



UNITED STATES EVENTING ASSOCIATION



POLICIES AND GUIDELINES

**For USEA Recognized Competitions
and Members of the Association**

Revised February, 2018



USEA POLICIES AND GUIDELINES

FOR USEA RECOGNIZED COMPETITIONS AND MEMBERS OF THE ASSOCIATION

USEA MEMBERSHIP POLICY

1. COMPETITOR: A rider competing in any USEA-registered competition at any level, including the Beginner Novice level, must hold a Full, Junior, Collegiate, or Life membership and have an approved and current medical armband or bracelet. The USEA will extend a 14-day grace period for Beginner Novice level riders to join the USEA, renew their membership or register their horses. The 14-day grace period extends to upgrade a horse from Limited to Full. Points and/or championship qualifications are not retroactive after the 14-day grace period. The USEA will consider reinstatement of qualifications for the current year championship and current year-end awards, only. A fine of \$100 will be assessed for each inquiry to consider re-instatement.

2. COLLEGIATE PROGRAM MEMBER: (\$25 Discount) The Affiliate College/University must submit a roster of its team members to the USEA to receive the discounted rate. The Collegiate Member receives all benefits of a full membership. Collegiate membership is only open to students whose University/College holds an active Affiliate Membership with the USEA. A drop down menu of USEA Affiliated Colleges/Universities becomes available when the collegiate member registers online with the USEA. Those not registering online enter the name of their College/University on the membership form.

3. AMATEUR STATUS: For all returning USEA members, amateur status will transfer automatically each year to the next competition season. It is the responsibility of each competitor to inform the USEA of any changes to their status. Amateur status begins at the time it is declared and its benefits are not retroactive. A fine of \$50.00 will be assessed for each inquiry to consider activating status at an earlier date.

For the definition of amateur status, please refer to the *U.S. Equestrian Federation Rules for Eventing*, Appendix 3.4.4 Amateur (A). If you are unclear about whether you qualify as an amateur or professional, please email: amateurinquiry@usef.org.

4. ORGANIZER: The organizer, the Chairman of the Organizing Committee of an event, must be a current Full or Life member of the USEA.

The USEA membership requirements are waived only in the following cases:

1a. EVENTING TESTS: Such as but not limited to: Starter Test, Intro, Derby Cross, Coach Allowed Test (CAT), or Schooling Shows, USEA membership/non-member fee is waived for participation. For Combined Tests, USEA membership is not required for any level of a combined test, but a \$25 non-member fee must be collected. Eventing Tests, with the exception of FEH and YEH classes, are exempt from the Association fees (Starter and D&M).

To use the USEA Xentry online system, an ID number must be created. ID numbers do not require membership and can be created by going to the USEA home page and clicking on Online Services. Click “New User?” to create profile.

1b. U.S. PONY CLUB members are exempt from the USEA membership and horse registrations requirement at the Novice and the Beginner Novice level, if they are participating in a Pony Club sanctioned Rally being held in conjunction at a USEA Recognized horse trial.

