

# SVDA MEMBERSHIP MANUAL

2017



**Southeast Virginia Dressage Association**

## **From the Southeast Virginia Dressage Association Articles of Incorporation:**

The purposes of the corporation shall be:

- a. To promote and encourage greater participation and a higher standard of accomplishment in dressage throughout the Southeast Virginia area.
- b. To improve the general understanding of dressage through educational clinics, demonstrations, courses of study, forums and seminars.
- c. To promote and encourage public interest in and support of dressage in general and to provide, in particular, opportunities for evaluation of the progress in the art of dressage.
- d. To promote and facilitate cooperation between and among the members of this organization and members of similar organizations throughout the State, the nation and elsewhere.
- e. To work closely with United States Dressage Federation, and to cooperate with other organizations in matters of common concern.

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**USDF REGION 1**

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The annual membership publication for the Southeast Virginia Dressage Association, a Chapter of the Virginia Dressage Association. VADA is a Group Member (GMO) of the USDF and all members are automatically Group Members of USDF.

**ByLaws of SVDA Inc.**

**A Chapter of the Virginia Dressage Association**

Approved by the Board of Directors following General Membership Review, December 12, 2012

**Article I: Name and Purpose**

Section 1. The name of this organization shall be The Southeast Virginia Dressage Association, Inc., and a chapter of the Virginia Dressage Association, to be known officially as VADA/SVDA.

Section 2. The purposes of this organization, VADA/SVDA, are as set forth in the Articles of Incorporation, which were issued by the State Corporation Commission of the Commonwealth of Virginia on July 10, 1980.

Section 3. The organization is a membership corporation. Membership requirements are as set forth in the Articles of Incorporation and in these Bylaws.

Section 4. This association agrees to be governed by the Constitution, By-Laws and Standing Rules of the Virginia Dressage Association.

### **Article II: Board of Directors**

Section 1. The operation of this organization shall be governed by the Board of Directors. The policies shall be such as are determined by the Board of Directors, within the scope of the organization as set forth in its Articles of Incorporation and in these By-Laws.

Section 2. The Board of Directors shall consist of seven (7) officers, [President, Vice-President, Secretary, Treasurer and 3 VADA Representatives, who may serve as committee chairmen]; ten (10) directors; and members-at-large; who shall be elected as hereinafter provided in Article 4, Section 2. The immediate past president shall be a member of the Board, ex officio, without a vote.

Section 3. Meetings of the Board shall be held at such times and places as determined by the President, to be at least three (3) times per year.

Section 4. Special meetings of the Board of Directors may be called by the President with five (5) days notice to each member of the Board.

Section 5. One third of the total number of Members of the Board plus one shall constitute a quorum at any meeting of the Board of Directors. If less than a quorum is present, no business may be transacted. Less than a quorum may adjourn the meeting to another fixed time and place.

Section 6. The President of the Association shall serve as Chairman at all meetings of the Board of Directors; in the absence of the President, the Vice-President shall serve as chairman of the meeting. In the absence of the Vice-President, the Secretary shall call the meeting to order.

Section 7. An Executive Committee to be made of the seven (7) officers shall have and exercise authority of the Board of Directors, except that such committee may not approve an amendment to the Articles of Incorporation, the By-Laws, or any plan for the disposition of any of the property or assets of the Association or its dissolution.

All transactions and other activities of the Executive Committee shall be reported in full at the next regularly scheduled meeting of the Board of Directors.

### **Article III: Representation to VADA**

Section 1. Representative/Delegates to the State Board of Directors are empowered to vote for the chapter as prescribed in the VADA By-Laws.

### **Article IV: Officers**

Section 1. Officers of the organization shall be President, Vice-President, Secretary, Treasurer and three (3) delegates to VADA. Officers shall be elected by the membership in the manner set forth in these By-Laws. These officers shall be members of the Board of Directors.

Section 2. Officers of the organization shall serve for a period of one year from January 1 to December 31 of the year following their election, or until their successors can be elected and qualified.

Section 3. The President shall preside at the General Membership meetings and meetings of the Board of Directors. The President shall be responsible for the conduct of the operating details of the Association, subject to the authority of the Board of Directors. The President shall direct the operation of the organization and its committees in carrying out the purposes established by the Articles of Incorporation, these By-Laws and the directives and resolutions of the Board of Directors or its Executive Committee.

Section 4. In the absence of the President, the Vice-President shall exercise the power and duties of the President. The Vice-President shall maintain a record of volunteer service and assist the committees in obtaining volunteers. The office of Vice-President shall be considered a training period for assuming the office of President.

Section 5. The Secretary shall give notice and keep minutes of all meetings of the Board of Directors and of the Association. The Secretary shall be custodian of the records, which shall include a list of the policies enacted by the Board, keep the roll of all members, and discharge such other duties as may be assigned to the Secretary by the Board of Directors or the President. A copy of the minutes of all meetings of the Association and the Board will be maintained by the Secretary in the organization's files. The Secretary shall, in the absence of the President and the Vice-President, call any meeting to order.

Section 6. The Treasurer shall collect all revenues of the Association and shall, within thirty (30) days, pay all debts of the Association incurred by the Board of Directors or its authority. The Treasurer shall keep the Association's accounts. At the first regular meeting of the Board after the end of the fiscal year, the Treasurer shall submit to the Board of Directors the accounting of revenues and expenses of the Association and any other financial information required by the Board. The Treasurer shall also report at each regular meeting of the Board of Directors the financial condition of the Association at the close of the previous month. A signed copy of these reports shall be submitted to all Board Members. A copy will be kept in the Treasurer's files. The Treasurer's reports and accounts shall be subject to such directions as the Board of Directors and these By-Laws may require. The fiscal year of the Association shall be the calendar year.

Section 7. The Treasurer shall disburse all funds of the Association by check. The Treasurer shall be responsible for having the organization's financial records audited before handing over the books to a new Treasurer, or at least every five years, or at the request of a majority of the Board of Directors. The Treasurer will send USDF membership affiliation funds to VADA as well as other funds required by VADA on a prorated basis for this chapter. The Treasurer shall file yearly IRS forms in consultation with the President. A copy of the yearly IRS tax forms shall be filed with the Secretary.

Section 8. The three (3) representatives to VADA will attend VADA Board meetings, voicing the opinions of this chapter. In addition, they may have collateral duties on the Board. In addition there may be three (3) members at large positions that may be filled as needed.

Section 9. At the expiration of his term of office, each officer or director shall transfer to his successor the following:

1. All records and a written report containing a synopsis of the activities of his term of office.
2. Recommendation for future considerations.

This shall be done at the mandatory December transfer meeting where both the outgoing and incoming Board will be present.

In the event that an officer resigns or is removed from office, the information required by this

Section 9 will be transferred within two (2) weeks to the President of the Association.

Section 10. Any officer or director may be removed from his position before normal expiration of his term by a majority vote of the entire Board of Directors.

Section 11. Any vacancy in any office must be filled within sixty (60) days by a majority vote of the members present at any meeting of the Board of Directors at which time a quorum is present.

#### **Article V: Committees**

Section 1. The Chairmen of the following standing committees shall be elected to the Board from the General Membership, for a term of one (1) year. One person may be the chairman of more than one committee and if so maintain a single vote:

- a. Awards
- b. Membership
- c. Scholarship
- d. Clinics & Programs
- e. Ways and Means
- f. Shows – co-chairman
- g. Recognized Shows
- h. Newsletter
- i. Website
- j. Junior Coordinator

The Chairman of each standing committee shall select committee members from the general membership of the Association.



## **Article VI: Funds of the Association**

Section 1. The fiscal year of the Association shall begin on January 1 and end on December 31 of each year.

Section 2. The functioning of the organization shall be supported by dues, contributions, and fund- raising projects.

Section 3. The annual membership dues shall be as set by policy of the Board of Directors.

Section 4. Dues shall be payable upon date of initial membership application and renewal due on December first of each year.

Section 5. All funds of the Association shall be deposited within thirty (30) days of receipt of the funds, or of the event for which the funds are collected, to the credit of the Association at such bank(s) as the President may select, subject to the authority of the Board of Directors.

Section 6. The financial affairs of the Association shall follow generally accepted accounting practices and reports of receipts and expenditures shall be available whenever the Board of Directors may require.

Section 7. The Board may establish appropriate accounts in bank(s) or other financial institutions in order to carry out the purposes of these By-Laws.

Section 8. The organization shall not operate for profit. In the event of the dissolution of the Association, any surplus funds or other assets shall be distributed to the USDF, provided such distribution is consistent with the provisions of the Articles of Incorporation.

## **Article VII: Compensation**

Section 1. Neither the officers nor the directors of the Association shall receive salaries or other compensation, but bona fide expenses of the Association, if any, may be allowed with Board approval.

## **Article VII: Awards**

Section 1. The Awards Policy shall be set by the Board of Directors and published annually in the Newsletter.

## **Article IX: Meetings**

Section 1. There shall be at least two (2) general membership meetings per year, one of which will be in the fall, prior to November 24, for the purpose of presentation the slate of Board candidates from the nominating committee and acceptance nominations from the floor; and one meeting which will be the awards meeting in January or February.

Section 2. Notice of all meetings of VADA/SVDA shall be sent to each member at least ten (10) days before the meeting and shall state the time, place and purposes of the meeting. Such notice may be published in the Newsletter.

Section 3. Special meetings shall be called by written request of 10% of the members to the secretary.

### **Article X: Nominations and Elections**

Section 1. On or about September first, the President shall appoint a Board member as the Chairman of the nominating committee. The Board shall then elect one additional Board member and one member from the general membership to serve on the committee.

Section 2. The committee shall submit its slate of nominations at the fall meeting. Nominations shall also be taken from the floor at that meeting.

Section 3. To be eligible for an office in VADA/SVDA, the nominee must be a senior member in good standing and must agree to serve in the office. The Nominating Committee shall nominate at least one candidate for President, Vice-President, Secretary, Treasurer and ten (10) directors. Additional positions, such as members-at-large, may be available at the discretion of the nominating committee. VADA representatives may assume collateral duties on the board. Positions may be made available at the discretion of the Nominating Committee.

Section 4. The ballot shall be printed in the November Newsletter. (If necessary, publication of the November Newsletter may be delayed until the ballot is presented.) Each member of VADA/SVDA shall receive one ballot. Completed ballots are to be mailed to the current secretary of the association who will tally the votes and forward the results and the ballots to the current SVDA president.

Section 5. If a board member holds multi chairs – that board member will only carry one vote (primary chair).

### **Article XI: Emblem**



### **Article XII: Selection of Honorary Members**

Section 1. Recommendations for honorary membership shall be presented to the Board of Directors for consideration. A majority vote of the entire Board of Directors will be necessary for selection of honorary members.

### **Article XIII: Amendments and Revisions**

Sections 1. The Articles of Incorporation and the By-Laws of the Association may be amended or revised by the Board of Directors upon thirty (30) days written notice to the General Membership, setting forth the proposed amendment, amendments or revisions. If no more than one-third of the membership indicates disapproval in writing to the Secretary the By-Laws shall be considered amended or revised.

#### **Article XIV: Rules**

Section 1. Except as otherwise provided by the By-Laws of the organization, the proceedings of all meetings of the Board of Directors shall be conducted in accordance with Roberts Rules of Order.

### **SVDA Policies (set by the Officers and Directors)**

The following are a list of policies adopted by the SVDA Board of Directors and not covered elsewhere in this manual. A policy statement determines the operating procedure of the club and may be changed by a majority vote of the Board, unlike the Bylaws, which may be changed or amended with the approval of the General Membership. The dates in parenthesis indicate the month and year in which the policy was passed.

