



Information for Show Hunter Delegates and Area Secretaries

Please pass this information onto all area and show secretaries in your area, include those who are involved with A&P shows, area shows & local sports meetings.

Sponsors

- Please make sure that all series classes are run to series conditions. Remember to use the correct sponsor's names when naming series classes and use the show hunter logo banner. Please give out to all Riders who are placed in series classes the contact details of series sponsor of the series class and remind the riders how important it is to contact the sponsor thanking them for their sponsorship. (It helps to have this prepared in advance on paper slips that can easily be handed out to riders at the time of the awards.) Please ask riders to include a photo where possible.
- Contact details of the series sponsors are also included in your information pack. These will be updated and sent out as we find sponsors for the series that are currently without sponsors.
- Contact the Jumping Administrator – Victoria Martin: jumping@nzequestrian.org.nz for any more sponsorship information that you may require. E.g. Logos & Logo Corflutes

Information Required to be Sent to Points Co-Ordinator

- Series class results need to be sent immediately after the show. These should be e-mailed, faxed or scanned if possible.
- All other results must be sent within 5 days of the competition, and must include:
 - Judges Sheets for series classes which have already had their results sent through. Please post. Do not fax scan or e-mail.
 - Copy of show schedule & the complete list of back numbers used.

Result sheets must have the following information

- Correct Name, Registration Number of Horse/Pony and Riders. (please spell correctly)
- Name of Class & height of class.
- If a class is 'introductory' please put that into the class name.
- If a class is 'Open' please put that into the class name.
- If a class is sponsored please put that into the full class name e.g. Gyro Plastics Junior High Points 1.00m
- If a class is an 'Open Restricted' please put in the whole name of the class. E.g. Open Horse: Restricted to Horses with 20 Points on their sticker.
- Name of Judge.

- Numbers of starters in a class - not the number of entries.
- Copy of show schedule & show catalogue or programme.

Taking Entries and Updating Main Events, Just Equestrian & Equestrian Entries

- Horses/ponies must be fully registered with ESNZ to compete in series classes. Equines can only compete in HOYQ, Low Hunter and Introductory Classes using the Casual Equine Registration System. If an Equine is competing using this system please put `Casual Eq` where you would normally put the registration number.
- Casual Equines are not awarded any Horse of the Year Qualifying Points.
- When using the Main-events, Just Equestrian or Equestrian Entries systems, please use the correct event ID's, names & numbers for classes.
- Do **not** tick the `Graded` box for Introductory, Low Hunter or Equitation classes.

Common Issues Resulting in Removal of Points

- Horses, ponies & riders competing who are not registered.
- Equines competing using the Casual Equine Registration System.
- Amateur Classes: Riders must be an owner, part owner or have a lease registered with the ESNZ of the horse. If the rider is not an owner then the points will be removed.
- Ponies jumping in the wrong category for highpoints. Please check the heights of ponies on entry.
- A rider may only ride **one** mount in an Equitation class (series & non-series), the rider has to decide before the start of the class which mount they are going to ride, not at the end of the class. If a rider competes on two equines in an Equitation Series Class then the points are awarded on the first ride in the class.
- Low Hunter: if a horse & rider compete in Low Hunter classes they cannot compete in HOYQ or series classes as a combination. Another rider may compete on the horse in HOYQ or series classes. Refer to Rule E Recognised Divisions – Horses .1 Low Hunter.

Common Problems to Avoid – these hold up results being loaded into ESNZ database

- Results arriving with no jump sheets or schedule.
- Results that have missing names of classes.
- Classes not named correctly.
- Incorrect names of horses & ponies. Please don't let results come in with the `paddock` name of a horse or pony.
- If it is a `new` registration, an entry comes without a registration number and is a "pending ESNZ registration" please follow up and see that the name that is on the results is the name that the horse/pony has ended up being registered with.

Communication and Completing Results

- Please put in the scores for all of the entries in a class not just the top 5.
- The delegate will be informed when a show is sent back to be re-placed or have missing information completed.

- It is important that all Show Secretaries and Delegates follow up on the points coordinator's requests as soon as possible.
- A lack of response will result in no results being loaded.
- Delegates, please make sure that all relevant information is passed to show secretaries and you assist them with any Show Hunter related queries.
- When using Main-Events, Just Equestrian or Equestrian Entries please don't 'roll' over to the next show too quickly. If this happens when changes are sent back they cannot be dealt with and then the whole show has to be reloaded into the Points Co-Ordinator's system.
- Please refer to the 'check sheet', for required information that has to be sent to Island & Points Coordinator.

Helpful Hints

Before the judges sheets get to the show secretary, have someone other than the judge run their eye over them to be sure that all competitors have been awarded a score. Some areas have a 'helper' assigned to check sheets and to write up the results. This is one way of making sure that the correct information about scores & points gets back to the show secretary. Note: the helper should not be placed where they could affect the judging process. Their job is at the end of each class so they need only be nearby and not with the judge.

