

SHJA

Operating Rules

Updated December 1, 2018

1. This association shall be known as the Southern Hunter Jumper Association (hereinafter referred to as SHJA). The official address of SHJA shall be:

P.O Box 14363

Tallahassee, Florida 32317

All official correspondence shall be sent to the above address only. No official correspondence will be accepted at any other address or by hand delivery. Contact information for individual officers and board members will be made available to the general membership. General inquiries can also be emailed to:

SouthernHJAssoc@gmail.com

2. The purpose of SHJA, in support of the local equestrian community, is to provide an organizational structure with which to keep an accurate listing of current members, record points accrued by members at recognized shows, hold an annual awards banquet, and promote the ideals of sportsmanship. To accomplish this purpose, SHJA shall sanction local horse shows for which application is made. SHJA encourages show management of any SHJA sanctioned show to carefully consider the safety of riders and horses, rules of good sportsmanship and fairness to all participants. SHJA, its Officers, Board and members assume no liability whatsoever in associating for this purpose.

3. Membership shall be from December 1 to November 30 which corresponds with the official show year. Membership fees are as follows:

- a. Individual Membership - \$35 – entitled to one vote – points accrue to one rider
- b. Family Membership - \$50 – entitled to two votes – points accrue for all family members listed on the application.

Membership is available any time during the show year, but points will accrue from the date of membership – signified by the date on the application and the check submitted. To insure our ability to track our members, checks or paypal are the only accepted methods of payment for membership.

Members of SHJA shall be entitled to the following:

- a. A vote in the elections for the Board of Directors
- b. Mailings from SHJA and all sanctioned horse shows

c. Members are eligible to accrue points at all sanctioned horse shows and make unlimited points inquiries.

d. Members 18 years old or older may run for office or a board position

e. Make official protests to the Board of Directors (see provisions for making official protests)

4. The Board of Directors will hold a monthly meeting at a public location or by conference call. These meetings should be held on the same day, time, and place each month unless availability prohibits; in which case ample notice will be made available to the general membership. All Board members are required to attend Board Meetings. Board members may designate a proxy to fill their seat at a meeting they will miss. Board members having three unexcused absences from meetings will be excused from the board and no longer allowed a vote. Board members will receive a warning after missing two meetings All Board meetings shall be open to the general membership. If a board member is relieved of their duty, the current board may vote in a new board member to fill the position for the remainder of the year.

5. No official actions, rulings, rule changes or other official business will be made at any other time than at the official monthly board meeting.

(a) Protests

Any official protests must be received in the Post Office Box or by email at least one week prior to a monthly board meeting to be considered for discussion at that meeting. All protest must be submitted in the required way. See Rule 7. Official protests will be ruled on at the board meeting where discussed.

(b) Rule Changes

Any proposed amendment to the Rules of Operation should be submitted by the August board meeting in order to be considered as a change for the next consecutive show year. Any amendment received after the August board meeting will be considered for the show year following the next consecutive one. Rule changes should be proposed in language that is clear and can be amended directly into the Rules of Operation. Proposed amendments will be discussed at the August board meeting. They can then be amended, if necessary, and discussed again at the September board meeting. Final proposed amendments will be voted on at the October board meeting. A quorum (2/3rd of total voting board members) must be present to vote on any amendments to the Rules of Operation. Any changes to the Rules of Operations will take effect December 1st of the upcoming show year. Notice of any rule changes must be made available to the general membership and show managers. This can be done using the website and email

6. The Board of Directors shall consist of a President, Vice President, Secretary, Points Secretary, Treasurer, and up to 7 additional board members. Those additional board members are encouraged to chair these committees: Membership, Social Media, Scholarship, Junior Challenge, Horse Show, and Banquet. The Board of Directors shall appoint additional Committees as necessary and non Board Members are welcomed and encouraged to be Committee Chairs and Committee Members.

a. President: shall be responsible for setting the agenda of all board meetings; presiding over all board meetings; enforcing a time limit of five (5) minutes per person for discussions and debates.

b. Vice President: shall preside in the President's absence and assist the President in the performance of all necessary duties. The Vice President will assume the position of President if the current President must step down for any reason. If the vice president is unable to do the job, the positions will be filled by a vote of the board.

c. Secretary: shall keep the minutes of all board meetings and report them at the next meeting. Minutes will be made available on the website within 7 days of the board meeting.

