

**VIRGINIA BEACH HORSE SHOW ASSOCIATION
CONSTITUTION AND BYLAWS
(REVISED November 2018)**

ARTICLE I – NAME

The name of this organization shall be the Virginia Beach Horse Shows Association, herein after referred to as the VBHSA.

ARTICLE II – PURPOSE

The purpose of the VBHSA shall be as follows:

- A. To promote sportsmanship and conduct horse shows, clinics, forums, and other special events;
- B. To assign show dates and certify recognition of shows;
- C. To encourage participation in all VBHSA recognized shows and events by all members in good standing of the VBHSA;
- D. To make adequate and fair rules governing competitions and to enforce them for the common benefit.

ARTICLE III – MEMBERSHIP

Section 1 – Eligibility

Any individual or farm is eligible for membership in the VBHSA. The membership must be renewed annually with the terms of membership to run from December 1 to November 30 of the following year.

To be eligible for year end high score awards, the current owner or current lessee (if the animal is leased), the rider, and the animal must be members of and/or recorded with the VBHSA and any points awarded prior to all fees being paid in full will not count. To clarify, all three entities: 1) owner/lessee, 2) rider, 3) animal must all be members/recorded/paid with VBHSA for points to count toward year end awards. Recording of an animal is for life unless there is a change of ownership or the animal is leased, in which case the animal must be re-recorded and the fee paid by the new owner or lessee. A Bill of Sale or signed lease must be submitted with the Horse/Pony Registration Form for transfer of ownership.

Section 2 – Classes of Membership

- A. Junior members are those persons who have not reached their eighteenth birthday prior to December 1 of the year in which they wish to show. The age of the member on December 1 shall be maintained throughout the entire show year.
- B. Adult members are those persons eighteen years of age and over.
- C. Farm members are farms that wish to meet ownership requirements of animals recorded in the farm name. Farm membership does not cover individual farm owners, managers or employees. A member farm has no voting rights.

Section 3 – Dues

Dues for all members shall be \$50.00 annually or \$300.00 lifetime. Lifetime fee for recording an animal or for re-recording a change of ownership shall be \$15.00. Annual dues for farm membership shall be \$40.00 or \$150.00 lifetime. Fees must be paid in the form of a check or money order. No cash will be accepted for membership or horse/pony recordings.

Section 4 – Voting Rights

All individual members in good standing of the VBHSA shall have the right to vote at the annual meeting or at any special meeting of the general membership on the basis of one vote per member. A member in good standing is one who has paid his annual dues at least one month prior to voting and who has not been restricted from participation in VBHSA or related activities by a unanimous vote of the Board of Directors. VBHSA members must be present at the annual meeting to vote. Absentee ballots are not permitted.

ARTICLE IV – MANAGEMENT OF THE ASSOCIATION

Section 1 – Form

The direction and management of the VBHSA shall be vested in a Board of Directors. The Board of Directors shall consist of fifteen (15) elected members of the VBHSA, two of whom shall be a junior member and one of which shall be a parent representative. If the Board of Directors does not consist of at least one representative from each show facility scheduled to hold VBHSA rated shows for the upcoming year, then an honorary board member position would be created for the show manager whose facility is not represented on the board. Or the show manager can designate one person to represent them for the entire year. The honorary board member would not have any voting privileges at the board meetings.

Section 2 – Duties of Officers and Directors

- A. The President shall preside at all meetings of the general membership and the Board of Directors; appoint special committees; serve as ex-officio member of all committees except the Nomination Committee; shall create an agenda for each meeting and, if practicable, distribute the agenda to all board members prior to each meeting; and perform such other duties as are pertinent to the position of President.
- B. The Vice President shall assume all duties of the President in his or her absence. In case of a vacancy in the office of President, the Vice President shall assume the Presidency for the unexpired term; be responsible for publicity for the Association; chair the year-end awards banquet committee; be responsible for raising the funds for the year-end awards banquet, typically by the "Cooler Show"; and perform such other duties as assigned by the President.
- C. The Secretary shall confirm all show dates; keep an up-to-date calendar of all VBHSA recognized shows and events; give notice of all meetings in accordance with these by-laws; maintain a record of all points submitted by recognized shows towards year-end high score awards; take minutes of each meeting and distribute said minutes via email to each board member within 14 days of the meeting date; and perform all duties incident to the office of Secretary and such duties as may be assigned by the President. The secretary must be present at the first two shows of the season to take memberships or designate a person to do so.
- D. The Treasurer shall collect and account for all monies owed to the VBHSA; issue and record all checks; keep an accurate and up-to-date accounting of all monies paid to and expended by the VBHSA; present a written financial report at each board meeting; present a written financial report to the membership at the annual meeting; and perform such other duties as may be assigned by the President.
- E. The Directors shall act in concert with the officers to conduct and manage the business affairs of the VBHSA; exercise the powers of the Association except such as are by the By-Laws conferred upon or reserved to the members; oversee any and all grievances by show management and steward on show day; perform such duties as may be assigned by the President.
- F. The Junior Representatives shall be responsible for preparing a basket to be presented to the judge(s) at the Cooler Show and work at the raffle table. They are to present trophies and sell raffle tickets at the Year-End Banquet and perform any other duties that may be necessary.

G. The Parent Representative will be a parent of a current junior VBHSA member. The Parent Representative is to act as a liaison between parents and the Board of Directors to represent the parent's point of view.

Section 3 – Quorum

At all meetings of the Board of Directors a majority of the members attending shall constitute a quorum provided that all members of the Board , including the officers, have been notified in advance of the meeting by the Secretary and a minimum of 8 are present. At such meetings a simple majority vote of the Board members present shall be the act of the Board. The President shall not vote at any board meeting except to break a tie in the voting.

Section 4 – Terms of Office

A. Officers – shall be elected by the Board of Directors to serve a term of one year. An officer may be elected for more than one term at the discretion of the Board. Any vacancy may be filled by the remaining members of the Board for the un-expired portion of the term of the vacancy.

B. Directors – All directors, except the junior and parent representatives, shall serve terms of three years. The junior and the parent representatives shall serve one year terms.

