

THE RULEBOOK OF



All correspondence shall be sent to:

CDHJC
20 Pepper Hollow Dr.
Clifton Park, NY 12065
website: www.cdhjc.org

All checks pertaining to CDHJC, Inc. business should be made payable to:
CAPITAL DISTRICT HUNTER JUMPER COUNCIL, INC.

OR
CDHJC, INC.

New and/or changed rules will be published in the CDHJC Newsletter and on the website. It is the responsibility of members to note changes and additions to the rules.

2017 Edition

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**CAPITAL DISTRICT HUNTER/JUMPER COUNCIL, INC.
CONSTITUTION
BY-LAWS OF THE BOARD OF TRUSTEES
BY-LAWS OF THE BOARD OF DIRECTORS**

CONSTITUTION

Preamble:

The purposes for which this corporation has been organized are as follows:

- To promote through education, performance, cooperation and communication, public interest in horses and horsemanship in the Capital District and surrounding areas.
- To promote and encourage better understanding of horse shows and related activities.
- To promote sportsmanship and set standards for the industry through word and deed.

E.S.P.

EXCELLENCE, SPORTSMANSHIP, PROFESSIONALISM.

GOVERNING RULES

- The CDHJC strives to follow all rules, definitions, guidelines and interpretations of the United States Equestrian Federation, Inc. (hereinafter USEF).
- The CDHJC Newsletter is the official publication for the CDHJC. All rule changes and official announcements made between publications of the Rulebook will be printed in the Newsletter.

ARTICLE I – By-Laws of the Board of Trustees

- Sec. 1 The Board of Trustees shall consist of (1) at least five members, or such other number, not greater than seven, as may be fixed from time to time by Resolution of the Board of Trustees and (2) an unlimited number of Honorary Trustees.
- a) The regular voting membership shall be limited to individuals having a sufficient amount of experience in managing or operating a show stable or horse show or whose profession is a horse trainer or instructor.
 - b) The Board of Trustees may waive the membership requirements set forth in subparagraph (a).
 - c) The President of the Board of Directors shall serve as a term Trustee if (s)he is not otherwise entitled to sit in on Trustee meetings.
 - d) When a member of the Board of Trustees elects to retire as an active member of the Board, said Trustee may be designated as an Honorary Trustee and shall serve at the pleasure of the Board. Honorary Trustees shall have the right to attend and participate in all meetings of the Board of Trustees, Board of Directors and to serve on committees of the Board of Directors. Honorary Trustees shall not be entitled to vote at meetings of the Board of Trustees or Board of Directors.
- Sec. 2 All Trustees have equal voting privileges and need not be a member of the Board of Directors. Decisions of the Board of Trustees must be by unanimous vote of all Trustees present at the meeting.
- Sec. 3 The Board of Trustees shall meet at least once a year to review the annual financial report of the corporation and to ratify all constitutional changes made during the previous year. Any member of the Board of Trustees may nominate a member of the Board of Directors at this time to serve as a Trustee. Said nominee may only be approved upon a unanimous vote of the Board of Trustees.
- Sec. 4 The Board of Trustees shall call for an election of the Board of Directors of the Corporation.

ARTICLE II – By-Laws of the Board of Directors

- Sec. 1 The Board of Directors shall consist of (1) twenty Term members, or such other number not greater than twenty-five, as may be fixed from time to time by resolution of the Board of Directors, (2) Ex-officio members and (3) a maximum number of seven Trustees and (4) an unlimited number of Honorary Trustees.
- a) Directors shall be elected at a regular or special meeting of the Board of Directors preferably preceding the annual general membership meeting of the Board or within one month of said general membership meeting for a term of three years. Existing Directors shall be entitled to vote for officers of the Board. All Directors must be current members of the CDHJC.
- b) Ex-officio members shall consist of Committee Chairs who are not Term Directors of the Board. Ex-officio members shall not be entitled to vote at meetings of the Board of Directors.
- c) Honorary Trustees shall be elected by the Board of Trustees from those who have been Trustees. Honorary Trustees shall have the right to attend and participate in all meetings of the Board of Directors and to serve on committees of the Board of Directors. Honorary Trustees shall not be entitled to vote at meetings of the Board of Directors.
- Sec. 2 In the event, the number of Directors is increased by resolution of the Board, such additional Director or Directors shall be elected for an initial term of not greater than three years expiring on the 30th day of November. The expirations of such initial terms shall be staggered so as to make three classes of equal size or as nearly so as possible. No reduction in the number of Directors shall shorten the term of any Director then in office.
- Sec. 3 All Directors of the Board shall be entitled to one vote. The President of the Board shall only vote in case of a tie vote.
- Sec. 4 The Board of Directors may fill any vacancy in the office of Director for the unexpired term.
- Sec. 5 Directors are expected to attend all meetings of the Board. More than four consecutive absences during the fiscal year are grounds for consideration of dismissal. The President shall refer such evidence of chronic absence to the Nominating Committee, which shall report its recommendation to the Board.
- Sec. 6 At the discretion of the Board, the Board may allow two members to share a single Board position.
- Sec. 7 Acknowledging the 1997 adoption of a volunteer Board, at the General election up to 25 names may be nominated as Directors. If said slate of Directors is 25 or less, then the existing Board shall vote to approve by general consent. If there are more than 25 names placed in nomination, then the existing Board shall vote to select up to 25 Directors from the list of nominations.

