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Central Texas Hunter and Jumper Association

2013 Rule Book

effective January 20, 2013

TABLE OF CONTENTS

Part One: Bylaws

Article 1: Name and Purpose	3
Article 2: Membership	3
Article 3: Membership Meetings	3
Article 4: Board of Directors	4
Article 5: Officers and Agents Powers and Duties	6
Article 6: Accounting	8
Article 7: Miscellaneous	8
Article 8: Amendments	10

Part Two: Rules and Regulations

Section I: United States Equestrian Federation	11
Section II: Membership	11
Section III: Horse Shows	11
Section IV: Points and Awards	14
Section V: Definitions	15
Section VI: Protests	16
Section VII: Show Evaluations	17

Appendix A: Guidelines for Recognized Shows

Rings	18
Water	18
Toilet Facilities	18
Concessions	18
Parking Area	18
Jumps and Courses	18
Scheduling	19
Personnel	19
Prize List	20
After the Show	21

BYLAWS

ARTICLE 1 Name and Purpose

SECTION 1.1 Name. The name of the corporation is Central Texas Hunter and Jumper Association.

SECTION 1.2 Purposes. The Corporation is organized for the following:

1 To support, encourage, and promote participation in recreational activities and sporting events and exhibitions for hunter and jumper trained horses and ponies.

2 To support and promote educational activities and events concerning the training, care, and exhibition of horses, and the safety of and preparation for participation in hunter and jumper equestrian events and exhibitions.

3 To formulate, adopt, and administer rules and regulations for the conduct of and participation in hunter and jumper equestrian events and exhibitions by its members, permitted non-members, and the horses or ponies ridden or shown by any of them.

4 To recognize annually in suitable fashion (as the Board of Directors of the Association may from time to time determine) those members of the Association who achieve noteworthy levels of performance in the equestrian events and exhibitions sponsored or sanctioned by the association.

5 To be an organization exempt from taxation under Section 501 (c) of the Internal Revenue Code of 1986 and all successor codes thereto.

6 To buy, acquire, sell, lease, and otherwise deal in and with real and personal property in furtherance of the purposes of the Association and manage, operate, maintain, and repair all such real and personal property as is now or thereafter owned by the Association in furtherance of its purposes herein set forth.

7 To enter into and perform any contract and to exercise any and all powers that may be necessary or convenient for the operation, management, maintenance, and administration of the affairs of the Association for the purposes herein set forth; and

8 In general, to have and exercise any and all powers, rights, and privileges that a corporation organized and existing under the Texan Non-Profit Corporation Act may by law now or hereafter have and exercise in aid or support of the other purposes of the Association herein set forth.

SECTION 1.3 Special Purposes. Notwithstanding any of the foregoing provisions of this Article I to the contrary, the Corporation is organized, and shall be operated exclusively, for educational purposes, prevention of cruelty to horses and for the pleasure, recreation, and competition of its members, and no part of any net earnings of the Association shall inure to the benefit of any private member or individual. No part of activities of the Corporation shall be carrying on propaganda, or otherwise attempting to influence legislation, and it shall not participate in, or intervene in (including the publishing or distributing of statements), any political campaign on behalf of or in opposition to any candidate for public office.

ARTICLE 2 Membership

SECTION 2.1 Persons Who May Be Members. The Corporation shall have members, said members being divided into two classes. Membership in the Corporation shall be open to all persons who desire to promote, support, train, or participate in showing or exhibiting hunter or jumper trained horses and ponies. No person shall become a member unless and until an application for membership has been made to and accepted by the Board of Directors and the applicable annual membership dues have been paid in full by the approved applicant.

SECTION 2.2 Individual Membership Class. Individual membership in the Corporation shall be open to any individual, Corporation, or partnership otherwise qualified for membership in the Corporation. Individual membership in the Corporation is non-transferable and annually renewable by paying the applicable annual dues. Individual membership shall entitle the individual member to one vote in all matters upon which the membership votes and to participate in any horse show classes sanctioned by the Corporation for which such member and or such member's horse or pony has paid applicable entry and other fees charged to participate in such class and horse show. Individual membership shall entitle a Corporation or partnership member to so participate and such designation cannot be changed during the fiscal year of the Corporation unless the former designee either becomes an individual member or ceases to be associated with the corporate or partnership member.

SECTION 2.3 Family Membership Class. Family membership in the Corporation shall be open to any family of related individuals otherwise qualified for membership in the Corporation. Family membership in the Corporation is non-transferable and annually renewable by paying the applicable annual dues. Family membership shall entitle all individuals composing the family to one vote, collectively, in all matters upon which the membership votes and shall entitle all individuals composing the family to participate in any horse show classes sanctioned by the Corporation for which such family members have paid the applicable entry and other fees charged to participate in such classes and horse show. Family membership shall entitle the family members collectively to exercise the one vote attributable to family membership.

ARTICLE 3 Membership Meetings

SECTION 3.1 Annual Meetings. The annual meeting of the members of the Corporation shall be held prior to the annual award banquet. At the annual meeting of members, the election of members to the Board of Directors shall occur with respect to those places to expire during the fiscal year and occur with respect to those places to expire during the fiscal year and such other business as may come before the meeting shall be transacted.

SECTION 3.2 Special Meetings. A special meeting of the members of the Corporation may be called by the President or Vice President at any time, or shall be called upon petition therefore to the President by members having ten percent (10%) of the votes of all members of the Corporation, or by a majority of the Board of Directors.

SECTION 3.3 Place of Meeting. All meetings of the members of the Corporation shall be held in the State of Texas at such location therein as may be designated by the Board of Directors in the notice of such meeting.

SECTION 3.4 Notice of Meeting. Notice of annual meetings of the members of the Corporation shall be required to be given in writing, or by email and by posting on the CTHJA website not more than fifty (50) nor less than ten (10) days prior to the date of such annual meeting. Except as otherwise required by statute, notice of special meetings of the members of the Corporation shall be given in writing or by email and by posting to the CTHJA website to members of the Corporation not less than ten (10) nor more than thirty (30) days before the date of such meeting.

SECTION 3.5 Waivers, Etc. Anything herein contained to the contrary notwithstanding, notice of any meeting of the Corporation shall not be required as to any member who shall attend such meetings in person or by proxy, and, any member of the Corporation shall, in person, or by attorney duly authorized, waive notice in writing of any meeting, whether before or after such meeting, notice thereof shall not be required.