C. Board members are required to attend regularly scheduled board meetings. If a board member is not present at more than two (2) regularly scheduled board meetings in a membership year, said board member must be replaced. The new board member will be appointed by a majority vote of the board to fill the remaining term of the replaced board member.

Section 5 - Meetings

A. Membership Meetings.

(1) Annual meeting: The annual meeting of the members of the association shall be held not earlier than November 1 and not later than November 30 at a time and place to be designated by the Board of Directors.

(2) Special meetings: Special meetings may be held at any time upon the call of the President, or a group of three (3) or more of the Board of Directors, or not less than twenty per cent of the members.

(3) Notice of meeting: Notice of any annual or special meeting shall be given to each member in a manner prescribed by the Board and shall include notice of the time and place of such meeting. Notice of any special meeting shall state the objects thereof.

(4) Quorum: A majority of the members present in person at the meeting shall constitute a quorum at any membership meeting. A majority of such quorum shall decide any question that may come before the meeting.

B. Meetings of the Board of Directors: Meetings of the Board of Directors shall be held at such locations as designated by a vote of the Board. Meetings may be called at any time by the President and must be called by him/her upon the request of any three directors. Notice of any meeting of the Board shall be mailed or emailed by the Secretary to each member of the Board not less than seven days prior to the meeting. Whenever possible, the date of the next meeting will be scheduled at the meeting in progress.

ARTICLE V – NOMINATION AND ELECTION OF OFFICERS AND DIRECTORS

Section 1 – Nominations

A slate of directors shall be prepared and presented to the membership at the annual meeting. The slate shall be compiled by a Nominating Committee appointed by the Board of Directors. At the annual meeting additional nominations for directors may be submitted from the

floor under the normal procedure of nomination and second. The slate of Directors must be current members of the VBHSA for at least (30) days prior to the election.

Section 2 – Elections

A. General – All individual members in good standing of the VBHSA shall have the right to vote on the proposed directors at the annual meeting. In the event that there is more than one person nominated for a position, the vote shall be by secret ballot. Otherwise it will be by voice vote of the membership. The new directors will be installed as of December 1 of the new membership year. Any function yet to be completed by the outgoing officers or directors will remain under their guidance until it is completed. At the meeting of the existing and incoming directors to be held immediately following the annual meeting, a date in December will be selected to hold a regular board meeting.

B. President, Vice President, Secretary and Treasurer– At the December meeting of the Board of Directors the Directors will vote on who of their group will be President. The directors will then vote on who shall serve as Vice-President, Secretary and Treasurer. The Secretary and Treasurer must be members of the association, but need not be members of the Board of Directors. If the Secretary or Treasurer is not a member of the Board, then said Secretary or Treasurer shall not have a vote at meetings of the Board.

ARTICLE VI – RULES

Section 1 – General Rules

A. Unless otherwise specified in the by-laws, the rules of VHSA, Virginia Horse Show Association shall apply to all matters of concern within the governing of the VBHSA. If a concern or question is not clarified by VHSA rules, then the rules of the USEF, United States Equestrian Federation shall be referenced for a decision. In cases where a show is rated by the VHSA as well as the VBHSA, the fence heights specified by the VHSA shall take precedence. Any By-Law changes adopted by the VHSA throughout the year will also be adopted by the VBHSA.

B. Except as may otherwise be mandated by local law, all riders must wear properly fitting protective headgear passing or surpassing current applicable ASTM (American Society for Testing and Materials) / SEI (Safety Equipment Institute) standards with harness properly secured while riding anywhere on the competition grounds. Any rider violating this rule at any time must immediately be prohibited from further riding until such headgear is properly in place. It is the responsibility of the rider, or the parent or guardian of a junior exhibitor, to see to it that the headgear worn complies with appropriate safety standards for protective headgear intended for equestrian use, and is properly fitted and in good condition, and the VBHSA, Show Committee, Show Management and Officials are not responsible for checking headgear for such compliance.

Section 2 – Recognized Shows

Recognized shows shall be defined as those held in Virginia Beach, Norfolk, Portsmouth, and Chesapeake which apply to the Secretary for VBHSA recognition, and meet the following conditions:

A. Either the farm or the owner/manager of the farm must be a VBHSA member to be eligible to hold a VBHSA recognized show. Membership dues must be received prior to December 1 of the current show year. Failure to submit membership dues prior to December 1 will result in forfeiture of all show dates for the current show year.

B. In order for a barn to host VBHSA recognized shows, that barn must participate in a minimum of 6 VBHSA recognized shows in order to be eligible to host shows for the following year. "Participation" shall be defined as bringing 2 or more entries to recognized shows that compete.

C. Shows must be open to all. Those who are deemed Not In Good Standing shall not accrue VBHSA points.

- D. To qualify for VBHSA recognition, a show must offer at least five (5) of the divisions listed in Section 3.
- E. Request for VBHSA recognition must be made at least two weeks prior to the requested show date.
- F. Prize lists must be mailed to each VBHSA member and/or posted on the VBHSA website. It is the Show Manager's responsibility to ensure members are informed of their website address. Membership mailing labels will be provided by the Secretary if requested by Show Manager.
- G. In case of rain-out, if the show is rescheduled, a notice of the new date must be sent to each member unless a rain-date was specified in the original prize list.
- H. The Show Manager shall pay a \$150.00 fee to the VBHSA for each show date assigned to the Show Manager. Certification of points won at VBHSA shows shall be contingent upon payment of the \$150.00 show fee.
- I. CERTIFICATE OF INSURANCE – All horse shows that want to be VBHSA recognized are required to provide the Virginia Beach Horse Show Association a Certificate of Insurance naming the VBHSA as additional insured for each horse show date. The insurance should be a minimum of 1 million per occurrence/2 million aggregate. The Certificate of Liability Insurance must be received at least thirty (30) days prior to the competition date or there will be a \$100 late fine. Any show that does not have a Certificate of Liability will not be VBHSA recognized.
- J. The show season will begin the month of March through the date that coincides with the last show date recognized by the VBHSA associate program.