ARTICLE III – Meetings

- Sec. 1 The annual General membership meeting of the Board shall be held on the first Monday of November at 6:00 p.m. or at such other date and time as may be set by the Board. Regular meetings of the Board will usually be held every six (6) weeks or as called by the President. Special meetings may be called at the direction of the President, or must be called by the President or Vice- President upon the written request of three members of the Board.
- Sec. 2 At least one week's notice shall be given for a regular meeting, and at least one day's notice shall be given for a special meeting. The notice of special meetings shall state the purpose or purposes for which it is called. Notices of meetings shall be mailed to each Director at the address designated by such Director. Notices of special meetings shall be made by telephone to the number designated by such Director.
- Sec. 3 Seven (7) Directors shall constitute a quorum. All meetings require a quorum in order to conduct business of the Corporation. All votes shall be binding with seven (7) Directors present. Rule changes shall require a quorum of the Directors.
- Sec. 4 The order of business at the regular board meetings and annual General Membership meeting shall be: review and approval of minutes, report of the Treasurer, reports of Standing and Special Committees, Old Business and New Business. The Recording Secretary with the approval of the President will provide an agenda for all meetings prior to the meeting.
- Sec. 5 In order for a rule change to be eligible for a vote, it must be placed on the agenda at the preceding meeting.
- Sec. 6 Parliamentary Procedure will be followed according to Robert's Rules of Order. The President may cast one vote in order to break ties.
- Sec. 7 A thirty (30) day period must elapse before a proposal can be reconsidered once it has been defeated by a vote.

ARTICLE IV – Officers and Duties

- Sec. 1 The elected officers of the Board of Directors shall be President, Vice-President and Treasurer, who shall be elected in November for a three year term commencing upon election and ending on November 30th at the end of their term. A person can serve consecutive terms in the same office. Upon the failure of the Board to elect his or her successor, an officer shall serve until his or her successor shall be elected. A vacancy may be filled by the Board, by election, or at any duly called meeting of the Board.
- Sec. 2 The President shall:
- Preside at all meetings of the Board and the General Membership meeting;
 - Be an ex-officio voting member of the Board of Trustees for the duration of his/her term in office;
 - Be a co-signer of all checks over \$500;
 - Develop the General membership meeting agenda and regular Board meeting agendas with the Recording Secretary;
 - Cast the deciding vote in case of ties;
 - Give final approval of all official correspondence of the Corporation including letters, prize lists, programs, and newsletters;
 - Represent the Corporation in all its business dealings (the President may designate the Vice-President as his/her temporary replacement in his/her absence);
 - Chair the Ethics/Grievance Committee;
 - Supervise the work of all officers and Committee chairpersons;
 - With the approval of the Board, appoint all Committee chairpersons and those non-elective officers as designated in Article IV, Sec. 5;
 - Perform all usual and customary duties of the office not specifically stated here.

- Sec. 3 The Vice President shall:
- Preside at meetings of the Board in the absence or inability of the President so to act, and during such inability of the President, shall assume and perform the duties of the office of the President;
 - Be a co-signer of the Checkbook in the President's absence;
 - Chair the Rules Committee;
 - Perform such duties as may be assigned to him or her from time to time by the President or the Board.
- Sec. 4 The Treasurer shall:
- Receive and disburse the funds of the Corporation under the control of the Board. He or she will keep such books and accounts as may be necessary, to show at all times the financial condition of the Corporation and of the funds in his or her possession. He or she may employ such assistance as may be authorized by the Board.
 - Levy and collect all fines per the rules of the Corporation as determined by the Membership Secretary and vote of the Board.
 - File the yearly income tax statements as required by law and is authorized by the Board to hire an accountant.
 - Be required to submit a Treasurer's Report at all Board meetings.
 - Have a single signature on all checks under \$500 and be a co-signer of all checks over that amount (all co-signed checks will require two signatures of those designated to be co-signers).
 - By April 15 each year, apply for all of the Corporation's USEF rated show dates for the next competition year.
 - Be responsible for submitting all applications that the Corporation designates such as permission to hold Medal and MaClay classes, etc.
 - Prepare an annual report listing revenue and expenses.
 - Keep all original financial documents and give copies of permanently retained records to the Historian.
 - This is a paid position and the salary shall be established annually by the Board of Directors.
- Sec. 5 Appointed officers of the Board:
- Recording Secretary shall:
 - Record the minutes including attendance of all meetings of the Board.
 - Consult with the President and make the agenda for all meetings.
 - Notify all members of meetings in advance of scheduled meeting.
 - Bring all pertinent rulebooks to meetings.
 - Maintain a yearlong journal of all minutes including meeting handouts to be given to the Historian at the January meeting for storage with the Corporation's records.
 - Corresponding Secretary shall:
 - Write all letters as designated at meetings and with final approval of the President;
 - Make a yearlong journal of all correspondence to be given to the Historian at the January meeting.
 - Historian shall
 - Keep all records of the Corporation and present as needed those records so designated by the Board;
 - Be responsible for storing all trophies, awards and other paraphernalia that the Corporation has such as the Horse Hall of Fame, photo albums, etc.
 - Executive Secretary shall:
 - Keep all records and perform duties that pertain to tabulating year-end points, recording memberships, recognizing horse shows;
 - Act as secretary at CDHJC designated competitions, and those duties as designated by the Board of Directors.
 - This is a paid position and the salary shall be established annually by the Board of Directors.