USEA HORSE REGISTRATION AND YEAR-END AWARDS POLICY

1. All horses competing in any USEA recognized competition at any level, including the Beginner Novice level, must have a valid **FULL** or **LIMITED STATUS** registration. The USEA will extend a 14-day grace period after the competition concludes to upgrade a horse from Limited to Full. Points and/or championship qualifications are not retroactive after the 14-day grace period. The USEA will consider reinstatement of qualifications for the current year championship and current year-end awards only. A fine of \$100 will be assessed for each inquiry to consider re-instatement.
2. Yearlings, two- and three-year-olds must have **FEH STATUS** registration with the USEA in order to participate in USEA recognized competitions at a Future Event Horse Test.
3. Four and five year-olds must have **LIMITED STATUS** registration with the USEA in order to participate in USEA recognized competitions at a Young Event Horse Test.
4. All horses must have a **FULL STATUS** registration with the USEA in order to participate in USEA recognized competitions at the Preliminary level and above.
5. All horses with a **LIMITED STATUS** registration must be upgraded to **FULL STATUS** registration prior to competing at the Preliminary level.
6. Restricted Eventing Test Horse registration is used to enter eventing tests using the USEA Xentry online entry system: such as Starter Test, Coaching Allowed Test (CAT), Event Derby, Intro or Combined Test level(s) only. **THIS IS NOT A VALID HORSE REGISTRATION FOR COMPETITION.** Horses registered at this level do not earn award points or AEC qualifications.
7. **U.S. PONY CLUB** members are exempt from the USEA membership and horse registrations requirement at the Novice and the Beginner Novice level, if they are participating in a Pony Club sanctioned Rally being held in conjunction at a USEA Recognized horse trial.
8. **YEAR-END AWARD POINTS VERIFICATION:** The USEA has established a cut-off date of November 15th for inquiries on competitive records for competitions held prior to November 15th. While we make every attempt to ensure the accuracy of our members' competitive records we realize that errors do occur. It is the responsibility of every owner/ rider to verify their horse's records.
9. **TRANSFER OF OWNERSHIP:** A bill of sale must be submitted to complete the owner transfer. The bill of sale may be sent by fax (703) 779-0550; e-mail to memberservices@useventing.com; or mail to the USEA at 525 Old Waterford Rd, NW, Leesburg, VA 20176. Please black out price or any other private information you do not wish to share.

PRELIMINARY AND ABOVE PARTICIPATION IN USEF RECOGNIZED COMPETITIONS

To participate in U.S. Equestrian Federation licensed competitions at the Preliminary level or above, riders, owners and trainers must be individual members of the U.S. Equestrian Federation (USEF) or for non-members, participants must pay a \$30.00 U.S. Equestrian Federation Show Pass fee. If one person holds more than one position, e.g., rider and trainer, only one payment of \$30 is required.

POLICIES FOR RECOGNIZED COMPETITIONS

The Rules for all USEA recognized competitions would be the current *U.S. Equestrian Federation Rules for Eventing* (USEF).

ALL EVENTS REGISTERED WITH THE USEA MUST:

1. Have their competition date and levels approved by their Area Chairman and Council.
2. The organizer, the Chairman of the Organizing Committee of an event, must be a current Full or Life member of the USEA.
3. The event prize list (*Omnibus* page) must be posted to the USEA website. It is strongly recommended to include the page in the printed version of the USEA *Omnibus*. The USEA Event Registration Fee is \$175 plus \$125 for the *Omnibus* online listing for a total of \$300.00. To be published in the printed version the registration, an edited page must be submitted by the appropriate *Omnibus* deadline.

Any event pending the USEA Event Registration Fee will not be posted online until the registration fee has been paid.

4. Not offer any unrecognized eventing division during the days of recognized competition.
- 5a. At horse trials, three-day events, CICs or CCIs, collect a starter levy fee itemized on the entry form of \$21.00 for each horse at the Beginner Novice through Advanced, including FEI levels, that start in the competition. This applies even if one or all phases of the event are cancelled.
- 5b. **Starter Fees:** Competition Starter Fees are a tariff imposed by the USEA on each starter in USEA recognized competitions. Such fees are collected by the competition management on behalf of the Association. Per USEA Policy, Starter Fees are due in the USEA office within ten days after the completion of the competition. If such fees are not received within such time, competition management will be notified of the situation; when such fees are not paid within thirty days after the completion of the competition, the next competition(s) will not be posted under the online version of the *Omnibus* and may lose its status as a future USEA recognized competition until such fees are paid in full.

5c. Drugs and Medications/Endorsement Fee: The USEA has an agreement with U.S. Equestrian Federation (USEF) whereby the Beginner Novice, Novice and Training levels are covered by the rules, regulations and hearing processes of the U.S. Equestrian Federation Inc. and all levels of competition may be subject to the U.S. Equestrian Federation Drugs and Medications program.

Pursuant to that agreement, a drug fee may be imposed by the USEA on each horse in competition in lieu of the drug fee imposed by the U.S. Equestrian Federation (USEF) and is paid by the competitor with the entry. The amount of the drug fee shall be set by the USEA Board of Governors. Organizers shall collect any such fees on behalf of the organization and remit them within ten days of the completion of the competition. Failure to comply with this requirement will result in the competition losing its status as a USEA recognized competition and, the next competition (s) will not be posted under the online version of the *Omnibus* until such fees are paid in full.