#### **Awards**

- An SVDA member who is leasing a horse is considered the owner for the purpose of showing and awards. The actual owner of the horse does not have to be a member of SVDA for the horse to be shown or to qualify for awards. (3/89)
- The show secretary's signature of the SVDA annual achievement award application form is waived, providing a copy of the front page of the particular test for which the score is being submitted accompanies test scores submitted for consideration. (10/98)

#### **Board of Directors**

- If a Board member misses more than three consecutive meetings, that member will be removed and replaced by the Board. (4/93)
- Board approval is required for Board Member expenditures of \$100.00 or greater. (1/10)

#### **Fiscal Policy**

- Dues shall be payable upon date of initial membership application and renewal, due on December first of each year. All members who have not paid their dues by March first shall be dropped from the membership roster. Upon payment of the annual dues, membership and privileges will be reinstated. Dues are to be paid to the Treasurer of the Association or the Membership Committee Chairman who will transfer such funds to the Treasurer of the Association. To coincide with USDF and VADA, annual dues cover the period from December 1 through November 30 of the current year. (1/12) Any new member joining between November first and December thirty-first is a member of the following year. (1/00)
  - Membership Types:
    - Senior Member
    - Youth Member (Juniors and Young Riders 21 years of age and under) –
    - Family or Farm Membership
- Surplus funds generated from the Wakefield show(s) donated to therapeutic riding programs shall be awarded to programs in southeastern Virginia. (8/98) The Wakefield show was cancelled after 2005 so this policy no longer applies. (1/12)
- The Wrapping Paper Sale and Clinic is a fund raising activity. (1/99) Clinic has not been relevant and therefore is Deleted (1/12)

- The bank statements shall be mailed or e-reviewed (1/12) to the immediate past-president (or other designated board member who is non-signatory on the account) for review. After review, the bank statements shall be given to the treasurer for reconciliation and record keeping. (1/05)
- An “Agreed upon procedures” (10/16) review of financial records and associated books will be performed: (1/09)
  - When a new treasurer is elected
  - Anytime the board of directors feels a review is necessary
  - A minimum of every 3 years
  - By an independent CPA
  - Anytime the board of directors feels a review is necessary (10/16)
  - Due to the expense, a full audit would only be performed if the Officers and Directors deem necessary
- Budgets will be set and reviewed each year by the treasurer and the board. (1/12)
  - The bylaws call for 2 \$400 scholarships to be given per year, but if there are excess funds, the board may consider giving additional scholarship(s) on a year by year basis. (1/12)

#### **General Meeting Polices**

- Meetings must be set at least one month in advance and the date published in the Newsletter. (6/96)
- Meetings may also be held through teleconferencing and decisions may be made in-between meetings through a vote taken by email. Action taken in-between meetings should be recorded in the minutes of the previous meeting and the minutes reviewed at the next regularly scheduled meeting. (1/12)
- Notices on the SVDA website will constitute written notice to the membership. (1/12)
- Membership votes can be taken by email or through website voting with the results tabulated by the webmaster and reported to and recorded by the secretary. (1/12)

#### **SVDA CLINIC POLICY 1/12**

- Clinics should be scheduled only if there is a good possibility of filling them at a reasonable cost to our members. Generally a cost of over \$100/ride is difficult to fill (2011). Clinicians who charge a day rate regardless of the # of rides also require a large financial commitment on the part of SVDA and should be avoided. It should be an important consideration to avoid a financial loss to the club except for the \$20-30 commitment per lesson that SVDA may contribute. (1/12)
- Clinics should be of benefit to the majority of club members, not a select few at one barn.(1/12)
- General rule for SVDA financial commitment should be \$20-30 per lesson 2x per year.(1/12)
- All members should be allowed one ride per clinic until after the closing date. Then members can be accommodated for extra rides on a first come first serve basis.(1/12)
- Non-members riders can only be accommodated after the closing date and it will be at the full price.(1/12)
- Generally SVDA sponsors 2 clinics per year with outside clinicians.(1/12)
- All efforts should be made to avoid favoritism of any local dressage trainers over another– local trainers should be used only if they are willing to offer SVDA a lower cost than is the normal, average going price in the local area. The “average” cost of a lesson in The Tidewater area is around \$40-\$60. (2011). The current board approved cap is \$30.00 plus the cost of insurance of \$5.00 per ride. (1/12)
- Generally SVDA will use local and out of town clinicians who are USDF Silver medalists or above, or their European equivalent.(1/12)
- SVDA will carry insurance on all clinics – which costs approximately \$5/ride (1/12)
- Out of town clinicians should do 1 day at one farm and one day at another, in 2 different geographic

areas, to afford as many people as possible the opportunity to participate.(1/12)

- After the closing date – there is no refund for clinics for any reason whatsoever unless the spot can be filled from the clinic directors waiting list and failing that, the rider would be able to fill their own slot.(1/12)
- In order to be scheduled, the clinic director must have a completely filled out application, payment in full and a current Coggins test.(1/12)
- No one will be allowed to ride without a ASTM certified helmet (1/12)

### **Sanctioned Shows**

- An SVDA Sanctioned Show is one that is not sponsored by the SVDA; however, the results will be recognized by SVDA to count toward SVDA and VADA year-end awards. (3/89)
- Sanctioned shows must comply with USEF Dressage Show rules, including, but not limited to, the following: Equipment for horse and rider, use of only USEF approved judges, arena set up, proper scheduling. (3/89)
- Sanctioned shows should charge, at minimum, the same entry fee charged by SVDA's schooling shows. (5/93)
- In order for a schooling show to be sanctioned, the date cannot conflict with SVDA shows or events (3/96) The sanctioned show subcommittee (President, VP, Show chairmen) review and will approve sanctioned show dates if the rules are met. Any deviations from the rules must be reviewed and voted on by the entire board. (10/16) All applications must be received one month in advance of the show. (10/16) Shows can be sanctioned upon receipt of the \$50.00 per show sanctioning fee. (3/96) No future shows will be sanctioned unless all previous fees are paid. (3/89)
- All SVDA members must be notified of the sanctioned show at least ten days before the scheduled show date. Notification may be published in the newsletter (3/89) on the website or in an email (1/12).
- The Sanctioned show must be within the SVDA region( 2/00)
- Members are responsible for submitting their own scores with the awards application to the Awards Chairman by the due date on the application in order to be eligible for awards. (1/10)
- SVDA does not manage sanctioned shows and therefore does not have jurisdiction over complaints or issues that arise, all of which should be handled by the local show management. (10/14) Other than as stated above, SVDA does not take responsibility of liability for the events that occur at a Sanctioned Show. (12/16)
- Canceled Sanctioned show dates that are rescheduled must be reviewed by the Sanctioned Show Subcommittee and any deviations from the rules above must be reviewed by the entire board. A rescheduled Sanctioned Show will not need to pay a 2<sup>nd</sup> application fee.

### **Schooling Shows**

- SVDA schooling shows will go by USEF rules regarding everything except formal dress – neat breeches, shirts with collars and sleeves and ½ chaps will be acceptable except in our Championship Finals Class at the Championship
- Show. Please be familiar with the USEF rules. (1/10)
- No one will be allowed to warm-up or compete without an ASTM approved helmet at any level ( 6/10)
- In general, schooling shows will not be held for longer than 9 hours, including lunch and breaks. (11/11)
- If a larger number of entries can be accommodated the schooling show entries secretary will arrange for and in this order:
  - a. Smaller arena for Intro level tests A,B & C and/or Training level - Tests 1-3.
  - b. Second judge - \$3.00 per ride plus current IRS allowance.

- c. Second arena (1/99)
- d. Cancellation:
  - 1) As a general rule, Schooling shows will not be cancelled (3/01)
  - 2) SVDA Schooling shows are occasionally cancelled due to poor weather, including previously wet weeks which can affect warm-up and parking. Every effort will be made to reschedule the show to another date at the same farm but that is not always possible. If a post-phoned show is rescheduled, previously scheduled riders will have 1<sup>st</sup> choice at re-entering the rescheduled show. Reasonable efforts will be made to contact riders from the original show, however it is the rider's responsibility to contact the entry secretary to let them know that they do wish to ride. If a rider does not contact the entry secretary within 5 days of the new date, it will be presumed that they do not wish to ride and the checks will be destroyed. New riders will only be scheduled if there is enough room in the schedule to accommodate them. (11/11)

Due to the large size of our schooling shows, each show has an AM & PM representative on site from our Board of Directors. They are in charge of our SVDA rules and should be viewed as the head of "Show Management" during that time frame. You can ask their assistance about what our SVDA rules are. They will be able to inform you what equipment is or is not legal at schooling shows and the protocol for going around the ring (or inside at some shows). If you have questions please seek them out and they will be able to assist you. The SVDA representative's decision is final at the show and can only be reversed by a formal letter outlining the circumstances to the entire board of directors. If the SVDA board feels that a policy has been misinterpreted, a reversal could be made. (06/11)

Protecting the judge from the weather, i.e. making sure some sort of structure is available, is deemed to be the responsibility of the schooling show representative. (4/01)

#### **SVDA Policy on Vendors at SVDA sponsored schooling shows and clinics. (7-14)**

-Any vendor who wants to provide products or services shall fill out a request form for submittal to the committee of the President, Vice-President and Schooling Show Chairman for approval. The request form should include date, show location, product or service being offered, etc. Any out of the ordinary vendor requests should be submitted to the entire board for discussion and vote. (10/14)

The facility owner should be notified and asked for approval. The President shall receive and process requests unless delegated to another board member.

-Assuming board approval, vendor will have to sign a contract and liability statement.

-There is no charge or donation expected to the club.

-The SVDA JR team and Ways and Means programs are exempt since they are raising funds for SVDA sponsored events

-Although SVDA may provide allow product or service vendors at SVDA schooling shows, the SVDA does not endorse, warrant, or guarantee the products or services offered by these vendors"

-Farm owners are allowed to set up garage or tack sales. However anyone else will need to submit a form for approval.

SVDA CALENDER (2016) will be published and updated on the SVDA Website

[www.southeastvirginiadressage.org](http://www.southeastvirginiadressage.org)

## **SVDA Junior/Young Rider Programs**

Eligibility:

**Available to any SVDA member who will turn 21 yrs of age or under during the current membership year.**

### **Region 1 Youth Championship Team**

When:

**Typically the 3<sup>rd</sup> weekend in July**

Where:

**Typically at Morvan Park in Leesburg, VA**

**What's involved:**

The Junior/Young Rider Region 1 Team Championships are open to all USDF Region 1 members who turn 21 yrs or under in the competition year starting January 1 who would like to participate. Your SVDA membership gives you a qualifying **USDF affiliate membership**.

**Benefits of the SVDA sponsored team:**

- You may be eligible for all or part of the costs of entries and stabling to be paid (depending on yearly fundraising)
- You may receive a Team polo shirt and saddle pad, and possibly polo wraps (dependent on yearly fundraising)
- You get to have fun with the other members with decorations, costumes and team spirit
- You will stable with other participating SVDA members
- You will receive assistance and coaching at the competition and assistance with entries
- You will be eligible for other planned activities such as a low cost clinics
- Scores can be counted towards schooling show year end awards

To participate as part of the SVDA team you must:

- Be a current SVDA member (go to [www.southeastvirginiadressage.org](http://www.southeastvirginiadressage.org) for information)
  - Participate in the fundraising
  - Let the Youth/Junior Chair know of your interest as soon as possible (**see intent form on website**)
  - Have at least 4 volunteer points for SVDA by July 1<sup>st</sup> – this is also a requirement for your year-end award eligibility.
  - Be able to competently ride dressage Intro A & B tests or higher (through FEI)
- Stay in contact and affirm your participation with the SVDA Junior committee Chairman



## Youth Mentoring Program

### **Purpose:**

The purpose of the SVDA Junior Mentor Program is to provide junior riders with a personal contact in SVDA that they can ask questions of and receive guidance and support from regarding the sport of dressage and SVDA.

