



# EVENTING

**ESNZ EVENTING  
ORGANISER'S PACK**

# ESNZ Eventing Organiser's Pack

## Useful Contacts:

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### **ESNZ Eventing Sport Manager:**

Eliza Johns

Ph: 021 734 829

Email: [eventing@nzequestrian.org.nz](mailto:eventing@nzequestrian.org.nz)

### **ESNZ Offices:**

Level 1, Panama House

22 Panama Street, Wellington

Ph: 04 499 8994

Email: [nzef@nzequestrian.org.nz](mailto:nzef@nzequestrian.org.nz)

### **Equestrian Entries:**

Vicki and John Lawson

Ph: 021 684 858

Email: [info@equestrianentries.co.nz](mailto:info@equestrianentries.co.nz)

### **Link to Eventing Contacts on Website**

<http://www.nzequestrian.org.nz/eventing/about/our-people/>

# INTRODUCTION

Thank you for your contribution to Eventing in NZ and taking on the task of organizing an ESNZ Eventing Event. Contained in this pack is both useful information, forms and guidelines and helpful tips. This pack is not just focused on the Secretary but on the Organising Committee as a whole.

Your responsibilities to ESNZ and ESNZ Eventing are listed below and are also loaded as a separate document on our Resources for Organisers webpage for ease of access.

Running a Horse Trial is a considerable undertaking and requires a group of committed and hard-working volunteers to carry out all the tasks involved in putting on a successful event. Organising committees are the unsung heroes of our sport – Eventing in NZ would not exist without you – so feel justly proud of your efforts and celebrate what you have achieved!

As with organising any event, forward planning is the key – there is so much on the actual day that you can't control – e.g the weather and horse and rider behaviour, that having everything else managed makes for a much less stressful time, even when untoward things happen.

Having an initial planning meeting to work out areas of responsibility several months prior to your event is a good idea. Most OC's divide up the various jobs into different categories, i.e Event Convener, Dressage Convener, Show-Jumping Convener, XC Convener, sponsorship/funding convener etc. Having regular planning and updating meetings either in person or via email is then crucial so that everyone keeps on track.

Broadly speaking you can divide organising and running a Horse Trial into jobs that come under the different convening roles and that have to be done prior to the event, during the event and after the event.

Most OCs have their own checklists that they have develop over time – we have included a couple here that you may find useful as a starting point and which can be adapted to your own needs. We have also included a simple budget which again gives a broad idea of the relevant income/costs most OC's need to factor in.

Getting funding and sponsorship is one of the tasks that needs to be started many months prior to your events as it can take some time to put in applications and receive notification of your success or otherwise.

After your event has been it is a good idea to have a debriefing meeting to identify both what went well or not so well and what can be improved upon next time. If this is well written up

then it can be the first thing that can be revised at the first planning meeting for your next event and acted on.

Most Eventing OC's are now using the Equestrian Entries online entry system which does most of the leg-work of checking horse and rider registrations as well as having many other features that assist you to run your event such as yarding assignment, timetabling, draws and running orders as well as a scoring programme that provides "live" scoring and texting results to competitors.

Equestrian Entries NZ: John and Vicki Lawson

Phone: 021 684 858

Email: [john@equestrianentries.co.nz](mailto:john@equestrianentries.co.nz)

Website: [www.equestrianentries.co.nz](http://www.equestrianentries.co.nz)

### **Responsibilities to ESNZ and ESNZ Eventing:**

When an ENZ affiliated Area or OC runs an event under ESNZ Eventing Rules and ESNZ General Regulations they are covered by ESNZ's Public Liability Insurance.

Therefore it is vital to run in accordance with the current Eventing Rules and ESNZ General Regulations.

These are your "go to " documents as they tell you how each test must be run and also give you all the requirements with regards to officials, course designers, judges, levies to be paid, medical standards and veterinary provision etc.

Whilst the Rules are not a "how to run an event guide" they do provide a comprehensive outline of what needs to be in place for an event to be run safely and correctly under the current rules. The Rule Book is fairly frequently updated and so it is important to keep up-to date with any changes – download the latest version from the ESNZ website before your event each year. This is particularly relevant for OC's that have been running for many years as often things are done in the same way year after year and no one checks to see if it is still the correct rule or process.

The Sport Manager of ESNZ Eventing is your main point of contact with both ESNZ Eventing and also Equestrian Sports New Zealand.

It is via the Sport Manager that any change of Calendar dates, or Event Venues needs to be requested for ESNZ Eventing Board approval. Normally this is done a year out from your event as Calendar dates are set well in advance.

### **Event Schedules:**

The event schedule needs to be sent to the Sport Manager prior to it being advertised or published in any form. All event schedules are checked by the Sport Manager and the Technical Advisory Group to ensure they comply with the current ESNZ Eventing Rules.

Under the General Regulations all Event Schedules must be sent to the Sport Manager not less than 8 weeks prior to your event and should be published not less than 4 weeks prior

to the event.

There are various elements that all schedules and event programmes must contain – these are all listed in the rules under the sections on Schedules and Programmes – article 616 and 617.

### **Officials/Judges:**

Then it is your OCs responsibility to appoint all the correct officials and judges as required under the Rules and for the event to be run according to the current Rules. This ensures that your OC and all Officials and Volunteers are covered by ESNZ's Public Liability Insurance and is crucial to ensuring that your event is correctly and safely run.

There is an "Official List" template form to complete listing your officials for your event. This form helps to ensure that the right people are correctly qualified for their role on the day. Links to the current list of Officials and Judges are on the website. This form is to be sent in, ideally with your schedule, to the sport manager at least 8 weeks prior to your event.

Officials have spent many years involved in the sport and have given an enormous amount of their time and resources into eventing and other equestrian disciplines. In most cases they are only paid for their expenses in attending your event – transport and accommodation rather than getting any remuneration for their time. They (in particular your TD) and the Eventing Sport Manager are your first port of call for any questions.

When inviting officials to officiate at your event, be very clear with them in a written invitation (email) what you can offer them in return for their service. Eg. A travel contribution or mileage payment, meals, accommodation, payment etc. Officials are in high demand, especially Dressage judges so make sure you get your invitations out early. Make sure that your OC appropriately thanks officials at conclusion of the event, a thank you card or note, a follow up email (chocolates are great too).

