

## NTRC 2008 ByLaws & Show Rules January 2008

Shows will be run under NTRC's show rules. If a situation arises which is not covered under these rules, then we will fall back on Equine Canada rules (AEF runs under EC rules).

The goals of NTRC are to: (a) Provide a venue for recreational riders to show their horsemanship skills, (b) to promote appreciation of riding and showing horses of various ages and experience levels.

### ByLaws

#### **Definitions:**

EC – Equine Canada

Member in Good Standing: any member that has no debt to the club.

1. Family membership includes all children up to and including 17 years of age. Membership fees are \$50.00 per family and \$25.00 per single.
2. The membership year is from December 1 to November 30 of the following year.
3. At the **Fall General Meeting (last show of the season)**, executives are elected. At the elections you must be in attendance or have a written letter from the person who is standing for the position. Letter should include: name, position and phone number. Positions are held for one year.

**President** – chairs meetings to ensure all club functions are discussed and voted on in an orderly fashion; hands out awards at annual banquet. President cannot vote at meetings unless there is a tie.

**Vice-president** – takes over function of President when he/she is not available. Public relations such as newspaper articles, advertising, posters, etc.. **He/she will look after the club's web page.**

**Treasurer** – responsible for any monetary transactions, maintains proper records (books, receipts, etc.), handles the NTRC bank account, keeps insurance up to date, and upkeep of non-profit status.

**Secretary** - keeps accurate minutes of meetings, updates of bylaws/show rules and membership lists (as needed).

**Show Coordinator** – **responsible** for registration and programs for shows, booking of arenas, judges, **ring steward, gate keeper**. Takes care of judge's cards, points, ribbons, trophies **and prizes (if any)**.

**Membership (Volunteer) Coordinator** - works closely with Show Coordinator. Responsible in ensuring members complete their minimum 4 hours of volunteering to qualify for year end award(s), creating a job list for each show, eg. handing out ribbons/prizes, setting up/taking down of equipment, timers, etc..

**Gymkhana Coordinator** – acts as a liaison for the gymkhana competitors and the Executive. Responsible for ensuring that Gymkhana personnel, (eg. gate person, timers) are in place for the gymkhana. Also ensure that the required equipment, (eg., barrels, pole, stakes, timers, etc.) is available and that the equipment is set-up and taken down in a timely fashion.

**Sponsorship Rep(s)** – responsible for retaining sponsors, obtaining new sponsors, on-going communication with sponsors and club throughout the current show season.

**Show & Youth Rep's** – remove

**Executive Member(s) at Large** – to assist the Executive with projects and fill in any necessary gaps.

4. Any executive may resign by giving one month notice in writing. If there is a vacancy on the board, the remaining executive may appoint a member in good standing to fill that vacancy for the remainder of the term.
5. If an executive is not fulfilling their position, a decision will be made by the remaining executive in which case they can deem the position vacant and fill it.
6. Any member in good standing for the current year is entitled to: (a) receive a newsletter, (b) attend any **of the** general meetings, (c) vote on any issue, (d) volunteer for any position/committee.
7. Each voting member has one vote per item. a show of hands decides every vote at a meeting. A ballot is used if at least two voting members request it.
8. In the event that NTRC folds, all funds go to STARS. If STARS cease to exist, then funds go to the Airdrie Bethany Care Centre.
9. There must be a minimum of four **(two)** General Meetings per year.
10. Members present at meetings **must** have their names recorded in the minutes and are sent a copy.
11. To vote on issues, there must be a minimum of five members at a meeting, three of which must be part of the executive

