



Event Approval Summary Form

EVENT NAME: _____

START DATE: _____ END DATE: _____

CITY: _____ STATE/COUNTRY: _____

Please return all forms to: NRHA – Show Department
3000 NW 10th St.
Oklahoma City, OK 73107-5302
Phone: 405-946-7400

I hereby agree to adhere to, and abide by the NRHA Rules and Regulations, and do guarantee payment of all prize monies to exhibitors within **45 days** after the completion of this event, as well as, agree to forward results to NRHA within **10 days** after the completion of this event.

NRHA allows legal entities or individuals to be responsible for the payment of all show related fees and/or show related fines owed to NRHA resulting from an approved NRHA show. This form is used to document the legal entity or individual responsible for payment for the show or event noted on this form, it is critical for this section to be completed properly, the legal entity or individual responsible for payment as documented on this form is subject to suspension by NRHA for non-payment of all show related fees and/or show related fines owed to the NRHA. An individual who signs on behalf of a legal entity, who is not legally authorized to do so, will be held individually liable for all show related fees and/or show related fines owed to the NRHA.

We acknowledge that because these rules have been established on the basis of experience and fairness to all who are interested in the betterment of reining horse competitions, the undersigned therefore agrees to indemnify and hold harmless NRHA for any injuries, damages or claims, of whatever nature, arising from the performances conducted under the NRHA Rules and Regulations.

Legal entity responsible for payment to NRHA and compliance with all NRHA Rules and Regulations (MUST check box):
 Individual / Sole Proprietor Corporation Partnership Limited Liability Company

Name of legal entity or individual responsible for payment: _____

Address: _____

State/Country: _____ Postal Code: _____ Phone Number: _____

Signature: _____

Print Name: _____

Date: _____

NRHA OFFICE USE ONLY:

Date Rec'd: _____

In database as tentative: _____

In database as approved: _____

EVENT SUMMARY

EVENT MANAGEMENT:

*All show management must be current NRHA members. Please see NRHA Handbook for management responsibilities.

*For A or AA events, show rep, show secretary and show manager must be three separate individuals.

*Show representative must have been an NRHA member in good standing for at least one full calendar year.

*For all NRHA Approved Events, show secretary must be NRHA certified

Show Representative: *(if event is an AA event, the representative must be an NRHA judge or an FEI Reining Steward):*

Name _____ NRHA ID # _____

Show Secretary: Name _____ NRHA ID # _____ Email _____

Address _____

City _____ State/Country _____ Zip/Postal Code _____

Phone Number _____ Cell Phone Number _____

Show Manager: Name _____ NRHA ID # _____

Email _____

Phone Number _____ Cell Phone Number _____

Show Approval Contact: Same as • Show Secretary • Show Manager OR • Other *(please fill in info below if mark "other")*

Name _____ NRHA ID# _____

Phone Number _____ Email _____

Show Results Contact: Same as • Show Secretary • Show Manager OR • Other *(please fill in info below if mark "other")*

Name _____

NRHA ID# _____ Phone Number _____ Email _____

Paddock Manager: *(required for an A or AA event)*

The paddock manager must be an NRHA member and separate person from the show manager, show secretary and show representative)

Name _____ NRHA ID # _____

Videographer: *(required for A and AA events):* Is the videographer a professional? • Yes • No

Name _____

Phone Number _____ Contact Name _____

Event Website: _____

Name of Horse Show Facility: _____

Horse Show Office #: _____ **Fax :** _____

EVENT CLASSIFICATION

TOTAL ADDED MONEY:

Show/Slate 1	
Show/Slate 2	
Show/Slate 3	
Show/Slate 4	
Show/Slate 5	
TOTAL	

EVENT LEVEL REQUIREMENTS:

“C” Event Requirements:

1. Less than \$500 added money to the entire event.
2. Follow all NRHA guidelines.
3. The Show Secretary must be certified by the NRHA.