### **Athlete Representative (Rider Rep)**

At all ESNZ Eventing competitions, the Organising Committee, in conjunction with the Technical Delegate, shall appoint an Athlete Representative for each level of competition.

The Athlete Representative shall;

1. Be selected from Athletes entered in that level of competition.
2. Preferably be appointed for only one level of competition but, in any case, shall not be appointed for more than two levels of competition.
3. Act as a conduit between the Athletes and the Technical Delegate on all matters pertaining to the event, especially on any concerns Athletes may express in regards to the Cross Country Test. In the case of the Cross Country or Jumping Test, the Technical Delegate must be informed as early as possible so that the other officials can be consulted and any modifications be made in a timely manner and all competitors notified accordingly.
4. May offer advice about the competition to younger and less experienced Athletes from a rider's perspective as appropriate.
5. Be particularly responsible to report to the Technical Delegate on the extent of any

concerns expressed by Athletes.

6. Nothing in this rule interferes with the absolute right of any athlete to approach the Technical Delegate directly on any issue.

Suggestions;

- Up to organising committees and TDs to select appropriate Athlete Representatives based largely on local knowledge.
- Criteria should be someone not riding too many horses, and someone who has experience at that level, who is approachable and able to communicate well with both the Technical Delegate and Athletes.

The above is also loaded on the organisers resource page.

### **Registrations/Membership:**

It is also the OCs responsibility to ensure that all horses and riders have the correct registration and membership for the Class they are entering.

To understand the level of membership and registration required you can refer to the membership structure table which is available here: <https://www.nzequestrian.org.nz/esnz/membershipregistration/esnz-membership-forms-and-policies/>

Equestrian Entries identifies whether these are up-to-date and will inform you of any that are not. You can then contact the rider concerned and as soon as they have up-dated their membership or horse registration the Equestrian Entries software will take them off the Secretaries action list.

***Riders are responsible for keeping their membership and registration up to date, however do not assume that this is in order when they enter, it is vital that you double check. Incorrect entries should be sent straight back to the competitor for correction before the entry is confirmed.***

**Collecting Levies:**

All Events run under ESNZ Eventing Rules are liable to collect Levies on behalf of ESNZ Eventing and to pass on these levies at the conclusion of your Event.

**Entry Levies:**

Entry Levies are payable at the following rates:

Class	Levy
CCN/CCI - 4*/3*/2*	\$40.00
CCN105/CCN1*	\$35.00
CCN95	\$25.00
CCN80	\$20.00
CCN65	\$15.00
Combined Training classes (dressage and jumping)	\$5.00
Discipline Flexi Start (105 only)	\$15.00
Express Eventing	\$2.00
<b>ESNZ Central Fees</b>	
Casual Membership Express Eventing - CCN80	\$15.00
Casual Equine Registration CCN80 - CCN105	\$5.00

The levies form will need to be completed at the conclusion of your event, please email a copy to [eventing@nzquestrian.org.nz](mailto:eventing@nzquestrian.org.nz) and forward payment to; 06-0513-0149329-00. Access the levy form through equestrian entries – post event tasks.

**Event Forms:**

At the completion of your Event all relevant forms (loaded separately on the website) must be filled out by the requisite Officials (TD's, Stewards etc.) and these forms along with any Accident/Fall Report forms sent to the Eventing Sport Manager.

Email: [eventing@nzquestrian.org.nz](mailto:eventing@nzquestrian.org.nz)

The senior TD (the TD of the top classes) is responsible for completing the Event Report. There should be one report for an event, not one per class or TD. The TD should discuss the report with the OC before finalizing and sending to the sport manager.

It is also the TD's responsibility to ensure the Medical and Veterinary Lists correlate with his/her master list of all accidents/falls for the Event. The TD must then scan and email this information directly to the Sport Manager by the **Wednesday** following the Event.

**Stewarding Report** – completed at your event by the Chief Steward, ideally this is given to the senior TD and submitted with the Event Report.

### **Complaints/Protests:**

ESNZ Eventing **Protest/Objection Procedure** – please ensure your Organising Committee and Officials are familiar with the procedures outlined on this form.

ESNZ Eventing **Competitor Protest Form** – for your use.

### **Results:**

Please email your results at the conclusion of your event, or no later than 24 hours after the event to the Sport Manager on [eventing@nzequestrian.org.nz](mailto:eventing@nzequestrian.org.nz) in the up-loadable (Excel) format from Equestrian Entries.

When emailing the up-load results file, please also include the full results in **pdf** format suitable for the website. These files will be loaded on the eventing results page of the ESNZ website immediately following the event.

If you experience any problems with your show software, please contact the following developers:

**Equestrian Entries NZ:** John and Vicki Lawson

Phone: 021 684 858

Email: [info@equestrianentries.co.nz](mailto:info@equestrianentries.co.nz)

**Safety at Events:**

Safety at events is an ever-increasing issue and is something OCs need to be extremely mindful of. This extends well beyond rider safety and horse welfare which are covered by ESNZ Eventing Rules – OCs need to consider all aspects of their event including spectator safety, traffic flow within the event grounds and truck-park safety. Read about everything your OC needs to know about Safety at Eventing Competitions on the website:

<https://www.nzequestrian.org.nz/safety/>

We would like to hear about any additional information you would like to see included in this OC pack or if you have any checklists, helpful information that you think would be of value to other groups then please send it through to the Sport Manager.

We wish you all the best in your planning and running of your events.