ARTICLE V – Indemnification of Directors and Officers

- Sec. 1 **Actions:** The Corporation shall indemnify any and all Directors and employees of the Corporation to the extent and under the circumstances permissible under statute or otherwise where said Director and/or

employee is made or threatened to be made a party to an action or proceeding by or against the Corporation or any other Corporation of any type or kind, domestic or foreign, or any partnership, joint venture, trust, or other enterprise which any Director or employee of the Corporation served in any capacity at the request of the Corporation, by reason of the fact that he, his testator or intestate, was a Director or an employee of the Corporation, by reason of said status or capacity served such other Corporation, partnership, joint venture, trust or other enterprise in any capacity, against judgments, fines, amount paid in settlement and reasonable expenses, including attorney's fees actually and necessarily incurred as a result of such action or proceeding, or any appeal therein, in such Director or employee acted in good faith for a purpose which he/she reasonably believed to be in the best interest of the Corporation and, in criminal actions of proceedings, in addition, had no reasonable cause to believe that his/her conduct was unlawful.

Sec. 2 **No exclusivity:** Section 1 of this article shall not be exclusive but shall include, by implication, any and all rights and remedies available to the corporation and its employees by statute or otherwise, including but not limited to the purchase and maintenance of insurance to fund the aforementioned indemnification pursuant to Section 727 of the Not-for-Profit corporation Law and other statutes and laws.

ARTICLE VI – Dissolution

Sec.1 In the event the Capital District Hunter Jumper Council, Inc., a not-for profit corporation existing under the laws of the State of New York, elects to dissolve; the funds and property of the corporation shall be distributed after payment of all outstanding bills and legal obligations in connection with said dissolution to Cornell College of Equine Veterinary Medicine, Ithaca, New York.

ARTICLE VII – Committees

Sec. 1 The following shall be the Standing Committees of the Board of Directors:

- Ethics/Grievance
- Show Approval and Standards
- Rules
- Year End Awards
- Special Events
- Newsletter
- Annual Horse Show
- Advertising/Sponsorship Procurement
- Publicity
- Equitation Finals
- Hunter Finals
- Banquet
- Nominating
- Ad Hoc

Sec. 2 Except for Ethics/Grievance and Rules, all committee chairpersons will be appointed by the President with the approval of the Board of Directors, and must keep records that will be submitted to the Board at the completion of their duties. Committee chairpersons need not be members of the Board of Directors.

Sec. 3 The committee shall meet annually and as needed.

ARTICLE VIII – Conduct

Sec. 1 **CDHJC MEMBERS, EXHIBITORS, TRAINERS, ETC.**

Each member, exhibitor, trainer, etc., is responsible for his or her conduct at any CDHJC show. In addition, he or she is also responsible for the actions of any and all employees, customers, or spectators associated with said exhibitor. The conduct rules of the USEF will be followed.

Sec. 2 **OF SHOWS**

This section is commensurate with USEF rules with the exception that the fine for delay of show results is \$25.00.

ARTICLE IX – Definitions

Sec. 1 **Adult or Senior (Individual):** An individual who has reached his/her 18th birthday as of December 1st of the current competition year.

Sec. 2 **Age (of Individual):**

- The age of an individual on December 1st will be maintained throughout the entire competition year.
- Persons born on December 1st will assume the greater age on that date.
- If a competition is in progress on any November 30th, an individual's age at the start of the competition will be maintained throughout the competition.

Sec. 3 **Agent:** Any adult or adults, including but not limited to any groom(s), veterinarian(s), coach(es) or other persons who act on behalf of an exhibitor, owner or lessee of a horse, trainer, or rider, at or in connection with a Licensed Competition.

Sec. 4 **Amateur Classes:**

- Every contestant must hold amateur status.
- Amateur classes may be restricted to riders, drivers or handlers who are no longer eligible to compete as a junior exhibitor.