12. Within 1 month of elections, past executive(s) must hand over all NTRC documents, binders, etc., of the position they held to the new elected executive(s) for that position(s).
13. All cheques must be signed by two of the three designated signing officers. The Show Coordinator cannot have signing authority due to it being a paid position.
14. (a) Late entries after Thursday (Saturday) 8:00 pm, 1 week prior to the show, fees will double.  
(b) A change fee of \$10.00 per horse/rider combination after Thursday, 8:00 pm, prior to the show will be applied for class additions or horse changes. No penalty for scratching a class(es).
15. (a) NSF cheques and/or non-payment must be covered in cash before the person responsible will be allowed to participate in any club functions. This has to be paid within two weeks of notification to be able to collect that day's points. After the second NSF cheque, the club must deal with that person on a cash only basis.  
(b) Person is to pay \$20.00 NSF charges in addition to outstanding payments one month prior to Awards Banquet or all awards shall be forfeited.  
(c) Any outstanding amounts owing to the club will be carried forward to the following year(s).
16. In order for a vote to be changed, any opposing member must attend the next General meeting to state their objection and a revote taken at the time. the new vote stands for the year.
17. Members must pay \$5.00 for any advertising in the Newsletter. The ad will be business card size. In the event of a larger ad, the price will be determined by the executive.
18. The NTRC executive reserves the right to decide any point not covered by the rules and to correct any error or make any necessary alterations in the ruled, prize list or program.
19. Any two executives may evict any persons being disruptive and/or showing unsafe behavior at any club function. People under the age of 18 are not allowed to drink alcoholic beverages at any club functions.

## NTRC 2008 ByLaws & Show Rules

### Show Rules

1. The age division for exhibitors as of January 1<sup>st</sup> of the current year is as follows:  
Senior – 18 & over, Youth 17 & under, Peewee 12 & under.

2. Show fees are:

<u>Regular Fees</u>	<u>Late Fees</u>
\$5.00 per class	\$10.00 per class
\$25.00 single day rate*	\$50.00 single day rate*
\$50.00 family day rate*	\$100.00 family day rate*

\* Day rate entitles rider to go in each eligible class once.

3. **Take out – (a) two exhibitors may show the same horse within the same class, but only 1 exhibitor may collect year-end points. Horse and rider combinations collecting points must be made clear on the initial entry form and must exhibit prior to second exhibitor.**
  - (b) Points accumulated in all NTRC shows will go towards year-end award(s). Cannot combine points from two different horses. To qualify for year-end award(s), a competitor **take out - can only miss one show per season**, must show a minimum of three shows in that class to qualify.
  - (c) If a horse gets sold, points cannot be transferred but the competitor can take a new horse and start over for new points. **Add – If a horse gets hurt or sick, eg. colic then a vet's certificate is required so points can be transferred to the new horse/ rider combo.**
  - (d) Each individual member, to qualify for year-end awards, must attend one General Meeting in that club year (Nov.1 – Oct. 31), must volunteer or provide a volunteer for an assigned task once in the show season or equivalent to 4 hours of time. Members 12 and under are not required to attend a General Meeting. These members must be represented by a parent or relative over the age of 18 at the General Meeting and in a volunteer capacity in order to qualify for year-end award(s)., **take out – for their age group.**
4. Points for year-end awards are as follows: 1<sup>st</sup> – 6 points, 2<sup>nd</sup> – 5 points, 3<sup>rd</sup> – 4 points, 4<sup>th</sup> - 3 points, 5<sup>th</sup> – 2 points, 6<sup>th</sup> – 1 point.
5. (a) A rider may only collect points in one pleasure class (Youth, Novice, **omit – Int, Sr., or Jr. Horse**) per horse per discipline (English or Western). Additional pleasure classes may be entered but the class which points will be collected for, must be made clear on the initial entry form. If a competitor fails to register which pleasure class they wish to collect points in, Jr. Horse will be the designated class.