**Incident Reporting**

All incidents that take place during the course of your event need to be recorded via the ESNZ online incident reporting tool. This includes all serious falls where the rider is removed from the venue in an ambulance, all incidents which resulted in a blue card being issued and all incidents involving people, vehicles, horses and property

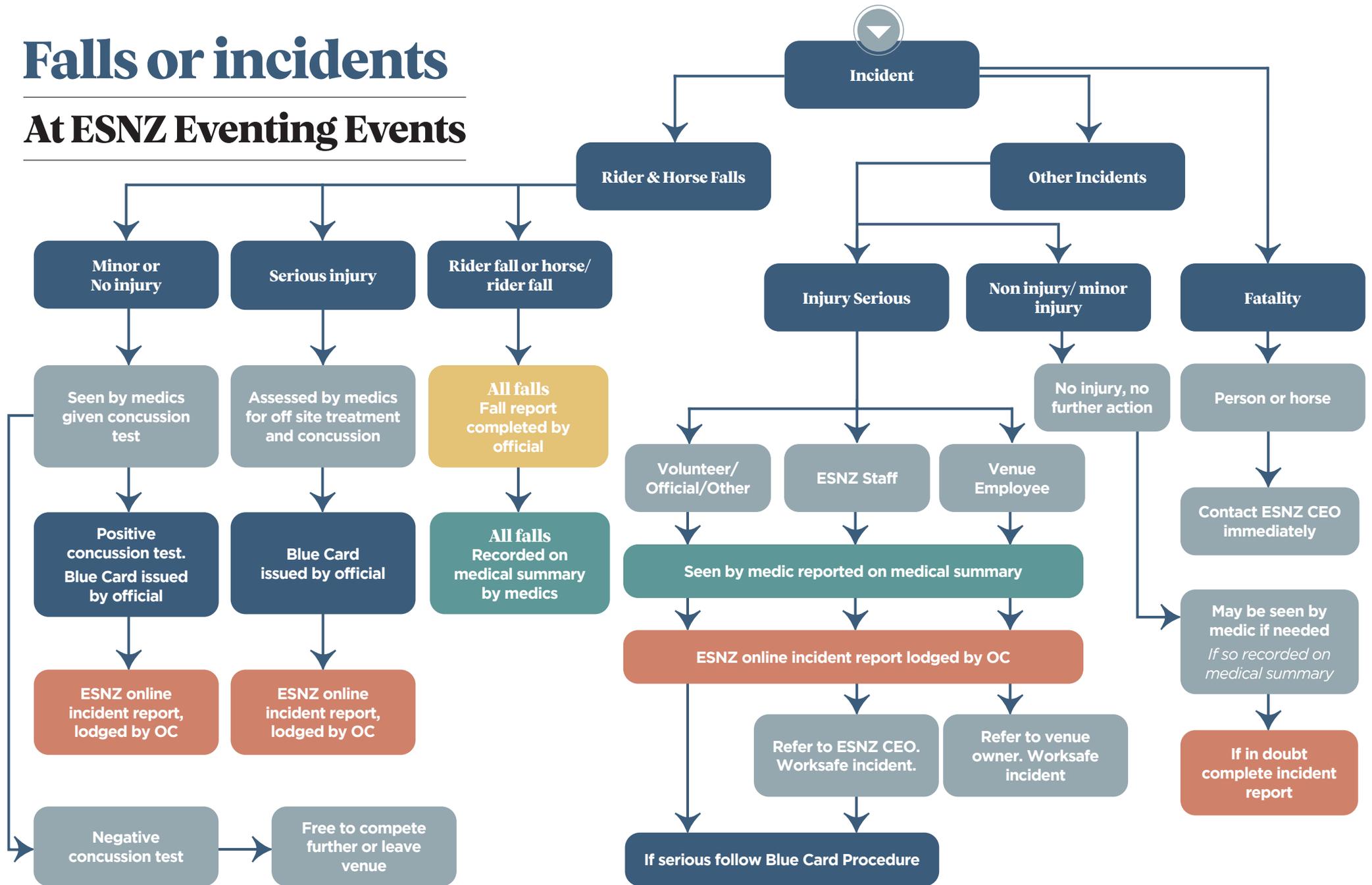
<https://www.nzequestrian.org.nz/safety/online-incident-report/>

The below link is to a flow chart of Eventing Incident Reporting and is designed to help OCs understand how to report different types of incidents.

<https://www.nzequestrian.org.nz/wp-content/uploads/22644-ESNZ-Eventing-Flow-Chart-Falls-and-Incidents-landscape-V6.pdf>

# Falls or incidents

## At ESNZ Eventing Events



Event: \_\_\_\_\_

Date: \_\_\_\_\_

Event Secretary name/email: \_\_\_\_\_

Class	Number of Starters (CCN/CCI)	Levy Per Horse		Number of Starters (Dressage with Jumping)	Levy Per Horse	Total
CCN4* OR CCI4*		@ \$40	+		@ \$5	=
CCN3* OR CCI3*		@ \$40	+		@ \$5	=
CCN2* or CCI2*		@ \$40	+		@ \$5	=
CCN105/CCN1*		@ \$35	+		@ \$5	=
CCN95		@ \$25	+		@ \$5	=
CCN80		@ \$20	+		@ \$5	=
CCN65		@ \$15	+		@ \$5	=
Discipline Flexi Start CCN105		@ \$15				=
Express Eventing		@ \$2				=
<b>Total amount payable (GST Inclusive) \$</b>						

**ESNZ Casual Starts Horse/ & Athlete**

Casual Horse Starts CCN80	@\$5	
Casual Horse Starts CCN95	@\$5	
Casual Horse Starts CCN105	@\$5	
Casual Members Express Events	@\$15	
Casual Members CCN65	@\$15	
Casual Members CCN80	@\$15	
Casual Members CCN95	@\$15	
<b>Total amount payable (GST Inclusive)</b>		<b>\$</b>

As the beginning of a new season approaches it is a good opportunity to discuss the new and remind ourselves of the old.

## What is new in 2020

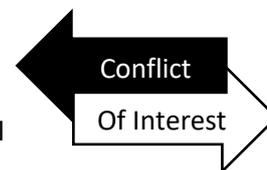
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There are a few rules changes that come into effect with the start of the new Eventing season 2020-21. The changes are nowhere as significant as they were in January 2019 when the levels and the names of the levels changed.

### Conflict of Interest | Article 631 Appointment of Officials

Anyone who is on any committee should be familiar with the need to identify, declare and manage conflict of interests both actual and perceived.