6. Refund Policy for Withdrawal of an Entry Prior to the Start of Competition: After the closing date, the refund policy published in the *Omnibus* by Competition Management will apply, except that Starter Fees and the Drugs and Medication Fees shall be returned to any competitor who withdraws prior to the start of the competition, regardless of the date of the competitor's withdrawal. Refund of Starter Fees and the Drugs and Medication Fees to qualifying competitors shall be made within 30 days of the completion of the competition. USEA Starter Fees and Drug and Medication Fees are not subjected to any office fee.

7. Post Competition Report: All USEA recognized competitions must submit all documents and fees due to the USEA office within ten working days of the completion of the competition.

8. Adhere to pertinent USEA directives and memorandums.

9a. Agree to a pre-event inspection by the technical delegate prior to the start of the competition. The event TD may appoint a local qualified deputy to perform the pre-event inspection, although he/she will remain ultimately responsible.

9b. New Event (national only): As defined by USEA, and in consultation with the Area Chair, the USEA will approve the organizer's choice of technical delegate and provide, a one-time only reimbursement, up to \$500 towards the technical delegate's fees and travel expenses to and from the event. The organizer is responsible for housing and meals.

New event defined as:

1. An entirely new event, with new organizational staff and over new cross-country courses.
2. An experienced organizational staff running an event over a new competition site with all new cross-country courses. An existing event adding a new level of competition or an additional date to the calendar is not considered a new event.
3. An all new organizational staff (organizer and secretary) taking over an existing cross-country site that has not been used for two or more years.

10. Officials: The Technical Delegate, President of the Ground Jury and Course Designer must be stated in the *Omnibus* listing for each competition. A competition may not be published or posted if these officials are not named.

LEVELS OF COMPETITION:

1. There is no restriction on the number of levels that may be held at any registered event. However, organizers must use their judgment and not run more divisions or accept more competitors than can be reasonably handled without adversely affecting the safety or the quality of the event.
2. The USEF Eventing Committee, or the USEA Executive Committee, in cases where the event is not licensed by the Federation, reserves the right to restrict the number of levels and/or competitors at any registered event, if this is deemed necessary in the interest of the sport.

COMBINED TEST/EVENTING TESTS:

1. Organizers may also offer "Tests" in conjunction with their horse trials. Refer to Sub-Chapter EV-2 - Rules for Tests in the *U.S. Equestrian Federation Rules for Eventing*.

2a. Combined Tests: The USEA Combined Tests Policy and Guidelines appear as an appendix to the abridgement of the *U.S. Equestrian Federation Rules for Eventing* published as a courtesy to our members by the USEA. If a Combined Test offers the cross-country phase, qualifications to compete are the same as for Horse Trials. USEA membership is not required for any level of a Combined Test, but a \$25 non-member fee must be collected. Combined Tests are exempt from the Association fees (Starter and D&M)

2b. Eventing Tests: With the exception of Combined Tests (see above), USEA membership and non-membership fees are waived. Eventing Tests are exempt from the Association fees (Starter & D&M), except Future Event Horse and Young Event Horse Tests, which are assessed a \$10 USEA Starter Fee.

GENERAL GUIDELINES

1. If schooling of any kind is permitted at the end of the scheduled day of competition, the USEA highly recommends that these sessions are properly supervised and adequate insurance coverage is obtained by the organizer. The application for Educational Activity insurance is under: http://useventing.com/sites/default/files/organizer_app_edu_icp.pdf
2. Only stabling approved by the organizer is permitted. Stalls made from rope, string or wire are not permitted. Pipe corrals are acceptable.

USEA CHAMPIONSHIPS

Horse trials and three-day events may not be called championships without the approval of the USEF Eventing Sport Committee. Inter-Area competitions, whether horse trials or three-day events, must be approved by the USEF Eventing Committee.

1) American Eventing Championship. The USEA Horse Trials Championship (AEC) will recognize and reward the top horse/rider combinations from the Beginner Novice through the Advanced levels. Horses and riders must qualify over a fourteen-month period. Refer to the AEC information page on www.useventing.com.