- (b) A rider cannot ride **BOTH** the Lead Line and Peewee Walk/Trot classes, **Only One**. Riders cannot cross enter between Leadline and any English/Western Pleasure or Equitation class or Peewee Walk/Trot classes **omit – and any English/Western Equitation and Pleasure classes**. Lead Line riders must be lead by someone over 18 and the horse must be lead with a halter and lead rope. This rule applies to gymkhana classes as well.
6. **Omit – An intermediate rider must ride under the same rules as youth and senior. The intermediate division will exist only if numbers permit.**
- (a) A Novice rider is a rider with very limited experience who would be classified as a beginner. If you are in levels 1 through 3 in 4-H, you may ride as a Novice. **Add – A Novice can ride with 2 hands.** Riders 17 and under and are levels 4 or higher in 4-H, must ride in their appropriate Youth class. Riders 18 and over that have levels 4 and higher in 4-H, must ride in the Senior class. **Omit – Intermediate** If not a 4-H or Pony club member, then placement of class will be upon the discretion of the executive (**Show Coordinator**). **Take out – An Int. rider is a rider who has moved up from Novice (see 6C) or is defined as a rider with measurable riding experience who may or may not have shown before.**
- (b) A Senior rider is a rider who has moved up from **Intermediate (Novice Senior or Youth 13 & Over with levels 4 or higher in 4-H).**
- (c) A rider may be in **omit – Intermediate or Novice** for a minimum of one year, maximum of three years. If a **take out – Intermediate** Novice earns over 60 points and/or three (3) 1<sup>st</sup> placings per class in three shows in one year (excluding Halter, Showmanship and Gymkhana), they must move up to a higher competing division the following year. **Take-out – Int. riders must move into Senior.** Novice Youth must move up to their corresponding youth class. Novice Senior will move up to **take-out – Int. Senior.**
- (d) Competitors are not able to move out of their age category
7. Lunch Break will be ½ hr (**1 hr**) long.
8. The show will start at 8:00 am.
9. (a) There must be a minimum of three people for all classes (except Peewee Walk Trot and Lead Line, which require only one person) or the class will be cancelled or combined. Combined classes will occur as follows: Novice Youth to Youth depending on age category, Novice Senior to **omit – Intermediate or Senior**. Fees for cancelled classes will be refunded.
- (b) The youth division may be split at the discretion of the NTRC executive. The decision is to be made at the first show and carried throughout the duration of the

of the show season.

Change to – Any class of any division may be split at the discretion of the NTRC Show Coordinator and the judge, due to size of the class. This will be done for safety reasons only.

10. Exhibitors must wear the numbers assigned to them at all times. The number must be worn on the back or an additional number must be purchased and may be placed on each side of the saddle pad. If the number is not worn, no points will be collected for that class. A \$5.00 non-refundable number fee, for each number, will be charged at the first show. Members are responsible for their number(s), eg. remembering to bring it to shows, keeping it in good condition, etc.) throughout the year. If number(s) are forgotten or lost, a new number must be purchased for \$5.00.
11. a) A junior horse is a saddle horse that is five years and under as of January 1<sup>st</sup> of the current year and may be ridden in all classes in a snaffle bit or bosal with two hands on the reins. Only a leather braided or rope bosal may be used. A curb bit may be used but only one hand is on the reins.  
  
b) “NO” metal parts may be attached to the hackamore (**bosal**). “NO” gag bit allowed. Snaffle bits are to be smooth with a broken mouthpiece (conventional O-rings, egg butts or D-rings), no larger than 4” and no smaller than 2”. At a point 1” from the cheek, the bit must be a minimum of 3/8” in width with and optional gradual decrease to the centre of the snaffle. **omit** – Loose chin strap optional, **add** – When a curb bit is used, a curb strap or curb chain is required, but must meet the approval of the judge, be at least one half inch in width and lie flat against the jaw of the horse. **When a snaffle bit is used, a leather chin strap is required.** Reins must be attached above the chin strap.
12. A senior horse is six years and older and must be shown in a suitable western bit (grazing, curb, half-breed, bar, or spade) and must be ridden with one hand on the reins, one finger between the reins is permitted and the reins are to be carried on the side of the reining hand. If romal reins are used, one hand must be around the reins (finger between the reins is not permitted), the other hand must hold the romal at least 16” from the reining hand. A rider must not hold the saddle horn or any part of the saddle unless to prevent a fall. Horses should perform on a reasonably loose rein.  
  
d) **Add** – A novice youth or novice senior can ride with 2 hands, Youth 12 & under, Youth 13 & over and Senior must ride with one hand. A Jr Horse in a snaffle bit or bosal may ride with 2 hands, if in a curbed bit then 1 hand is on the reins.  
  
e) **add**- Prohibited Equipment for Western – protective boots, leg wraps and bandages are prohibited in western pleasure, trail, halter western riding and showmanship. Any chinstrap narrower than one half inch. Martingales and draw reins, except for speed events. However, these cannot have any bare metal

in contact with the horse's head. Nosebands and tiedowns, except for speed events.

NOTE: Both Junior and Senior horses should perform on a reasonably loose rein, be capable of executing smooth transitions at the walk, jog, lope and be able to stand quietly. All horses should be well mannered and if a horse tends to kick out at other horses, it must have a red ribbon tied to its tail. A judge may mark down any horse that acts in a disorderly fashion or ask any horse that poses a threat to any other exhibitors to leave the ring.

add – For further clarification on bits and prohibited equipment, please refer to Article F1503 Western Tack of the Rules of Equine Canada, Section F book.