SECTION 3.6 Quorum. At all meetings of the members of the Corporation (except as otherwise

provided by statute, by the Articles of Incorporation of the Corporation or by these By-Laws), the presence, in person of the attending members shall constitute a quorum for the transaction of business

SECTION 3.7 Proxy. Each member of the Corporation may vote by proxy duly filed with the Secretary of the Corporation prior to or at any annual or special meeting. No proxy shall be voted after eleven (11) months after its date.

ARTICLE 4 Board of Directors

SECTION 4.1 Number, Tenure, Election and Vacancies. The direction and management of the affairs of the Corporation, the control and disposition of its properties and funds and the performance and exercise of the respective obligations and rights imposed upon the granted to the "Board" thereunder or by the law shall consist of (a) eight (8) persons who are either members of the Corporation or a family member, employer, principal, partner, officer, director, or designee of a member of the Corporation and (b) the President, Vice President, Secretary-Treasurer, Statistician, Parliamentarian, and Immediate Past-President of the Corporation. The Officers of the Corporation shall comprise the Executive Committee.

The non-officer member of the Board of Directors shall be elected by the members of the Corporation at the annual meeting of the members for staggered terms of two (2) years with four (4) directors being elected each year. At each such election, the four (4) nominees receiving the highest number of votes cast in person or by proxy shall be declared the winners of such election and shall take their position commencing with the adjournment of such annual meeting. One of such eight (8) non-officer members shall be under the age of twenty-one (21) years. This junior member shall have a term of one (1) year.

The President, Vice President, Secretary, Treasurer, Statistician, and Parliamentarian elected each year at such annual meeting of members, joined by the person whose term as President will cease upon adjournment of such annual meeting (being herein called the "Immediate Past-President") shall become members of the Board of Directors for one-year term. No member shall be qualified to be re-elected as President more than once unless at least one full year in which such member does not serve as President lapses between every two consecutive years of service as President. Directors shall serve until their successors are elected and qualify. Nominations for election to the Board of Directors upon the death or resignation of the occupant thereof, or upon the disability of any occupant rendering him permanently incapable of participating in the management and affairs of the Corporation. In case of election to fill a vacancy, the term of the successor shall be for the unexpired term for which the former occupant thereof was elected. The election process shall begin and proceed through the following steps:

1 Prior to January 1, the Parliamentarian shall give written notice by mail of the Board positions to be filled. This includes all offices and four directorships, plus the Junior member.

2 Any member desiring his name to be placed on the ballot for a particular position must notify the Parliamentarian in writing prior to January 1. (A nominating committee made up of the Parliamentarian and two (2) Board members appointed by the Board of Directors at the fall meeting may make additional nominations as they see fit so that at least one (1) member is nominated for each position available for election.)

3 The Parliamentarian shall compose a ballot based upon these nominations and present the ballot to the secretary by January 10.

4 The secretary shall mail ballots to the membership no later than January 15.

5 All ballots are due at the annual meeting in January at which time they shall be counted and winners announced at the annual awards banquet.

6 Any vacancies shall be appointed by the Board of Directors.

7 Steps shall be taken as deemed necessary by the Parliamentarian and Secretary of the association to insure the authenticity of the ballots received.

SECTION 4.2 Director Emeritus. In addition to Directors provided for in these Bylaws, the Association shall have a class of Directors known as "Directors Emeritus". The permissible number of Directors Emeritus shall not exceed five.

1 Election by the Board of Directors: The Board of Directors, after notice as required for Special Meetings, may elect any person as a Director Emeritus who, prior to election has served (1) served a full one year term as an Executive Committee Member; and (2) served as a Director for fifteen full years.

2 Duties and Privileges: A Director emeritus shall possess all of the duties and privileges of a Central Texas Hunter and Jumper Association member and Director, except (1) he shall have no vote, nor shall he make motions or second same. He shall not be required to attend meetings, not be counted in determining a quorum; (2) as a member, he shall not pay dues.

3 Tenure: A Director Emeritus shall be entitled to serve as such for life, but he may resign by written notice to the President or Board of Directors.

SECTION 4.3 Place of Meeting. Meetings of the Board of Directors, or of any committee thereof, shall be held within the State of Texas.

SECTION 4.4 Stated Meetings. The Board of Directors may, by resolution adopted by vote of a majority of the whole Board of Directors, from time to time, appoint the time and place of holding stated meetings of the Board of Directors, be it deemed advisable; and such stated meetings shall thereupon be held at the time and place so appointed for the stated meeting shall fall on a legal holiday, such meeting may be held on another day of which written notice shall have been given by the President at least seven (7) days prior to the date for such meeting.

SECTION 4.5 Special Meetings. Special meetings of the Board of Directors shall be held whenever called by the President, Vice President, or any two of the directors. Written notice of any such meeting shall be given by the Secretary of the Corporation at least three (3) days prior to the date for such meeting. Notice of any meeting of the Board need not be given, however, to any director, if waived by him before or after such meeting in writing (including facsimile, telegram, or email) or if he shall be present at the meeting; and any meeting of the Board of Directors shall be a legal meeting without any of them having been given notice, if all the members shall be present thereat. Except as otherwise provided in these By-Laws, or as may be stated in the notice thereof, any and all business may be transacted at any special meeting of the Board of Directors.

SECTION 4.6 Quorum and Manner of Acting. Except as herein otherwise provided, the attending directors shall constitute a quorum for the transaction of business; and, except as otherwise required by statute or by these By-Laws, the act of a majority of the Directors present at any such meeting at which a quorum is present shall be the act of the Board of Directors.

SECTION 4.7 Resignations. Any director of the Corporation may resign at any time either by oral tender of resignation at any meeting of the Board of Directors or by giving written notice thereof to the Secretary of the Corporation. Such resignation shall take effect at the time specified therefore, and, unless required by the resignation, the acceptance of such resignation shall not be necessary to make it effective.

SECTION 4.8 Filling of Vacancies Not Caused by Removal. In case of any increase in the number of directors, or of any vacancy created by death, incapacity, or resignation, the additional director or directors may be elected, or, as the case may be, the vacancy or vacancies may be filled,

either

(a) by the Board of Directors at any stated meeting, or at a special meeting called for the purpose, by a vote of a majority of the directors then in office, or

(b) by vote of a majority of the membership votes represented at a special meeting of the members called for the purpose of electing such directors.