Sec. 5 **Amateur Status:**

- Regardless of one's equestrian skills and/or accomplishments, a person is an amateur for all competitions conducted under CDHJC rules who after his/her 18th birthday has not engaged in any of the following activities which would make him/her a professional.
 - Accepts remuneration for riding, driving, showing, training, schooling or conducting clinics or seminars.
 - Accepts remuneration for giving riding or driving lessons, lessons in showmanship, instructions in equitation or horse training. (Persons acting as counselors at summer camps, who are not hired in the exclusive capacity of riding instructors are excluded and persons giving instruction and training to the handicapped.)
 - Accepts remuneration for employment in other capacity (e.g., secretary, bookkeeper, veterinarian, groom, farrier) and gives instruction, rides, drives, shows, trains or schools horses, other than horses actually owned or leased by him/her, when his/her employer or a member of the family of said employer or a corporation which a member of his/her family controls, owns, boards or trains said horses.
 - Accepts remuneration for the use of his or her name, photograph or other form of personal association as a horseman in connection with any advertisement or article (including but not limited to clothing, product, equipment, etc.) to be sold.
 - Accepts prize money in equitation or showmanship classes. Prize money may be accepted by amateur riders in Dressage.
 - Rides, drives or shows, any horse for which he/she or a member of his/her family or a corporation which a member of his/her family controls, receives remuneration for boarding, training, riding, driving or showing. (A family member of a trainer may not absolve themselves of this rule by entering into a lease or any other agreement for a horse owned by a client of the trainer.)
 - Gives instruction to any person or rides, drives or shows any horse, for which activity another person in his/her family or corporation which a member of his/her family controls will receive remuneration for the activity. (A family member of a trainer may not absolve themselves of this rule by entering into a lease or any other agreement for a horse owned by a client of the trainer.)
 - Accepts remuneration, for selling horses/ponies, acts as a paid agent in the sale of horses/ponies or takes horses/ponies on consignment for the purpose of sale or training other than those owned wholly or in part by him/her or by a member of his/her family or farm/ranch/syndicate/partnership/corporation which he/she or a member of his/her family controls.

- Advertising professional services such as training or giving lessons by way of business cards, print ads, or internet.
- The following activities do not affect the amateur status of a person who is otherwise qualified:
 - The writing of books or articles pertaining to horses.
 - Accepting remuneration for officiating as a judge, steward, technical delegate, course designer, announcer or participating as a TV commentator, or accepting bona fide remuneration for services as a veterinarian, groom, farrier, tack shop operator or breeder, or for accepting bona fide remuneration for boarding services.
 - Accepting reimbursement for any expenses directly related to the horse (i.e. farrier/vet bills, entries) however, does not include travel, hotel, room and board or equipment.
 - Accepting a token of appreciation, other than money, for riding, driving or showing in halter/in hand. (Note: Horse board, prize money, partial support or objects of more than \$300 are considered remuneration, not small tokens of appreciation.) (Also note: accepting any amount of money, whether more or less than \$300, is considered remuneration.)
 - Prize money won by an amateur-owner rider/driver/handler in any class (other than equitation or showmanship) is not considered remuneration.
 - Having the occupation of veterinarian, groom, farrier or owning a tack shop or breeding or boarding stable in itself, does not affect the amateur status of a person who is otherwise qualified.
 - Any person who is serving an internship for college credit through his/her respective, accredited college program, and who has never held professional status, can accept reimbursement for expenses without profit.

- Sec. 6 **Coach:** For purposes of these rules, a coach is defined as any adult or adults who receives remuneration for having or sharing the responsibility for instructing, teaching, schooling, or advising a rider, driver, handler or vaulter in equestrian skills.
- Sec. 6B **Competed in a class:** A horse has competed in an over fences class when the horse's entry number and a score for at least the first jump are recorded on the judge's card. A horse has competed in an u/s class when the horse has entered the ring.
- Sec. 7 **Competition Officials:** includes and refers to the following persons: Directors, Officers, Chairman of the Show Committee, Manager, Secretary, Judges, Stewards, Technical Delegates, Veterinarians, and Course Designers.
- Sec. 8 **Competition Staff:** Includes and refers to the following persons: Gate Attendants, Ring Clerks, Farriers, Timekeepers, Announcers, Ringmasters and other persons engaged directly by the competition.
- Sec. 9 **Competitor:** The horse, rider (handler, driver) or horse/rider combination being judged depending on the judging specifications for a particular competition.
- Sec. 10 **Competition Year:** For the purposes of these rules, the competition year is defined as starting December 1st and ending November 30th.
- Sec. 11 **Exhibitor:** The owner or lessee of a horse when entered in a class where only the merits of the horse or horse/rider combination are to be considered. (In Equitation Classes, Exhibitor refers to the rider.)
- Sec. 12 **Family:** For competition purposes the term family includes husband, wife, parent, step-parent, child, brother, step-child, sister, half brother and sister, aunt, uncle, niece, nephew, grandmother, grandfather, grandchildren, and in-laws of the same relation as stated above.
- Sec. 13 **Junior:** An individual who has not reached his/her 18th birthday as of December 1st of the current competition year.
- Sec. 14 **Maiden, Novice, Limit and Intermediate Classes:**
- Open to riders that have not won one/three/six/twelve first place ribbons respectively competing in equitation classes at Regular and Local Competitions of the USEF. The Maiden, Novice, Limit and Intermediate status of riders at Regular and Local Competitions is determined from the closing date of entries. Ribbons won as a junior affect a rider's status when competing as an adult.

- Ribbons won in leadline classes and in classes where entries are not required to ride at all gaits will not affect Maiden, Novice, Limit and Intermediate status.
- Ribbons won in flat classes do not affect a rider's status in classes over jumps. However, ribbons won in classes over jumps do affect a rider's status in flat classes. Ribbons won in classes with fewer than six (6) entries do not affect a rider's status. Ribbons won in short stirrup classes and in classes over obstacles lower than 2'3" will not be counted in reckoning Maiden, Novice, Limit, Intermediate or Open status.

Sec. 15 **Not in Good Standing:** Any person referenced who has been expelled or suspended by the USEF, USHJA and /or CDHJC.

Sec. 16 **Pony:** Ponies are animals that do not exceed 14.2 hands.