If a show is not held on its original date or some replacement date, the fee owed by the Show Manager shall be reduced to \$50.00. If the show date is transferred from one Show Manager to another, the show fee shall remain the responsibility of the original Show Manager until and unless the VBHSA Secretary is notified in writing by both Show Managers of the change in Show Managers.

Show results, including the class sheets, division/champion sheets and judges' cards shall be reported to the VBHSA secretary and must be received by the VBHSA secretary within 7 days of the show date. Only forms approved by VBHSA (class sheets, division/champion sheets, judges' cards) will be allowed for the use of submitting show results. If the show results (including class sheets, division/champion sheets and judges' card) are not received within 7 days of the show date, an additional \$100.00 fee must be paid by the show manager prior to the manager's next show. Results that are incomplete, incorrect, illegible or not specific as to combined divisions shall be charged an incomplete service charge of \$50.

If the show results and all applicable fees are never received, the show and/or the show manager will be allowed no further dates on the VBHSA calendar and shall be subject to the Show Manager to such additional sanctions as may be determined by the Board.

- K. All shows will be VBHSA Associate rated. The show management shall be responsible for obtaining VBHSA recognition.
- L. Each show shall have a "steward" committee consisting of the show manager and one or more member of the board of the VBHSA. The steward may not be the announcer or the show secretary. Names of the committee shall be posted at the secretary stand or in the prize list. A copy of the rules of the VBHSA and the VBHSA shall be kept on the show grounds and made available to the steward committee should an inquiry or protest arise.
- M. No points for a show will be counted unless all monies due the VBHSA are paid on or before the show day.
- N. The Board may give permission for shows outside the above referenced area to be sanctioned on a per show request basis, provided there is time for a 30 day notice of the show date.
- O. The Board may withhold recognition from any show(s) if the Board, in the exercise of its discretion, determines that to do so would be in the best interest of the VBHSA and its members.
- P. If a cross-entry violation is discovered after the fact; points awarded to the cross-entry will be forfeited for that show and the remaining participants' points will be adjusted accordingly.

Q. Show Facilities that are not assigned show dates in the current VBHSA show calendar year and wish to hold VBHSA rated shows for the upcoming show calendar year will only be allowed one date on the VBHSA calendar for that calendar year. In order to receive a date, this facility must submit a letter to the VBHSA secretary requesting approval of a show date by November 1 of the current show year. The number of shows allowed in subsequent years will be at the discretion of the VBHSA Board of Directors.

Section 3 – Divisions and Classes

The following divisions and/or classes shall be considered VBHSA recognized divisions/classes eligible for year end high score awards:

Adult Hunter
Amateur Adult
Baby Green Hunter
Beginner Equitation – Older *
Beginner Equitation – Younger*
Children's/Junior Hunter
Equitation On The Flat (Adult/Amateur) *
Equitation On The Flat (Junior - 14 & Under) *
Equitation On The Flat (Junior – 15 – 17) *
Green Hunter Horse
Green Hunter Pony
Hofheimer Trophy Class *
Limit Equitation Over Fences *
Limit Equitation On The Flat *
Local Hunter Horse & Pony
Long Stirrup Equitation*
Long Stirrup Hunter
Low Working Hunter & Pony
Low Junior/Amateur
Open Equitation Over Fences *
Open Equitation On The Flat *
Open Hunter
Pleasure Horse-Adult
Pleasure Horse-Junior
Pleasure Pony
Pony Hunter
Schooling Hunter
Short Stirrup Equitation*
Short Stirrup Hunter
Special Hunter
Thoroughbred Hunter
VBHSA Breeding
VHSA Associate Adult Amateur Equitation*
VHSA Associate Children's/Junior Equitation*
VHSA Associate Pony Equitation*
Very Beginner Pleasure
Walk-Trot Equitation – Older *
Walk-Trot Equitation – Younger *
Working Hunter
Novice Jumper
Novice Children's/Adult Amateur Jumper
Low Jumper
Schooling Jumper
Modified Jumper

Children's/Adult Amateur Jumper
Puddle Jumper

*** Denotes classes or divisions judged on equitation.

As well as, any other division or class which may be warranted following study during at least one show year.

To be eligible for participation in the VBHSA Cooler Show Challenge Class, the current owner or current lessee, (if the animal is leased) the rider, and the animal must be members of and/or recorded with the VBHSA 30 days prior to the date of the Cooler Show.

No credit will be given in any classes with less than three entries. In Hunter (performance) and equitation classes over fences a minimum of three (3) entries must complete each course over fences in order for that class to count. The under saddle class in a hunter division must have a minimum of three (3) entries that have competed in the respective division for it to count. In the Jumper Divisions, there must be at least (2) exhibitors who complete the course in order for that respective class to count. In order to compete in a performance division under saddle class the entry must have exhibited in a minimum of one over fence class in that division. The Championship and Reserve Championship and its respective points can be awarded if two of the three classes in the division have been completed according to specifications. In the Hunter Pleasure Division two (2) out of the three classes offered must be completed according to specifications in order to award the Championship and Reserve Championship and its respective points.

In VHSA Associate Equitation and VBHSA Hofheimer Trophy classes a minimum of three (3) entries must complete the course and the flat phase in order for the points to count. No division or classes may be combined once the first class in a division has been started or in the case of an equitation class once the first exhibitor has entered the ring. If classes are combined due to insufficient entries (i.e., Hunter Pleasure Horse and Hunter Pleasure Pony), then the Show Secretary must specify by each animal whether they are a horse or pony. A division or class must run, combined or uncombined with any other division or class, to completion at five (5) different shows to be eligible for consideration as a high score award division or class at the end of the show year. A rider or horse/pony must have competed as a VBHSA member at a minimum of five (5) different shows to be eligible for year end high point score award and/or ribbon.

Someone (professional, adult or junior) other than the entered exhibitor of a division may be allowed to show in the warm-up class.

