

**NORTH CAROLINA HUNTER AND JUMPER ASSOCIATION
STEWARD'S REPORT
NCHJA C Rated Horse Shows**

Horse Show:	
Location:	
Show Date(s):	
# of Show Day(s):	
# of Horses Competing	
Manager & Secretary:	
Steward:	

I: General

1. Start and End Times for each show day		
Date:	Start Time:	End Time:
Date:	Start Time:	End Time:
Describe any delays and any reasons for delays (e.g. weather, trainer conflicts, etc.):		
2. Were Show Evaluation and Feedback Forms available in the show office?		Yes No

II: Compliance with Rules (Current NCHJA Rule Book)
Section A: Licensed Officials and Show Management

1. List the Judge(s):		
Were all the judges licensed and eligible to officiate in the classes to which they were assigned?	Yes	No
2. Were all entry blanks signed by exhibitors (e.g. riders, owners, and/or trainers)?	Yes	No
3. Was the competition staffed with adequate staff to process workload in a timely manner?	Yes	No
4. Was an adequate and knowledgeable jump crew, in gate, and other personnel available to assist in the operation of the competition?	Yes	No
5. Was the contact information for a local farrier and veterinarian call posted during the show and printed in the prizelist?	Yes	No
6. Did the show offer the Adult, Childrens, and Pony Equitation Medals?	Yes	No

Section B: Safety and Welfare

7. Were there any instances of cruelty or abuse to a horse? <i>(If yes, provide detail in Part V, Report of Violations and refer to the USHJA Rule Book, Article 302, "Abuse")</i>	Yes	No
8. Was there any instance of misrepresentation of a horse's identity or eligibility for a class?	Yes	No
9. Was an emergency cellphone or landline telephone number and directions to the competition posted during the show and printed in the prizelist?	Yes	No
10. Was an EMT provided and on the show grounds in visible sight 30 minutes prior to the show until the end of the last class?	Yes	No
11. Was the competition run in accordance with the NCHJA and USEF Rule Books and standard class specifications?	Yes	No

Section C: Show Grounds and Facilities

Rings, Courses, and Stabling		
12. Were rings of suitable size, properly construction with adequate footing?	Yes	No
13. Were the rings appropriately maintained throughout the show and as conditions warranted?	Yes	No
14. Were hunter and jumper courses in good condition, substantial, and set up according to NCHJA Rules?	Yes	No
15. Were fences measured and at the proper heights?	Yes	No
16. Were flower boxes used appropriately?	Yes	No
17. Were safety jump cups (required for the back of oxers) used?	Yes	No
18. Were courses posted 30 minutes prior to classes?	Yes	No
19. Was an appropriate schooling area and lunging area provided?	Yes	No
20. Were classes run according to specifications and with testing, if required?	Yes	No
21. Was stabling provided?	Yes	No
<i>If yes, described the type of stabling and condition:</i>		
Facilities		
22. Were adequate seating facilities provided?	Yes	No
23. Were adequate parking areas for vans, trailers, competitors and officials?	Yes	No
24. Was at least one food and beverage service available on the competition grounds beginning thirty minutes prior to the start of first scheduled class and ending one hour prior to the conclusion of the competition for each day of the competition?	Yes	No
25. Were convenient and ample water facilities for horses and potable water for human consumption provided and available at all times?	Yes	No

26. Were a minimum of one clean and sanitary restroom either portable or permanent provided for every fifty horses entered in the previous year and must be cleaned and supplied daily?	Yes	No
27. Was information regarding the use of motorized vehicles (e.g. golf carts, motorbikes, scooters, etc.) included in the prize list?	Yes	No
28. Did the show provide adequate communication between the secretary, stewards, announcer, in-gate, all competition rings, and stables?	Yes	No

Section D: Measurements

29. Were animals properly measured according to the rules?	Yes	No
30. What kind of level surface was used for measurement?	Yes	No
<i>Measurements Completed during this show:</i>		
<i>Horse/Pony Measured</i>	<i>Height</i>	
1.		
2.		
3.		

III: Recommendations to Show Standards Committee

Give your overall impression of the show and recommendations for improvement.

IV: Report of Violations

State in full the specific nature of any violations or protests filed with the names and addresses of offenders.

V: Reporting Steward's Information	
Date:	
Name:	
NCHJA Member #:	
Address:	
Phone #:	
E-mail:	
Signature:	

Recognized Stewards are governed by the provision of the current USHJA and NCHJA Rule Book.

The Steward is responsible for a complete knowledge of the regulations, duties, and authority that pertain to his office. He is reminded that he has no authority in connection with the management or judging of the show. He shall keep himself available to judges, exhibitors, and the show committee to clarify the application of rules of the Association and to investigate any situation where the rules of the Association are involved. It is his duty to observe and report immediately any instance of a violation of the rules to the show committee and make recommendations for the improvement of the show.

Violations and recommendations must be included in this report.

It is obvious that, however complete rules may be, they never can cover all possible situations that may arise. If a matter cannot be solved by interpreting the rules to the letter, the solution to be adopted by those responsible should lie in a principle that follows as nearly as possible the spirit of the rules.

Failure of a Steward to attend a show or to perform his duties constitutes cause for disciplinary action.

Please return this completed form within three days to the Association

NORTH CAROLINA HUNTER AND JUMPER ASSOCIATION, INC.

4441 Six Forks Road, Suite 106-167 Raleigh, NC 27609