ARTICLE 5 Officers and Agents: Powers and Duties

SECTION 5.1 Officers. The elected officers of the Corporation shall be a President, one Vice President, a Secretary, a Treasurer, a Statistician, and a Parliamentarian. The Board of Directors may also appoint one or more additional Assistant Vice Presidents, Assistant Secretaries, Assistant Treasurers, and such other officers and agents as, from time to time, may appear to be necessary or advisable in the conduct of the affairs of the Corporation. The Officers shall make up the Executive Committee.

SECTION 5.2 Term of Office. All elected officers shall be either members of the Corporation or a family member, employer, principal, partner, officer, director, or designee of a member of the Corporation, and shall be elected at the annual meeting of members of the Corporation each year, and shall hold such office until their respective successors are elected at the next annual meeting of members.

SECTION 5.3 Removal of Elected Officers. Any elected officer may be removed at any time for good cause shown, by vote of two thirds or more of the whole Board of Directors, at any meeting.

SECTION 5.4 Vacancies. If any vacancy occurs in any office, the Board of Directors may elect or appoint a successor to fill such vacancy for the remainder of the term.

SECTION 5.5 President. The President shall be the chief executive officer of the Corporation and shall have general and active control of its business and affairs. He shall preside, when present, at all meetings of the members (except as otherwise provided by statute) and of the Board of Directors. He shall have general power to execute bonds, promissory notes, evidence of indebtedness, deeds, assignments, and contracts in the name of the Corporation, and to affix the corporate seal when and if one be adopted by the Corporation; to appoint and fix, subject to the approval of the Board of Directors, the compensation of all employees and agents (other than elected officers) of the Corporation whose appointment is not otherwise provided for, to remove or suspend such employees or agents as shall not have been elected or appointed by the Board of Directors, and to exercise all the powers usually appertaining to the office of president of a non-profit corporation.

SECTION 5.6 Vice President. One Vice President shall be elected. The Vice President shall perform all such duties and services as shall be assigned to or required of him, from time to time, by the Board of Directors and the President, respectively, and, unless his authority be expressly limited, shall act in the place of the President, exercising all his powers and performing his duties, during, his absence or disability. The Vice President shall be responsible for a bi-annual review of the books.

SECTION 5.7a Secretary. The Secretary shall attend to the giving of notice of all meetings of members and of the Board of Directors and shall keep and attest true records of all proceedings thereat. He shall have charge of the corporate seal, if one be adopted by the Corporation, and have authority to attest any and all instruments or writings to which the same may be affixed. The Secretary shall be responsible for maintaining records of membership, and providing membership lists to Show Management prior to Centex recognized horse shows.

SECTION 5.7b Treasurer. The Treasurer shall be a separate office from the Secretary. He shall have the care and custody of all monies, funds, and securities of the Corporation, and shall deposit, or cause to be deposited, all funds of the Corporation in and with such depositories as the Board of Directors shall, from time to time, direct. He shall have power to endorse for deposit or collection, or otherwise, all checks, drafts, notes, bills of exchange or other commercial paper payable to the Corporation, and to give proper receipts or discharges therefore.

He shall keep and account for all books, books of account, documents, papers, and records of the Corporation and shall render a statement of the Corporation's financial condition when requested by the Board of Directors or the President. He shall also generally perform all the duties usually appertaining to the office of secretary and treasurer of a Corporation.

SECTION 5.8 Statistician. The Statistician shall keep a correct and timely record of all points awarded at home shows sanctioned by the Corporation and make periodic reports of the status of such point awards as requested by the Board of Directors. The Statistician shall also be responsible for maintaining membership records and for distributing all necessary information to Centex members. The Statistician shall also be responsible for maintaining and updating the Centex website. These duties may include the hiring and direction of a website management company.

SECTION 5.9 Parliamentarian. The Parliamentarian shall advise the President or other officer or Board member when replacing the President as chairman of any meeting on any rules or points of order when requested.

SECTION 5.10 Additional Powers and Duties. In addition to the foregoing especially enumerated duties and powers, the several officers of the Corporation shall perform such other duties and exercise such further powers as may be provided in these by-laws or as the Board of Directors may, from time to time, determine, or as may be assigned to them by any competent superior officer.

ARTICLE 6 Accounting

SECTION 6.1 Account and Audit. The Board shall keep or cause to be kept books of detailed account of the receipts and expenditures affecting the Corporation or the properties owned by the Corporation and its administration, and specifying the maintenance, repair and other expenses on behalf of such properties or the Corporation. Both of the books of accounts and all vouchers supporting the entries made therein shall be available for examination at the office of the corporation by all members at convenient hours on working days. The Board of Directors shall cause to be established and announced for general knowledge the days and hours within which such books shall be available for inspection. All such books and records shall be kept in accordance with such accounting conventions as the Board of Directors shall from time to time designate, and shall be audited at least once a year by an outside auditor selected by the Board of Directors if the Board of Directors shall so provide by resolution. The fiscal year of the Corporation shall commence on December 1 of each calendar year unless another period is established by an amendment of these by-laws.

ARTICLE 7 Miscellaneous

SECTION 7.1 Indemnification of Officers, Directors, Employees, and Agents. This Corporation shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed claim, action, suit, or proceeding, whether civil, criminal, administrative, or investigative, including appeals (other than an action by or in the right of the Corporation) by reason of the fact that he is or was a director, officer, employee, or agent of another

corporation, or joint venture against expenses (including attorney's fees), judgments, fines, and amounts paid in settlement actually and reasonably believed to be in or not opposed to the best interests of the Corporation, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his conduct was unlawful. The termination of any action, suit, or proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere, or its equivalent, shall not, of itself, create a presumption that the person did not act in good faith, and in a manner which he reasonably believed to be in or not opposed to the best interests of the corporation, with the respect to any criminal action or proceeding, had reasonable cause to believe that his conduct was unlawful.