Section 4 – Division and Class Specifications

- A. **Adult Hunter** – Open to riders eighteen years of age and over. Riders may be mounted on horses or ponies. Courses will consist of at least eight jumps at rider's choice of 2'6", 2'9" or 3' fence height.
- B. **Amateur Adult** - Open to riders eighteen years of age and over who are not professionals as defined by the VHSA. Riders may be mounted on horses only. Fence height is 2'6" or 3'. May be combined with Junior Hunter Division.
- C. **Baby Green Hunter** – Open to horses and ponies which have not shown over fences higher than 18" in the previous show calendar year or over 2' or higher at more than 2 shows in the previous show calendar year. Adults may ride horses or ponies. Fence heights are 2' for ponies and 2'6" for horses.
- D. **Short Stirrup Hunter**–Open to horses and ponies ridden by children 12 years and under. The division will consist of three (3) classes, two over fence classes and a walk, trot, canter under saddle class. The jump height for this division shall be decided by individual horse shows, but should be no lower than 18" and no higher than 2" with a minimum of four (4) jumps. The Short Stirrup division cannot be combined with any other VBHSA division. Riders in this division may

cross enter into Long/Short Stirrup Equitation, Junior Equitation on the Flat 14 & under, Jr. Pleasure Horse, Pleasure Pony and Open Equitation on the Flat in the current show year and may show under saddle a horse or pony that has been jumped by another rider. Riders may not show in any of the walk-trot classes.

E. **Children's/Junior Hunter** – Open to animals over 14.2 hands (horses) only. To be ridden by Juniors. Fences are to be 2'6" or 3' in height, rider's choice. May be combined with Amateur Adult Hunter.

F. **VHSA Equitation On The Flat** – To be run in accordance with VHSA rules as follows:

(1) **Adult/Amateur Equitation On the Flat** – Open to amateurs 18 years of age and older. To be shown at a walk, trot and canter both ways of the ring and judged on position, control and guidance. Three entries are necessary to fill this class. This class can be combined with (Junior) Equitation On the Flat 15 – 17 and (Junior) Equitation On the Flat 14 & Under depending on the number of exhibitors.

(2) **Junior Equitation On the Flat 14 & Under** – Open to riders who have not reached their 15th birthday by December 1st of the calendar year. To be shown at a walk, trot and canter both ways of the ring and judged on position, control and guidance. Three entries are necessary to fill this class. This class can be combined with (Junior) Equitation On the Flat 15 – 17 and (Adult/Amateur) Equitation On the Flat depending on the number of exhibitors.

(3) **Junior Equitation On the Flat 15 – 17** – Open to riders who have not reached their 18th birthday by December 1st of the calendar year. To be shown at a walk, trot and canter both ways of the ring and judged on position, control and guidance. Three entries are necessary to fill this class. This class can be combined with (Junior) Equitation On the Flat 14 & Under and (Adult/Amateur) Equitation On the Flat depending on the number of exhibitors.

G. **Green Hunter Horse** – Open to horses as defined by USEF, in their first or second year of showing 2'6" or higher at any show. Fence heights to be 2'6" or 3', rider's choice. A green horse is a horse of any age in his first or second year of showing in any classes that require horses to jump the designated height for green horses. The individual shows, show series or Associations determine that height, the only requirement is that in order to accrue points, the jump heights be no lower than 2'6". This division may be combined with Green Pony Hunter or the Thoroughbred Hunter or Working Hunter Divisions. If this division is combined with the Green Pony Hunter Division, it cannot be combined with any other VHSA recognized division at the same show. If this division is combined with the Green Pony or Thoroughbred or Working Hunter divisions, it is the Show Secretary's responsibility to indicate which division each horse/pony's points should be awarded to. A horse's green status is not affected if the horse has not been shown at more than four (4) competitions prior to September 1 and if it was not shown at that height after September 1 in the same year. In order to maintain green status for the next competition year, the horse must be withdrawn from competition over regulation height and the owner must notify the VHSA office by letter, via certified/return receipt mail on or before November 30 of the year of withdrawal. The horse's name and recording number must be included in the letter. If said horse is not registered with VHSA, a letter must also be sent to the VHSA office requesting the reinstatement of the animal's green year where it will be kept on file for future reference. In order to accrue VHSA Associate points, the height for this division shall be no lower than 2'6". Participation in the International Hunter Futurity as a 3-year old will not count as a "class or division" when considering green status.

H. **Green Hunter Pony** – Open to ponies, as defined by the VHSA, that have not shown over fences equal to or higher than the applicable height for their size in any prior competition year in any show whether VBHSA or elsewhere. If this division is combined with the Green Horse division or Pony Hunter division, then it is the Show Secretary's responsibility to indicate which is the horse and which is the pony; or, in the case of Pony Hunter, which is the Green Pony and which is the Pony Hunter. All VHSA Associate Pony divisions including unjudged and warm-up classes are restricted to Junior riders only. A Green Pony is a pony of any age in his first year of showing in any classes that require ponies to jump the designated height for green pony (Ponies are only allowed to show one year as Green Ponies). Small ponies may show over fences for one year at 2' in a division other than Green Pony Hunter without breaking its green status. A pony's green status is not affected if the pony has not shown at more than four (4) competitions prior to September 1 and if it was not shown at that height after September 1 in the same year. In

order to maintain green status for the next competition year, the pony must be withdrawn from competition over regulation height and the owner must notify the VHSA office by letter via certified/return receipt mail on or before November 30 of the year of withdrawal. The pony's name and recording number must be included in the letter. A Green Pony's status may be granted one time. If said pony is not registered with VHSA, a letter must also be sent to the VHSA office requesting the reinstatement of the animal's green year where it will be kept on file for future reference. In order to accrue VHSA Associate points, the height for this division shall be no lower than, Small-2', Medium-2'3", Large-2'6". The Green Pony division may only be combined with the Green Hunter Horse or Pony Hunter if the Green Hunter division has not been combined with the Working Hunter division.

I. **Hofheimer Trophy Class** – Open to members of the VBHSA only regardless of age. Riders must be members in good standing of the VBHSA before entering this class. It is the responsibility of the show management and/or secretary to enforce this restriction. Riders are judged on their performance over a course of fences with fence heights as follows:

Small Pony 2'3"

Medium Pony 2'6"

Large Pony 2'9"

Horse 3'

This class is to run as an equitation medal class under VHSA rules. Riders should wear regulation hunt coats of any conservative color, breeches or jodhpurs, dress or field boots, or paddock shoes. Chaps are not allowed. Martingales are not permitted in the flat phase of the competition.

