



After Show Checklist

Financial	Yes/No
<p>Check that all equines competing have paid their \$5 jumping levy and where required, the casual levies have been paid.</p>	
<p>For prize money of more than \$500, a 20% deduction withholding tax will need to be made. This applies to all events and competitions both amateur and professional. IRD: Taxing Prize Money</p>	
<p>Check all series results for prize money and points are recorded correctly.</p>	
<p>Generate your Jumping/Show Hunter Levy Form from software; or download a copy from Jumping Levy Calculation and Payment Form (see below). This should correctly reflect the number of equines at your show. Levy & Casual Start Form</p>	
<p>Fill in the Jumping/Show Hunter Levy Form to get the 10% (\$0.50) rebate per \$5 ESNZ Jumping Levy Collected, and send along with an invoice for the rebate amount to: Jumping Rebate Application Form jumping@nzequestrian.org.nz</p>	
<p>Show Jump Sheets/Results Generate the XLS Digital Results file (or use template sent with the Horse and Rider Data from Equestrian Entries/Main Events), this should include all results and entries (except intro classes). Please send to jumping@nzequestrian.org.nz Scan jump sheets and results from all series classes to: jumping@nzequestrian.org.nz</p>	
<p>Show Hunter Sheets/Results Generate the XLS Digital Results file (or request template from ESNZ), this should include all results and entries (except intro classes). Please send to jumping@nzequestrian.org.nz Scan jump sheets and results from all series classes to: jumping@nzequestrian.org.nz Please check the results check list before sending to Karen Potter for HOYQ points collection. Karen's Email: 243matai@gmail.com Scan and email all scoresheets from SH Series classes to: jumping@nzequestrian.org.nz</p>	
<p>Series Sponsors Email the place getters and ask that they thank the series sponsors and local sponsors if they have not already. Jumping Sponsor Contacts Show Hunter Sponsor Contacts</p>	
<p>Ensure the series sponsors flags have been packed and given to the person in charge. Any damaged or lost flags/poles/feet will be charged to the area. Series Flag and corflute contacts</p>	

Incident Reporting	
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Officials are to enter any incidents online.
Blue cards are to be issued on the day of the incident.

[Incident Reporting](#)

Show Resources can be found on the website [here](#) or see: Jumping & Show Hunter > Resources > Organisers

If you have any queries please email jumping@nzequestrian.org.nz