



USEA COMPETITIONS APPROVAL APPLICATION

NEW EVENTS; NEW LEVEL; ADDITIONAL LEVEL; DATE CHANGE, ADDITION TO CALENDAR

Complete this form and return to the USEA Director of Competitions at sharon@useventing.com.

New Event: First time on the USEA calendar over a new cross-country course.

Established Competitions – New Level: Adding a new level to an established competition.

Established Competitions – Additional Level: Adding a level already offered at another event run by the same organizer.

Addition to Calendar: Existing event adding another event to calendar.

Note: A National Course Advisor will review new courses at the Preliminary and higher levels.

PLEASE CHECK ONE: New Event New Level Additional Level Addition to Calendar

1. Competition Name: _____ **Date Request:** _____

Address of Facility: _____

City: _____ State: _____ Zip Code: _____

2. Name of organizer: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

3. Levels Offered/New Level/Additional Level: _____

Description of the land & terrain: _____

Description of facilities: Parking, dressage/show jumping arenas, stabling, etc: _____

Course Designer: _____ Course Builder: _____

Is course ready for inspection? Yes No If not, when: _____

USEA members/officials who can recommend your event: _____

Comments: _____

Organizer's Signature: _____ Date: _____

Area Chairs complete the following and return to the USEA office:

I _____ as Area Chair, in conjunction with the Area Council,

approve this event/level/organizer

do not approve this event/level/organizer

Signature: _____ Date: _____

PROCEDURE AND PROTOCOL FOR RESOLUTION OF DATE DISPUTES

1. The Area Chair and/or organizer(s) may request a review by the Executive Committee of the Area Council (if appointed) or the Area Council, if disputes are not resolved at the Area level. Each party must submit within ten days of the organizers meeting written documentation supporting their argument. Areas that do not conduct a meeting must establish a date when date requests are due to the Area Chair. The Area Chair shall collect all documentation for distribution to the Executive Committee/Area Council.
2. The Executive Committee/Area Council shall review all submitted documentation supporting each argument. The Executive Committee/Area Council shall then issue their resolution in writing to each party, and to the Senior Director of Competitions at the national office. A request to appeal the Executive Committee/Area Council's decision must reach the Area Chair within fifteen days of the postmarked date of the resolution. Upon receipt of the appeal, the Area Chair shall submit all documentation from the disputing parties and the Executive Committee/Area Council to the USEA Competitions, Calendar & Rules Committee, in care of the USEA national office. The resolution will be deemed accepted by all parties if an appeal is not received within fifteen days.
3. The USEA Competitions, Calendar & Rules Committee shall review the material submitted by each party involved and the Area Executive Committee/Council within fifteen days of receipt. The committee shall make their decision following a review of the disputing events based upon criteria that may include but are not limited to the following factors:
 - a. Levels offered.
 - b. FEI or advanced horse trials that fall under the jurisdiction of USEF Eventing Technical Committee.
 - c. Market attracted-recreational and/or professional. If different, can both events co-exist?
 - d. Longevity of disputing events.
 - e. Individual evaluation on a case-by-case basis to assess impact on existing and potential market.
 - f. Individual evaluation based on technical delegate reports, rider representative reports and competitor evaluation.

The USEA Competitions, Calendar & Rules Committee shall issue its written findings and decision to the Area Executive Committee/Council, the affected parties and to the Senior Director of Competitions at the national office. This committee's decision is final and binding.

Events specified under Article EV121.1 in the Rules of Eventing are subject to final approval from the USEF Eventing Technical Committee. A copy of the findings with the Competition, Calendar & Rules Committee's recommendation shall be forwarded to the USEF Eventing Technical Committee.