### **Objective:**

To encourage youth participation in the sport of dressage and in SVDA, with the intent of expanding the sport and promoting a lifelong dressage enthusiast.

### **Program Outline:**

Junior riders will be assigned a member of SVDA who is willing to establish contact with the junior and help them in participating in the organization.

The mentor is not required to have any special skills except the willingness to extend a welcome to the junior member and assist them in finding answers to any questions that they may have, and to provide encouragement and support to the junior member to help make their experience with SVDA and enjoyable one.

The mentor's participation would include but is not limited to an initial contact with the junior member welcoming them to SVDA and encouraging them to ask any questions that they may have of the mentor. If the mentor cannot answer the question, they will enlist the aid of a board member or other knowledgeable person in finding an answer for the junior member. Mentors are encouraged to contact the junior periodically to see how they are doing, encourage them to participate in the SVDA activities, and ask if they have any questions.

Mentors should understand that some juniors may not have horse-knowledgeable parents, and the contact from the mentor may be helpful to them in understanding the workings of SVDA, and schooling and recognized shows. Some of the juniors would be happy just to see a familiar face at a show.

**Contact for the Junior Programs is:**

Robyn Nunnally and Kathy Rowse (2016)

## SVDA Education Scholarship Program

### **PURPOSE:**

To encourage the continuing advancement in dressage of SVDA members and to encourage active participation and volunteering by SVDA members.

### **BUDGET:**

The Board of Directors has budgeted \$800 per year, for two \$400 grants to be awarded to two different members of SVDA in April each year. (2/03) Members must meet the following qualifications:

1. Two full years of membership in SVDA prior to the April 1<sup>st</sup> deadline
2. A minimum of 20 hours of volunteer hours to benefit SVDA
3. Participations in the SVDA fundraising project.
4. According to our policies, if less than 2 scholarships are given out in 1 year, or there are additional funds, the board may vote to give additional scholarships for one year only. (4/14)

### **ELIGIBLE EVENTS:**

1. Clinics for training of the horse and rider combination
2. Clinics for training of the rider

\*NOTE\* the training of the horse that does not include the education of the SVDA member is not eligible for fund use. Instruction with the rider's regular local instructor is not allowed, nor is food, transportation or lodging.

### **REQUIREMENTS:**

Application form must be completed and received by the Scholarship Chairman before April 1<sup>st</sup>

### **AWARDS:**

Two awards will be made to eligible SVDA members on the basis of volunteer hours. The minimum of 20 hours performed during the past two years. Services must be rendered to SVDA (sanctioned show service does NOT count), and the merit of educational plans will also be considered. A Board member is considered a volunteer for the purposes of scholarship eligibility (7/06).

### **VOTING:**

The Scholarship Chairman will present all applications to the Officers and Board of Directors at the April Board meeting. The Board of Directors will vote by secret ballot to select the two winners. All applications will receive a letter from the Scholarship Chairman within two weeks from the date of that vote. Applicants not awarded a grant are eligible to apply again. Applicants may only receive one grant per year and must meet new requirements before applying again.

### **PAYMENT:**

Payment will be made directly from the SVDA treasurer to the clinician or educational program management. When this is not possible, receipts must be presented to the SVDA treasurer before final payment will be made. The SVDA treasurer has the final decision that the receipts presented are acceptable. Applicants who win the awards have one year to complete training with the award money. At the end of one year, any award money unused will revert to the SVDA treasury.

### **WRAP-UP:**

A written report on the event paid for the SVDA grant should be sent to the newsletter editor and the Scholarship Chairman by the last Monday of the month in which the training has taken place.

## SVDA SCHOLARSHIP APPLICATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: (\_\_\_\_) \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

What year did you join SVDA? \_\_\_\_\_

Have you received SVDA Scholarships in the past? Yes or No. If so what year(s) \_\_\_\_\_

Describe all volunteer services performed for SVDA in the past two years. Give dates and number of hours worked. The name of the show, jobs performed and so on. **BE SPECIFIC.** Be sure to include: schooling shows, recognized shows and dollar (\$\$) amounts raised for SVDA fundraising activities. (Attach additional sheets as necessary)

	Hours	Date	Job
Schooling shows	_____	_____	_____
Clinics	_____	_____	_____
Facility Donation	_____	_____	_____
Articles for Newsletter	_____	_____	_____
Junior Team	_____	_____	_____
Banquet	_____	_____	_____
Fundraising	_____	_____	_____
Other	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Describe in detail your plans for using the educational grant for dressage riding improvement. **BE SPECIFIC.** Include names, dates and locations. Please state your objective, instructor and/or organization with whom you will be working. (Attach additional sheets as necessary) But the scholarship will mainly be awarded on volunteerism.

DEADLINE FOR APPLICATION SUBMISSION IS APRIL 1<sup>st</sup> of each Year

## CLINIC APPLICATION



**Southeast Virginia Dressage Association (SVDA)  
2016 Clinic Entry Form**

*Please Complete the following Information | One Entry Per Horse/Rider Combination Please*

Toni Meranda  
109 Winterberry Circle  
Smithfield VA 23430  
[t.meranda@charter.net](mailto:t.meranda@charter.net)

**Please Enter the Following Information:**

Rider's Name:		Horse's Name:		Clinic Date:	
Jr/YR: Y or N:		Home Phone #:		Cell Phone#	
E-Mail Address					

**Please Briefly Describe your Riding Level/Abilities, and that of your Horse:**

Currently working on Training Level.

**Do you have a Hold Harmless (Rider) Agreement on file with the property owner where this clinic will be held?**  
Yes

**Clinic Lesson Date/Instructor Name:** \_\_\_\_\_

**Please Note any special time requests or restrictions:**

\_\_\_\_\_

**Are you flexible on ride times? YES (circle one)**

**Where will you be trailering from? Suffolk VA**

**Please include a check made payable to SVDA in the amount of \_\_\_\_\_  
\*(see above for clinic costs)**

***Cancellation policy goes into effect 10 business days before the clinic and refunds will not be permitted for any reason. You may only secure a refund inside the 10 day window if you are able to secure a replacement rider to fill your slot.***

**SOUTHEAST VIRGINIA DRESSAGE ASSOCIATION (“SVDA”) RELEASE, WAIVER, HOLD HARMLESS, AND INDEMNIFICATION AGREEMENT**

The undersigned, as a Participant/Spectator/Visitor/Guest/Client (collectively “Participant”), on his/her own behalf and, if applicable, as the Parent(s)/Legal Guardian(s) of the minor Participant(s) listed below (minor(s) included as “Participant”), for good and valuable consideration, agrees to the following terms and conditions of this Release, Waiver, Hold Harmless, and Indemnification Agreement (“Agreement”):

**1. Assumption of Risk and Waiver: Participant understands and accepts the intrinsic risks of engaging in Equine Activities** (as defined below), while mounted or unmounted, as well as merely being near a horse, mule, or pony (collectively “equine”), include, but are in no way limited to: (i) The propensity of equines to behave in ways that may result in injury, harm, or death to persons on or around them (i.e. jump, run, kick, buck, bolt, spin, rear up, strike, bite, etc.); (ii) the unpredictability of an equine's reaction to such things as sounds (i.e. machinery, equipment, doors opening and closing, rain, ice, snow, wind, thunder, voices, animals, fireworks, guns, motors, etc.), sudden movement, and unfamiliar objects (jumps, poles, cones, flowers, flags, golf carts, mini-bikes, water, banks, rocks, etc., and training devices such as whips, bats, spurs, etc.), persons, or other animals (i.e. loose or contained dogs, chickens, birds, deer, etc); (iii) certain hazards such as surface and subsurface conditions; (iv) collisions with other animals or objects; (v) the potential of a participant acting in a negligent manner that may contribute to injury to the Participant or others, such as failing to maintain control over the equine, or not acting within the participant's ability; and (vi) the possibility that riding and training tack and equipment may contribute to or cause injury to Participant. Participant agrees that engaging in Equine Activities under this Agreement includes, but is in no way limited to, those defined in the Virginia Equine Activity Liability Statute, as well as riding one's own equine or another's owned equine, petting, leading, feeding, watering, bathing, watching, transporting, and otherwise interacting with or merely being in the vicinity of equines (“Equine Activities”). Participant understands the injuries, death, loss (both personal and property), and property damage that may result from the accepted risks of engaging in Equine Activities or just being near an equine, that equines are powerful and have the potential to be dangerous, even without warning, and that the risks listed in this Agreement are just a sampling and Participant is not relying on Released Parties (as defined below) to list all possible equine-related risks. Participant acknowledges understanding the USEF Rules about protective equipment, understands that he/she is entitled to wear protective equipment without penalty, and acknowledges that he/she is strongly encouraged to do so while warning that no protective equipment can guard against all injuries. **Participant therefore agrees, on his/her own behalf and on behalf of his/her minor Participant, that he/she understands and agrees to assume the risks and dangers intrinsic in Equine Activities**, agrees to inspect and remain responsible for the condition and proper adjustment of Participant's tack and equipment, agrees to at all times to be responsible for Participant's personal safety, remain financially responsible for Participant's medical expenses, and waives Participant's right to any claims arising from participation in or observation of any Equine Activities, riding a horse belonging to Participant or someone else, whether on or off the property where the horse is stabled and/or transported to, being near an equine, or merely being present on real property owned, leased, rented, borrowed, visited, organized upon, or otherwise occupied or utilized by the following referred to in this Agreement as “Released Parties:” SVDA, and its members, managers, partners, officers, directors, assigns, agents, employees, volunteers, guests, visitors, invitees, independent contractors, clinicians, trainers, other owner(s) of real estate upon which the injury occurred, and others acting on their behalf, regardless of whether or not Participant's presence on the real property is related to equines or Equine Activities.

**2. Release, Hold Harmless, Indemnification:** Participant agrees to release and hold Released Parties harmless for any illness, injury, death, damage, or other loss (collectively “Loss”) incurred, by Participant or Participant's property, unless caused by the Released and Held Harmless Parties' intentional or willful and wanton misconduct. Participant agrees to indemnify Released Parties against any Loss sustained or suffered by any third party, whether caused by Participant directly or indirectly, through negligence or other wrongdoing, and Participant agrees to indemnify Released Parties for Released Parties' incurred attorneys' fees for pursuing or defending against any such Loss.

**3. Governing Law and Time Limitation:** This Agreement shall be construed and enforced in accordance with the laws of the State of Virginia. All disputes relating to the interpretation and enforcement of this Agreement shall be resolved exclusively by the state court in Suffolk, Virginia. The parties hereto hereby submit to the jurisdiction and venue of the Court for such purpose. Participant agrees that any and all claims and/or causes of action for Loss by Participant against the Released Parties must be brought within one (1) year of the date accrued and any claim for personal property Loss is limited to \$500.00 (Five Hundred Dollars).