The Secretary also shall maintain correspondence with all board members; collect the mail from the P.O. Box and distribute it to the proper recipient; notify membership of any notices, rule changes or general announcements.

d. Points Secretary: shall keep an ongoing record of points accrued by Members and make them available throughout the year at SHJA recognized horse shows; and help to justify or correct any points discrepancies. Points will be made available on the website within 7 days of each board meeting.

e. Treasurer: shall perform all financial duties of SHJA in a timely and appropriate manner, reporting to the Board on a monthly basis. All purchases and expenses over \$150 shall be approved by the Board.

7. Points Inquiries or Points Protests may be made to the Board of Directors with the following guidelines:

a. All points inquiries or protests must be made by a member of SHJA.

b. All points inquiries or protests must be submitted in writing on a SHJA Official Points Inquiry Form which will be available at all horse shows; on the website; and by request. The form must be filled out in its entirety. The Form must be mailed to the official address of SHJA and will not be accepted by any one Board Member.

c. Any points inquiry or protest must be made within sixty (60) days after the points in question are available to the general public; either on the website or at a sanctioned horse show. After the sixty (60) day period, it will be assumed that all points are accurate and they will not be revisited.

d. A member may make as many points inquiries or protests as they like, as long as they follow the above guidelines.

8. All shows wishing to offer points to SHJA members must be sanctioned by SHJA according to the following provisions:

a. Horse shows requesting sanctioning must submit the contract and check for the sanctioning fee for the first show which also includes an individual membership in SHJA.

b. Sanctioning requests for show dates will be accepted beginning September 1 for the following show year. Voting for sanctioning will begin at the October meeting. SHJA Board encourages show organizers to request sanctioning at least six (6) weeks prior to show date.

c. All sanctioned horse shows must offer a minimum of the SHJA divisions listed in these rules: at least 10 hunter divisions; 4 equitation divisions; 2 jumper divisions and both the SHJA Medal and Mini-Medal class. A hunter division must contain at least two over fence classes and one under saddle class. An equitation division must contain at least one over fence class and one flat class. A jumper division must contain at least two classes.

d. Points must be submitted within 2 weeks of the completion of the horse show. Points can be submitted in person to the Points Secretary or by mail. Points WILL NOT be accepted, and therefore will not count, if they do not meet the following guidelines:

1. Points must be submitted on an official points form or clearly written or typed in the same format as the official points form.
2. A separate form for each division offered, whether held or not, must be submitted with the points.
3. Horses and riders must be listed for all classes.
4. Please make notations if any classes were combined, but still turn in points on their own division sheet.
5. Please turn in a list of riders who participated in Leadline or Walk classes.
6. A master list of riders/horses and their numbers must be submitted with the points
7. The prize list from the horse show must be submitted with the points.
8. SHJA Point values are: 1st = 7; 2nd = 5; 3rd = 4; 4th = 3; 5th = 2; 6th = 1
9. Champion and Reserve champion points for divisions with 3 or more horses: Champion points = 7 and Reserve Champion Points = 5. No champ or res points for divisions less than 3.

9. Show Management will be responsible for mailing or emailing a Prize List to each SHJA member. The Prize List must contain the following:

1. Date and Location
2. Class Descriptions may be printed in the prize list or referenced to by stating that all SHJA class descriptions can be found on the website: www.shja.org .
3. Schedule of classes (including Jumper Table language)
4. Starting time for schooling and show
5. Judge's names

6. Entry fee, deadline, and all other fees
 7. Availability and cost of stabling
 8. Release of liability with a specific release of SHJA included
 9. SHJA membership form
 10. A list of SHJA sponsors and upcoming sanctioned shows
- e. Any rider at an SHJA sanctioned horse show must wear an ASTM/SEI approved riding helmet while mounted.
- f. SHJA sanctioned shows shall provide safe and adequate schooling areas during the show. Each competition ring shall have its own schooling area with at least two jumps.
- g. All complaints, errors in course design, and other issues that may arise during a show should be brought to the attention of show management who has sole discretion of resolution. No SHJA board member should make rulings or interpret rules during a horse show.
10. The following competition divisions will be considered “standard” and points in each class will accrue for each member or a horse that a member is riding during the show year. Class descriptions cannot be changed after the first horse show of the year. Horse shows may hold additional divisions and classes that are not “standard” at management’s discretion. Proposals for additional divisions to be considered for yearend awards must be submitted to the board in writing by the May board meeting of the competition year.

HUNTER DIVISIONS AND CLASSES: points accrue to the horse; must be ridden by a SHJA member to earn points.