- Please post the original jump sheets rather than faxing & scanning them as they are often not legible after being faxed or scanned.
- Be sure to keep a copy of everything that you send for your own records.
- Note that National office is very quick with processing of registrations, so don't be fobbed off with, 'it's at head office' when being told why a registration is not available. They send out updated Rider, Horse & Pony registrations weekly.

Restricted Classes

Now that the First Year Registered Division has been abolished and events will run as 'HOYQ' Classes, the Show Hunter Executive recommends that shows provide some restricted classes in their programme to cater for less experienced riders and or mounts. Some examples of possible restriction are listed below:-

HORSES

Open: Restricted to Horses with 30 Points or less on their printable entry form.

Open: Restricted to Horses not jumping higher than 1.00m at the show.

Open: Restricted to horses not starting in series classes.

Open: Restricted to Combinations in their first Season Open:

1.05m: Restricted to Amateur riders only.

PONIES

Open: Restricted to ponies with 30 Points or Less on their printable entry form.

Open: Restricted to ponies NOT jumping the highest class in their division at the show.

Open: Restricted to Combinations in their first Season

Open: Restricted to ponies not competing in series classes at the show

Equitation

- Equitation is a rider class and therefore does not carry Horse of the Year qualifying points.
- No points are awarded for Equitation. Send in all result's in with '0' in the points column.
- When using either the 'Main-Events, Just Equestrian or Equestrian Entries programme do not tick the 'graded box' as Equitation classes are **Non-Graded**.

- A rider may ride more than one mount (at different shows) in the Equitation Series throughout the season. This is allowable as points are awarded to the rider and not awarded to the horse. At a show a rider can only ride ONE Equine in a Equitation Class.
- If a rider competes on two equines in an Equitation Series Class then the points are awarded on the first ride in the class.
- In an Equitation Class a horse or pony may be ridden by more than one rider. e.g. in a combined Junior & Adult Class or in a pony class where it is ridden twice.
- Equitation Series Classes: The Equine must have a ESNZ Equine Registration and a Jumping/Show Hunter Annual Start, the Rider must have a current ESNZ Rider Membership. If a combined Junior and Adult Equitation Series Class is run, series points must be awarded for both the Junior and Adult Equitation Series. There may be only one set of Prize Money for the combined class.
- Equitation Non-Series Classes: The Horse/Pony and Rider may compete in Non-Series classes under a Introductory Equine Fee and Rider Community Membership.

All Series Classes (High Points and Equitation)

Note: Rule N New Zealand Show Hunter High Points and Equitation Series Conditions concerning the series and series finals have been amended to read:-

1. Awards will be presented for all High Points Series classes in New Zealand for first to sixth place in the appropriate national series classes each show season.
 - 1.1. From the Placings that a Horse/Pony gains in the High Points Series in the current season, the Top 10 placings will be tallied prior to the series final class.
 - 1.2. The series final class will be considered a bonus round. Points achieved in the series final class will be added to the accumulated points.
 - 1.3. Points for the series final class will be awarded as follows: Each placing to receive one bonus point e.g. 1st 7 points, 2nd 5 points, 3rd 4 points, 4th 3 points, 5th 2 points 6th place 1 point.
 - 1.4. In the event of a tie then the placings shall be decided by a count back of most wins of the 10 counting rounds for the season. If still tied, then the number of second placings down to fifth will be taken into account until a final result is achieved. If the result is still tied, then the result will be decided by the highest placing in the Series Final class.
- If a combined (Category A, B & C) ESNZ Show Hunter Pony High Points class is run, results must be split for the ESNZ Show Hunter series points, with points awarded for all three categories.
- If a combined Junior and Amateur High Points Series class is run, series points must be awarded for both the Junior and Amateur High Point Series. There may be only one set of Prize Money for the combined class.
- If a combined Junior and Adult Equitation Series Class is run, series points must be awarded for both the Junior and Adult Equitation Series. There may be only one set of Prize Money for the combined class.
- Full points for all NZ High Points series classes held, including HOY and National Championships title classes will be awarded as follows if the competitor receives a judges' score of 66% or over- 1st - 6, 2nd - 4, 3rd - 3, 4th - 2, 5th – 1. Even if there is only one starter in a High Points Series Class.

- Show Secretaries need not worry about series points, as the Points Co-ordinator will allocate, record and monitor the series points.
- Please award the Horse of the Year Qualifying points in the normal way of: 6,4,3,2,1, for 1st to 5th for rounds that have a score of 66% and over.
- **When an Equine achieves the maximum number of counting Series Rounds, it is only the series points that will change and this will be the responsibility of the Points Coordinator.**

Please contact me any time that you have a query. I check my emails & answer phone messages throughout the day.

Postal address:

243A Matai Road

R.D.2, Matamata

Phone: 021746166

E-mail: waikatoshg@gmail.com

Karen Potter: ESNZ Show Hunter Points Coordinator