“B” Event Requirements:

1. Less than \$50,000 added money to the entire event.
2. Follow all NRHA guidelines.
3. The Show Secretary must be certified by the NRHA.

“A” Event Requirements:

1. \$50,000 - \$99,999 added money to the entire event.
Judges not to judge over 12 hours per day, actual judging not including breaks. If a judge judges over the 12 hour limit, the event may be fined \$500 for the first hour and \$100 each additional hour over. The Show Representative will be required to report this to NRHA. Fines that are incurred due to conditions that are unforeseen may be waived following an appeal to the Executive Board.
2. The Show Secretary must be certified by the NRHA.
Paddock Manager for entire event. A paddock manager must be an NRHA member and the responsibilities should include the following: get exhibitors into the arena in proper draw order at the appropriate time; maintain communications with exhibitors as to the progress of the class, upcoming drags and scratches; maintain communications with the announcer regarding scratches and exhibitors checked in to aid in scheduling breaks and lunches, etc; and be aware of emergency procedures in the instance of a situation with a horse or rider in the makeup pen.
3. Videographer for all classes.

“AA” Event Requirements:

1. \$100,000 or more added money to the entire event.
2. Judges not to judge over 12 hours per day, actual judging not including breaks. If a judge judges over the 12 hour limit, the event may be fined \$500 for the first hour and \$100 each additional hour over. The Show Representative will be required to report this to NRHA. Fines that are incurred due to conditions that are unforeseen may be waived following an appeal to the Executive Board.
3. The Show Secretary must be certified by the NRHA.
4. An NRHA Show Steward must officiate for the entire duration of the show. (See page 35 of the NRHA Handbook for steward responsibilities.)
5. Paddock Manager for entire event. A paddock manager must be an NRHA member and the responsibilities should include the following: get exhibitors into the arena in proper draw order at the appropriate time; maintain communications with exhibitors as to the progress of the class, upcoming drags and scratches; maintain communications with the announcer regarding scratches and exhibitors checked in to aid in scheduling breaks and lunches, and be aware of emergency procedures in the instance of a situation with a horse or rider in the makeup pen.
6. Professional Videographer for all classes.

SHOW KIT INFORMATION

*All Show Kits will be emailed:

Contact: _____

Email: _____

TROPHY SUMMARY

- * Trophy fees **MUST** be sent in with the event approval.
- * All missing and damaged trophies **MUST** be reported to NRHA offices **upon inspection**. All damages/repairs need to be reported by the next NRHA business day after the show in order for any repairing/replacing to be done at no cost.

NRHA SHOWS HELD INTERNATIONALLY ARE RESPONSIBLE TO PAY FOR THE SHIPPING, DUTY AND TAXES OF ANY TROPHIES ORDERED!!

US Trophy Cost

Trophy Type	Trophy Cost	Shipping Cost	Total Cost	Purse Deduction*
Lawson	\$295	\$20	\$315	\$315
Morrison	\$195	\$15	\$210	\$210
Pewter	\$100	\$10	\$110	\$110
Plaque	\$43	\$7	\$50	\$50

International Trophy Cost

Trophy Type	Trophy Cost	Shipping Cost	Total Cost	Purse Deduction*
Lawson	\$295	Actual	Varies	\$315
Morrison	\$195	Actual	Varies	\$210
Pewter	\$100	Actual	Varies	\$110
Plaque	\$43	Actual	Varies	\$50

Purse Deduction*- The total amount ALL shows will use when figuring payback calculations.

Ship Trophies To:

Name (if shipped to facility put the facilities name): _____

Attention: _____

Address (NO PO Box): _____ City: _____

State/Country: _____ Zip/Postal Code: _____ Phone: _____

*** If you would like to pay for the trophies by credit card, please fill out the information below.**

• Visa • MasterCard • American Express • Discover CREDIT CARD #:

_____ - _____ - _____ - _____

Expiration Date on card: ____ / ____ CSV# (located on the back of the credit card) _____

Name as it appears on card: _____

Signature: _____



International Governing Body of the Sport of Reining