Pleasure Horse/Pony – judged on manners and way of going, suitability to count; no martingales. To be shown on the flat only. This class may be split if entries warrant.

Cross Rails for Beginner Horses – open to all inexperienced horses/ponies in their first year of showing over fences. May trot or canter fences; will be judged on consistency. Adults may ride ponies. Horses/ponies may NOT cross enter into any other over fences division at any recognized or unrecognized show. There will be two awards presented for this division, one for each six-month period of the show year (December – May and June – November). Riders earning awards for the first period are eligible for the second period as long as they retain their Cross Rails status.

NOTE: the same horse/rider combination may not enter both cross rails divisions.

Short Stirrup Hunter – Fence heights 21”. Open to riders 12 years and under in their first two years of showing over fences 21” in height. Riders are not eligible for any other class in which the rider is required to jump higher than 21” with the exception of 2’ classes at USEF recognized horse shows. Not to Hand Gallop.

Long Stirrup Hunter – Fence heights 21”. Open to riders over 12 years of age. Riders are not eligible for any other class in which the rider is required to jump higher than 21” with the exception of 2’ classes at USEF recognized horse shows. Not to Hand Gallop.

Baby Green Hunter – Fence Heights 2'. Open to horses/ponies in their first year of showing over fences 2' or higher at any SHJA or USEF show. Horses may not cross enter where fence heights exceed 2'.

Mini Hunter – Fence heights 2'; no in and out; open to horses and ponies.

Intermediate Hunter – Fence heights 2'3". Open to ponies and horses. The horse/rider combination may not have shown over a course higher than 2'3" at any SHJA or USEF horse show. The horse/rider combination may not cross enter into any class requiring a jump of over 2'3".

Low Hunter – Fence heights 2'6"; no in and out; open to horses and ponies.

Schooling Hunter – Fence heights 2'9". Open to horses and ponies.

Modified Children's Hunter – Fence heights 2'6". Open to Junior riders on horses or ponies. Horse/rider combination may not show over 2'6" with the exception of equitation classes.

Children's Hunter - Fence heights 3'. Open to junior riders. Horse/rider combination may not cross enter into the Junior Hunter division at the same show.

Adult/Amateur Hunter – Fence heights 2'6" or 3' to be judged together. Rider must specify desired height prior to the start of the division. Rider may not show the same horse at both heights at the same show. This class may be split by height if entries warrant. Open to amateur riders over 18 years old. May be asked to hand gallop in Under Saddle Class.

Junior Hunter – Fence heights 3'3". Open to junior riders. May be asked to hand gallop in the Under Saddle class. Horse/rider combination may not cross enter into Children's Hunter at the same show.

Open Hunter – Fence heights 3'3" – 3'6". Open to horses; may be asked to hand gallop in Under Saddle class.

Pony Hunter – Small (12.2 hands and under): fence heights 2'3". Medium (12.2 – 13.2 hands): fence heights 2'6". Large (13.2 – 14.2 hands): fence heights 2'9". Open to junior riders.

Children's Pony Hunter – Fence heights for small/medium ponies: 2' and for large ponies: 2'6". Open to junior riders. Pony/rider combination may not cross enter into regular Pony Hunter division at the same show.

EQUITATION DIVISIONS AND CLASSES: Points accrue to the rider. Riders may compete only once per class.

Walk/Trot - Open to riders 12 and under; may not have cantered in any show. Riders must demonstrate the walk and trot both ways of the ring. Three classes will make up the Walk/Trot division: Walk/Trot Equitation to be judged on the rider's position; Walk/Trot Under Saddle to be judged on the horse/pony's way of going; Walk/Trot Pleasure to be judged on manners and way of going of the horse/pony and the riders ability to demonstrate this. There will be two awards presented for this division, one for each 6 month period of the show year (December – May and June – November). Riders earning awards for the first period are eligible for the second period as long as they retain their Walk/Trot status. A rider may enter the Walk/Trot division for two years

after the age of 6. Riders 6 and under are not limited. SHJA encourages show management to divide the Walk/Trot division with over six entries. Walk/Trot riders may not cross enter into Cross Rails over fences, but may not canter.

CrossRails Beginner Equitation – Open to riders in their first two years of showing over fences. May trot or canter fences; will be judged on consistency. Judges may take into consideration simple changes at this level. Adults may ride ponies. Riders may not enter any other over fences division at any recognized or unrecognized show. SHJA encourages show management to divide the CrossRails division with over six entries. There will be two awards presented for this division, one for each six month period of the show year (December – May and June – November). Riders earning awards for their first period are eligible for the second period as long as they retain their CrossRails status. Walk/Trot riders may cross enter into CrossRails, but may not canter.