a. This corporation shall indemnify any person who was or is a party, or is threatened to be made a party to any threatened, pending or complete claim, action, or suit by or in the right of the corporation to procure a judgment in its favor by reason of the fact that he is or was a director, officer, employee or agent of the corporation, or is or was serving at the request of the corporation as a director, officer, employee, or agent of another corporation or joint venture against expenses (including attorney's fees) actually and reasonably incurred by him in connection with the defense or settlement of such action, or suit if he acted in good faith and in a manner he reasonably believed to be in or not opposed to the best interests of the corporation; provided that no indemnification shall be made in respect of any claim, issue, or matter as to which such person shall have been adjudged to be liable for negligence only to the extent that the court in which such action or suit was brought shall determine upon application that, despite the adjudication of liability but in view of all circumstances of the case, such person is fairly and reasonably entitled to indemnity for such expenses which such court shall deem proper.

b. To the extent that a director, officer, employee, or agent of a corporation has been successful on the merits or otherwise in defense of any action, suit, or proceeding referred to in subsections (a) and (b) or in defense of any claim, issue, or matter therein, this corporation shall indemnify such person against expenses (including attorney's fees) actually and reasonably incurred by him in connection herewith, notwithstanding that he has not been successful on any other claim, issue, or matter in such action, suit, or proceeding.

c. Any indemnification under subsections (a) and (b)—unless ordered by a court shall be made by the corporation only as authorized in the specific case upon determination that indemnification of the director, officer, employee, or agent is proper in the circumstances because he has met the applicable standard of conduct set forth in subsections (a) and (b). Such determination shall be made (1) by the Board of Directors by a majority vote of a quorum consisting of directors who were not parties to or who have been wholly successful on the merits of otherwise with respect to, such claim, action, suit, or proceeding, or (2) if such a quorum is not obtainable, or even if obtainable a quorum of disinterested directors so directs, by independent legal counsel in a written opinion, or (3) if not made in the instances provided for in (1) or (2) above, by the members.

d. Expenses (including attorney's fees) incurred in defending a civil or criminal claim, action, suit, or proceeding, when authorized in the manner provided in subsection (d), shall be paid by the Corporation upon receipt of an undertaking by or on behalf of the director, officer, employee, or agent to repay such amount if and to the extent that it shall ultimately be determined that he is not entitled to be indemnified by the corporation as authorized in this section.

e. The indemnification provided for herein shall not be deemed exclusive of and shall not be in addition to any other rights (whether created prior or subsequent to the adoption of this Article of the bylaws) to which those indemnified may be entitled under any statute, rule of law, provision of Articles of Incorporation, bylaws, agreement, vote of members, or disinterested directors or otherwise, both as to action in his official capacity and as to action in another capacity while holding such office, and shall continue as to a person who has ceased to be a director, officer, employee, or agent and shall inure to benefit of the heirs, executors, and administrators of such person.

SECTION 7.2 Surety Bonds. Such officers or agents of the corporation as the Board of Directors

may direct, from time to time, shall be bonded for the faithful performance of their duties, in such amounts and by such surety companies as the Board of Directors may determine. The premiums on such bonds shall be paid by the corporation, and the bond so furnished shall be in the custody of the Treasurer.

SECTION 7.3 Seal. The corporation shall never be required to use a Corporate Seal for any purpose; however, if the Board of Directors desires to do so, one may be adopted by ft. If adopted, said seal may be used by causing it or facsimile thereof to be impressed or affixed or otherwise reproduced.

SECTION 7.4 Membership Certificates. The Board of Directors may authorize the issuance to the members of the Corporation evidencing such membership.

SECTION 7.5 Signature of Negotiable Instruments. All bills, notes, checks, or other instruments for the payment of money shall be signed or countersigned by such officers and in such manner as, from time to time, may be prescribed by resolution (whether general or special) of the Board of Directors.

SECTION 7.6 Severability. The provisions of these by-laws are severable. In any provision hereof is for any reason held invalid, such invalidity shall in no way effect the remaining provisions hereof.

ARTICLE 8 Amendments

SECTION 8.1 Amendment of By-laws. The by-laws of the Corporation may be altered or repealed, in any particular, any new by-laws, not inconsistent with any provision of law, may be adopted by a vote of two-thirds of the members of the corporation present in person or by proxy at any meeting of members of the corporation provided that the proposed alteration or repeal was previously submitted to and passed by such two-thirds majority at a meeting of members.

RULES AND REGULATIONS

SECTION I United States Equestrian Federation

Rules of the Centex Hunter and Jumper Association classes shall generally be governed by the Rules and Regulations of the United States Equestrian Federation (U.S. Equestrian), unless such rules are knowingly adapted by the Centex Hunter and Jumper Association to be in conflict with the U.S. Equestrian (i.e. heights of hunter fences).

SECTION II Membership

All riders in a CTHJA Recognized Show must be members of the Centex Hunter and Jumper Association. Show secretaries will have a current list of members, and riders not appearing on the list must either show proof of membership or pay membership dues before they may ride. Points will not be awarded to riders that are not members of CTHJA.

SECTION III Horse Shows

PART 1. Recognition of Shows. The show must complete an application. The application for a show not previously recognized by CTJHA must be accompanied by **\$35.00**. \$35.00 is the Centex horse show recognition fee- Previously approved shows need to submit the \$35.00 recognition fee with the application.

A "show date" meeting will be held before March where show dates can be discussed. Applications for new show management must be received either before or during this meeting. Applications received before or during the show date meeting will be approved or disapproved by the Executive Committee at the show date meeting.

Established shows whose application and deposit were received before or during the show date meeting will have priority. Established shows on probation lose this priority, but are not necessarily denied approval. Applications received after the meeting or during the year will be approved or disapproved by the Executive Committee.

All show managers shall be members of Centex Hunter & Jumper Association.

PART 2. Guidelines for Show Probation. Any show whose results (for all CTHJA recognized and unrecognized classes) and new memberships are not received by the **Statistician Association Secretary via certified mail** within ten (10) days of the show will automatically be **put on probation** and will be required to submit a **\$50.00 deposit with their next show application**, fined \$100. (For purposes of this rule, "received is defined by postmark date.) An additional fine of \$100 will be imposed every seven (7) days the required information and dues continue to be delinquent.

The Secretary will distribute show information and dues to the appropriate parties, including the Treasurer and the Statistician. The Secretary will notify the President if required information is not received in a timely manner. The President will then contact the Show Manager and give notice and collect fines.