**4. Attorneys' Fees:** Participant agrees to reimburse Released Parties for any attorneys' fees and costs incurred by Released Parties in enforcing the terms of this Agreement and/or in defending or prosecuting any claims involving, or in any way relating to, Participant.

**5. Participant Certification:** Participant certifies that he/she has read this entire Agreement and understands, agrees, and intends on his/her own behalf, and on behalf of minor Participant, spouse, heirs, agents, representatives, relatives, successors, and assigns, to be bound by all of the terms and conditions contained herein.

**PLEASE FILL OUT COMPLETELY AND SIGN**

Date: \_\_\_\_\_ Signature: \_\_\_\_\_ If Participant is a Minor, Signature Add'l Parent: \_\_\_\_\_  
Participant Signing on my own behalf, and, if applicable, on behalf of my minor child participant

Printed Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Emergency Contact Name and Phone: \_\_\_\_\_

Minor Participant's Name and Date of Birth: \_\_\_\_\_

Additional Minor Participant's Name(s) and DOB: \_\_\_\_\_

## SVDA Schooling Show Information

In order for the schooling show entry process to run as smoothly as possible, the entry procedures are as follows. Please read this notice carefully and save it for future reference.

A generic entry form can be located on website or in the newsletter and may be duplicated. Please fill in the date and location blanks on the form when you send in your entry.

A list of coming schooling shows will be printed in each newsletter and on the website and will include the opening date, closing date and entry secretary for each show.

**Opening date** (first date your entry can be postmarked) will be two weeks before the closing date.

**Closing date** (last date your entry can be postmarked) will be the Monday **thirteen days prior** to the show. (If Monday is a holiday, entries postmarked Tuesday will be accepted)

**Entries** will be accepted on a first come, first served basis **by postmark**. Members will be accepted before non-members before the closing date but after the closing date non-members and members will accepted equally until the show is full. Non-members must pay the non-membership fee.

**Entries must be paid in full by the closing date of the schooling show**; or the ride(s) cannot be scheduled. The late fee of \$5.00 per ride applies if the entry or entry fee is received after the closing date. The late fee also applies when scratched rides are filled after the entry date. (3/96) **Telephone entries are not accepted!**

**Ride times** will be available the Weds - Fri before the show. The entry secretary may be phoned between 6:00 pm and 9:00 pm only. Please do not leave a message on the secretary's answering machine asking her to call you back. Some, but not all, Entry Secretaries e-mail ride times. Please call if you have not received an e-mail by the Friday prior to the show. When possible ride times will be posted on the SVDA website. [www.gosvda.org](http://www.gosvda.org)

**Tests:** Current USDF or FEI tests and WDAA tests will be utilized. Professionals may ride and be scored/ placed in Intro. (4/13)

**PLEASE NOTE:** SVDA members who enter SVDA Schooling Shows for Year End Awards are required to complete eight volunteer service hours, the first four of which must be done by July 1. Please see the **"SVDA Volunteer Jobs Info"** Volunteer requirements for new members who join after the show season is in progress: extenuating circumstances will be examined on an individual basis.(2/96)

**Judges:** The use of local USDF "L" certified graduates are acceptable for schooling shows as long as the USEF thirty day rule applies; to paraphrase, one cannot ride for credit in front of a judge with whom one trained within the last thirty days. (1/98)

Riders must be prepared to ride in a small arena for Introductory Level through Training 3. (2011)



Refunds: Similar to the policy with USEF Licensed shows, after the closing dates –there are NO REFUNDS regardless of the reason. Under extreme circumstances, a show entrant may write a letter to the SVDA board for consideration for a refund, but this will be granted only under extreme and unusual circumstances. Before the closing date, riders may scratch for any reason and their checks will be destroyed. (2010)

Over filled shows: SVDA shows will generally only be scheduled for 9 hour days including lunch and break. If shows are oversubscribed, in order to accommodate as many riders as possible: each rider will be limited to 2 tests. Please indicate on your entry which will be the 2 tests that you prefer to ride. If you don't indicate which tests you want to ride, the SVDA entry secretary will chose the 2 highest level tests for you. SVDA members will be given preference over non-members up to the closing date. After the closing date– non-SVDA members will be accommodated on an equal basis with members on a 1<sup>st</sup> come, 1<sup>st</sup> serve basis. (10/11)

SVDA Schooling shows are occasionally cancelled due to poor weather, including previously wet weeks which can affect warm-up and parking. Every effort will be made to reschedule the show to another date at the same farm but that is not always possible. If a post-phoned show is rescheduled, previously scheduled riders will have 1<sup>st</sup> choice at re-entering the rescheduled show. Reasonable efforts will be made to contact riders from the original show, however it is the rider's responsibility to contact the entry secretary to let them know that they do wish to ride. If a rider does not contact the entry secretary within 5 days of the new date, it will be presumed that they do not wish to ride and the checks will be destroyed. New riders will only be scheduled if there is enough room in the schedule to accommodate them. (2010)

When scheduling a show – entry secretaries are not responsible for fulfilling requests like “please schedule all my rides near the person I am trailering with”. If you enter a show – be prepared to be there all day. Occasionally we will try to accommodate people who have to go to work but that is not guaranteed. (2010)

We hope that this Schooling Show Season is enjoyable for both you and your horse. Please contact the Schooling Show Chairman with comments or suggestions. And please call the Vice President to volunteer. Our schooling shows would not be possible without your help.

## **Entries**

On entry forms, clearly print the name of the horse and rider. Please make sure your cell # and email address are legible. Once a Coggins test is submitted, it is kept on file until the expiration date (one year from the date on which the blood was drawn for the test, not the date on which the test was read.) Check the expiration date of your Coggins test. If it expires during show season, plan to have it redrawn three to four weeks early. The Coggins can be submitted to the entry secretary of the next schooling show, to be kept on file.

Make sure the names of the horse and rider and the date the blood was drawn are legible. Also check the spelling of your horse's name on the Coggins test paper. If the name is incorrectly spelled or if your horse is shown under a name not on the test paper, attach a note to the test giving the horse's show name, i.e.” Buddy - Shown as Mon Ami”. Coggins tests are filed alphabetically by horse's show name.

Entries must be paid in full by the closing date of the schooling show or the ride(s) **cannot** be scheduled. The late fee of \$5.00 per ride applies if the entry or entry fee is received after the closing date of the show.

### **Scratches**

If you find you won't be able to participate in a show you've entered, you can withdraw from, or scratch, any or all classes. Up to the Saturday before the show, call the entries secretary to scratch. The day of the show, you can see the Show Secretary on the grounds, or call her after the show. The Show Secretary is listed with the volunteers on the Schooling Show Information page of each newsletter. It is assumed that, if you aren't at the show or don't show up at your ride time, you've had to scratch. If you are unable to ride because your horse is ill or lame the no-refund policy after the closing date as stated above is still in effect.

The Entries Secretary will attempt to fill scratched rides if at all possible. This is her responsibility, not that of the rider who withdrew. The Entries Secretary may keep a waiting list of competitors who contact her after the closing date of the show. There is a late entry fee of five dollars (\$5.00) assessed when a rider fills a scratched ride. There is no refund for the original rider even if the ride times are filled.

### **Combined Training Dressage Tests**

Some of our members have requested that we offer FEI Combined Training dressage tests at our schooling shows. The board has agreed this can be done. The rider will be responsible for enclosing a copy of the test (for the judge) and a USDF Test Score Sheet to the entries secretary with her entry. These tests will be ridden HC (scores are for the riders' information and do not count toward year end awards).

### **Western Dressage Division:**

In 2012, SVDA embraced the new discipline of Western Dressage and include it in year end awards, A two year trial period in 2012 and 2013 was concluded and Western Dressage has been accepted into the SVDA Schooling Shows and Awards Division.

2014: WDAA rules will apply with the following exceptions. A rider is **required** to wear ASTM helmet at all SVDA functions while mounted. A **maximum** of 3 test per horse can be ridden at SVDA schooling show.

- 1) All SVDA schooling shows will offer WD classes 2/12
- 2) SVDA will offer End of the Year Championship awards for 2 divisions of tests:  
Basic Western Dressage and Primary Western Dressage 2/12
- 3) Will be allowed to participate in SVDA clinics 2/12
- 4) The SVDA will have a page on their website devoted to WD 2/12

WDAA rules and tests will be utilized on the following links. These are the only published WD rules at this time:

<http://www.westerndressageassociation.org/western-dressage-rules-tests/>

- 5) The lowest level tests (equivalent to intro Test) can be ridden by professionals (2013)
- 6) "Relaxed Attire" permitted, ie: show attire is not required. Chaps, neckwear and long sleeved shirts are not required but may be worn. Boots, long pants/trousers and helmets with attached harness are required. A short sleeved shirt with collar (polo or golf shirt) worn without neckwear is acceptable (3/12)
- 7) Regardless of the attire that a rider chooses – an ASTM approved helmet MUST be worn at all times when mounted including in competition (2/12)
- 8) All other SVDA rules cited in the by-laws and policies for competition, clinics, year-end awards and volunteerism will apply to Western Dressage riders and member or non-members (2/12)

## SVDA SCHOOLING SHOW PRIZE LIST

### CLASS LIST

CLASS #	CLASS DESCRIPTION	CLASS #	CLASS DESCRIPTION
IA	INTRO LEVEL TEST A	S1	SECOND LEVEL TEST 1
IB	INTRO LEVEL TEST B	S2	SECOND LEVEL TEST 2
IC	INTRO LEVEL TEST C	S3	SECOND LEVEL TEST 3
T1	TRAINING LEVEL TEST 1	TH1	THIRD LEVEL TEST 1
T2	TRAINING LEVEL TEST 2	TH2	THIRD LEVEL TEST 2
T3	TRAINING LEVEL TEST 3	TH3	THIRD LEVEL TEST 3
F1	FIRST LEVEL TEST 1	FO1	FOURTH LEVEL TEST 1
F2	FIRST LEVEL TEST 2	FO2	FOURTH LEVEL TEST 2
F3	FIRST LEVEL TEST 3	FO3	FOURTH LEVEL TEST 3
MF	MUSICAL FREESTYLE (Select Level)	PSG	PRIX ST GEORGES
I1	INTERMEDIARE 1	IA	INTERMEDIARE A
WD	WESTERN DRESSAGE (Select WDA Test)	IB	INTERMEDIARE B
I2	INTERMEDIARE 2	GP	GRAND PRIX
WH	GAITED HORSE (Select Test)		
DE	DRESSAGE EQUITATION	DS	DRESSAGE SUITABILITY
RT	RIDER TEST (SELECT TRAINING-2 <sup>ND</sup> )		
WTL (\$10.00)	WALK-TROT-LEADLINE (\$10.00)	NC	NON-COMPETE HORSE

**ENTRY INFORMATION: \*\*NEW CLASS FEES FOR 2016 \*\***

Class Fees: \$25.00 Each/SVDA Members | \$30.00/NON-SVDA Members  
Late Fee: \$5.00 Per Class if Received AFTER Closing Date

**CHAMPIONSHIP CLASSES:** Entrants **MUST** include a copy of their signed, qualifying test score copy when entering the Championship Classes listed above.

