

**ALBERTA HORSE TRIALS ASSOCIATION
POLICIES (Revised September 2016)**

A. MEMBERSHIP CATEGORIES

1. **Senior** – Any person having reached the age of 18 years, as of January 1st of the current year, may apply for a Senior Membership in the Association and upon such application being accepted as hereafter provided, such person shall be a Senior Member of the Association. A Senior Member shall have all of the rights and privileges and shall be subject to all of the duties, obligations and liabilities as are usual in the case of a member of a similar association. A Senior Member is eligible for all Alberta Horse Trials Association (AHTA) activities and awards. Annual cost of this membership shall be determined by the Board prior to the commencement of the membership year.

2. **Junior** – Any person not having reached his 18th birthday, as of January 1st of the current year, may apply for Junior Membership in the Association and upon such application being accepted as hereafter provided, such person shall be a Junior Member of the Association. A Junior Member shall have all of the rights and privileges of the Senior Member, except the right to be elected as a Director and to vote on money matters or amendments to the by-laws and shall be subject to all of the duties, obligations and liabilities of the Senior Member, except in the matter of Annual dues which shall be subject to the provisions hereafter set forth. A Junior Member is eligible for all AHTA activities and awards. Annual cost of this membership shall be determined by the Board prior to the commencement of the membership year.

3. **Family** – Members of an immediate family, which includes up to 2 Senior Members and children not having reached their 18th birthday as of January 1st of the current year, may apply for a Family Membership in the Association. Family Membership shall have all of the rights and privileges of Senior Members, but shall carry two votes if two members are in attendance. All members in this category are eligible for all AHTA activities and awards. The annual cost of this membership shall be determined by the Board prior to the commencement of the membership year.

4. **Non Competitive** – Any person, association, club or organizing committee may apply for non-competitive membership. No voting privileges. An omnibus can be purchase through Equestrian Canada. The annual cost of membership shall be determined by the Board prior to the commencement of the membership year.

B. DIVISION GUIDELINES

For official levels – Advanced, Intermediate, Preliminary, Training, Pre-Training and Entry – see F.E.I. and/or E.C. Rules. The following are also divisions of Entry and, as such, are subject to all rules pertaining to Entry, with the following specifications:

Purpose: To encourage newcomers in the sport of Horse Trials by producing confidence and providing enjoyment.

Starter Division (provincial division)

Dressage Tests: Any test of suitable level. Canter may be required. Enclosed ring.

Jumping:

- Maximum Height: 60 cm
- Maximum Width at top: 60 cm
- Maximum Speed Cross Country: 300 mpm
- Maximum Speed Stadium: 300 mpm
- Speed windows apply as per Entry rules
- Single jumping efforts only
- No oxers. Verticals or cross rails only
- No drops
- No mandatory water
- No obstacles without height
- Courses are to be simple and inviting with considerate placement of cross country fences (i.e. NOT next to preliminary level fence). Fences are to be wide and inviting with no fill.
- A maximum of 30% of the jumps are allowed to be at maximum height.

Pre-Entry Division (provincial division)

Dressage Tests: Any test of suitable level. Canter may be required. Enclosed ring.

Jumping:

- Maximum Height: 75 cm
- Maximum Width at top: 75 cm
- Maximum Speed Cross Country: 325 mpm
- Maximum Speed Stadium: 300 mpm
- Speed windows apply as per Entry rules
- Single jumping efforts only
- No drops
- No mandatory water
- Obstacles without height must have an option.
- Courses are to be simple and inviting.
- A maximum of 30% of the jumps are allowed to be at maximum height.

C. NORTH AMERICAN JUNIOR AND YOUNG RIDER CHAMPIONSHIPS (NAJYRC)

1. A NAJYRC committee may be appointed by the Board of the AHTA
2. Competitors must be members in good standing of the Alberta Equestrian Federation, AHTA, Equestrian Canada (EC), United States Eventing Association, and FEI.
3. The horse must possess a valid FEI passport and be deemed capable of completing the event to the satisfaction of the coach and the selection committee.
4. Criteria for North American Young Riders must be met by horses and riders as published on the Equestrian Canada and AHTA websites.

D. COMPETITOR SUBSIDIES

1. Subsidies may vary from year to year based on funding availability and will be determined in January/February of the year following competition results.
2. All or part of the expenses to be paid at the discretion of the Board of the AHTA.
3. Competitors must be eligible to represent Alberta as outlined in the AHTA Policies Guide.
4. Competitors must apply for the subsidy by forwarding their out of province results to the Statistician, using the form created for that purpose. The competition year shall be deemed to end October 1.

5. The AHTA approves, in principle, out of province competition subsidies to the following:
 - a. North American Young Rider Championships;
 - b. National or Interprovincial Championships;
 - c. International competitions;
6. Others - considered on an individual basis (e.g. Training Team selected to represent Alberta and sent out of the province. Preliminary, Intermediate and/or Advanced Horse Trial or 3-Day competitors travelling out of province due to a lack of provincial competition).
7. Subsidies will not be awarded to competitors who attend out-of-province events that conflict with events offered in Alberta at their level of competition.