The Executive Committee will consider probation when a show fails to follow Centex Rules, or for repeated failure to improve standards of the show to comply with "Centex Hunter and Jumper Association Guidelines for Recognized Shows".

PART 3. Criteria for Accepting New Shows. Management must show ability to set two courses and a warm-up area, or one ring and warm-up plus sufficient overnight stabling. Management must show prior commitment to CTHJA. Management must be familiar with organizing horse shows.

PART 4. Number of Shows. No more than twelve (12) shows per year shall be recognized, preferably not more than one per month, except in the case of conflicts.

Following the 1991 show year any show management groups will be allowed a maximum of three show dates, if not under probation, and will be granted their currently held number of shows as of the 1991 show year.

Existing show management may apply for vacant dates but may not acquire more than three (3) show dates per year. New management will be considered for vacant dates.

In the event that no new management group applies for an open date, a management group with the three-show limit may apply for the open date for that year only. In the event that two management groups apply for the same open date, the Board will decide, by any means it deems appropriate, which group will receive the open date. The following year the open date must be reapplied for with no preference to the previous year's management group.

If management is unable to hold a show on the original date, or on its published rain date, management will lose recognition for that scheduled show, for that year.

PART 5. Judges. Judges must be U.S. Equestrian rated, on the Centex Judge List, or approved by the President of CTHJA and at least 18 years of age.

No judge may judge more than two Centex recognized shows a year.

PART 6. Prize Lists. Recognized shows must send out a Prize List to every member of CTHJA.

Recognized shows must send out the Prize List at least three (3) weeks in advance of its show date. At show management's option, notice may be sent via email, and prize lists may be posted on or linked to the CTHJA website. New shows must submit a draft Prize List to the Centex Secretary at least five (5) weeks in advance of its show date.

The Prize List must name a "Show Manager" and the "Ring Committee" which consists of the President of Centex, and two (2) other senior members of CTHJA.

The Prize List must include the following statements:

"Exhibitors are encouraged to discuss their views with the Ring Committee."

"All riders in this show must be members of the Centex Hunter and Jumper Association. Current dues are \$20.00 for families and \$15.00 for individuals. Dues maybe paid at the show or sent to the Association Secretary." No points will be credited prior to payment of dues and payment of dues is solely the responsibility of the member."

"Recognized by the Centex Hunter and Jumper Association."

Awarding trophies is optional; however, the Prize List must clearly state whether or not trophies will be awarded.

PART 7. Entries. The maximum entry fee is \$18.00 for CTHJA recognized hunter or jumper classes. Show management may charge only one \$35 miscellaneous office or ambulance fee per rider. (Stall fees are excluded from this fee.) Entry blanks must include the name of the horse, the name of the rider, and the name of the owner of the horse. If not properly completed, the entries may be refused by the Show Secretary.

There shall be a limit of 13 classes per horse, per day. Violation of the limit will result in loss of all points for the horse and rider(s) for the show.

PART 8. Recommendations to the Show Management. Read and follow the "Centex Hunter and Jumper Association Guidelines for Recognized Shows". Any division divided due to number of entries must either award ribbons to the top 12 horses or riders participating or split the class by age

of rider or size of horse where more appropriate (pony).

The following heights are MAXIMUM heights:

Maximum heights should be listed in the Prize List for each show.

Adult Equitation 3'0"
Amateur Rider Hunter 3'0"
Beginner Rider Hunter 2'0"
Beginner Rider Equitation 2'0"
Green Hunter 2'6"
Intermediate Hunter 3'3"
Junior Equitation 3'0"
Junior Hunter 3'0"
Limit or Novice Rider Hunter 2'6"
Limit or Novice Equitation 2'6"
Low Hunter 2'9" to 3'0"
Modified Childrens/Adult Equitation 2'6"
Modified Childrens/Adult Hunter 2'6"
Open Hunter 3'5"
Open Jumper 3' 3"
Pony Equitation S(2'0"), M(2'3"), L(2'6")
Pony Hunter S(2'0"), M(2'3"), L(2'6")

In the Pony Hunter and Pony Equitation divisions, if the distance between fences is less than 72 feet, the distance must be adjusted for each height division.

Youth/Non-Pro Hunter 2'6" to 2'9"
Centex Medal 3'0"
Centex 2'6" Medal 2'6"

Soundness: If a judge deems a horse unsound and not eligible for an award he/she must notify the show management, who will notify the exhibitor promptly.

PART 9. Show Scheduling. Show managers are required to hold all Centex recognized classes prior to all unrecognized classes, with the exception of Special Beginner, one (1) warm-up division open to all exhibitors, and a Limit Division. This rule applies when only one (1) ring, which holds Centex jumping classes, is available.

PART 10. Attire. All riders must be properly attired and may be eliminated for improper dress. A shirt with collar will be considered proper attire if coats have been excused by Show Management. A tee shirt shall not be considered proper attire.

All riders are required to wear hunt caps at all times while mounted in accordance with U.S. Equestrian rules. It is the responsibility of the show management to enforce this rule.

PART 11. Qualified Medical Personnel. All Centex recognized shows shall be required to have qualified medical personnel with no other duties on the grounds during horse show hours. "Qualified medical personnel" is defined as a person who is currently licensed in their profession and trained in pre-hospital trauma care. EMT or paramedics would serve as the highest qualified for the responsibility, followed next by doctors and nurses. Schooling at times other than show hours will be at the exhibitor's risk.

PART 12. Notices and Postings. Any change in judges, or in the ring committee as printed on the prize list, shall be clearly posted at or near the show office to enable exhibitors to be aware of any such change.

PART 13. Membership Labels. At the request of Show Management, the Secretary will send mailing labels to the Applicant at least five (5) weeks prior to the show date. The Secretary should update the labels at least once a month and furnish the Applicant with the most current set.