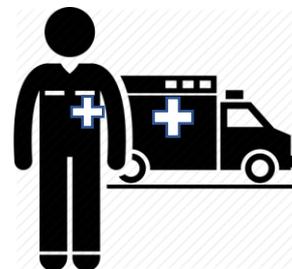
Article 631 Appointment of Officials now includes clauses that set out potential conflict of interests and a process for Organising Committees to following. It is important that both officials and Organising Committees familiarise themselves with these clauses with Article 631 – see below:



1. All Officials must declare to the Organising Committee any real or perceived **conflict of interest** that may influence decisions or actions that the said official may take prior to or during the event before accepting an appointment.
  - 1.1 **Conflict of Interest** could be, but not limited to, family relationships competing or officiating, ownership or financial interest in a horse competing, training (coaching, training or schooling with or without monetary compensation) of horse and or rider, wanting to compete at the event, recent ownership of a horse or any other occurrence that may influence a decision.
2. The Official having accepted the appointment and the Organising Committee have the duty to eliminate or minimise any conflict prior to the event starting but in so doing must not in any way compromise the safety, efficiency, or legality of the event.
3. The Organising Committees must complete the Declaration of Interest form setting out any actual or perceived conflict of interests for all officials. This document must be sent along with the proposed list of officials to the Sports Manager as part of the Event Schedule 8 weeks prior to the event (Article 616).
4. The Sports Manager and Technical Advisory Group reserve the right to contact the Organising Committee concerning either the event's List of Officials or Declaration of Interest documentation before the event.
  - 4.1. The Declaration of Interest document should be available at the Event for review by all competitors, supporters, volunteers, and officials upon request.
5. If a Conflict of Interest arises during the event, this will fall under the jurisdiction of the Ground Jury and in particular the President of the Ground Jury/Chief Cross Country Judge. (Article 624)

## Medical Personnel | Article 635 Minimum Standards for Medical Personnel

The names of the medical personnel needed during an event in Article 635 have been updated to bring them in line with the current terminology used by providers e.g. Ambulance Officers are now either EMTs (Emergency Medical Technicians) or First Responders. The definition of the medical personnel, their skill requirements plus the resources they should have available has also been updated. This is now included in Annex 4 of the rules.



It is important to note that although the names used to describe the medical personnel have changed the levels of medical personnel needed at Dressage, Jumping and Cross-Country phases has NOT changed.

There are also some minor changes around what Organising Committee's need to do prior to an event. It is therefore important that officials, especially TDs as well as Organising Committees have read and understood the changes to Article 635 and ensure there is sufficient time to implement them at their event.

## Identification | Article 651 Numbers

It is now a requirement that a Horse has on a personal identification (ID) tag, such as an engraved metal disc or cattle ear tag are examples, at all times while at an event. The identification tag must have on it the owner or rider's name and cell phone number OR the draw number OR a substitute number if provided by the Organiser. When competing the ID tag should be replaced by a bridle number.



## Body Protectors | Article 655



There is now minimum mandatory standards for Body Protectors. The introduction of a minimum standard was first flagged over 18 months ago. The standards are

- BETA 2009 Level 3
- BETA 2018 Level 3
- ASTM-F1937

The body protector to meet the minimum standard must have one have a label on the body protector when manufactured with one of these standards on it.



There may be some body protectors that have both an ASTM-F1937 and a BETA 2009 Level 3 label on them. Please note that:

- Body protectors that are labelled BETA 2000 Level 3 DO NOT meet the standard.
- Body protectors labelled EN13158 that do not have a BETA 2009 Level 3 label or BETA 2018 Level 3 label DO NOT meet the standard.

## Changes to Saddlery | Articles 656 Saddlery

Hackamores without bits are not allowed in Dressage and Cross-Country. Bitless brides are not allowed for Cross Country. Neck Straps must be attached to the breastplate or the saddle. French Link bits can be used in all phases of Eventing at national competitions (CCN65 to CCN4\*).

## Cross-Country Obstacles | Article 665 Obstacles

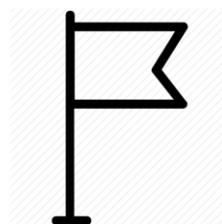
There are a few important changes to the rule governing cross-country obstacles that CDs and TDs especially need to be aware of these changes.

- At 4\* level all open oxers, open corners, verticals or near verticals with open rails, top rail on triple bars and gates must be fitted with frangible devices
- A fence must not be less than two strides before a step out of water or three strides after a drop in water. Water to water with a drop is not a permitted obstacle question at any level.
- Spread fences, including corners must not have an upright or vertical leading edge. The top of the front of the fence must be rounded or sloped (Ref NZ Course Design Guide). All other fences, including gates and fences using square and/or sawn materials, must not have any sharp or square edges. Brush fences are excluded provided there is at least 20cms of brush above the solid part of the fence.

## Missing a Flag | Article 667 Definition of Faults

The wording around a missing a flag has been amended slightly from the wording used in 2019 to describe when a horse has missed a flag and a 15 penalties apply. It is important that TDs and CXCJ make sure they familiarise themselves with this change in wording.

It is also important that TDs continue to ensure that videos are placed on all fences at which there is a risk of a missed flag penalty from CCN1\* up at all events.



## Reporting

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Reporting has increased especially for TDs but the data is being collected and analysed and is being used to drive decisions about health and safety.