**ENTRY RULES:**

Entries open one month prior to show date and close on **Monday, two (2) weeks** prior to the show. A **late fee of \$5.00** per class will apply if you enter after the closing date or if our signed entry is not received paid in full with a current Coggins test copy before the day of the show. (**Late Fees:** \$25 per ride for SVDA Members, \$30 per ride for non-members). A **current negative Coggins copy is required** with each entry. USEF Rules Apply! PLEASE NOTE: **SVDA DOES NOT ALLOW ALCOHOLIC BEVERAGES OF ANY KIND ON THE SHOW PREMISES**

**SVDA Helmet Policy:** All riders, youth and adults, must wear a properly fitting equestrian helmet meeting or surpassing current applicable ASTM/SEI (American Society for Testing and Materials/Safety Equipment Institute) standards with chin strap secured while mounted at any time/anywhere on the competition/event grounds. Participants who do not adhere to this policy will be required to dismount until appropriate headgear is obtained. Upon any continued non-compliance with the helmet policy, the rider will be disqualified from the competition and will forfeit all entry fees.

**RETURNED CHECK NOTIFICATION:** The current bank rate charge will apply to a RETURNED check for ANY reason. SVDA Treasurer will contact member to arrange payment. If payment is not made within thirty (30) days, the member will be suspended with all rights and priveleges revoked until payment is made. Suspended members WILL NOT receive credit for scores earned while on suspension and will NOT be eligible for year end awards.

**MEMBER IN GOOD STANDING:** Definition: "Member in good standing" shall mean a member who has paid the annual dues, submitted all required forms for membership, and is not delinquent in any amounts owed to the SVDA for any clinic, show, or other event. Only members in good standing may participate in organization activities, including but not limited to clinics, shows, volunteer hours, meetings, year-end awards, and events. All applications or requests for participating in such events shall not be processed until the person is a member in good standing. If a check is not deposited by SVDA until after a show, and if the check does not clear due to insufficient funds, then any scores earned at that show shall not count towards year end awards, high score awards, or any other SVDA activity, unless the owed funds and any returned check fees are made good within 5 business days of an email. The date at which a member shall be considered not in good standing shall be retroactive to the date the insufficient funds check was received by SVDA. This policy is not applicable to sanctioned shows where payment is tendered to a group other than SVDA.

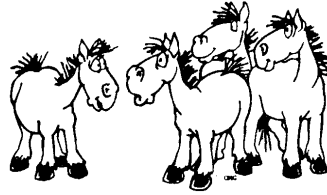
## SVDA Volunteer Jobs Information

The following is a list of volunteer positions needed at each schooling show. If you don't show, helping out at a schooling show is lots of fun and lets you observe other horses and riders. If you do show, remember that eight volunteer hours, four of which must be completed by July 1, are needed to qualify for SVDA Year-End Awards. Either the rider, parent, horse owner, (or if you can talk them into it,) the horse can fulfill the volunteer requirement. To volunteer at schooling shows or other SVDA functions, contact Vice President Robyn Nunnally 248-1106 [robynnunnally@aol.com](mailto:robynnunnally@aol.com) .

When volunteering for a schooling show, we cannot be responsible for scheduling your ride separate from your volunteer work. It is recommended that you fulfill your volunteer work at a show in which you are not competing.

**Entry Secretary** (8 hours): Picks up the schooling show box with all of the tests and supplies. Receives the entries for the show through the mail. Assigns numbers to each horse/rider combination. Organizes the entry forms. Insures that the forms are complete with signature, Coggins Test, membership, and entry fee. Schedules the show according to the guidelines which can be found in the schooling show box (i.e., tries to space rides at least 45 minutes apart, uses the time schedules for how long each ride should be, etc.) Types up the show program in the required format. Makes up the SVDA packet for the show, with copies of the test for each ride with the name and number of the rider, and a copy of the test for the judge. Lists the cleared entries (the complete entries) on one sheet of paper and places the numbers for the cleared entries in the Cleared envelope. Lists the uncleared entries (those with something missing or incorrect) on another sheet of paper and places the uncleared numbers in the uncleared envelope. Contacts those riders with uncleared numbers and explain to them what is missing so they may clear their numbers at the show. Then be available (or have someone in your family available) beginning on Wednesday before the show from 6 to 9 PM so that the riders may call for their times. Delivers the schooling show box and supplies to the Show Secretary. This can be a very involved & time consuming job. We ask for people without experience to work with an experienced scheduler before attempting to do one by themselves. (2/14)

**Show Secretary** (AM and PM, 4 hours each): Receives the schooling show box from the entry secretary. Posts a copy of the show schedule in a prominent place. Hands out the cleared numbers. Collects the required items from the riders with uncleared numbers before handing out their numbers. Collects the tests from the Runner. Scores the tests. Once a class is complete, determines the placings for the class. Writes the scores and percentages on the Secretary's copy of the schedule. Places the ribbons with the tests on the table for pick up by the riders. Copies the scores onto the posted schedule. Insures that the show box is returned with the checks for the show.



**Scribe** (AM and PM, 4 hours each): Sits with the judge and writes down the comments and scores for each movement in the ride. Abbreviations and symbols may be used to transcribe the judge's comments. Tests must be marked in blue or black ink. Makes sure that the judge signs each test.

**Runner** (AM and PM, 4 hours each): Runners pick up the tests after every few rides from the scribe and take them to the show secretary to be scored. When a show has only one ring, this job may be combined with the ring steward.

**Ring Steward** (AM and PM, 4 hours each): The ring steward keeps the show running on time. The ring steward monitors the show ring and the warm up ring and advises riders if the show is running early or late, and when their ride is coming up. The ring steward is responsible for having the next ride at the gate as soon as the previous ride is completed.

**Hospitality** (8 hours): This volunteer position hosts the judge at their home on the night before the show, providing dinner and breakfast the next morning. This volunteer also makes sure that the judge has directions to the show grounds and arrives on time; however, neither you nor an immediate family member can ride at the show.

**Lunches and Snacks** (2 hours) (2/03): Bring lunches for the judge and show secretaries. Provide drinks and snacks for the scribes, ring stewards, and runners. This job can be done only once a year to count towards year-end awards.

**Ring Set Up** (4 volunteers per show, 3 hours each) (2/03): Four volunteers set up the ring the evening before the show. With the two set up tools, it takes about 45 minutes if the ground is not too hard. This is usually coordinated by someone with experience in ring set up.

**Ring Take Down** (3 to 4 volunteers per show, 1 hour each)(1/05): At the end of the show, it takes less than 30 minutes to take down the ring and store it neatly back into the containers so that it is ready for the next show. The secretary's table and the judge's table and chairs are folded up for transportation with the ring.

**Ring Transportation** (1 hour for transport to show location, 2 hours for ring take down & transport from show location): The "To" transportation consists of picking up the ring at the Silverleaf Farm in Suffolk (2014)) and transporting it to the show grounds prior to the show. The "From" transportation collects the ring after the show is completed and transports it back to the Silverleaf Farm for storage.

**Farm Donation for Show** (8 hours)

**Assisting Newsletter Production** (2 hours)

**Farm Donation for Clinic/Demonstration** (8 hours)

**Demonstration Riding** (1+ hour)

**Show Box Organization** (Hours at the discretion of the Volunteer coordinator)

In order to qualify for year end awards, you must have eight volunteer hours for the year, four of which must be earned prior to July 1. Volunteer requirements for new members who join after the show season is in progress: extenuating circumstances will be examined on an individual basis. (2/96) A minimum of twenty volunteer hours is needed to qualify for the SVDA annual scholarship of \$400. SVDA does not acknowledge volunteer service from sanctioned shows towards year-end awards. (4/00)

After the 8-hour minimum requirement is fulfilled, (4 hours prior to July 1), the participant is eligible for a \$5.00 voucher for every 4 hours of additional volunteer time given. This voucher can be used for discounts on schooling entries. These vouchers may be transferred to family members and owner's horses. (1/05)

A list of volunteers and points earned will be published in the *Half-Halt* newsletter.

If a show is canceled because of bad weather, generally pre-signed up volunteers will be awarded ½ of the credit.



## Schooling Show



### Southeast Virginia Dressage Association (SVDA) 2016 Schooling Show Entry Form (rev. 1/2016)

*Please Complete the following Information | One Entry Per Horse/Rider Combination Please*

Received Date: _____
Payment: _____
Coggins: _____

<b>Show Date:</b>	<b>Location:</b>
Horse Name:	
Rider Name:	Owner Name: <i>(if different than rider)</i>
Address:	Address:
City:	City:
State/Zip: : VA	State/Zip: : VA
E-Mail Address:	E-Mail Address:
Contact Phone:	Contact Phone:
<b>In Case of Emergency Contact:</b> <i>(Name and Phone Number)</i> /	

**Entry Fees: \$25.00 per Class for SVDA Members | \$30.00 per Class for NON-SVDA Members (\$5.00 Late Fee Per Class)**

***Please Make Checks Made Payable to SVDA. SVDA RESERVES THE RIGHT TO REFUSE ANY ENTRY***

JR/AA/O*	Level	Test	Fee

#### SOUTHEAST VIRGINIA DRESSAGE ASSOCIATION ("SVDA") RELEASE, WAIVER, HOLD HARMLESS, AND INDEMNIFICATION AGREEMENT

The undersigned, as a Participant/Spectator/Visitor/Guest/Client (collectively "Participant"), on his/her own behalf and, if applicable, as the Parent(s)/Legal Guardian(s) of the minor Participant(s) listed below (minor(s) included as "Participant"), for good and valuable consideration, agrees to the following terms and conditions of this Release, Waiver, Hold Harmless, and Indemnification Agreement ("Agreement"):

**6. Assumption of Risk and Waiver: Participant understands and accepts the intrinsic risks of engaging in Equine Activities** (as defined below), while mounted or unmounted, as well as merely being near a horse, mule, or pony (collectively "equine"), include, but are in no way limited to: (i) The propensity of equines to behave in ways that may result in injury, harm, or death to persons on or around them (i.e. jump, run, kick, buck, bolt, spin, rear up, strike, bite, etc.); (ii) the unpredictability of an equine's reaction to such things as sounds (i.e. machinery, equipment, doors opening and closing, rain, ice, snow, wind, thunder, voices, animals, fireworks, guns, motors, etc.), sudden movement, and unfamiliar objects (jumps, poles, cones, flowers, flags, golf carts, mini-bikes, water, banks, rocks, etc., and training devices such as whips, bats, spurs, etc.), persons, or other animals (i.e. loose or contained dogs, chickens, birds, deer, etc); (iii) certain hazards such as surface and subsurface conditions; (iv) collisions with other animals or objects; (v) the potential of a participant acting in a negligent manner that may contribute to injury to the Participant or others, such as failing to maintain control over the equine, or not acting within the participant's ability; and (vi) the possibility that riding and training tack and equipment may contribute to or cause injury to Participant. Participant agrees that



engaging in Equine Activities under this Agreement includes, but is in no way limited to, those defined in the Virginia Equine Activity Liability Statute, as well as riding one's own equine or another's owned equine, petting, leading, feeding, watering, bathing, watching, transporting, and otherwise interacting with or merely being in the vicinity of equines ("Equine Activities"). Participant understands the injuries, death, loss (both personal and property), and property damage that may result from the accepted risks of engaging in Equine Activities or just being near an equine, that equines are powerful and have the potential to be dangerous, even without warning, and that the risks listed in this Agreement are just a sampling and Participant is not relying on Released Parties (as defined below) to list all possible equine-related risks. Participant acknowledges understanding the USEF Rules about protective equipment, understands that he/she is entitled to wear protective equipment without penalty, and acknowledges that he/she is strongly encouraged to do so while warning that no protective equipment can guard against all injuries. **Participant therefore agrees, on his/her own behalf and on behalf of his/her minor Participant, that he/she understands and agrees to assume the risks and dangers intrinsic in Equine Activities**, agrees to inspect and remain responsible for the condition and proper adjustment of Participant's tack and equipment, agrees to at all times to be responsible for Participant's personal safety, remain financially responsible for Participant's medical expenses, and waives Participant's right to any claims arising from participation in or observation of any Equine Activities, riding a horse belonging to Participant or someone else, whether on or off the property where the horse is stabled and/or transported to, being near an equine, or merely being present on real property owned, leased, rented, borrowed, visited, organized upon, or otherwise occupied or utilized by the following referred to in this Agreement as "Released Parties:" SVDA, and its members, managers, partners, officers, directors, assigns, agents, employees, volunteers, guests, visitors, invitees, independent contractors, clinicians, trainers, other owner(s) of real estate upon which the injury occurred, and others acting on their behalf, regardless of whether or not Participant's presence on the real property is related to equines or Equine Activities.