SECTION IV Points and Awards

PART 1. Year End High Point Awards. The High Point Awards to be given annually to junior and amateur riders are:

1. High Point Rider - 13 and Under
2. High Point Rider - 14 through 17
3. High Point Rider - 18 through 35
4. High Point Rider - 36 and Over

The High Point Equitation Awards to be given annually are

1. Adult Equitation
2. Junior Equitation
3. Pony Equitation (Jimmy Stewart Perpetual Trophy)
4. Beginner Rider Equitation
5. Modified Childrens/Adult Equitation

The High Point Horse Awards to be given annually are:

1. Amateur Rider Hunter (Flip a Quarter Perpetual Trophy)
2. Green Hunter
3. Junior Hunter
4. Intermediate Hunter
5. Low Hunter
6. Modified Childrens/Adult Hunter
7. Open Hunter
8. Open Jumper
9. Pony Hunter (Pop a Top Perpetual Trophy)
10. Youth/Non-Pro Hunter
11. Beginner Rider Hunter

PART 2. Year End High Point Awards.

THE MAJOR JOHN WHEELER PERPETUAL TROPHY. Awarded to the horse and rider combination accumulating the most points in one of the following combinations:

1. Junior Hunter and Junior Equitation
2. Open Hunter and Junior Equitation
3. Amateur Rider Hunter and Adult Equitation.
4. Open Hunter and Adult Equitation

CENTEX MEDAL FINAL WINNER.

CENTEX 2' 6" MEDAL FINAL WINNER.

PART 3. Point Values. Points will be awarded by CTHJA as follows for all classes:

- 1st: 7 points
- 2nd: 5 points
- 3rd: 4 points
- 4th: 3 points
- 5th: 2 points
- 6th: 1 point
- Champion: 10 points
- Reserve: 6 points

In all cases, classes with less than three entries will be awarded half-points.

In order for year-end awards to be given in a division, a Champion and Reserve Champion must be awarded in a minimum of five (5) shows in that show year.

Each show will award Champion and Reserve Champion in each CTHJA recognized division offering three or more classes for the Horse Awards, and two or more for Equitation Awards. Championships for Horse Awards will be computed according to U.S. Equestrian rules.

The Champion and Reserve Champion titles for Equitation Awards shall be awarded to the two riders with the most points in the division. In case of a tie, the rider with the most points over fences will win.

In order for year-end awards to be given in a division a Champion and Reserve Champion must be awarded in a minimum of five (5) shows in that show year.

PART 4. Tabulation of Points. The High Point Award shall consist of points won in ALL classes in which annual Horse or Equitation Awards are given.

Example: Points won in a Junior Equitation class will count; points awarded for Champion or Reserve Champion will not count. Classes that do not have a Centex Annual Award will not count.

The High Point Equitation Awards and High Point Horse Awards will consist of points won in the classes of the particular division and any points won for Champion or Reserve Champion in that division.

In the final mailing of points for Annual Awards, only the top 10 horses, equitation, or high point riders in each division will be listed.

SECTION V Definitions

Amateur Rider Hunter. An amateur rider is one *whose primary source of income is unrelated to hunter-jumper riding, sales, training, stable ownership or management or the like, or (Nov 2008)* who meets the U.S. Equestrian definition of an amateur rider under Rule 8 (Chapter 3, Article 808).

Beginner Rider Hunter. Restricted to non-professional riders who have not won six (6) blue ribbons in classes with fences 2'0" or higher in any show prior to December 1 of the current show year and have never shown at 3' or above. No cross entries will be allowed in any division with fence heights exceeding 2'6". Fences 2'0".

Beginner Rider Equitation. Restricted to non-professional riders who have not won six (6) blue ribbons in any equitation classes on the flat and/or over fences in any show prior to December 1 of the current show year and have never shown at 3' or above. No cross entries will be allowed in any

division with fence heights exceeding 2'6". Fences 2'0".

Green Hunter. Centex allows horses and ponies two "green" years. It is based on the U.S. Equestrian year and showing in December is counted with the next year. However, if a horse shows over fences 3'6" in height or higher at ANY show, it is no longer considered "green". Participation in flat classes will not affect the "green" status of a horse. Fences 2'6"

Intermediate Hunter. No restrictions. Fences 3'3".

Limit Rider Hunter. Rider not to have won six (6) blue ribbons over fences, including equitation, in any show, in classes with fences **2'0" or higher**. (This is not a Centex recognized division). Fences 2'6".

Limit Rider Equitation. Rider not to have won six (6) blue ribbons in any equitation class on the flat and/or over fences in any show in an equitation division with fences **2'0" or higher** (This is not a Centex recognized division.) Fences 2'6".

Low Hunter. No restrictions. Fences 2'9" to 3'0".

Novice Rider Hunter. Rider not to have won three (3) blue ribbons over fences in any show, except for walk-trot classes. (This is not a Centex recognized division).

Novice Rider Equitation. Rider not to have won three (3) blue ribbons over fences in any class on the flat and/or over fences, except for walk-trot classes. This is not a Centex recognized division.)

Open Hunter. No restrictions. Fences 3'5".

Pony Hunter & Equitation. Junior riders of all ages are eligible to show ponies in CTHJA Pony Hunter and Pony Equitation classes. Ponies showing in Centex recognized shows are exempt from U.S. Equestrian rules governing cross entries into horse divisions. A non-junior rider may exhibit a pony in classes for which the rider is eligible; without restriction to height of fences.

Youth/Non-Pro Hunter. A horse or pony ridden by a junior or amateur rider. Fences 2'6" to 2'9".

CENTEX Medal. The Centex Medal class is open to all junior and amateur exhibitors. Two changes of direction and a combination are required for this class. All medal class winners, as well as the top five non-winners (as determined by points), will be invited to participate in the Medal Final, to be held at the final Centex Horse Show of the year. Riders must qualify for the final PRIOR to the show designated for the final. A work-off is required in the finals, but is optional prior to the finals. Riders qualifying for both Medal Finals, must declare Final in which they will participate prior to the start of the Final Show.

CENTEX 2'6" Medal. The Centex 2'6" Medal class is open to all junior and amateur exhibitors. Riders may not cross enter into classes with fence height of 3' or higher at the same show. Any exhibitor qualifying for the 2'6" Medal Final shall be permitted to participate in the Medal Final, and to show in classes with a fence height over 2'6". This shall apply only at the November Horse Show, when the Finals are held, and other division restrictions shall apply. All 2'6" Medal class winners, as well as the top five non-winners (as determined by points), will be invited to participate in the Final. Riders must qualify for the final PRIOR to the show designated for the final. A work-off is required in the finals, but is optional prior to the finals. U.S. Equestrian Tests 1-9 may be used in any work-off. Riders qualifying for both Medal Finals, must declare Final in which they will participate prior to the start of the Final Show.