### Technical Delegate Event Report

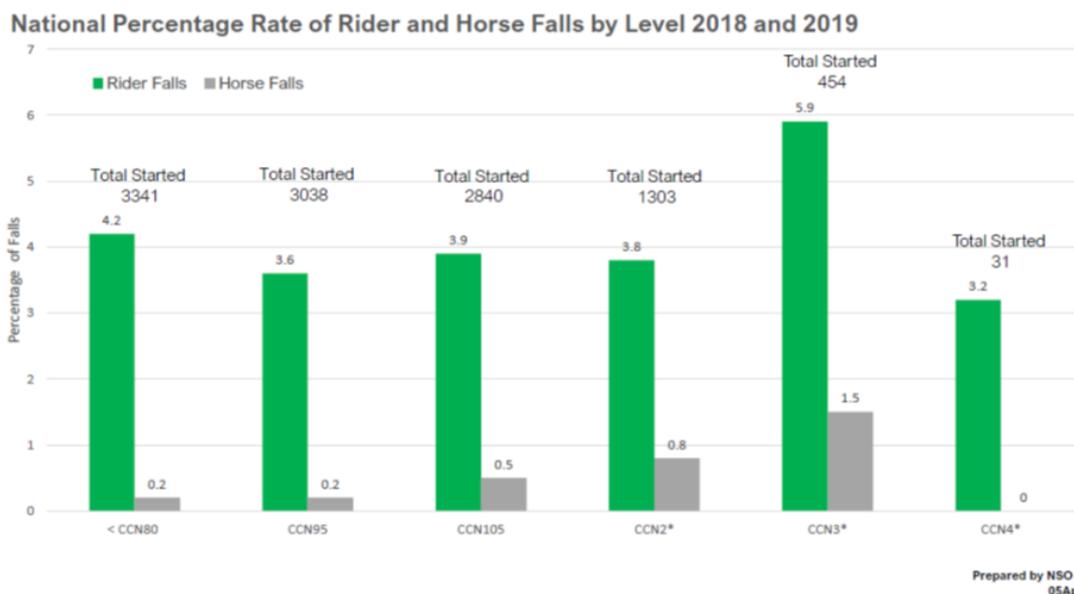
Only ONE Technical Delegate Event Report should be submitted for an event. This should be completed by the senior TD for the event with input. The senior TD should consult not just the other members of the TD team but also the XCJ Team (Chief XC-J and Assistant XC-j) and stewards during the writing of the report. The Senior TD should discuss in general terms the report with key members of the Organising Committee in particular the Event Director / Event Secretary before sending to the Eventing Sports Manager. If the Senior TD chooses not to discuss the report with the OC this should be noted in the report by the Senior TD.

### Stewards Report

The OC Pack along with the Technical Delegates Event Reports also contains a Stewards Event Report. This is to be completed by the Chief Steward for the event and should also be sent to the Eventing Sports Manager within a week of the event.

## Fall Reports

The Senior TD should send the Fall Reports and the XC Analysis Report for each level from Equestrian Entries scoring system along with Event Report to the Eventing Sport’s Manager within a week of the event. If you are having difficulty getting XC Analysis Report the Event Secretary can help. This data has now been collected and included in a database that is providing insight into incident rate at different levels.



## XC Minimum Standard Report

This report is again included in the OC Event Pack and should be passed on by the OC to the CD for completion. Again it is to be sent in along with the other reports by the Senior TD within a week of the event.

## XC Fence Description Forms

This report NO longer needs to be completed either by TDs or CDs for national events. The data for the season and a half is still be collated and analysed and until that is finished no further reporting is necessary. However the FEI continues to require XC Fence Description forms to be completed by the CD and sent in by the Senior TD.

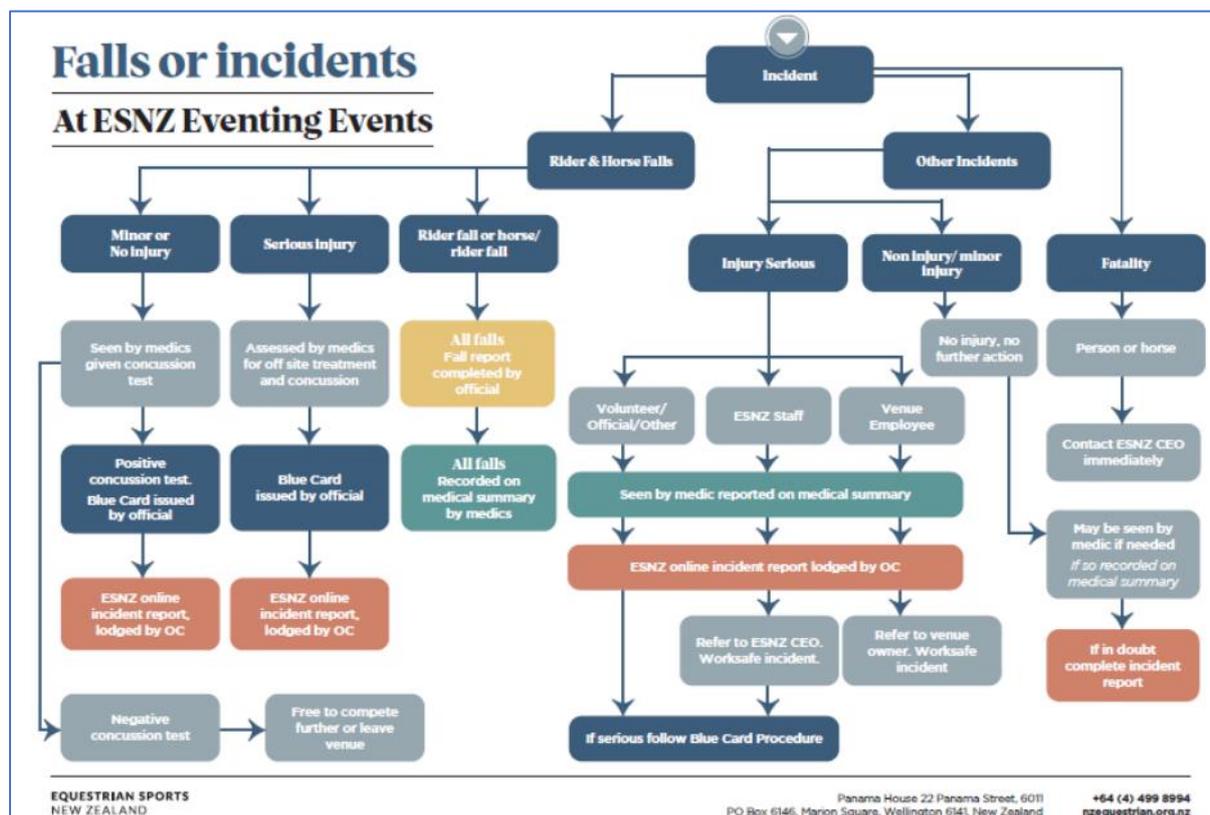
## Medical Summary

The OC Event Pack along with the TD Event Report also contains the Medical Summary Sheet to be completed by the Medical personnel for the event. The TD team should check that this report has been passed on to the Medical team by the OC and that they understand how it is to be completed. The Medical Summary should be sent back along with the TD Event Report, all Fall Reports and the XC Analysis Report within a week of the event.