**7. Release, Hold Harmless, Indemnification:** Participant agrees to release and hold Released Parties harmless for any illness, injury, death, damage, or other loss (collectively "Loss") incurred, by Participant or Participant's property, unless caused by the Released and Held Harmless Parties' intentional or willful and wanton misconduct. Participant agrees to indemnify Released Parties against any Loss sustained or suffered by any third party, whether caused by Participant directly or indirectly, through negligence or other wrongdoing, and Participant agrees to indemnify Released Parties for Released Parties' incurred attorneys' fees for pursuing or defending against any such Loss.

**8. Governing Law and Time Limitation:** This Agreement shall be construed and enforced in accordance with the laws of the State of Virginia. All disputes relating to the interpretation and enforcement of this Agreement shall be resolved exclusively by the state court in Suffolk, Virginia. The parties hereto hereby submit to the jurisdiction and venue of the Court for such purpose. Participant agrees that any and all claims and/or causes of action for Loss by Participant against the Released Parties must be brought within one (1) year of the date accrued and any claim for personal property Loss is limited to \$500.00 (Five Hundred Dollars).

**9. Attorneys' Fees:** Participant agrees to reimburse Released Parties for any attorneys' fees and costs incurred by Released Parties in enforcing the terms of this Agreement and/or in defending or prosecuting any claims involving, or in any way relating to, Participant.

**10. Participant Certification:** Participant certifies that he/she has read this entire Agreement and understands, agrees, and intends on his/her own behalf, and on behalf of minor Participant, spouse, heirs, agents, representatives, relatives, successors, and assigns, to be bound by all of the terms and conditions contained herein.

**MEMBER IN GOOD STANDING:** Only members in good standing may participate in organization activities, including but not limited to clinics, shows, volunteer hours, meetings, year end awards, and events. All applications or requests for participating in such events shall not be processed until the person is a member in good standing. If a check is not deposited by SVDA until after a show, and if the check does not clear due to insufficient funds, then any scores earned at that show shall not count towards year end awards, high score awards, or any other SVDA activity, unless the owed funds and any returned check fees are made good within 5 business days of an email. The date at which a member shall be considered not in good standing shall be retroactive to the date the insufficient funds check was received by SVDA. This policy is not applicable to sanctioned shows where payment is tendered to a group other than SVDA.

PLEASE FILL OUT COMPLETELY AND SIGN

Date: \_\_\_\_\_ Signature: \_\_\_\_\_ If Participant is a Minor, Signature Add'l Parent: \_\_\_\_\_  
Participant Signing on my own behalf, and, if applicable, on behalf of my minor child participant

Printed Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone/Email: \_\_\_\_\_  
Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Emergency Contact Name and Phone: \_\_\_\_\_

Minor Participant's Name and Date of Birth: \_\_\_\_\_

Additional Minor Participant's Name(s) and DOB: \_\_\_\_\_

## SVDA Licensed Show Prize List

There are currently no scheduled licensed shows

# 2016 SVDA YEAR END AWARDS PROGRAM

## INTRODUCTION

Awards Deadline for 2016 is December 1, 2016 – awards forms must be RECEIVED (not postmarked) by the Awards Chair. The SVDA award year will be from December 1 to November 30. Awards will be presented at the SVDA Awards Banquet.

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- G. Voted by SVDA Membership Special Awards
  - 1. Excellence in Sportsmanship Award
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- H. Voted by SVDA Board Special Award -Bob Snyder Award for Volunteer of the Year
- I. Mailing Address
- J. Application Forms

## **A. General Eligibility Requirements for SVDA Awards – Riders must apply for each award with a separate application**

1. The rider must be a member of SVDA in good standing at the time of ride. (2014) Owner is not required to be a member of SVDA (1/2014).
2. An SVDA member who is leasing a horse is considered the owner for the purpose of showing and awards. The actual owner of the horse does not have to be a member of SVDA for the horse to be shown or to qualify for awards.
3. Individuals are eligible as Juniors until the end of the calendar year in which they reach the age of 18. Individuals are eligible as Young Riders from the beginning of the calendar year in which they reach the age of 16 until the end of the calendar year in which they reach the age of 21. Competitors shall compete as Adults from the beginning of the calendar year in which they reach the age of 22. (DR119.3 USEF Rule Book, 2010)
4. Divisions will be split into Open, AA and Junior/Young Rider **if there are 2 or more IN THE DIVISION**. (1/14). Vintage Awards will no longer be offered. (2/13). Depending on the number of applications, (2 or more per division) Open, Adult Amateur (AA) and Junior/Young Rider may be put in the same division. 2014 – See below B.7 and C.5.
5. Riders must volunteer at least 8 hours of service to SVDA during the award year. The first 4 hours of service must be completed by July 1.
6. Copies of Schooling Show and SVDA Sanctioned Schooling Show test scores must be submitted to the Awards Chair by the December submittal date to be eligible for awards. See specific awards for details. The copy is the front of the completed test, which must include the name of the competition, name of test, date, judge, judge's signature, score, etc. If the judge's signature is not on the front, the rider must also provide a copy of the section that includes the signature. The applicant will be required to average their scores which will be checked for accuracy by the Awards Chair.
7. Copies of Licensed Show test scores must be submitted to the Awards Chair by the December submittal date to be eligible for Licensed Show awards. See specific awards for details. The copy is the front of the completed test, which must include the name of the competition, name of test, date, judge, judge's signature, score, etc. If the judge's signature is not on the front, the rider must also provide a copy of the section that includes the signature. A copy of a USDF Internet Printout of a Licensed Test score is also acceptable. The applicant will be required to average their scores which will be checked for accuracy by the Awards Chair.
8. It is the position of the Board of Directors of SVDA that specialty show scores (i.e. Quarter Horse, Morgan, and Arab shows) are not considered for tabulation in the SVDA year end awards. However, SVDA members participating in open dressage classes at a show advertised in the regional USDF Omnibus who have questions about acceptance of their scores may submit information to the Board of Directors for clarification. Consideration of score eligibility will be based on the show's prize list, the list of classes, the Omnibus ad, and the USDF and USEF show numbers.

### **SVDA Awards**

Divisions:

Jr/Yr = Junior and Young Rider

AA = Adult Amateur Riders

Open = Professional Riders

(Divisions may be combined if there are not enough eligible riders)

## B. SVDA Schooling Show Ribbon Awards

Qualifications	Divisions	Levels	Awards
<p>ours volunteer credit (4 by July 1) 6 rides in a level</p> <p>2 of the 6 rides must be in the highest test in a level to qualify for Champion or Reserve Champion</p> <p>3 Rides in a level for Musical Freestyle (MFS) and Small and Large Tour Dressage</p>	<p>Open Professional</p> <p>Adult Amateur (AA)</p> <p>Junior/Young Rider</p>	<p>*Western Dressage and Gaited Dressage</p> <p>*Introductory Level Dressage</p> <p>*Training Level Dressage</p> <p>*First Level Dressage</p> <p>*Second Level Dressage</p> <p>*Third Level Dressage</p> <p>*Fourth Level Dressage</p> <p>*Small Tour Dressage (PSG &amp; Intermediate 1)</p> <p>*Large Tour Dressage (Intermediate 2, Intermediate A, Intermediate B, GP, GPS &amp; U-25 GP</p> <p>*FEI Other Dressage (including FEI Jr,FEI Yr, FEI Pony)</p> <p>*FEI Young Horse</p> <p>* Musical Freestyle National Level (Training to Fourth) (Jr/Yr,AA, &amp; Open grouped together)</p> <p>* Musical Freestyle FEI Levels (Jr/Yr, AA, &amp; Open Grouped together)</p>	<p>First to Sixth place ribbons in each division providing there are two or more participants in a division.</p> <p>Divisions will be combined with AA and Open if there are less than two eligible participants.</p> <p>Special award for Champion and Reserve Champion as funding permits</p>

### C. SVDA Licensed Show Ribbon Awards

Qualifications	Divisions	Levels	Awards
<p>8 hours volunteer credit (4 by July 1)</p> <p>3 rides in a level</p> <p>1 of the 3 rides must be in the highest test in a level to qualify for Champion or Reserve Champion</p>	<p>Open</p> <p>Professional</p> <p>Adult Amateur (AA)</p> <p>Junior/Young Rider</p>	<p>*Introductory Level Dressage</p> <p>*Training Level Dressage</p> <p>*First Level Dressage</p> <p>*Second Level Dressage</p> <p>*Third Level Dressage</p> <p>*Fourth Level Dressage</p> <p>*Small Tour Dressage (PSG &amp; Intermediate 1)</p> <p>*Large Tour Dressage (Intermediate 2, Intermediate A, Intermediate B, GP, GPS &amp; U-25 GP)</p> <p>*FEI Other Dressage (including FEI Jr, FEI Yr, FEI Pony)</p> <p>*FEI Young Horse</p> <p>* Musical Freestyle National Level (Training to Fourth) (Jr/Yr, AA, &amp; Open grouped together)</p> <p>* Musical Freestyle FEI Levels (Jr/Yr, AA, &amp; Open Grouped together)</p>	<p>First to Sixth place ribbons in each division providing there are two or more participants in a division.</p> <p>Divisions will be combined if there are less than two eligible participants in a division.</p> <p>Special award for Champion and Reserve Champion as funding permits</p>

## D. Medal Awards

Qualifications	Divisions	Levels	Awards
<p>8 hours volunteer credit (4 by July 1) for each year submitting scores for the Medal Award</p> <p>Rider only award</p> <p><b><u>THIS IS A ONE TIME ONLY award</u></b></p> <p>4 tests - 60% or higher</p> <p>4 different judges</p> <p>2 tests must be from licensed shows</p> <p>Scores are cumulative and need not be earned in one year</p>	<p>Not Separated by Division</p>	<p>*Training Level Dressage</p> <p>*First Level Dressage</p> <p>*Second Level Dressage</p> <p>*Third Level Dressage</p> <p>*Fourth Level Dressage</p>	<p>Bronze Award – Training Level and/or First Level</p> <p>Silver Award – Second and/or Third Level</p> <p>Gold Award – Fourth Level</p>