SECTION VI Protests

PART 1. Protests. To make a protest in regard to rule violations, one must make a formal protest and pay a \$100.00 protest fee within 48 hours of the alleged violation. If it is a valid protest, the protest fee will be refunded. If the protest should be invalid, the \$100.00 will be put into the treasury

of CTHJA. The protest should be filed with the Show Manager and the President of Centex.

In disputes involving interpretation of the rules, opinion of the Ring Committee and/or the Executive Committee will be final.

In regard to novice, limit, beginner and green status, the CTHJA records, and/or other available records will be used.

PART 2. Suspensions.

1 Illegal entries are subject to suspension. Illegal entries should be reported to the Secretary of the Association by the Show Secretary.

2 A person who gives a non-negotiable check to a Centex recognized show will be suspended until payment is made. In addition, the horses for which the nonnegotiable check was given will not be allowed to compete at a CTHJA show until payment is made. Nonnegotiable checks should be reported to the association President.

PART 3. Probation for Horse Shows. Recognized shows which fail in their responsibilities to exhibitors and the Centex Hunter and Jumper Association shall be placed on probation by a majority vote of the Executive Committee at a business meeting. Upon correction of the problem, the show will be removed from probation at the discretion of the Executive Committee.

GUIDELINES FOR HORSE SHOW PROBATION

(A) The Executive Committee may put on probation any show that fails to follow Centex Rules, or repeatedly fails to improve show standards to comply with "Centex Hunter and Jumper Association Guidelines for Recognized Shows."

(B) Any show whose results (for all CTHJA recognized and unrecognized) are not received by the Statistician-Secretary within ten (10) days of the show will automatically be put on probation fined \$100. (For the purpose of this rule, "received" is defined by postmark date.) An additional fine Results for all classes, recognized and unrecognized by CTHJA, must be sent to the Statistician. Any show whose results (for all CTHJA recognized and unrecognized classes) and new memberships are not received by the Association Secretary via certified mail within ten (10) days of the show will automatically be fined \$100. (For purposes of this rule, "received" is defined by postmark date.) An additional fine of \$100 will be imposed every seven (7) days the required information and dues continue to be delinquent

(C) Any show that does not send new members' names, addresses and dues to the Centex Statistician within ten (10) days of the show will automatically be put on probation.

PART 4. Violations. A violation is any act prejudicial to the best interests the members of the Centex Hunter and Jumper Association as determined by a majority vote of the Executive Committee, including, but not limited to:

a. Violation of the rules

b. Acting or inciting or permitting any other to act in a manner contrary to the rules, or in a manner deemed improper, unethical, dishonest, unsportsmanlike or intemperate, or prejudicial to the best interests of Centex.

PART 5. Penalties. Any violation of the CTHJA Bylaws or Rules and Regulations shall be deemed to constitute conduct prejudicial to the best interests of the Association. The Executive Committee shall have the power to administer the following penalties:

- 1 1st Offense: Censure.
- 2 2nd Offense: \$50.00 fine and suspension from the next Centex recognized horse show.
- 3 3rd Offense: Suspension from Centex membership for one year from the date of the offense.

SECTION VII Show Evaluation

After the final show and prior to the show date meeting, a committee will meet to evaluate show standards and performance of judges at the previous year's shows. The committee will consist of the President (who shall call the meeting), all show managers or their proxy and any interested CTHJA members. This committee will produce both recommendations and commendations of the shows, and may recommend shows to be put on probation. Prior to this meeting the membership is encouraged to submit a written evaluation of the current year's shows and judges to the CTHJA President.

APPENDIX A GUIDELINES FOR RECOGNIZED SHOWS

These guidelines are meant to help new show managers plan a successful Centex Hunter and Jumper Association show, as well as give prospective managers an idea of what is required for CTHJA recognition. Because the Centex Bylaws restrict the number of shows to twelve per year, not all shows requesting recognition become Centex shows.

1) Rings. Two rings or one ring and an outside hunt course are necessary for a one-day show. One ring may be used for a two-day show if sufficient stalls (75-100) are available either on the grounds or very close-by. Recommended ring size: 125' x 250' or larger. Minimum size: 100' x 200'. The boundaries of the ring should be easily seen by people and horses; flagging rather than rope is recommended. An effort should be made to remove rocks from jumping areas. If the ground is extremely hard, take-off and landing areas should be cushioned with a layer of sand.

2) Water. Water must be available for watering and bathing horses; the closer to the parking or stabling area the better.

3) Toilet Facilities. Toilet facilities are required. Port-a-cans near the parking or stabling are okay.

4) Concessions. Concessions on the grounds are recommended; if not available, this must be clearly stated in the Prize List.

5) Parking Area. Parking areas for trailers, vans, cars, etc., should be of sufficient size for all exhibitors. If stabling is not available, the parking area should be considered as the stabling area. Is the area convenient to the show? How will very large trailers enter, turn around, and exit the parking area? If the ground is wet, will the trailers be able to park? Can the PA system be heard in the parking area?

6) Jumps and Courses. The courses are probably the most important part of the successor failure of a Centex Show. Exhibitors will not return to a show whose jumps and courses are substandard unfair or dangerous.

JUMPS. A well-set jump will have a solid, balanced appearance with a clearly defined ground line. Enough rails and fill material should be available for ALL fence heights. Replacement rails should be available in case of breakage. In keeping with the "schooling show" spirit of Centex, jumps should be easy and inviting to green horses and novice riders. Unusual jumps often cause problems for exhibitors and are NOT RECOMMENDED. The fence heights listed in the Centex Rules and Regulations are suggested heights only; however, they are generally thought of as maximum height for a particular division. Jump heights should be set to accommodate the caliber of competition at the show. It is better to set fences a little too low rather than a little too high!

COURSES. Courses, like the jumps, should be appropriate for the Division, especially so for Novice, Green, Limit, Youth/Non-Pro, and Pony Divisions. Figure eight courses and variations of these are good for rings; very straightforward courses are good for outside hunt courses. In and outs are not required, but may be included. (Exception: If handy classes are offered, an in and out must be included.) 22' to 24' (1 stride) or 34' to 36' (2 strides) distances are recommended for 2'6" courses; 24' to 26' (1 stride) or 35' to 37' (2 strides) distances are recommended for 3' to 3'6" courses. Distances should be longer for outside hunt courses than courses in rings, and ponies should jump through shorter distances than horses. Distances between jumps should be multiples of 12' in the ring and slightly longer on the hunt course. Distances over 100' are not related and need not be measured.