The table below is summary of the rider injury data collected nationally for Eventing

EVENTING	starts	Minimal	Minor	Medium	Major	Extreme	Concussion	Total	% starts
2016-17	7156	43	8	1		2		54	0.75
2017-18	6863	83	2	6	1			92	1.34
2018-19	6442	35	3	4	2		13	57	0.88
2019-20	4322	1	1				5	7	0.16

ESNZ recently developed in consultation with Eventing two flow charts to explain the incident reporting system and where the responsibilities lie for sending in reports. Please ensure you visit the ESNZ website to familiarise yourself with the reporting process and download your own copy of the flow chart.



The above flow chart is available on ESNZ Website the URL is below  
<https://www.nzequestrian.org.nz/wp-content/uploads/22644-ESNZ-Eventing-Flow-Chart-Falls-and-Incidents-landscape-V6.pdf>

## NZPCA Reporting

NZPCA have different requirements so ask the event Secretary if you are TD-ing at a Pony Club event for their reporting forms.

# TIPS FROM A SECRETARY

**As Secretary you will be the 'Go to' person for a lot of officials/competitors and everybody for the duration of your event so it makes sense to have a few extra things on hand;**

First Aid Kit

Well stocked stationery kit

## RECORDING ENTRIES

Note Horse, Rider, class, entry fee paid, yard wanted, total, any requests, offers of help, people travelling together, and multiple entries.

## DRAW

Can hold local riders back from the first draw—they are guaranteed an entry, but you can fit them in a scratching and they can be phoned with their start time.

Do multiple entries first and of these, do those that have more than one entry in the same class, before those with multiple entries in different classes. Try to have higher graded horse going first.

Minimum time between horses, half an hour from completion in test before start of next

If you give Showjumping times, keep in mind multiple entries, can they fit and make sure the higher graded horses have preference.

Get the draw to the scorer as soon as possible.

Ring through changes as they happen.

# XC STYLE PRIZE

## THE RIDER SHOP/RANGIORA EQUESTRIAN XC STYLE PRIZE

The Rider Shop XC Style prize is to be awarded at national level events around the country, to be judged at 1.05m level and below, for riders that are uncategorised. The aim of this initiative is to encourage good, safe cross-country riding, and educate our riders in this area.

The Rider Shop/Rangiora Equestrian Supplies have again sponsored this initiative for 2020-2021 and have provided a \$50 Voucher for each event, to go to the winner of the style prize. We envisage that the competition be judged over a section of the course that is reasonably visible to enable a spread of fences to be analysed. It will be up to the Organising Committee of each event to select an appropriate person to judge the award. We suggest that a suitable person could be your Course Designer, TD, announcer, or someone else who is in a position to watch a good number of riders over a section of the course and has good knowledge in the field of cross country riding.

The winner of the award should display a good rhythm, with correct setting up appropriate to the type of fence to be judged. We also suggest that the potential winner have their cross-country time checked to ensure they are reasonably close to the optimum time, and not several minutes under! The best process would probably be for your judge to select a few potential candidates, to be checked against the list of eligible riders to ensure they are not categorized, and to make sure their optimum time is acceptable.

If you would like to include this at your event, we ask for your help in promoting the award within your area prior to your event and include details of this within your event schedule. This could simply be done by adding a condition stating:

*"The Rider Shop/Rangiora Equestrian Supplies Cross Country Style Prize – special award - to be judged at 1.05m level and below".*

The process will be as follows: Class judged at the event, winner announced, ESNZ Sport Manager contacted post event and provided with:

- Event name,
- Rider name,
- Horse name,
- A photo for promotional purposes
- Class competed in

The Sport Manager will then contact the rider to issue the voucher.

If you have any questions on the above, please contact [eventing@nzequestrian.org.nz](mailto:eventing@nzequestrian.org.nz)

# EVENTING SERIES CONDITIONS 2020/2021 SEASON

Effective from 1st August 2020

## GENERAL CONDITIONS

### 1. GOALS

- 1.1 Increase the participation in the Events involved in ESNZ Eventing Series and in the sport of Eventing generally.
- 1.2 Support promotion of Eventing to the media.
- 1.3 Promote excellence in equitation and all other technical aspects of the Eventing.
- 1.4 Provide a competition structure that assists in the development of younger and/or less experienced riders, encourages the continued participation of older and/or more experienced riders, and supports further development of elite and potentially elite riders.

### 2. PRINCIPLES

- 2.1 The term Series refers to a number of competitions held successively at different Events leading to a final classification, or to qualify horses and/or combinations for a final Event or competition.
- 2.2 A Series cannot commence before 1st August and must conclude at the final event (Final) as defined below.
- 2.3 The Series may be restricted to horses or ponies and/or different categories of competitors. These qualifications will be specified in the particular conditions of each Series.
- 2.4 A final event for each Series competition will be named as the last Series event each season by the ESNZ Eventing Board.
- 2.5 **FOR THE 2020/2021 SEASON THE FINAL EVENT FOR ALL SERIES WILL BE TAUPO CCI-L, MAY 2021**
- 2.6 The Eventing Calendar on the ESNZ Website will be the Official Calendar. The Event rating cannot be increased, or competitions added, unless it is amended by the ESNZ Eventing Board and published on the ESNZ Website.
- 2.7 Only in extraordinary circumstances will Events or competitions be added to the Series (other than pursuant to the Series Conditions exception referred to immediately above). Those possible exceptions will only be implemented with the permission of the ESNZ Eventing Board and after publication on the ESNZ Website.
- 2.8 For the purpose of these Conditions, Equestrian Sports NZ (ESNZ) will be referred to as NF.

### 3. POINTS

- 3.1 Points will be allocated according to Placings and Performance.
- 3.2 Placing points will only be awarded if there is a minimum of 2 starters.

Event Rating (Cross Country Level)	Placing Points						Performance Points	
	1st	2nd	3rd	4th	5th	6th	Performance Score	MER Score
CCN4*	26	24	22	18	14	10	6	6
CCN3*	22	19	16	13	10	7	5	5
CCN2*	18	15	12	9	6	5	4	4
CCN105/CCN1*	13	10	8	6	4	3	3	3
CCN95	9	7	5	4	3	2	2	2
CCN80	6	5	4	3	2	1	1	1

- 3.3 The level of the cross country course dictates the level of points awarded.
- 3.4 Multiplications to points will be awarded as follows:

CCN80-L	CCN95-L	CCN105/1*-L	CCI2*-L	CCI3*-L	CCI4*-L	CCI5*-L WEG/OG
CCN80 Pts x 1.5	CCN95 Pts x 1.5	CCN105 Pts x 1.5	CCN2* Pts x 1.5	CCN3* pts x 1.5	CCN4* pts x 1.5	CCN4* pts x 2

- Junior National One Day Championships will have points applied CCN2\*
- Young Rider National One Day Championships will have points applied CCN3\*
- Senior National One Championships will have CCN points applied.
- Performance Score and MER Score will not be multiplied.