## E. Achievement Awards

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Same Horse and Rider Award</p> <p>2 different schooling or licensed shows</p> <p>4 tests :</p> <p>*Training level 1 &amp; 2: four scores of 60% or better</p> <p>*Training level 3: four scores of 60% or better</p> <p>*First level 1 &amp; 2: four scores of 60% or better</p> <p>*First level 3: four scores of 60 % or better</p> <p>*Second level: four scores of 58% or better</p> <p>*Third level: four scores of 58% or better</p> <p>*Fourth level: four scores of 58% or better</p> <p>*FEI level: four scores of 58% or better</p>	<p>Not Separated by Division</p>	<p>*Introductory Level Dressage</p> <p>*Training Level Dressage</p> <p>*First Level Dressage</p> <p>*Second Level Dressage</p> <p>*Third Level Dressage</p> <p>*Fourth Level Dressage</p> <p>*Small Tour Dressage (PSG &amp; Intermediate 1)</p> <p>*Large Tour Dressage (Intermediate 2, Intermediate A, Intermediate B, GP, GPS &amp; U-25GP)</p> <p>*FEI Other Dressage (including FEI Jr, FEI Yr, FEI Pony)</p>	<p>Certificate of Achievement and a Certificate for a free class in a SVDA schooling show.</p>



## F. SPECIAL AWARDS

### F1. Captain Andrew DeSzinay Junior/Young Rider HIGH POINT Award

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Junior or Young Rider only</p> <p>Highest SINGLE SCORE at Training Level or higher</p> <p>Licensed OR Schooling</p>	<p>Junior/Young Rider (Jr/Yr)</p>	<p>*Training Level Dressage</p> <p>*First Level Dressage</p> <p>*Second Level Dressage</p> <p>*Third Level Dressage</p> <p>*Fourth Level Dressage</p> <p>*Small Tour Dressage (PSG &amp; Intermediate 1)</p> <p>*Large Tour Dressage (Intermediate 2, Intermediate A, Intermediate B, GP, GPS &amp; U-25 GP)</p> <p>*FEI Other Dressage (including FEI Jr, FEI Yr, FEI Pony)</p>	<p>Certificate and Award</p>

## F2. SVDA AA Schooling HIGH POINT Award

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Highest SINGLE SCORE from Training Level or higher at Schooling Show</p>	<p>Adult Amateur (AA)</p>	<p>*Training Level Dressage</p> <p>*First Level Dressage</p> <p>*Second Level Dressage</p> <p>*Second Level Dressage</p> <p>*Third Level Dressage</p> <p>*Fourth Level Dressage</p> <p>*Small Tour Dressage (PSG &amp; Intermediate 1)</p> <p>*Large Tour Dressage (Intermediate 2, Intermediate A, Intermediate B, GP, GPS &amp; U-25 GP)</p> <p>*FEI Other Dressage (including FEI Jr, FEI Yr, FEI Pony)</p>	<p>Certificate and Award</p>

### F3. Silverleaf Open Schooling HIGH POINT Award

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Highest SINGLE SCORE from Training Level or higher at Schooling Show</p>	<p>Open Professional</p> <p>Sponsored by Kathy &amp; Mike Rowse</p>	<p>*Training Level Dressage</p> <p>*First Level Dressage</p> <p>*Second Level Dressage</p> <p>*Second Level Dressage</p> <p>*Third Level Dressage</p> <p>*Fourth Level Dressage</p> <p>*Small Tour Dressage (PSG &amp; Intermediate 1)</p> <p>*Large Tour Dressage (Intermediate 2, Intermediate A, Intermediate B, GP, GPS &amp; U-25 GP)</p> <p>*FEI Other Dressage (including FEI Jr, FEI Yr, FEI Pony)</p>	<p>Certificate and Award</p>

#### F4. SVDA AA Licensed HIGH POINT Award

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Highest SINGLE SCORE from Training Level or higher USEF Licensed Show</p>	<p>Adult Amateur (AA)</p>	<p>*Training Level Dressage</p> <p>*First Level Dressage</p> <p>*Second Level Dressage</p> <p>*Second Level Dressage</p> <p>*Third Level Dressage</p> <p>*Fourth Level Dressage</p> <p>*Small Tour Dressage (PSG &amp; Intermediate 1)</p> <p>*Large Tour Dressage (Intermediate 2, Intermediate A, Intermediate B, GP, GPS &amp; U-25 GP)</p> <p>*FEI Other Dressage (including FEI Jr, FEI Yr, FEI Pony)</p>	<p>Certificate and Award</p>

### F5. Silverleaf Open Licensed HIGH POINT Award

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Highest SINGLE SCORE from Training Level or higher USEF Licensed Show</p>	<p>Open Professional</p> <p>Sponsored by Kathy &amp; Mike Rowse</p>	<p>*Training Level Dressage</p> <p>*First Level Dressage</p> <p>*Second Level Dressage</p> <p>*Second Level Dressage</p> <p>*Third Level Dressage</p> <p>*Fourth Level Dressage</p> <p>*Small Tour Dressage (PSG &amp; Intermediate 1)</p> <p>*Large Tour Dressage (Intermediate 2, Intermediate A, Intermediate B, GP, GPS &amp; U-25 GP</p> <p>*FEI Other Dressage (including FEI Jr, FEI Yr, FEI Pony)</p>	<p>Certificate and Award</p>

### F6. Maple Crest Haflinger HIGH POINT Award

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Highest SINGLE SCORE from Training Level or higher USEF Schooling or Licensed Show or USEF Western Dressage from Basic Level and up.</p> <p>Submit proof of breed</p>	<p>Open Professional</p> <p>Adult Amateur (AA)</p> <p>Junior/Young Rider</p> <p>Sponsored by Karen Bernard</p>	<ul style="list-style-type: none"> <li>• USEF Training Level Dressage and up</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Western Dressage Basic Level and up</li> </ul>	<p>Certificate and Award</p>

### F7. Silverleaf Farm JR/YR Thoroughbred HIGH AVERAGE Award

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Highest average of three scores for a Junior/Young Rider on a TB from any level or combination of levels, SVDA Schooling, Sanctioned Schooling or Licensed Show</p> <p>Must submit papers for proof of breed -TB or Jockey Club</p>	<p>Junior/Young Rider</p> <p>Sponsored by Kathy &amp; Mike Rowse</p>	<p>*Training Level Dressage</p> <p>*First Level Dressage</p> <p>*Second Level Dressage</p> <p>*Third Level Dressage</p> <p>*Fourth Level Dressage</p> <p>*Small Tour Dressage (PSG &amp; Intermediate 1)</p> <p>*Large Tour Dressage (Intermediate 2, Intermediate A, Intermediate B, GP, GPS &amp; U-25 GP)</p> <p>*FEI Other Dressage (including FEI Jr, FEI Yr, FEI Pony)</p>	<p>Certificate and Award</p>

### F8. Sanctuary Farm Western Dressage HIGH POINT Award

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Highest SINGLE SCORE at a SVDA Schooling or SVDA Sanctioned Schooling Show in USEF Western Dressage</p>	<p>Open Professional</p> <p>Adult Amateur (AA)</p> <p>Junior/Young Rider</p> <p>Sponsored by Janice Mumford</p>	<p>Introductory Level and up</p>	<p>Certificate and Award</p>

### F9. Sanctuary Farm Pony Dressage HIGH POINT Award

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Highest SINGLE SCORE at a SVDA Schooling, SVDA Sanctioned Schooling Show, or USDF Licensed Show for a PONY.</p> <p>Pony must measure 14.2 hands or under. Verification must be provided. One of the following is acceptable: Robyn Nunnally (signed letter), veterinarian certificate, or copy of USEF Pony Card</p>	<p>Open Professional</p> <p>Adult Amateur (AA)</p> <p>Junior/Young Rider</p> <p>Sponsored by Janice Mumford</p>	<p>Introductory Level and up</p>	<p>Certificate and award</p>



**F10. Liberty Arabians, LTD. Arabian and Half-Arabian HIGH AVERAGE  
Award for Licensed Shows**

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Open Licensed USDF/ USEF Shows only</p> <p>Average of any three licensed show tests</p>	<p>Open Professional</p> <p>Adult Amateur (AA)</p> <p>Junior/Young Rider</p> <p>Sponsored by Mary &amp; Bob Rombs</p>	<p>*Training Level Dressage</p> <p>*First Level Dressage</p> <p>*Second Level Dressage</p> <p>*Second Level Dressage</p> <p>*Third Level Dressage</p> <p>*Fourth Level Dressage</p> <p>*Small Tour Dressage (PSG &amp; Intermediate 1)</p> <p>*Large Tour Dressage (Intermediate 2, Intermediate A, Intermediate B, GP, GPS &amp; U-25 GP</p> <p>*FEI Other Dressage (including FEI Jr, FEI Yr, FEI Pony)</p>	<p>Certificate and Award</p>

**F11. Black Dog Farm Draft/Draft Cross HIGH AVERAGE Award**

Qualifications	Divisions	Levels	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Any Draft, ¾ Draft, and ½ Draft breeds, including Gypsy Vanner Draft, and all draft breeds listed with DCBOA. One exception is the Haflinger breed which has a special sponsored breed award in SVDA. Proof of breeding must be submitted. A picture of the horse WITH one of the following: A SIGNED letter from Trainer, OR Breeder, OR veterinarian, OR Coggins test papers, OR DCBOA papers.</p> <p>Four scores from Schooling, Sanctioned Schooling, and or Licensed Shows. Levels may be mixed.</p>	<p>Open Professional</p> <p>Adult Amateur (AA)</p> <p>Junior/Young Rider</p> <p>Sponsored by Sarah Miller</p>	<p>Any USEF Dressage levels from Training on up. Levels may be mixed</p>	<p>Certificate and Award</p>

## F12. Steel Magnolia Award

Qualifications	Divisions	Selection	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Senior Citizen (55 or older)</p> <p>Once only. This is a SVDA Lifetime Award</p> <p>Nominated by any SVDA member - Application letter required</p> <p>Significant service to SVDA, VADA and/or USDF plus:</p> <p>Dedication to the Equine Community, Horseback Riding, Diamond rider (age of rider + horse = 75+), Centennial rider (age of rider + horse = 100+), Involvement in Music, Involvement in the Arts, Community Volunteer Service, Equine Volunteer Service, and Fund Raising.</p>	<p>Junior/Young Riders cannot qualify</p>	<p>Selected by the SVDA President, three most recent and available Steel Magnolia recipients, and any other SM recipients on the SVDA Board</p>	<p>Certificate, Silver Magnolia necklace, and Name on Perpetual Plaque</p>

### F13. Memorable Moments Award

Qualifications	Divisions	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Any Member of SVDA</p> <p>Complete application:</p> <p>Please attach evidence, either by anecdote, description, photo, video or other means, of some special moment a member would like to share with the SVDA concerning experiences this past show year. Any serious, comedic, amusing, lovely, miraculous, sobering, tear-jerking, fun, spectacular or other special moment is welcome. Limit of 125 words</p>	<p>Not Separated by Division</p>	<p>Memorable Moments Award (M&amp;Ms) and Recognition at End of Year Awards Banquet in program, in newsletter OR announced as time permits</p>

### F14. USDF Special Recognition Award

Qualifications	Divisions	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>One time only</p> <p>SVDA member who has met (in the current award year) the USDF requirements for USDF Bronze, Silver or Gold Medal OR</p> <p>USDF Bronze, Silver or Gold Freestyle Bar Awards chair must be notified by Awards deadline</p>	<p>USDF requirements met – see USDF Awards Manual</p>	<p>Ribbon</p>

**F15. Bred in Southeast Virginia HIGH AVERAGE Award**

Qualifications	Divisions	Award
<p>8 hours volunteer credit (4 by July 1)</p> <p>Horse must have been bred in southeastern Virginia (as defined in the VADA Purplebook): Norfolk, Portsmouth, Virginia Beach, Chesapeake, Suffolk, Hampton, Newport News, Williamsburg, Gloucester, Isle of Wright.</p> <p>A copy of the registration papers or other documentation to this effect must be included with the award form. (“Bred” means the mare owner or stallion owner lives in SE Virginia)</p> <p>Copies of 3 scores at schooling shows, licensed shows, or a combination of those.</p>	<p>Not Separated by Division</p>	<p>Certificate &amp; Ribbon</p>