Sec. 17 **Professional Status:** A person who engages in the activities described in Sec. 5 is considered a professional for all competitions conducted under CDHJC rules.

Sec. 18 **Recognized:** Any competition recognized by the USEF, CDHJC, TCRA or similar organizations.

Sec. 19 **Rules:**

- At USEF recognized competitions, the rules of the Federation take precedence over the rules of any other Association. All divisions and sections for which rules are provided herein must be conducted accordingly and cannot be held under rules that are not in agreement.
- Any question not covered by the rules of the CDHJC shall be decided by the show committee of the competition at which arises, under the advisement of any CDHJC directors present. Such decisions by a Show Committee may be reviewable by the CDHJC Board of Directors. Show Committees are cautioned not to make use of the authority here granted unless completely certain that the Rulebook does not cover the points in question.
- Rules for a current year become effective December 1st unless specified, and take precedence over any previous rules.
 - Any CDHJC recognized Competition which issues its prize list and begins its competition before December 1st is governed entirely by the rules as in effect on December 1st of the previous year.
 - Any CDHJC Competition which issues its prize list before December 1st and begins its competition on or after December 1st is governed by the rules as in effect on December 1st of that year.
- Every Licensed Competition and every person participating at the competition including exhibitor, owner, lessee, manager, agent, rider, driver, handler, judge, steward or technical delegate, competition official or employee is subject to the Bylaws and Rules of the CDHJC.

Sec. 20 **Trainer:**

- Any adult, or adults who has the responsibility for the care, training, custody or performance of a horse.
- Said person must sign the entry blank of any CDHJC competition whether said person be an owner, rider, agent and/or coach as well as trainer.
- Where a minor exhibitor has no trainer, a parent or guardian must sign and assume responsibility of trainer.
- The name of the trainer must be designated as such on the entry blank.

ARTICLE X – Recognized Divisions

- In order for points to count for CDHJC High Score Awards, classes/divisions must be run in accordance with CDHJC specifications.
- Fences will be deemed to have the height as stated in the prize list.
- In Equitation Classes, 3 riders must complete the course for points to count.
- In Hunter and Jumper Classes, 3 riders must compete for points to count.

EQUITATION DIVISIONS

Championship points not to count toward High Score Awards.

BEGINNER EQUITATION

- Open Adult Amateur and Junior riders who have never competed in over fences classes with fence height exceeding 18”.
- Riders are not eligible to participate in any other classes except Pleasure classes, age appropriate equitation flat classes and those classes where fence height does not exceed 18” at the same horse show.
- The Beginner Equitation Division classes include Walk-Trot, Walk-Trot-Canter, and Jumping classes where fences do not exceed 18” (may be cross rails at the discretion of the show management).
- The division must consist of at least four (4) but no more than six (6) classes which are CDHJC recognized for points to count towards year end awards and must include at least one Walk-Trot-Canter class and one Jumping class.
- Classes may be split into two sections, Adult Amateur and Junior, at the discretion of the horse show management.
- Martingales are allowed on the flat.
- Horse shows may run the Beginner Equitation Division twice on consecutive days at the same horse show.
- Riders will become ineligible for the Beginner Division the following year once they have competed in classes with fence height at 2’ or higher OR one year after earning the End of the Year High Score Award Championship.
- The CDHJC will offer a year-end, High Score Award, which may be split into two sections, Adult Amateur and Junior, at the discretion of the Board.

2’ CHILD/ADULT EQUITATION

- Open to Junior and Amateur riders who are eligible Novice Equitation over fences as of December 1st of the current show year and have never shown over fences at 2’6” or higher at any recognized horse show.
- Riders may show horses or ponies.
- Fence height 2’ with no combinations.
- At the same show, the same horse/rider or pony/rider combination may not cross enter into any class that exceeds 2’3”.
- Rider will become ineligible for this division on December 1st of the year in which they either compete in classes with fence height at 2’6” or higher, or receive a High Score Champion or Reserve Champion Year End Award.
- Classes may be split into two sections, Child and Adult, at the discretion of the horse show management.
- The CDHJC will offer a year-end High Score Award, which may be split into two sections, Child and Adult, at the discretion of the Board.

MODIFIED CHILDREN’S/ADULT EQUITATION

- Open to Adult Amateur and Junior riders who as of December 1st of the current show year have not won six (6) blue ribbons at a recognized show at 3’0” or higher.
- Riders who have won six blue ribbons are eligible for this division if, as of December 1st of the current show year, they have not shown in classes with fences 3’0” or higher at more than three (3) recognized horse shows within the past two years.
- Those entering this division at a given show are not eligible for any other class in which fence height exceeds 2’9” at that show.
- Fence height shall not exceed 2’6”.
- The course will not include any combinations.
- The division shall include at least one fence class and one flat class.
- Classes may be split into two sections, children and adults, at the discretion of the horse show management.

- The CDHJC will offer a year-end High Score Award, which may be split into two divisions, children and adults, at the discretion of the Board.
- Riders may qualify for the 2'6" Mini-Medal class offered at the CDHJC Equitation Finals by earning at least twenty (20) points in Modified Children's/Adult Equitation classes.