13. Stallions are to be shown by senior exhibitors only and must not be left unattended at any time.
14. If any horse is unruly, they will be excused from the class with no refund of entry fees. If the offence is repeated, they will be asked to leave the show with no refund.
15. The use of bats and crops add (30" maximum in length), of any type are only permitted in English and Gymkhana classes. Spurs shall not be used forward of the cinch in any classes.
16. a) Any unsportsmanlike conduct by an exhibitor (whipping or abusing a horse, use of foul language, unsafe behavior, etc.) during the show or anywhere on the show grounds shall jeopardize the contestant's right to further exhibiting at the show. The judge of NTRC executive may issue a warning to any exhibitor at any time. Upon failure to comply with the warning, the contestant shall be disqualified from all further classes in the show without refund of fees.  
  
b) add – Permission must be obtained by the judge to leave the show ring during a class. No refunds will be given back
17. An exhibitor must be correctly attired for the class and the horses properly presented. NTRC executive may bar any entry from entering the ring if not suitably presented. This also include Gymkhana.
  - a) In Western classes, clothing must be neat, clean and workmanlike. Riders must wear a hat or helmet, cowboy boots, belt and belt buckle, and long sleeved western shirt and/or jacket with cuffs covering the wrists. Jeans may be worn but must be in good repair. Spurs, add - gloves, & chaps are optional
  - b) In English classes, attire consists of a hat or helmet, either a jacket or sweater, and either jodhpurs or breeches. Spurs of the unrowelled type and crops (not to exceed 30" in length) are optional. Web, leather or string girth are acceptable. the bridle shall be light show type, with snaffle, Pelham or double bridle. Twisted

snaffle and wire bits are prohibited. Dropped nose bands, running martingales, draw reins, **add – and boots of any description and leg wraps** are not permissible. Saddle shall be of the English type. Helmets with a double strap must be worn for Hunter Hack.

**add – For further clarification for English, refer to Article F902 & F903 and for Hunter Hack, refer to F1004, F1005 & F1006 in the Rules of Equine Canada, Section F book.**

- c) During Gymkhana, if a rider is using Western tack, they must be in full Western attire, if they are using English tack, they must be in full English attire. Hats are optional. tie downs and running martingales are also permitted.
18. Any person wishing to speak to the judge regarding an exhibitor must first receive permission from the ringmaster.
19. Hitching Ring Rules:
- a) Horses must not be left unattended.
  - b) Exhibitors & show personnel only area must be adhered to.
  - c) Keep alley way clear
  - d) Clean up after yourself and your horse(s)
  - e) All visiting dogs must be kept on a leash at all times.
  - add - f) No feeding of horses in the hitching ring**
  - g) Must be dismounted when entering and leaving the hitching ring**
  - h) NO sitting on chairs, stools, etc. while holding your horse in the hitching ring. You must either be mounted on your horse or standing, holding your horse.**

### **Class & Year End Awards**

- 1. a) In order for a class to be eligible for year-end awards, it must have existed in its own entity for a minimum of two shows.
  - b) If a class ceases to exist during the course of the show season, then points accumulated in that class will be transferred to an equivalent class, (eg. Novice Sr pleasure to Sr. pleasure).
  - c) Each individual member to qualify for year-end awards, must attend one ‘ General Meeting in that club year (Nov. 1 – Oct. 31) and must also volunteer or provide a volunteer for an assigned task once in the show season **add – for a minimum of 4 hours**. Members 12 and under are not required to attend a general meeting. These members must be represented by a parent or relative over the age of 18 at a General Meeting and in a volunteer capacity in order to qualify for year-end awards **omit – for their age group**.
2. a) A first place award will be given **omit – for, replace with after** each eligible class

add – per show.

b) A second place award will be given if budget dollars are available omit – at the end of the show season.

omit – c) Additional awards include: High Point Overall  
High Point show (includes all judged classes)  
High Point Gymkhana

replace with – c) Year End Awards include – High Point Western  
High Point English  
High Point Gymkhana  
High Point Halter/showmanship

(note: if riding Trail in English attire, points will go towards High Point English)

d) A second place award will be given if budget dollars are available.

NOTE: Any awards not picked up by December 31<sup>st</sup> of the current year will automatically be donated back to the club.