Hunter courses should produce a large percentage of good rounds. If hunter exhibitors are having a lot of trouble with your courses, do not hesitate to analyze the problems, and change the course. Your judge can be a help to you in these circumstances.

Jumper courses must suit the competition, but must be reasonable for all competitors. Like the hunter courses, jumps should not be "airy" and trappy. Jumps on the end of the ring are discouraged except for jumper courses, and even then should have a reasonable approach. Jumper classes are not required for Centex recognition, but if offered, they must present the exhibitor with good jumps and courses.

Equitation courses may be slightly more difficult than hunter courses, but most often, they are similar to the hunter courses at the show.

Hunter and Equitation courses should have a minimum of eight (8) fences (the in and out counts as one fence and is numbered "a" & "b"), and a maximum of twelve (12) fences.

Long courses are DISCOURAGED. Many horses are entered in several classes and may get tired and it makes the show LONG!

It is advisable to use each course for several classes. It helps scheduling and reduces the amount of jump moving for the jump crew.

7) Scheduling. Scheduling is most important, as needless delays are costly for the management and irritating to exhibitors. Paddock masters should ask for and get cooperation from exhibitors riding more than one horse or riding in both rings. Exceptions to the order should be made for these people, but it is the exhibitors' responsibility to tell the paddock about his/her own conflicts.

Flat Classes should not be scheduled in conflict with any other classes if at all possible. There are always conflicts. Walking around in endless circles in a dusty ring while waiting for another rider is not apt to produce happy memories of your show.

Minimize jump moving! Use the same course for several classes in a row. Have classes using the same fence height together. If two rings are used, have classes with fence heights 3' and higher in one ring, and classes with fence heights under 3' in the other. If an outside hunt course is used, Novice, Green, Limit, and Pony Divisions are usually held in the ring; Junior, Amateur, Intermediate, and Open Hunter Divisions are usually held on the hunt course. Jumper and Equitation are held either in the ring or in the field.

Back to Back Classes can be run if desired. Exhibitors always have the option NOT to go back to back. Management should make sure the judge is aware of the back to back classes.

JOGGING is not required by Centex. Management should make an announcement about whether jogging is required early in the day. In fact, exhibitors will assume NO jog unless an announcement is made. If a judge deems a horse unsound and not eligible for an award he/she must notify the show manager who will notify the exhibitor promptly.

8) Personnel

- A) **MANAGER.** The Show Manager must be a Centex member. Experience as a show manager or exhibitor is very important. The manager may NOT ride at his/her own show. The manager is responsible for everything at the show, but may delegate duties to others. The manager may serve as the Secretary and Course Designer prior to the show but should be free of secretarial or jump setting duties during the show.

- B) ANNOUNCER. The announcer may be combined with Paddock Master, but this is not ideal. Paddock masters have enough to do without miscellaneous announcements. A PA system is not required, but highly recommended.
- C) SECRETARY. The Secretary sends out the Prize List, takes entries, makes out class lists for the Paddock, records results, keeps records, sends results to the Centex Statistician and magazines for publication and generally runs the show office. He/she will also send fees collected from new members to the CTHJA Statistician.
- D) PADDOCK MASTER. The Paddock Master is responsible for setting a starting order and making sure there is a horse in the ring promptly.
- E) RING COMMITTEE. The Ring Committee consists of the President of Centex and two (2) other senior members of CTHJA. The Ring Committee is responsible for settling disputes during the show.
- F) JUDGES. Judges must be chosen from the U.S. Equestrian Judges List, the CTHJA Approved Judges List, or the CTHJA President. A judge may NOT judge more than two CTHJA recognized shows per year.
- G) COURSE DESIGNER/JUMPMASER. The Course designer/Jump master is responsible for the proper setting of the courses, and for changes in heights or courses during the show.
- H) JUMP CREW. Enough Jump Crew should be available to reset knocked down jumps promptly and to minimize delays while resetting the course between classes. Extra rails and repair materials should be readily available to the jump crew.

9) Prize List. The prize list should contain:

DATE AND STARTING TIME

ENTRY FEE INFORMATION (see current rules)

JUDGE'S NAMES AND ADDRESS

RING COMMITTEES NAMES AND THE STATEMENT: "Exhibitors are encouraged to discuss their views with the ring committee."

The statement "ALL RIDERS IN THIS SHOW MUST BE MEMBERS OF THE CENTEX HUNTER AND JUMPER ASSOCIATION. THE \$15.00 (individual) OR \$20.00 (family) DUES MAY BE PAID AT THE SHOW OR SENT TO THE ASSOCIATION STATISTICIAN.

CTHJA STATISTICIAN'S NAME MAILING ADDRESS, AND TELEPHONE NUMBER.

The statement "PRE-REGISTRATION REQUIRES NO MONEY AND NO OBLIGATION." A small post entry charge is often made for people who do not pre-register.

The statement "Protective headgear is required for all riders while mounted on horses on the show grounds. Exhibitors must wear headgear in accordance with U.S. Equestrian rule GR318."

INFORMATION ABOUT STABLING, CAMPER HOOK-UPS, CONCESSIONS!

WHETHER TROPHIES WILL BE GIVEN OR NOT

DIVISION DEFINITIONS (see Rules and Regulations, Section V)

CLASS SPECIFICATIONS LOCATION including directions, a map, or both.

TENTATIVE SCHEDULE

ENTRY BLANK which must have a space for the horse's name, rider, owner, the classes entered, and a blank to indicate whether rider is a current Centex member.

NEW SHOWS must submit a draft of the prize list to the CTHJA Secretary at least five weeks in advance of its show date. All shows must send out prize lists at least three weeks in advance of its show.

10) After the Show. Send the show results, along with Centex membership applications and dues taken at the show to the Association Statistician within ten days. It must be sent by certified mail and be post-marked within ten days of the last day of the show.

Make your exhibitors happy by sending your results to "The Chronicle of the Horse" P.O. Box 46, Middleburg, Va., 22117 and /or other magazines. This publicity is free.