENTRY:

- Entries will only be accepted on the standard HRCAV Entry Form.
- The Event is being run according to HRCAV Rules & Regulations.
- Competitors must supply their own number.
- Riders must present for gear check "x" mins. prior to competing (or if required, prior to each phase as stated on the Program.) Where any Event is run over 2 or more days, a gear check must be performed on each day.
- Valid Membership and Performance Cards to be presented to Event Secretary prior to competing.
- Dressage Only - a Competitor MUST enter at their assessed Level and one Level above if chosen, dependent on the Program.
- No refunds after closing date, unless Vet or Doctor's Certificate is provided within 14 days after the event.
- The decision of the Ground Jury is final; no secondary protests will be entered into.
- Protests must be lodged within 30 minutes of the posting of interim results with a refundable fee of \$.
- The Organisers reserve the right to cancel any Class or Competition; to divide any Class; to alter the advertised times; to refuse entry with or without stating the reason.
- Disclaimer of liability clause.
- TTT Programs only:
 - Must state "Random swabbing of horses may occur"
 - Opening date of entries must be 6 weeks prior to the closing date.
 - Proof of qualifying as per Event rule 39.2.4 must be submitted with entries. Protests: Any disputes regarding TTT Team Placings must be accompanied by a non-refundable fee of \$20.