OPEN JUNIOR EQUITATION

- Division split as follows:
 - Open Junior Equitation 11 and under. Fences at 2'3" to 2'6".
 - Open Junior Equitation 12-14. Fences at 2'9" to 3'.
 - Open Junior Equitation 15-17. Fences at 3'3" to 3'6".
- A show may combine two of these three age groups (groups A and B may be combined, groups B and group C may be combined, but groups A and C may not be combined).
- If classes are combined they MUST run age groups at their respective heights, using the lowest level course (i.e., if Open 11 and under is combined with other Open classes, combinations are prohibited at all heights).
- In the event that a combined age group is offered the following must apply:
 - If there are 20 or more entries in an equitation class, then the class must be split by age and run according to the separate division rules.
 - If a single combined class is run, exhibitors will receive High Score Award Points in the class determined by the exhibitor's age.

RALPH P. SYMMES CLASS

- Open to Junior Members of the CDHJC
- Fences which will be 3'0".
- In addition to the High Score Awards pointed classes, all member shows will be required to offer the Ralph P. Symmes Medal Class.
- A show may elect to use the flat phase in addition to the fence class, but only on a 50/50 basis.
- The entry fee for this class will be the same as that for a regular open equitation class.
- A minimum of six ribbons must be awarded.
- A minimum of three (3) riders must complete the course in order for the class to be valid.
- One (1) win or a total of five (5) points qualifies a rider for the Finals. Points are as follows: 1st=5pts., 2nd=3 pts., 3rd=2 pts., 4th=1 pt.
- The Annual CDHJC Show may choose to offer multiple Symmes classes.
- Riders may continue to ride in the Symmes Class after qualifying for the finals.
- The Symmes Finals Medal Class may be won by an individual only once.
- A final class will be held at a designated show for those riders who qualify. The finals will consist of a jumping phase followed by a flat phase for the riders selected at the discretion of the judge. Each phase will count 50%.
- Qualified riders will be sent an invitation to ride in this class and only those riders so invited will be eligible to ride.

OPEN ADULT EQUITATION

- Open to amateur riders 18 years and over.
- Fences not to exceed 3'.
- It is suggested that in shows offering two (2) Open Adult Equitation classes over fences, management could include a test within the course of the second class.
- In any competition year, if entries warrant, the CDHJC reserves the right to split the entries for Adult Equitation: Younger Adults: less than or equal to 35 years of age; Older Adults: over 35 years of age.
- A minimum of fifteen (15) points is required to qualify for the Con Culkin Adult Equitation Finals.

JUNIOR /AMATEUR EQUITATION

- Open to Junior and Adult Amateur Riders
- Fences to be set at 3'3".

HUNTER DIVISIONS

2' 3" HUNTER DIVISION

- Open to all horses and ponies ridden by Junior or Adult Amateur riders.
- To be shown over a course of fences not to exceed 2'3". No combinations.
- Riders in this division may not cross enter into classes in which fence height exceeds 2'6" at the same show.
- Riders will become ineligible for this division on December 1st of the year in which they compete in classes with fence height at 2'9" or higher.
- The CDHJC will offer a year-end High Score Award for this division.

CDHJC SPECIAL HUNTER

- Open to Adult Amateur and Junior riders who as of December 1st of the current show year have not won six (6) blue ribbons at a recognized show at 3'0" or higher.
- Riders who have won six blue ribbons are eligible for this division if, as of December 1st of the current show year, they have not shown in classes with fences 3'0" or higher at more than three (3) recognized horse shows within the past two years.
- Those entering this division at a given show are not eligible for any other class in which fence height exceeds 2'9" at that show.
- Fence height shall not exceed 2'6".
- The course will not include any combinations.
- The division shall include at least two fence classes and one under saddle class.
- Classes may be split into two sections, children and adults, at the discretion of the horse show management.
- CDHJC will offer a year-end, High Score Award, which may be split into two divisions, children and adults, at the discretion of the Board.

PONY WORKING HUNTER

- No junior over 12 years of age may ride in a Regular Small Pony Hunter Section.
- No junior over 14 years of age may ride in a Regular Medium Pony Hunter Section.(Exception: Green Pony Hunters)
- Riders under 18 years of age may ride for other exhibitors who have more than one entry in the Under Saddle class and/or exhibit the pony in the model class.
- Ponies must be handled by junior exhibitors in all phases of a class.
- Ponies shown in any rated Pony Hunter, Green Pony Hunter, Children's Hunter Pony, or Pony Jumper sections may not be shown by an exhibitor 18 years of age or older at the same competition,
- No animal may be shown in a performance class in this division unless the owner possesses a current measurement card or valid measurement form issued by the USEF.
 - Small ponies are not to exceed 12.2 hands;
 - Medium ponies are over 12.2 and do not exceed 13.2 hands;
 - Large ponies are over 13.2 and do not exceed 14.2 hands
- Classes for Pony Hunters may be divided by height of pony.
- Junior riders showing ponies cannot compete in any class where fences may be set higher than 3'6" at the same competition (Exception Children's Jumpers, Green Pony Hunters and Pony Jumpers)
- The height and spread of obstacles at Regular Competitions are:
 - 2'3" for small,
 - 2'6" for medium and
 - 3' for large ponies.
- Spread of jump may not exceed height and must be measured including flowers, brush and ground lines.
- The suggested distances for in and outs are:
 - 20' for small,
 - 22' for medium and

- 24' for large ponies.
- The in and out distance must be adjusted for each height section.
- In the line with an in and out there must not be any other fences.
- Manners and suitability of a pony for the rider are emphasized in all classes. Extreme speed is penalized. Judges may penalize but not necessarily eliminate an entry not having such manners and suitability.
- If the distance between fences is less than 100', the distance must be adjusted for each height section.