2) Adult Team Championship. The team championship to be held in conjunction with the American Eventing Championships for the levels Beginner Novice, Novice, Training and Preliminary. Qualifying criteria and other eligibility requirements are found under the AEC section of the USEA Website.

AREA CHAMPIONSHIPS:

Area championships may be offered at any level. They may be restricted by age (Junior, Young Rider or Senior). A horse division may be offered, but must be listed in the division section of the *Omnibus* listing, for example: NH, TH. In principle, all Area championships shall be horse trials.

The Area Chair and Area Council shall determine qualifications for entry. The *Omnibus* will publish general terms of qualifications, but is not the complete version. Specific details of the Area qualification criteria shall be published on the Area's website and/or newsletter. It is the responsibility of each competitor to read the criteria for participation published by both the Area and the USEA and to comply with the Area's qualifications.

The Area Chair and the Area Council shall approve scheduling of all Area Championships. Applications to host a championship shall be addressed to the Council. Area championships at the Beginner Novice, Novice, Training and Preliminary levels are considered to be an essential part of the framework of the sport. At the higher levels, Areas are cautioned to consider the anticipated number and state of preparation of competitors before scheduling a championship to ensure that these competitions are meaningful.

INTER-AREA CHAMPIONSHIPS:

Inter-Area Championships may be offered at any level. They may be offered for teams or individuals, but if offered for teams, individual prizes must also be awarded. They must be restricted to Juniors, Young Riders or Seniors. They may be horse trials or three-day events. Qualifications for entry shall be determined by the Areas involved, and shall be approved by the USEF Eventing Sport Committee. Scheduling of all inter-Area competitions shall be coordinated by the Areas involved, and approved by the USEF Eventing Sport Committee. Applications to host inter-Area competitions should be addressed to the Areas.

USEA COMBINED TEST POLICY

DEFINITION

A USEA recognized combined test comprises two of the three tests of a horse trial and takes place on one day, during which the competitor rides the same horse in both tests. Each competitor's scores from both tests are added together to determine the result. Riders may compete with more than one horse in a combined test.

If a cross-country phase is offered, horse and rider qualifications shall be the same as the qualifications to compete in a horse trial of the same level. There are no set qualifications if the combined test consists of the dressage and show jumping phases.

COMBINED TEST POLICY

A. In order for a combined test to be recognized by the USEA, the dates and divisions must be approved by the Area chairman and the appropriate registration fee(s) must be paid to the USEA at the appropriate deadlines. All USEA recognized competitions must submit all documents and fees due to the USEA Office within 10 (ten) working days after the conclusion of the competition.

B. USEA membership is not required for any level of a combined test, but a non-member fee of \$25 will be collected. USEA Starter and D&M fees do not apply.

C. A Federation licensed judge is required. If the combined test offers a cross-country phase at the Intermediate or Advanced level, then the Federation Official must be selected from the roster of "R" or "S" Eventing Judges. Other judges may be Federation Licensed Judges, participants or graduates of the USEA Training Program, or knowledgeable horseman.

D. In both the cross-country and show jumping phases, timing is optional. If timing is used, it must conform to the *U.S. Equestrian Federation Rules for Eventing* appropriate to that phase.

E. If a combined test consists of the dressage and show jumping phases, a competitor may enter the same horse in two consecutive levels.

F. The same horse may compete in both a horse trials and a combined test that is offered at a competition provided the horse only competes over one cross-country course. The horse may compete for placing in the final classification if the levels are the same or consecutive. If the levels are not consecutive, the horse may compete, however, he may compete for final placing in one level only and must ride the other level Hors Concours.

G. Schooling and warm-up areas should be supervised.

H. Whenever horses are tied in the final classification, the horse with the least number of faults (jumping and time) in the show jumping or cross-country test shall be placed first. If still tied, the best score of the collective marks of the Dressage shall prevail. If still tied, placings and awards are to be duplicated.

I. USEA combined tests shall conform to the following *U.S. Equestrian Federation Rules for Eventing* concerning safety, cruelty and competition. Also refer to Sub-Chapter EV-2 - Rules for Tests.



United States Eventing Association

525 Old Waterford Rd. NW | Leesburg, VA | 20176

p. 703.779-0440 | f. 703-779-0550 | info@useventing.com | www.useventing.com