

## Guidelines for Associated Events:

- This is not applicable to ESNZ area events / RAS or NZPCA events.
- Associated events may use ESNZ rules and regulations. This includes the Judicial System, however any costs will be payable by the Organising Committee of the event. Rules cannot be “part” used. They must be used in their entirety including registration and levy payments as per the discipline / ESNZ rules. Support is available for secretaries by using either of the online entry providers or by discussing with the Discipline Sport Manager.
- Insurance cover can be purchased for your event from ESNZ. This will cover your event for Public Liability and Statutory Liability of \$5m and \$2m respectively.
- What if I decide I don’t want to sign my event up to be an Associated Event?
  - ESNZ officials will not be covered by ESNZ insurance for your event.
  - You cannot buy into the insurance scheme at a reduced rate.
  - You cannot use ESNZ General Regulations or discipline rules for your event and will be required to provide your own rules for the competition. This may entail a legal challenge if found to be using our rules without following the correct process.
- One member of your organising committee must be an ESNZ member. Chances are you have a membership already but if not an introductory membership can be obtained for \$50 by registering online at [www.nzequestrian.org.nz](http://www.nzequestrian.org.nz) and selecting the “become a member” button on the top right hand side of the website or by calling 04 499 8994.
- I’m on an organising committee on the season calendar for an ESNZ Discipline – do I need to do this?
- Any committee that is not an ESNZ area committee, an RAS, A and P show or a NZ Pony Club event must complete this to ensure the officials are covered.
- Associated events must adhere to all Health and Safety guidelines.
- All riders at these events must wear tagged safety helmets at all times when on a horse.
- Your event must pay a fee by credit card online or direct credit when registering your event. The fees are set by ESNZ at \$60 for one day. The payment must be made when the form is submitted or it will not go onto the ESNZ calendar.
- If you are likely to use more than one day you can purchase two days for \$100.
- These fees are non-refundable. However can be transferred to a new date should your event be postponed or cancelled.
- If you wish to hold a number of events throughout the year you should become a “Member Organisation”. For these guidelines see (link to be added).

- Funds generated from associated events will be used to assist training programmes for officials in equestrian sport. The funds will be allocated to the disciplines for training. Funds will also be used for the upkeep of rules and regulations.
- Associated events that collect ESNZ levies and are on discipline official calendars and approved by the discipline board can have their results recorded on the database and website but must provide the results in the required format for uploading the ESNZ database – this can be done manually by requesting the form from Membership services or by requesting the download from either Main-Events or Equestrian Entries if these systems are being used for the event. This is the responsibility of the organising committee.
- As an associated event you agree to be aware, at all times of the need for attention to horse welfare issues. If you cannot have a Steward present we suggest you ensure someone is tasked with checking horses are being well cared for at your event.