LOW WORKING HUNTER

- Open to all horses and ponies.
- At management's discretion, horse shows may run these classes at two heights; both heights to be pinned as one class. The heights would be 2'9" to 3'0" and 3'0" to 3'3".
- There is only one CDHJC High Score Award for Low Hunters.

ADULT AMATEUR HUNTER

- To be shown by riders 18 years and older who are Amateur eligible.
- Ponies may be shown in this division, with suitability taken into consideration by the judge.
- Riders may not compete in any other classes at the same competition where the fence height exceeds 3'6", except Adult Amateur Jumper.
- Riders may cross enter between the Adult Hunter and the Amateur Owner division if the rider owns the horse he or she is showing in the Adult Amateur Division.
- Horses may be shown by a different rider in any other division or class at the same competition.
- Riders can cross enter between the Amateur Owner 3'3" and 3'6", but horses may not cross enter between the Adult Amateur and Amateur Owner Hunter sections at the same show.
- Fence height to be 3' with spreads not to exceed fence height.
- In any competition year, if entries warrant, the CDHJC reserves the right to split the entries for Adult Hunter according to the following age groups:
 - Younger Adults: 18-35 years of age
 - Older Adults: 36 + years of age
- If the division is held in one day a maximum of four classes may be offered.
- If the division is held over two days a maximum of five classes may be offered.
- This division may be split into three age groups- Adult Amateurs 18-35 and Adult Amateurs 36-49 and Adult Amateurs 50 and over.
- If there are less than three entries in one section of Adult Amateurs it may be combined with another Adult Amateur division.
- If there is only one section of Adult Amateurs it may be combined with the Children's Hunter Horse division

CHILDREN'S HUNTER HORSE/PONY

- To be shown by a junior exhibitor.
- Rider may not cross enter into any other class at the same competition where the fences exceed 3' except Children's Jumper, and Equitation Classes where the fences do not exceed 3'6".
- A rider on a Children's Hunter Horse may cross enter into the Pony Hunter Division or the Green Pony Hunter Division at the same competition, but a rider on a Children's Hunter Pony may NOT cross enter into the Pony Hunter Division or Green Pony Hunter at the same competition.
- Horses may not cross enter into the Junior Hunter Division at the same competition.
- Fence heights are to be 3' for Children's Horses, 2'6" for Children's Large Pony, and 2' for Children's Small Medium Pony, with spreads not to exceed fence height.
- If the division is held on one day, a maximum of 4 classes may be offered.
- If the division is held over two days, a maximum of five classes may be offered.
- The Children's Hunter Division may be split into horses and ponies if entries warrant.
- There will be a high score award for Children's Hunter Pony and Children's Hunter Horse if results warrant.
- If there are more than 25 in any one section then that section may be split into sections A and B.
- If there are less than 3 horses in the Children's Hunter Horse Division, then they may be combined and judged with the Adult Amateur Hunter Division.
- If there are less than 3 ponies in the Children's Hunter Small/Medium Pony or Children's Hunter Large Pony, then the classes may be combined and judged together.

JUNIOR WORKING HUNTER

- To be shown by a Junior exhibitor.
- Fence height: 3'3" or 3'6".
- In all classes manners will be emphasized and extreme speed will be penalized.
- At management's discretion, horse shows may run these classes at two heights; both heights to be pinned as one class.
- May be combined with Amateur Owner Hunter

AMATEUR OWNER HUNTER

- To be ridden by Amateur Owners or an amateur member of the owner's family.
- Classes are restricted to riders who are no longer eligible to compete as junior exhibitors.
- Leased horses are not eligible.
- Multiple ownership is not permitted unless all owners are members of the same family.
- An amateur who competes for a person outside of his/her family may not compete in a class restricted to Amateur Owners at the same competition. Amateur Owner riders may, however, compete for a person outside of his or her family in equitation classes, Under Saddle classes and for other Amateur Owners who have more than one entry in the Under Saddle class.
- If an Under Saddle class is divided by age and a rider has two or more horses entered, all riders must be amateurs but need not be eligible by age.
- Fence height: 3'3" or 3'6".
- At management's discretion, horse shows may run these classes at two heights; both heights to be pinned as one class.
- May be combined with Junior Hunter.

CDHJC WORKING HUNTER

- Open to all horses, not restricted by previous showing in any division and with no restrictions as to the rider.
- Fence height 3'3" or 3'6" with spreads not to exceed the fence height.
- At management's discretion, horse shows may run these classes at two heights; both heights to be pinned as one class.
- At "A" rated shows, 3'3" and 3'6" Performance Hunter Divisions will count for CDHJC Working Hunter points.

OPEN PLEASURE HORSE OR PONY

- No championship points will be counted unless those classes which determine the championship are open to all horses and ponies with no restrictions as to age or qualifications of rider.