J. **Limit Equitation Over Fences** – Open to Junior or Amateur riders who have not won more than six (6) blue ribbons in equitation classes over fences. Fence heights will be 2' for ponies; 2'6" for horses. Courses will consist of six to eight jumps.

K. **Limit Equitation On The Flat** - Open to Junior or Amateur riders who have not won more than six (6) blue ribbons in equitation classes under saddle or over fences.

L. **Local Hunter Horse & Pony** – Open to horses and ponies stabled within a one hundred (100) mile radius of Virginia Beach. This division is restricted under Article VI, Section 4, and is to be run as a division. Ponies to be ridden by Juniors. Fence heights are as follows:

Horses 2'6" & 3'

Small & Medium Ponies 2'

Large Ponies 2'6"

M. **Beginner Equitation** – Open to riders in their first year of showing over fences or in their second year of showing over fences if the rider did not accumulate more than **5 blue ribbons** in the first year of showing over fences. This division is to be composed of three classes. The first and second classes will be over fences no more than 18" in height, with a course that consists of four jumps. Courses are to be simple and may be trotted or cantered. The third class will be walk, trot, and canter flat class. Riders in this division may cross enter into Short Stirrup Hunter (if eligible), Adult Pleasure Horse, Adult Equitation on the Flat, Junior Equitation on the Flat 14 & under (OR) Junior Equitation on the Flat 15 – 17, Jr. Pleasure Horse, Pony Pleasure and Open Equitation on the Flat in the current show year and may show under saddle a horse or pony that has been jumped by another rider. Riders may not show in any of the walk-trot classes. This division cannot be combined with any other VBHSA recognized division.

N. **Low Junior/Amateur** – Open to riders who have not shown higher than 2'6" during the current show year. Adults, Amateurs and Juniors may ride ponies. If a rider in this division shows higher than 2'6" at any show during the year, then all awarded points in this division shall be forfeited. Fence heights are as follows: 2' to 2'6" rider's choice.

O. **Low Working Hunter & Pony** – Ponies to be ridden by Junior only. To be run as a working division under VHSA rules. Fence heights to be the same as Local Hunter Horse & Pony.

P. **Open Equitation Over Fences** – Open to all Junior and Amateur riders regardless of age or experience. Fence heights will be: 2', 2'6" or 3' rider's choice.

Q. **Open Equitation On The Flat** – Open to all Junior and Amateur riders regardless of age or experience.

R. **Open Hunter** – Open to all horses and ponies. Adults may ride horses or ponies. Fence heights are from 2' to 3'6". Riders may choose any height within that range.

S. **Pleasure Horse** – To be run in accordance with VHSA rules as follows:

(1) **Adult Hunter Pleasure Horse.** Open to horses shown with hunter tack on the flat and, if applicable, over fences ridden by an Adult. Points for over fences will be accepted along with on the flat only if over fences is currently part of the show's Hunter Pleasure Division. It is acceptable for Associate Horse Shows to combine the Adult Hunter Pleasure and the Junior Pleasure Hunter Divisions, however, it is the Show Secretary's responsibility to indicate on the results which is the Adult rider and which is the Junior rider. The Adult Hunter Pleasure Horse Division may only be combined with the Junior Hunter Pleasure Horse and/or the Pleasure Pony Hunter Division. Horses may not cross enter into another Pleasure Division at same show.

(2) **Junior Hunter Pleasure Horse.** Open to horses shown with hunter tack on the flat and, if applicable, over fences ridden by a Junior. Points for over fences will be accepted along with on the flat only if over fences is currently part of the show's Hunter Pleasure Division. It is acceptable for Associate Horse Shows to combine the Adult Hunter Pleasure and the Junior Pleasure Hunter Divisions, however, it is the Show Secretary's responsibility to indicate on the results which is the Adult rider and which is the Junior rider. The Junior Hunter Pleasure Horse Division may only be combined with the Adult Hunter Pleasure Horse and/or the Pleasure Pony Hunter Division. Horses may not cross enter into another Pleasure Division at same show.

T. **Pleasure Pony** – Same as Pleasure Horse except open to ponies ridden by Juniors only.

U. **Pony Hunter** – Open to animals 14.2 hands and under. To be ridden by Juniors only.

This division may be combined with Green Hunter Pony. Fence heights are as follows:

Small Ponies (12.2 hands and under) 2'

Medium Ponies (12.2 to 13.2 hands) 2'3"

Large Ponies (13.2 to 14.2 hands) 2'6"-2'9" (rider's choice)

V. **Special Hunter** – Open to pony hunters, junior hunters, and amateur hunters with fence heights as follows: 2' or 2'6", rider's choice. This division may be combined with Long Stirrup Hunter at 2' and at the discretion of the Show Manager. It is the Show Secretary's responsibility to indicate on the results which division each horse/pony's points should be awarded to. Adults may ride ponies.

W. **Thoroughbred Hunter** – Open to all thoroughbred horses that have or were eligible to race. Fence heights are to be 2'6"-3'. Riders may choose any height within that range. If letter of protest is filed to question if horse is a Thoroughbred, papers from the Jockey Club, a lip tattoo or Thoroughbred Incentive Program (TIP) number must be presented. If it is determined said horse is not a Thoroughbred, all points, monies and awards will be forfeited. This division may only be combined with Working Hunter or Green Hunter Horse. It is the Show Secretary's responsibility to indicate on the results which division each horse's points should be awarded to.

V. **VBHSA Breeding** – To be eligible for participation in this class, the horse or pony must be recorded with the VBHSA. In the case a non-recorded horse or pony shows in this class at a show, their points will be forfeited and the points/places belonging to the rest of the participants will be moved up. To be judged on the line for quality, substance, conformation, and suitability to become, produce, or beget hunters. To be moved on the line. Class may be divided in any particular manner.