**F 16. Cherokee Night Prowler Silver Whiskers HIGH AVERAGE Award**

Qualifications	Divisions	Award
<p>8 hours volunteer credit (collectively if more than one rider submits scores) (4 by July 1)</p> <p>Horse must be 20 years of age or older when submitted tests are ridden.</p> <p>Owner or Rider must be SVDA member.</p> <p>3 test scores (schooling and/or licensed) from any test level from Intro to FEI and including Eventing, Western Dressage, and Gaited tests.</p> <p>Tests can be multiple levels and multiple riders from the current award year.</p> <p>This award is to honor the senior horse.</p>	<p>Not Separated by Division</p> <p>Sponsored by Cathy Couch</p>	<p>Horse's name on Perpetual Plaque; certificate and recognition at End of Year Awards Banquet</p>

**F. VOTED BY MEMBERSHIP – Two awards**

Qualifications	Divisions	Award
8 hours volunteer credit (4 by July 1)  Excellence in Sportsmanship Award  Most Improved Rider Award	Not Separated by Division	Certificate, Award, and Recognition at End of Year Awards Banquet

**F. VOTED BY BOARD – One Award**

Qualifications	Divisions	Award
8 hours volunteer credit (4 by July 1)  Bob Snyder Award for the Volunteer of the Year	Not Separated by Division	Certificate, Award, Check for \$150.00 and Recognition at End of Year Awards Banquet



## **F. Mailing Address**

Awards Applications with copies of Schooling, Sanctioned Schooling, and Licensed Show test scores must be submitted to the Awards Chairperson by the December deadline to be eligible for Awards. The copy is the front of the completed test, which must include the name of the competition, name of test, date, judge, judge's signature, score, etc. If the judge's signature is not on the front, the rider must also provide a copy of the section that includes the signature.

Eight hours of volunteer service (four of which must be completed by July 1) are required to qualify for all SVDA Year End Awards.

Please mail to: Carol Gonyo  
SVDA Awards Chair 1502 Hawick  
Terrace  
Chesapeake, VA 23322-7444  
757- 567-0285  
[carolgonyo@gmail.com](mailto:carolgonyo@gmail.com)

*To confirm RECEIPT of Applications with test copies, please send an email request to Carol Gonyo.*

*Awards Deadline for 2016 is December 1, 2016: Application forms must be RECEIVED (not postmarked) by the Awards Chair by December 1, 2016.*

## **2016 SVDA AWARD Application FORMS**

For a Complete packet of 2016 Award Forms, please [Click this Link](#)



# SVDA AWARD SPONSORSHIP FORM

## SVDA Award Sponsor Application

Circle one: Perpetual Award / Annual Award/ One Time Award

Sponsor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone number: \_\_\_\_\_  
 Email address: \_\_\_\_\_  
 Name of Award: \_\_\_\_\_

Award Criteria (be specific, attach additional page(s) if necessary):

Qualifications	Divisions	Levels	Award
8 hours volunteer credit (4 by July 1)	Sponsored by		

Submit this completed application to the SVDA Awards Chair, who will present it to the Board of Directors for consideration. You will be notified if the board approves this award. Awards submitted and approved before July 1<sup>st</sup> would be in effect for the current calendar year.

**If approved:**

**Perpetual Award:** The sponsor is responsible for supplying the initial award and must submit an amount commensurate with the cost of engraving for the life of the award. Award sponsors may be contacted by the SVDA Awards Chairperson for assistance in determining award recipients. When completely filled, the Perpetual Award will be returned to the sponsor and a new application must be submitted.

**Annual Award or One Time Award:** The sponsor is responsible for the cost of the award, to be paid prior to the SVDA Annual Awards Banquet, or is responsible for providing the award to the Awards Chair prior to the SVDA Annual Awards Banquet. Award sponsors may be contacted by the SVDA Awards Chairperson for assistance in determining award and award recipients. (March 2015)

## SVDA Championship Schooling Show

To participate in Championship Classes:

The horse/rider combination must meet the following qualifications:

1. Must be a SVDA member at the time the qualifying score is earned
2. Must obtain one qualifying score, which can be earned at a SVDA schooling show or a SVDA sanctioned show. Other dressage schooling shows will not count.
3. Scores may be earned from December 1 – October schooling shows.
4. Riders who have qualified for the championship show will have priority in filling available slots at the show
5. Scores can not be earned at a licensed shows – this championship is for schooling shows ONLY
6. Any horse competing in a Championship Final Class may only be ridden by the rider competing in the Championship class even after the championship class is completed.
- 7) the cost of the Championship class will be higher than regular classes as larger ribbons and Championship and Reserve Championship awards will be given. (1/15)

Minimum qualifying scores:

<u>TEST</u>	<u>MINIMUM SCORE</u>
INTRO B / WDAA 3	62%
TRAINING 2/ WDA 3	60%
FIRST 2 / WDAA 3	60%
SECOND 2	60%
THIRD level and above – can qualify with the minimum score at ANY test	59%
Musical Freestyle (Training – Fourth level)	62%

Rules for the Championship Class:

1. General SVDA schooling show rules apply
2. All tests must be ridden from memory
3. Proper turn-out is required as stated in USEF rules
4. Whips may not be carried in championship classes

\*Note that non-championship classes will also be offered at this show. Please mark your entry for either Championship class or regular schooling class.

## **VADA Shel Gafford Award Nomination for excellence in Sportsmanship**

For anyone not fortunate enough to have known Shel, he was not only a gifted horseman and successful competitor, but also a truly good sport. Although Shel might get frustrated with himself or his own performance (he always rode to win), he never complained about the judging of or his fellow competitors. Rather than “psyching” or undercutting his competitors, Shel was more likely to offer a helping hand or wish them luck. Shel played to win, but never at the expense of his horse or another rider.

It is this spirit of unselfish good sportsmanship that the VADA wishes to support and reward. If you are aware of a VADA member who is actively involved in any aspect of competition (e.g. owner, rider, trainer, coach, volunteer, show mom, dad, spouse or off-spring) and who consistently exhibits the characteristics of good sportsmanship-both in winning and losing, please use this form (or a copy) to place their name in nomination. Nominees will be voted on by the general membership through chapter newsletter ballots in November of each year.

Name of Nominee \_\_\_\_\_

Chapter: \_\_\_\_\_

Nomination Submitted by: \_\_\_\_\_

Brief statement of why you feel your nominee is deserving of this award:

*Send nominations to:*  
TBA – look for your newsletter notice

# Membership Application



## SVDA MEMBERSHIP APPLICATION

Southeast Virginia Dressage Association is a chapter of the Virginia Dressage Association  
VADA is a Group Member Organization (GMO) of USDF, and its members are automatically USDF  
Group Members.

### VADA/SVDA MEMBERSHIP INCLUDES:

\*Membership Card  
\*USDF Affiliation

\*Newsletter  
\* Copy of Awards Policy

\*VADA Membership

### SVDA ANNUAL AWARDS ELIGIBILITY:

Rider must be a member of SVDA and in good standing at the time of the ride. Riders must volunteer at least two (4) units of service for SVDA schooling shows during the year, the first of which must be completed by July 1 of the show year.

**AWARD YEAR:** December 1 - November 30

**MEMBERSHIP YEAR:** January 1 - December 31

(Note: new members joining after December 1 are entitled to the following year's membership.)

### MAIL TO:

Membership Chairman:

Reeta Edmundson  
5139 Westerly Drive  
Virginia Beach, VA 23464

Name: \_\_\_\_\_ USDF Member Number\*: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone Home: \_\_\_\_\_ E-mail: \_\_\_\_\_

Birth date if Junior or Young Rider: \_\_\_\_\_

\*If you are currently a member of USDF and cannot remember your USDF Number, visit [www.usdf.org](http://www.usdf.org) to locate your USDF ID Number.

### CHOOSE ONE:

- Senior Member \$50.00
- Junior Member \$40.00 (18 Years and Under)
- Patron \$40.00 (Non-voting)
- Family Membership \$80.00 (Plus \$30.00 additional for each member over two Family Members)
- Farm Membership \$80.00 (Plus \$30.00 additional for each member over two Farm Owners or managers.  
Farm membership is limited to four members per Farm.)

What Is Your Primary GMO? (i.e. VADA, NCDCTA, PVDA) \_\_\_\_\_

What Is Your Primary Chapter? (i.e. SVDA, NOVA, VADACC) \_\_\_\_\_

Would you be interested in being a mentor for a Junior Rider? (Yes / No) Circle one.

List family member names or all farm owners and managers"

- |    |       |                    |       |
|----|-------|--------------------|-------|
| 1. | _____ | Birth Date (Jr/YR) | _____ |
| 2. | _____ | Birth Date (Jr/YR) | _____ |
| 3. | _____ | Birth Date (Jr/YR) | _____ |
| 4. | _____ | Birth Date (Jr/YR) | _____ |

Enclosed is \$ \_\_\_\_\_ Please make check payable to SVDA, Inc.

*Join SVDA and participate in their activities and programs totally at my own risk. I understand that neither the SVDA nor individual board members accept responsibility for accident, damage, injury or illness to horses, riders, owners, spectators or any persons or property.*

Signed \_\_\_\_\_ Date \_\_\_\_\_

Please mail this application to the Membership Chairman. Do not drop it off at schooling shows or other events.

## SVDA SCHOOLING SHOW/EVENT VENDOR APPLICATION

### SVDA Vendor Application for Schooling Shows or other events 2016

(10/2015)

**SVDA holds the right to refuse any vendor applications.**

**Vendor** Applicant agrees to following:

1. Any vendor who wants to provide products or services shall fill out a request form for submittal to the board for approval.
2. The facility owner should be notified and asked for approval. The President shall receive and process requests unless designated to another board member. Facility owners have the right to refuse any vendors.
3. Assuming board approval, vendor will have to sign a contract and liability statement.
4. There is no charge or donation expected to the club. This is provided as a service to our members.
5. Although SVDA may provide, allow product or service vendors at SVDA schooling shows, the SVDA does not endorse, warrant or guarantee the products or services offered by these vendors.
6. To allow sufficient time for board review, approval and facility owner approval, requests should be received by the President no later than 2 weeks before the scheduled schooling show.
7. ***Occasionally schooling shows are canceled, especially due to weather or equine illness. The Vendor should stay in contact regarding the show through facebook or email with the President, Vice President or Schooling Show Chairman.***
8. ***It is doubtful electricity will be available at most locations.***

#### VENDOR APPLICATION – PLEASE MAKE SURE THIS IS LEGIBLE

Company Name: \_\_\_\_\_

Vendor Name: \_\_\_\_\_ Service or Product: \_\_\_\_\_

Attach product sheet or service information if you would like.

Address \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Home Ph: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Website: (if applicable) \_\_\_\_\_

Show Date: \_\_\_\_\_ Location: \_\_\_\_\_

**I apply to be a vendor at the above show. I agree to sign a liability and waiver agreement. I will not interfere with the competition. I realize that the facility owner and the SVDA board must review for final approval.**

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Upon approval a SVDA Representative will notify you that your sanctioning has been approved. Thank you.

Mail to:

Kathy Rowse 1468 Peppercorn Lane Suffolk VA 23432

757-617-9505

krowse@verizon.net