Please note: If Junior and Young Rider Title Competitions are held within another class then there will only be one set of points awarded as per that class.

- National Events will have points earned for 1 in 5 starters.
- FEI Events will earn points at 1 in 4 starters.

- 3.5 To earn **performance score** points a combination will need:
- 65% or more in the dressage test
  - Clear jumping and 18 time penalties or less cross country
  - Not more than 4 jump faults show jumping.
  - Combinations earning a Performance Score will be awarded their Performance Score points as well as their placing and MER score related points as applicable.
- 3.6 To earn **MER score** points, a combination will need:
- Not less than 55% in the dressage test
  - 0 jump penalties and 30 time penalties or less cross country
  - Not more than 16 jump faults show jumping.
  - Combinations earning a MER Score will be awarded their MER points score as well as their placing related points.
- 3.7 In the event of an equality of points, placings will be decided on performance points received at the higher level.

#### 4. PARTICIPATION

4.1 To be eligible for a Series competition Riders must be current, fully paid and correctly registered members of the NF and the Eventing Discipline.

4.2 Series points are accrued on a combination basis. Riders may register and compete more than one horse but each horse and rider combination will be registered as separate individual combinations.

4.3 Horses:

4.3.1 All horses and ponies that take part in the Series must be currently and correctly registered with the NF and the Eventing Discipline.

4.4 Riders:

4.4.1 Riders must nominate themselves into the Rider Series (Pro-Am, Amateur, Young Rider, Junior Rider, Grassroots) online via the equestrian entries website, [www.equestrianentries.co.nz](http://www.equestrianentries.co.nz), with their full name and ESNZ membership number and the ESNZ registered names and numbers of the horses they are nominating themselves on. They must state the Rider Series they are wishing to be registered for.

4.4.2 All combinations entering a CCN4\* Event, CCI4\*-S/L competition in New Zealand will automatically be registered for the Super League Series.

4.4.3 **There will be no retrospective awarding of points.** Events competed in prior to the ESNZ Eventing Sport Manager receiving notification of nomination to a series will be excluded from series results for that rider/horse combination.

4.4.4 Riders who are eligible for more than one of the Junior, Young Rider, Grassroots, Amateur or Pro-Am Series must nominate themselves for the Series they wish to compete in per 4.4.1.

4.4.5 All combinations where the rider is over 16 years of age are eligible for the Super League Series, refer to the Super League Series Conditions.

4.4.6 Each series winner must be available for one day of promotional work or team building for the sponsor of the series won.

#### 5. RESULTS AND PUBLICITY

5.1 Full results of all Series classes with detailed three-phase scores for all starters must be forwarded by 5pm on the business day immediately following the Event to: ESNZ Eventing – [eventing@nzquestrian.org.nz](mailto:eventing@nzquestrian.org.nz)

5.2 Official result sheets for Eventing must be sent to the Equestrian Sports NZ by 5pm on the business day immediately following the Event.

#### 6. SPONSORSHIP REQUIREMENTS

6.1 The sponsor of a Series will have naming rights to that Series e.g. The XYZ Super League Eventing Series.

6.2 Provision must be made to display all sponsor's banners during the Series competition. ESNZ Eventing will supply the banners.

6.3 The sponsor's logo must be displayed in the event programme. Logos are available from the NF office. These logos can be sent by disk, e-mail or photocopy.

6.4 The sponsor of a Series may supply a sponsored obstacle which must, if available, be used in the particular sponsor's Series Competition.

6.5 Organising Committees may contract with individual event sponsors for a Series Competition or the entire event. However, the sponsorship must provide for reference to the Series Sponsors, including logos, of each Series Sponsor in the schedule advertised on the ESNZ Eventing website, all event programmes and general advertising.

6.6 It is a requirement of ESNZ Eventing that in the first instance a National Sponsor targeting a specific show be offered by the local Eventing group the opportunity of being the main sponsor including naming rights. Should that offer be declined then naming rights can be offered to a competitor company but with the ESNZ Eventing national sponsor still retaining the right to be a trade exhibitor albeit in a lesser capacity.

#### 7. PENALTIES

- 7.1 Any horse/pony or competitor that is in breach of the NF Rules, General Conditions or Series Conditions will automatically lose any points they may have gained and may be need and/or be open to further judicial action.
- 8. APPEALS**
- 8.1 A panel of not fewer than three and not more than five persons (one of whom shall be appointed as Chairperson) shall be appointed by the Board of ESNZ Eventing to an Appeals Committee.
- 8.2 The Appeals Committee shall have the power to enquire into, hear and determine all objections in respect of Series competitions (such objections not being within the jurisdiction of the Ground Jury), disputes over eligibility of horses and/or riders, breaches of these Conditions, and issues arising from interpretation of these Conditions.

#### **SUPER LEAGUE SERIES CONDITIONS**

1. Name
  - 1.1. The Series will be named The Super League Series
2. Qualification
  - 2.1. This Series is open to any competitor from the beginning of the calendar year they reach the age of 16.
3. Participation
  - 3.1. The competitor may ride more than one horse in the Super League Series.
  - 3.2. Series Points are accrued on a combination basis.
4. Competitions
  - 4.1. Competitions must be conducted under ESNZ Eventing or FEI rules.
  - 4.2. Eligible classes will be CCN4\* classes run under ESNZ Eventing rules and FEI competitions at CCI4\*-S/L and CCI5\* levels. Such classes must comply with point 8 (below).
5. Eligible combinations must be available for NZ team selection.
6. Points may be scored at FEI 4-star and 5-star events in Australia, provided the combination has competed in at least one Super League class in NZ that season. It is the rider's responsibility to provide details of such classes.
7. Points may also be earned at any CCI5\* worldwide between 1<sup>st</sup> August & the designated "final" event. To have a CCI5\* or WEG/Olympics score count, the combination must have started in a Super League class in NZ at least once in the season.
8. Prizes
  - 8.1. The minimum first prize money for a Super League competition is \$500 cash.