X. **VHSA Associate Equitation** – To be run in accordance with VHSA rules as follows:

(1) **Amateur Adult.** Open to Adult Amateurs mounted on horses. Jump heights can be determined by each show. Shows are allowed to combine any of the three Equitation classes, however, the secretary must specify on the results sheet by each rider's name as to which class points should be applied to (i.e., Pony, Junior or Adult). A rider can only participate in one Associate Equitation Class per show with the exception of the VHSA Equitation on the Flat Class. The Associate Equitation Classes cannot be a part of the "Regular" VHSA Equitation Medal Classes, however, they can be a part of any other Equitation Class, for example: XYZ Horse Show Association/VHSA Associate Pony Equitation Class and must be listed in the horse show's Prize List as such. The rider must be a VHSA member or the points will not count towards the Associate year-end Championship. If anyone shows in this class and is not a member they will not receive points, nor will anyone be moved up in placement due to a non-member showing in that particular class. Equitation Classes at the Associate Championship Horse Show will be

double points. In order to accrue VHSA Associate points, the height for this class shall be no lower than 2'6". *At the VHSA Associate Championship Horse Show, the jump height for this class will be 3'.*

(2) **Children's/Junior Equitation.** Same as VHSA Associate Adult Amateur Equitation except open to horses ridden by Juniors.

(3) **Pony Equitation.** Same as VHSA Associate Adult Amateur Equitation except open to ponies ridden by Juniors. In order to accrue VHSA Associate points, the heights for this class shall be no lower than: Small-2', Medium-2'3", Large-2'6". *At the VHSA Associate Championship Horse show, the jump heights for this class will be: Small-2', Medium-2'3", Large-2'9".*

Y. **Very Beginner Pleasure** – Open to riders of all ages in their first year of showing or in their second year of showing if the rider did not accumulate more than **5 blue ribbons** in their first year of showing. Riders in this division may only cross enter into Walk-Trot Equitation in the current show year. All classes will consist of walk/trot only. To be judged on performance, manners and way of going suitable to a pleasure horse or pony.

Z. **Walk-Trot Equitation Older** - Open to riders 11 and over in their first year of showing or in their second year of showing if the rider did not accumulate more than **5 blue ribbons** in their first year of showing. Riders in this division may only cross enter into Very Beginner Pleasure in the current show year.

AA. **Walk-Trot Equitation Younger** – Same as Walk-Trot Equitation Older except it is open to riders 10 and under in their first year of showing.

BB. **Working Hunter**- Open to horses only- heights to be 2'6" or 3'. This division may only be combined with Thoroughbred Hunter or Green Hunter Horse. It is the Show Secretary's responsibility to indicate on the results which division the horse's points should be awarded to.

CC. **Warm Up** – To be ridden as the first class of a division over a course specified by Show Management. Only one (1) warm up per horse/rider combination per show. A warm up is only allowed for the horse/pony entered in the division and not for single classes.

DD. **VBHSA Challenge Class** – This class is to show the overall ability of horse and rider. It will recognize the trainer, owner of the horse, parents of the rider and the class sponsor. It is open to Juniors and Amateurs only. The class is to be judged on the best overall horse and rider combination. The class will run in the format of a Hunter Classic. No entries will be accepted once the class has started. There will be two rounds ridden over two different courses.

Numerical scores will be announced at the completion of each horse/rider's trip. The top 12 rounds will be called back and will ride the second course in reverse scoring order (lowest score starting first), within jump heights (Small Ponies-2', Medium Ponies-2'3", Large Ponies-2'9", Horses-3'). The first and second course will have 8-10 fences. Each round is worth 50% of your total score. The scores will be announced upon completion of each round. Each rider must wear protective headgear in accordance with general rules. Manes must be braided and proper show attire is required. Adults may ride ponies. The owner, rider and animal must be VBHSA members thirty (30) days prior to the Cooler Show. A Biography sheet provided by the Show Secretary must be submitted by 10:00 a.m. the day of the show.

EE.. **Cooler Show Classic** – This class shows the overall ability of horse and rider. It will recognize the trainer, owner of the horse, parents of the rider and class sponsors. It is open to Juniors and Amateurs only. The class is to be judged on the best overall horse and rider combination. The class will run in the format of a Hunter Classic. No entries will be accepted once the class has started. No horse or pony may enter if it has shown in the VBHSA Challenge Class at this show. There will be two rounds ridden over two different courses. Numerical scoring will be announced at the completion of each horse/rider's trip. The top 12 rounds will be called back and will ride the second course in reverse order (lowest score starting first), within jump heights. Jump heights will be 2' and 2'6", rider's choice. Each course will have 8-10 fences and is worth 50% of the total score. Scores will be announced upon completion of each round. Each rider must wear protective headgear in accordance with general rules. Manes must be braided and proper show attire is required. Adults may ride ponies. The owner, rider and animal must be VBHSA members thirty (30) days prior to the Cooler Show

FF. **Schooling Hunter** - – Open to all horses and ponies. Adults may ride horses or ponies. Fence heights are 2' and 2'6". Riders may choose fence height.

J-A. **Novice Jumper**- Open to horses and ponies in their first or second year of showing in jumper classes at any height as of December 1 of the current show year. Horses and ponies in this division may only cross enter into Novice Children's/Adult Amateur Jumper, if the rider is eligible, and Low Jumper. This division shall be no lower than 2'3" and no higher than 2'6". Associations may submit points for their jumper divisions that have the same specifications as VHSA Associate Jumper Divisions. However, shows must use the VHSA Division names on their result sheets.

J-B. **Novice Children's/Adult Amateur Jumper**- Open to children and adult amateurs in their first or second year of showing in jumper classes at any height as of December 1 of the current show year. Riders in these divisions may only cross enter into Novice Jumper, if eligible, and Low Jumper. This division shall be no lower than 2'3" and no higher than 2'6". Associations may submit points for their jumper divisions that have the same specifications as VHSA Associate Jumper Divisions. However, shows must use the VHSA Division names on their result sheets. *Novice Jumper and Novice Children's/Adult Amateur Jumper classes may be run together with separate points reported to the Associate program.*

J-C. **Low Jumper**- This division shall be no lower than 2'6" in height and no higher than 3' in height. Spreads shall not exceed the height of the fence. Associations may submit points for their jumper divisions that have the same specifications as VHSA Associate Jumper Divisions. However, shows must use the VHSA Division names on their result sheets.