E. CLINICS/ACTIVITIES

1. Approved and sponsored AHTA instructional clinics and activities are to be organized to break even financially unless otherwise voted upon by the board.
2. The clinic proposal must include the following:
 - a) Type of facility;
 - b) Location and date;
 - c) Organizer's name, address and phone number;
 - d) Name of clinician (if applicable);
 - e) Proposed budget;
 - f) Clinic financial report and copy of receipts and invoices to be submitted to the Treasurer after completion of the activity.
3. A non-refundable administration fee may be levied on cancellation of attendance with a valid Vet or Doctor certificate. Without such certificate, the entire fee is forfeited unless the participant can book someone else to take his/her place.
4. If an approved AHTA activity runs into an unpredictable deficit, the AHTA may give financial assistance to cover all or a portion of the deficit. The organizers, however, are responsible for canceling an activity/clinic with insufficient entries to cover costs, at least 48 hours prior to the activity date.
5. Once all expenses have been covered, any and all profits must be submitted to the AHTA.

F. AWARDS

Awards may only be won by full AHTA members. All awards to be awarded at the discretion of the Board. All award qualifications and descriptions are available on the AHTA website.

G. DIRECTORS' TRAVEL AND EXPENSES

1. The AHTA approves in principle, subsidies to those Directors appointed to attend the annual meeting of the Canadian Eventing Congress. The amount of the subsidy to be determined annually and presented in the budget.
2. The AHTA approves in principle, the need to reimburse some of the expenses incurred by directors in the normal discharge of their duties (e.g. postage and telephone costs). Such expenses shall be budgeted for and brought before the Board as necessary and voted upon.

H. COMMUNICATIONS

1. The AHTA shall maintain a list of member email addresses for the purpose of disseminating information to the membership on a regular basis.
2. The AHTA shall maintain a website, with updates of information as required to keep the site timely and informative. There shall be an individual appointed by the Board who is responsible for keeping the site up to date. Information to be posted shall be reviewed by the President or his or her appointed designate.

I. INVENTORY

1. All AHTA equipment will be inventoried and the inventory kept updated by a Director.
2. This director will coordinate and monitor the use of this inventory by members/organizations requiring use of AHTA equipment for AHTA sponsored activities.
3. Damage or loss is on a user pay basis.
4. The director will be contacted directly by the user and bookings will be subject to the approval of the Board on a first-come, first-served basis.
5. Transportation of the equipment, and any associated costs, will be the responsibility of the user.

J. SAFETY POLICY

1. **Policy** – AHTA recognizes that the sport of Eventing/Horse Trials has an inherent risk of injury to horse and rider. It is the policy of AHTA to actively promote safe practices within the sport of Eventing/Horse Trials. AHTA will support all safety related initiatives of the Canadian Eventing Committee of EC.
2. **Riders** – Riders should expect to compete at Events/Horse Trials on courses that are safe in design and construction and at competitions run by officials familiar with the rules governing the sport. Riders have a right and responsibility to inspect a course and facilities before any competition and to make a personal evaluation of suitability. Riders, while recognizing the risks associated with their sport and their ultimate responsibility for safety, should also expect an adequate level of emergency response to accident or injury. Riders are ultimately responsible for choosing the correct level of competition for themselves and their horse.
3. **Horses** – Horses shall be treated humanely. Horses must not be pressed beyond their apparent limit of endurance or ability. Equipment, facilities and obstacles must be appropriate and well constructed. An adequate level of emergency response in case of accident or injury will be available.
4. **Organizers** – It is the responsibility of the organizer to provide a well constructed course suitable for the level of competition and consistent with the level of competition within the nation. Organizers should be able to provide enjoyable and safe competitions for riders and horses by following the published rules and regulations governing the sport. Riders are ultimately responsible for deciding when and where to compete and for competing at a suitable level for themselves and for their horse.
5. **Officials** – Officials at Events/Horse Trials will follow the published rules and regulations governing the sport.
6. **Organizers Packages** – An information package is available through Equestrian Canada.

K. COMPETITIONS

The Competitions Committee is a committee of the AHTA. The purpose of this committee is to coordinate the dates of competitions and clinics within the AHTA; to provide riders with a vehicle of communication to both the AHTA and organizers; and to record competition results and points for awards or Talent ID. Each position has a role to fulfill as follows:

1. **Chairman** – Coordinates the schedule of events and clinics with organizers and clinicians in conjunction with the President of the AHTA. The Chairman is to keep in regular contact with clinic and event organizers and report to the Board. Coordinates the roles of all other committee members with the AHTA. Any date changes in the Calendar must be made through the Chairman.
2. **Rider Representative** – Attends or appoints an alternate to attend all events. The purpose is to provide a vehicle for riders to communicate with event organizers or to find out where to go for various types of assistance. The name of the Rider Representative (or alternate) must be posted on the scoreboard, along with instructions for contact. Riders wishing to make a point with regard to a jump, or

the course itself, or any facet of the competition, should do so through the Rider Representative. The Rider Representative, however, does not handle protests. Competitors wishing to put in a protest must do so as indicated in EC Rules. EC Rules will always supersede any authority of the Competitions Committee or Rider Representative. Any complaints regarding an event should be given to the Rider Representative to bring to the attention of the Competitions Committee and the AHTA, who can then open discussions with those concerned.

The Rider Representative should also be able to direct riders to the appropriate people or officials to obtain assistance where needed. In order to protect against liability situations, the Rider Representative must be careful not to dispense advice with regard to coaching techniques or the giving of instruction, but rather is to direct competitors to the right source in order to find the help they need.

3. **Statistician** – Records competition results and compiles points for yearend awards and subsidies.