Short Stirrup Equitation – Same restrictions as Short Stirrup Hunter. Fence Heights 21”

Long Stirrup Equitation – Same restrictions as Long Stirrup Hunter. Fence Heights 21”

11 and Under Equitation – Open to riders 11 years old and younger. No in and out. Fence Height 2’

Pony Equitation – Open to junior riders over 11 years of age riding ponies. Fence heights 2’ for smalls and mediums and 2’6” for large ponies. No in and out.

Intermediate Equitation – Open to any rider who has not jumped over 2’3” at any SHJA or USEF recognized horse show. Fence Heights 2’3”

Modified Children’s Equitation – Same restrictions as Modified Children’s Hunter. Fence Heights 2’6”

12 – 14 Equitation – Open to riders 12 years to 14 years old. Fence Heights 2’9”

Adult Equitation – Open to adult amateur riders. Fence Heights 2’6” or 3’. Rider can choose only one height per show.

15 – 17 Equitation – Open to riders 15 years to 17 years old. Fence Heights 3’

SHJA Mini Medal – Open to junior and adult amateur riders. Riders must be a SHJA member to compete. To be shown over a course of no less than eight obstacles with fence heights of 2’6”. Tests 1 -9 may be included during the course. No further testing is required except at the finals. The top ten riders and any rider who has won a blue ribbon in the SHJA Mini Medal class from the competition year will qualify for the finals which will be held at the last local show for the year. The winner of the finals will receive a perpetual trophy. Riders may not cross enter in the SHJA Medal at the same show. Riders qualified for both Medal and Mini Medal finals may not compete in both finals for that show year.

SHJA Medal – Open to junior and adult amateur riders. Riders must be SHJA members to compete. To be shown over a course of no less than eight obstacles with fence heights at 3’. The top four riders will be tested. Tests 1 – 19. Horse/rider must return to the ring for testing in the same gear. The top ten riders and any rider who has won a blue ribbon in the SHJA Medal class from the competition year will qualify for the finals which will be held at the last local show for

the year. The winner of the finals will receive a perpetual trophy. Riders may not cross enter in the SHJA Mini Medal at the same show. Riders qualified for both Medal and Mini-Medal finals may not compete in both finals for that show year.

JUMPER DIVISIONS AND CLASSES: Points accrue to the horse being ridden by an SHJA Member. Any Table approved by USEF and found in the USEF rule book may be used to conduct jumper classes. Electronic timers are not required, stop watches are acceptable. A clear start and finish line marked both on the course and with some physical object in the ring. An audible signal must be made by the judge to commence the class or to stop a horse on course. Oxers spreads may not exceed the height of the jump.

Puddle Jumper: Open to all: fence heights 0.60m (2'0")

Hopeful Jumper: Open to all: fence heights 0.70m (2'3")

Training Jumper: Open to all: fence heights 0.85m (2'9")

Children's/Adult Jumper: Open to all junior and amateur riders: fence heights 1.00m (3'3")

Open Jumper: Open to all: fence heights 1.10m (3'7")

11. Rider's age is determined by the age of the rider as of December 1st of that show year. The show year begins December 1st.

12. Applications may be made to the Board to reinstate a horse/pony's green status and a rider's eligibility status. Horse/pony or rider may not have shown in more than 3 shows during the show year in question. Official Applications must be received by the SHJA Board by November 1st of the year in question and must be accompanied by a \$10 non-refundable fee.

13. Points shall be earned during the membership term (since day of payment) throughout a single show year. Point values will be awarded as follows:

1. First Place = 7 points; Second Place = 5 points; Third Place = 4 points; Fourth Place = 3 points; Fifth Place = 2 points; and Sixth Place = 1 point.

2. There will be no additional points awarded for Champion or Reserve Champion in a division.

3. One rider is required to fill a class in order for points to count

4. Show management is encouraged to combine any and all classes possible in order to promote competition amongst riders. Points will be awarded to the appropriate division.

5. A rider must show in at least two shows throughout the competition year to be eligible to receive a year end prize.

6. Ties for Division Champion or Reserve Champion may be split by points received over fences, or by time in the case of a jumper division.