J-D. **Schooling Jumper**- This division shall be no lower than 3' in height and no higher than 3'6" in height. Spreads shall not exceed the height of the fence. Associations may submit points for their jumper divisions that have the same specifications as VHSA Associate Jumper Divisions. However, shows must use the VHSA Division names on their result sheets.

J-E. **Modified Jumper**- This division shall be no lower than 3'6" in height and no higher than 4' in height. Spreads shall not exceed the height of the fence. Associations may submit points for their jumper divisions that have the same specifications as VHSA Associate Jumper Divisions. However, shows must use the VHSA Division names on their result sheets.

J-F. **Children's/Adult Amateur Jumper**- This division shall be no lower than 2'6" in height and no higher than 3'3" in height. Spreads shall not exceed the height of the fence. Associations may submit points for their jumper divisions that have the same specifications as VHSA Associate Jumper Divisions. However, shows must use the VHSA Division names on their result sheets.

J-G. **Puddle Jumper**- This division is open to juniors and amateurs only and shall be over 18" cross-rails.

Section 5 – Show Dates

Item 1 - Only one VBHSA hunter show and one jumper show may be held each weekend and they can be held the same day as long as it is on the same show grounds.

Item 2- Procedure for Setting the Show Calendar

1. Establish list of available dates for the show year taking into account: Memorial Day, VHSA Associate Summer Show, July Fourth, Labor Day and the date of the last approved show by VHSA

2. Set aside date for Cooler Show and rain date for the Cooler Show.

3. Establish list of applicants for show dates to determine number of shows to be granted to show managers.

4. Put slips of paper with number 1-? into a bowl corresponding to the number of managers being granted shows.

5. Have each manager draw a slip of paper.

6. Start with manager with #1 slip of paper. If that manager had a show in the previous show year, then they get to pick one of their last year's dates to be their secure date for the current year. The manager with the #2 slip of paper makes his/her selection and so on until the last number has been selected. The exception is that any new manager receiving only one show date must wait until the last round to pick his/her show date.

7. After the last number in the first round, the manager with the highest number picks any open date, this continues in reverse order for second series of show dates.

8. This process is repeated for as many times as the highest number of shows being awarded.
9. When all dates are awarded, the secretary should read the list to ensure accuracy.
10. A date, at least 10 days after the show managers meeting, will be selected for the calendar to be published for the coming year. This gives each manager time to review their schedules, swap or change conflicting dates. Any changes must be sent to the Association Secretary by email or mail prior to the agreed upon date. At 6:00 p.m. on the agreed upon date, the Show Calendar becomes final and will be published by the Association Secretary.
11. The rain date for each show will be the Sunday following the show date unless another requested date is approved by the Board of Directors.
12. After the show calendar is set (see #10), no change to the calendar may be made except in the case of a swap or transfer between show managers. The original show manager is responsible for reporting changes to VBHSA and VHSA.
13. All shows must be registered with VHSA thirty (30) days prior to their designated show date on the VBHSA calendar. Failure to comply with this thirty (30) day requirement will result in a \$250 fine, payable to VBHSA.

Section 6 – Recording of Show Results

Show results shall be kept on forms approved by the VBHSA. Results will not be accepted on any other form or papers. Show Managers or their show secretaries shall keep show records for one full year from the date of show. Show secretaries must report the name of the animal, rider and owner in all classes and divisions. Show secretaries are responsible for correctly reporting results as above; they are not responsible for misinformation given them by the exhibitors. The show management shall report show results to the VHSA within the time prescribed by the VHSA rules and to the VBHSA secretary in accordance with Art. VI, Sec. 2 of the VBHSA bylaws. Judge's cards are for the judge's scoring purposes only and will not be disseminated or otherwise made public.

Section 7 – Under Saddle Classes in Hunter Divisions

No competitor shall be allowed to show in the under saddle class of a division which also includes over fences classes unless that competitor has completed a course over fences in that division. There will be no exceptions. However, competitors are permitted to show in over fences classes and not required to show in the under saddle class. Martingales are prohibited in all under saddle classes.

Section 8 – Two Show Trial

A competitor may enter two (2) shows in a show year on a trial basis without jeopardy to points or status. The following divisions are not allowed to be considered for the Two Show Trial- Green Hunter Horse, Green Pony and Short Stirrup Hunter. The competitor may not enter in both their regular class or division and the "trial" classes or divisions at the same show. Entering both at the same show will result in forfeiture of points for both classes or divisions and the points/placings belonging to the rest of the participants will be moved up.

Section 9 – Points – NO MORE BONUS POINTS

Number of Exhibitors	1st	2nd	3rd	4th	5th	6th
3-5	10	6	4	2	1	.5
6-9	11	7	5	3	2	1.5
10 & up	12	8	6	4	3	2.5

All recognized classes held at the VHSA Associate Summer Show will be used to accrue year-end points.

The Champion and Reserve Champion shall be awarded to two of the four competitors who have won the most points over fences. To be eligible for Champion or Reserve Champion, you must be in the top 4 points totals in the two (2) over fences classes. In the case of a tie the competitor with the most points over fences shall be the Champion (or Reserve Champion). If this method does not resolve the tie, the judge has the right to call for a jump-off which would consist of two jumps, a hack off, or with unanimous consent, a coin flip.

Year end points will only include the exhibitor's top ten best horse shows plus the VBHSA Cooler Show; with the exception of the VHSA Associate Equitation classes, which will be total points for the year. It is the responsibility of the exhibitor to rectify their point discrepancies thru June 18 by July 31, or the points prior to June 18 will stand as is. It is also the responsibility of the exhibitor to rectify their point discrepancies by November 7, or the points after June 18 and prior to November 7 will stand as is. Any inquiries concerning point discrepancies, must be submitted to the VBHSA email address (vbhsa@yahoo.com). No other forms of communication will be accepted.