## YOUNG RIDER SERIES CONDITIONS

1. Name
  - 1.1. The Series will be named **The Young Rider Series**.
  - 1.2. Riders need to be aware of rule 4.0 in the general conditions in order to compete in this Series.
2. Horses
  - 2.1 There are no ownership restrictions on horses in this series.
3. Competitors
  - 3.1. Competitors will be eligible to take part in this Series from the **beginning of the calendar year** when they reach the **age of 18** until the **end of the calendar year** during which they reach the **age of 21**.  
*Refer to Rule Article 614 ESNZ Eventing Rules for age eligibility for each level.*
  - 3.2 Riders who nominate to compete in this Series will not be eligible to be in any other Series
4. Participation
  - 4.1. The competitor may ride more than one horse in the Young Rider Series.
  - 4.2. Series Points are accrued on a combination basis.
5. Competition
  - 5.1. Points will be gained at competitions run under ESNZ Eventing Rules at CCN80 level and above.
6. Points
  - 6.1. Combinations may only count a maximum of 10 competition scores.
  - 6.2 In addition to the points scale in the General Conditions, points may be gained at Pony Club Championships (AI section at CCN2\*), provided that the combination are registered for ESNZ Eventing.

## JUNIOR RIDER SERIES CONDITIONS

1. Name
  - 1.1. The Series will be named **The Junior Rider Series**.
  - 1.2. Riders need to be aware of rule 4.0 in the general conditions in order to compete in this Series.
2. Horses
  - 2.1 There are no ownership restrictions on horses in this series.
3. Competitors
  - 3.1. Competitors will be eligible to take part in this Series until the **end of the calendar year** during which they reach the **age of 18**.  
*Refer to Rule Article 614 ESNZ Eventing Rules for age eligibility for each level.*
  - 3.2 Riders who nominate to compete in this Series will not be eligible to be in any other Series
4. Participation
  - 4.1. The competitor may ride more than one horse in the Junior Rider Series.
  - 4.2. Series Points are accrued on a combination basis.
5. Competition
  - 5.1. Points will be gained at competitions run under ESNZ Eventing Rules at CCN80 level and above.
  - 5.2 Combinations may only count a maximum of 10 competition scores.
  - 5.3 In addition to the points scale in the General Conditions, points may be gained at Pony Club Championships (AI section at CCN2\*, DC section at CCN105 and MT Section at CCN95), provided that the combination are registered for ESNZ Eventing.

## AMATEUR RIDER SERIES CONDITIONS

1. Name
  - 1.1. The Series will be named **The Amateur Rider Series**.
  - 1.2. Riders need to be aware of rule 4.0 in the general conditions in order to compete in this Series.
2. Horses
  - 2.1. Competitors must ride horses that are registered with the NF in their name as owner or part owner or registered lessee.
3. Competitors
  - 3.1. Competitors may take part in this Series from the first day of the eventing season during which they reach the age of 21. The eventing season is from 1 August until 31 July; hence Competitors may not take part in the Young Rider Series at the same time.
  - 3.2. Competitors may not have been part of a Senior Representative Team (Trans Tasman/Oceania, WEG, Olympics)
  - 3.3. Competitors may not have gained a MER at 4\* in the previous 5 seasons or 3\* in the previous 3 seasons.
  - 3.4. Eligibility is assessed at the commencement of the season (1<sup>st</sup> August 2020).
  - 3.5. Riders who nominate to compete in this Series will not be eligible to be in any other Series
4. Participation
  - 4.1. The competitor may ride more than one horse in the Amateur Series.
  - 4.2. Series Points are accrued on a combination basis.
5. Competition
  - 5.1. Points will be gained at competitions run under ESNZ Eventing Rules at CCN80 level and above.
  - 5.2. Combinations may only count a maximum of 10 competition scores.

## PRO -AM RIDER SERIES CONDITIONS

1. Name
  - 1.1. The Series will be named **The Pro-Am Series**.
  - 1.2. Riders need to be aware of rule 4.0 in the general conditions in order to compete in this Series.
2. Horses
  - 2.1. There is no ownership restriction on horses in this series.
3. Competitors
  - 3.1. Competitors may take part in this Series from the first day of the eventing season during which they reach the age of 21. The eventing season is from 1 August until 31 July.
  - 3.2. Riders who nominate to compete in this Series will not be eligible to be in any other Series
  - 3.3. Competitors may not have gained a MER at 4\* level, or above, in the previous eventing season.
  - 3.4. Eligibility is assessed at the commencement of the eventing season (1st August 2020).
4. Participation
  - 4.1. The competitor may ride more than one horse in the Pro Am Series.
  - 4.2. Series Points are accrued on a combination basis.
5. Competition
  - 5.1. Competitions in the Series will be CCN80 and above
  - 5.2. Combinations may only count a maximum of 10 competition scores.

## GRASSROOTS SERIES CONDITIONS

1. Name
  - 1.1 The Series will be named **The Grassroots Series**.
  - 1.2 Riders need to be aware of rule 4.0 in the general conditions in order to compete in this Series.
2. Horses
  - 2.1 Competitors must ride horses that are registered with the NF in their name as owner or part owner or registered lessee.
3. Competitors
  - 3.1 Competitors may take part in this Series from the first day of the eventing season during which they reach the age of 21. The eventing season is from 1 August until 31 July.
  - 3.2 Riders may not have gained a MER at 2\* or above in the two seasons immediately preceding the Series competition.
  - 3.3 Riders who nominate to compete in this Series will not be eligible to be in any other Series.
  - 3.4 Eligibility is assessed at the commencement of the eventing season (1st August 2020).
4. Participation
  - 4.1 The competitor may ride more than one horse in the Grassroots Series.
  - 4.2 Series points will be accrued on a combination basis.
5. Competition
  - 5.1 Points will be gained at competitions run under ESNZ Eventing Rules CCN80 level and above.
  - 5.2 Combinations may only count a maximum of 10 competition scores.