7. A division must be held at three or more shows throughout the show year to receive yearend awards.

8. End of the Year ties will be not be broken. Places following ties will by skipped.

14. It is the intent of SHJA that the rules of USEF shall govern SHJA except to the extent that SHJA Rules of Operation are in conflict. In the event of a conflict, the SHJA Rule shall prevail.

15. SHJA Year End Awards include the following perpetual awards:

1. Walk/Trot: December through May
2. Walk/Trot: June through November
3. AH Napoleon Award for the SHJA High Point Walk/Trot Rider: Donated by Ace High Stables
4. Crossrails Beginning Rider: December through May
5. Crossrails Beginning Rider: June through November
6. The Overall Crossrails Trophy donated by the Glaze Family
7. Recognition of Leadline and Walk Riders
8. Crossrails Green Horse: December through May
9. Crossrails Green Horse: June through November
10. The Overall Crossrails Green Horse Trophy
11. Short Stirrup Hunter
12. Short Stirrup Equitation
13. The Overall Short Stirrup Trophy donated by the Prather Family
14. Long Stirrup Hunter
15. Long Stirrup Equitation
16. The Long Stirrup Overall Trophy donated by the Criser Family
17. Pleasure Pony Trophy donated by Lisa, Lacy and Mary Lawson Goode in honor of "Tally Ho"
18. Pleasure Horse Trophy donated by the Eden Family in honor of Morgan Eden-Hicks and River Dancer
19. Children's Pony Hunger Trophy donated by the Cureton Family
20. Pony Hunter Trophy donated by the Mayfield Family
21. Pony Equitation Trophy donated by the Hunkiar Family in honor of Anthony N. Testa
22. The High Point Hunter Pony Trophy donated by the Jacobs Family
23. The Mini Hunter Trophy donated by Flying Colors Farm
24. Baby Green Hunter Trophy donated by Ace High Stable Students of the year 2000
25. Intermediate Hunter Trophy donated by the Duffy Family
26. Intermediate Equitation Trophy donated by Andrea Butera Duffy

27. Eleven and Under Equitation Trophy donated by the Swain Family
28. Low Hunter Trophy donated by the McDuffie Family
29. Modified Children's Hunter Trophy donated by SHJA
30. Modified Children's Equitation Trophy donated by the Long Family
31. 12 – 14 Equitation Trophy donated by The Tepper Family
32. Schooling Hunter Trophy
33. Children's Hunter Trophy donated by Glen and Laurie Williams
34. 15 -17 Equitation Trophy donated by the Crooms Family
35. Jean Hall Russell Perpetual Trophy for the Adult Hunter donated by Paul C. and Cathy Carr Taber, Catherine Hope and Braxton Hope
36. Adult Equitation Trophy donated by Buffington's Ranch and Pet Supply
37. Open Hunter Trophy donated by the Weidenbenner Family
38. The Fred Stane/Ace High Stables Memorial Award for the SHJA High Point Hunter Horse
39. The Nobody's Fool Memorial Trophy for Hopeful Jumper donated by Cavallo Farms
40. The Hole in One Farm Training Jumper Trophy donated by Linda Fohl.
41. High Point Academy Horse or Pony Award donated by Ashley's Feed Store: To be awarded to the horse or pony owned or used by any trainer for lesson purposes. The horse or pony must be nominated by the owner or trainer, with the rider's (current members only) names provided and updated as necessary. Points will be tabulated from the date the horse or pony was nominated. No points will be awarded retroactively.
42. SHJA Versatility Award donated by the 2011 students of Ace High Stables: to be awarded to the horse or pony accumulating the most points in a combination of Hunter, Equitation and Jumper classes. Horses must compete in all three divisions at least once throughout the show year. The horse or pony must be nominated by the owner, trainer, or rider. Rider's name must be provided and they must be members. Points will accrue from the date of the nomination. No points will be awarded retroactively.
43. The Fox Charger Memorial Equitation Cup donated by Susie McKinley (awarded to the high point equitation rider; all equitation points including medals, count towards this award)
44. The Jazzamarow Memorial Horse of the Year Award donated by the Linero Family (horses to be nominated and the winner voted on by the board)
45. The Lawson Mayfield Sportsmanship Award donated by the Billings Family (riders to be nominated and the winner voted on by the board)

46. Horse Show Parent of the Year Award donated by Elizabeth and Jay Ralstin in honor of Helen "Wig" Allison

47. SHJA Mini-Medal Trophy

48. SHJA Medal Trophy donated by Cavallo Farms