Section 10 – Right of Protest

Any member in good standing of the VBHSA has the right of protest concerning any VBHSA recognized show. The protest must be initiated at the time of the incident causing the protest to show management or the steward. If not satisfactorily concluded, the protest shall be made in writing to the VBHSA within 5 days of the incident causing the protest in order for the protest to be reviewed by the Board. If the protest is not received within five (5) days of the incident, the protest is invalid and will not be brought to the Board for review. The decision of the Board shall be final and binding.

Section 11 – Drugs and Medications

The VBHSA does not condone the use of forbidden substances as defined by the USEF or the use of restricted medication outside of the USEF dose and time recommendations. (See USEF Drugs and Medications Guidelines)

Section 12 – Fees

A fee of \$35 will be charged should a check be returned due to insufficient funds or other reasons. If there are any outstanding fees due to VBHSA, the individual/facility will be considered Not In Good Standing and forfeit all points unless reconciled within 30 days of written notification.

ARTICLE VII- SPECIAL AWARDS

The VBHSA awards special trophies at the annual VBHSA Cooler Show. The awards are as follows:

1. VBHSA Challenge Class Trophy – This trophy is presented to the winner of the Challenge Class held at the annual VBHSA Cooler Show. It is to be returned two weeks prior to the date of the Cooler Show engraved and polished.
2. Ocean Blue Cooler Show Classic Perpetual Trophy – This trophy is presented to the winner of the Cooler Show Classic held at the annual VBHSA Cooler Show. It is to be returned two weeks prior to the date of the Cooler Show engraved and polished.
3. The Benlea Neptune Memorial Trophy – This trophy is presented to the Best Child Rider on a pony on Day 1/Ring 1 of the annual VBHSA Cooler Show. It is to be returned two weeks prior to the date of the Cooler Show engraved and polished.
4. The Sweet Caroline Memorial Trophy – This trophy is presented to the Best Child Rider on a Horse at the annual VBSA Cooler Show. It is to be returned two weeks prior to the date of the Cooler Show engraved and polished.

5. There will be a 5th Cooler Show Perpetual Trophy created, named, and donated by Lisa Doczi and Mederise Carter that will be the best non-professional rider, junior or amateur on Ring 2/Day 2 of the annual VBHSA Cooler Show. The trophy is to be returned two weeks prior to the date of the Cooler Show engraved and polished.

The VBHSA awards End-of-the-Year High Point trophies in all recognized divisions.

All trophies must be approved by the Board. If a trophy is not returned to the Association in the appropriate timeframe, a \$100.00 fine will be enforced. If the fine is not paid, the recipient will not be allowed to be reinstated in the Association as a member in good standing. Trophy recipient is responsible for collecting all awards/ribbons. VBHSA is not responsible for unclaimed awards/ribbons.

The Association also established the following special Annual Awards:

1. VBHSA High Point Hunter Horse Trophy- awarded to the owner of the horse who accumulates the most combined points throughout the show year in the following hunter divisions: Adult/Amateur Hunter, Children's/Junior Hunter, Green Hunter Horse, Open Hunter, Special Hunter, Long/Short Stirrup Hunter, Pleasure Horse-Adult, Pleasure Horse-Junior, Thoroughbred Hunter, Working Hunter.
2. Roman Image Memorial Trophy- awarded to the rider who accumulates the most combined points in the following equitation divisions: Hofheimer Equitation, Open Equitation on the Flat and Open Equitation Over Fences, Adult/Amateur Equitation on the Flat, Jr. Equitation on the Flat 14 & Under and Jr. Equitation on the Flat 15-17, VHSA Associate Adult Amateur Equitation, VHSA Associate Children's/Junior Hunter and VHSA Associate Pony Equitation.
3. Carol A. Leware Memorial Perpetual Trophy-awarded to the child or children riding the pony who accumulates the most combined points throughout the show year in the following hunter divisions: Green Pony Hunter, Open Hunter, Pleasure Pony, Pony Hunter, Long/Short Stirrup Hunter, Special Hunter.
4. Sue Niedenthal Memorial Perpetual Trophy-awarded to the rider with the most points accumulated in either the Beginner Equitation-Older, Beginner Equitation-Younger, Walk/Trot Equitation-Older, Walk/Trot Equitation-Younger divisions.

The following awards are to have nominations presented in writing by the VBHSA trainers and board members. (Nominees, trainers and board members must all be members of the VBHSA. Membership dues must have been paid in full prior to November 1 of the current show year for nominations to be accepted). The final selection is made by secret ballot of the VBHSA Board Members at the last board meeting prior to the Year-End Awards Banquet.

5. Back Bay Gambol Most Improved Rider Perpetual Trophy- awarded to the rider who demonstrates the most improvement in their riding skills and ability throughout the show year.
6. Tammy Lynn Cassida Memorial Sportsmanship Award- awarded to the member/rider who demonstrates outstanding sportsmanship throughout the show year.
7. Back Bay Sneakers Memorial Award (for Horsemanship) - awarded to the member who independently demonstrates outstanding skills and abilities in the care and maintenance of their horse or pony.
8. Betty Creekmore Support Person of the Year Award- A perpetual trophy awarded to a VBHSA Senior member who has done the most for the VBSHA by dedicating their time and talents during the show year. It is named in honor of Betty Creekmore, who was extremely active with the VBHSA serving as secretary for the board and at shows.

ARTICLE VIII – AMENDMENTS

Amendments to this Constitution and ByLaws may be proposed in writing by any member in good standing to the Board of Directors. These requests shall be submitted to the general membership at the annual meeting or at a special meeting called for that purpose.

ARTICLE IX – GLOSSARY

This glossary may be added to from time-to-time by the Board without a vote from the general membership.

Challenge Trophy - A challenge trophy is one that is presented at the end-of-the-year-banquet. It is a trophy donated to the VBHSA and can be awarded permanently only after winning it for three consecutive years of the same rider/horse combination for the hunter divisions and three years of the same rider for the equitation classes. The recipient must replace the trophy with one of greater or equal value to the one received.

Perpetual Trophy - A perpetual trophy is one that is donated to the VBHSA and is never awarded permanently to an exhibitor, but remains the property of the VBHSA. Once this trophy is filled, the VBHSA will replace it with one of similar quality and make the full trophy available for auction at the year end banquet.