JUMPER DIVISIONS

Championships do NOT count toward High Score Awards.

OPTIMUM TIME JUMPER

- Open to Junior or Adult Amateur riders.
- Horse and rider combinations entered in an Optimum Time Jumper class MAY show in CH/AD Jumper Low classes on the same day, but may NOT show in CH/AD Jumper High classes on the same day.
- Fence height: .75 - .85 (2'5" – 2'9").
- All classes to be run in accordance with USEF Table IV (Sections 1 -2c) wherein classes are scored on faults as under Table II, however, all ties are broken on the basis of the Optimum Time.
- "Optimum Time" is defined as 4 seconds less than the time allowed for the course.
- For each class, a time allowed will be posted on the course plan.

- In the case of equality of faults, the horse/rider combination with the closest time to the optimum time (over and under) will prevail in the tie, next closest next, etc.
- Local CDHJC shows offering Optimum Time Jumper classes for CDHJC points must offer at least two classes.
- A minimum of three riders must compete in order for points to count toward year end awards.
- The CDHJC will recognize points earned at USEF A-rated horse shows which offer optimum time classes (most likely under a different name) so long as said classes adhere to the above description.
- USEF A-rated horse shows are not required to offer 2 classes in this division for points to count toward CDHJC year-end awards.

CHILDREN'S / ADULT JUMPER

- Open to junior or amateur members of the CDHJC.
- The CDHJC will recognize two Child/Adult Jumper divisions:
 - LOW will run at .85m – 1.05m (2'9" – 3'5"):
 - HIGH will run at 1.07m – 1.15 (3'6" – 3'9").
- The same horse/rider combination may compete in both divisions on the same day.
- Shows offering classes for CDHJC points must offer at least two classes in each division.
- Shows may NOT combine Low and High classes.
- High Score Awards will be given in both divisions.
- The heights listed in a show's prize list determine toward which division points will count.

ARTICLE XI – High Score Awards

High Score Awards are given for:

ADULT EQUITATION (≤ 35)
 ADULT EQUITATION (>35)
 ADULT AMATEUR HUNTER (≤ 35)
 ADULT AMATEUR HUNTER (>35)
 BEGINNER EQUITATION
 AMATEUR OWNER HUNTER
 CDHJC SPECIAL HUNTER
 CDHJC WORKING HUNTER
 CHILDREN'S HUNTER – HORSE
 CHILDREN'S HUNTER – PONY
 2' CHILD/ADULT EQUITATION
 2'3" HUNTER DIVISION

CHILDREN'S / ADULT JUMPER-LOW
 CHILDREN'S / ADULT JUMPER-HIGH
 LOW WORKING HUNTER
 JUNIOR WORKING HUNTER
 MODIFIED CHILDREN'S/ADULT EQ
 OPEN EQUITATION 11 AND UNDER
 OPEN EQUITATION (12-14)
 OPEN EQUITATION (15-17)
 OPEN PLEASURE HORSE/PONY
 OPTIMUM TIME JUMPERS
 PONY WORKING HUNTER

- Sec.1 The CDHJC will award to those exhibitors or owners accumulating the most points at CDHJC member shows, in those divisions selected for High Score Awards each year, a High Score Award to be presented at an annual Awards Dinner-Dance Banquet.
- Sec.2 The awards year will run from December 1st to November 30th.
- Sec. 3 In bestowing year-end awards, the CDHJC reserves the right to combine performance divisions that are normally split during the show year in order to ensure a minimum of six (6) year-end award recipients. For example: Amateur Owner Hunter could be combined with Junior Hunter and Adult Hunter younger and older could be combined if recipients are fewer than six (6) in either of the uncombined divisions

Sec. 4 Points for High Score Year End Awards are calculated as follows:

For Equitation Classes-Each class is calculated individually with no base points added and championship points are not awarded.

- 1st Place – 20 points
- 2nd Place – 15 points
- 3rd Place – 10 points
- 4th Place – 6 points
- 5th Place – 5 points
- 6th Place – 4 points
- 7th Place – 3 points
- 8th Place – 2 points

For Hunter and Pleasure Classes-Each class is calculated individually by adding the number of horses that competed in the class to the points below. Championship points are 2 times the first place value (i.e. 10 horses in a class plus the 10 points earned for a 1st place at a “C” rated show times 2 equals 40 points). Reserve Champion is 1.2 times the first place point value (using the example above, this would be 24 points).

“A” Rated Shows

- 1st Place – 20 points
- 2nd Place – 15 points
- 3rd Place – 12 points
- 4th Place – 9 points
- 5th Place – 8 points
- 6th Place – 7 points
- 7th Place – 6 points
- 8th Place – 5 points

“C” rated Shows

- 1st Place – 10 points
- 2nd Place – 6 points
- 3rd Place – 4 points
- 4th Place – 3 points
- 5th Place – 2 points
- 6th Place – 1.5 points
- 7th Place – 1 point
- 8th Place - .5 point

For Jumper Classes-Each class is calculated individually with no base points added and championship points are not awarded. Points are awarded in the following increments based on the number of horses that competed in the class.

3-8 entries

- 1st Place – 15 points
- 2nd Place – 10 points
- 3rd Place – 5 points
- 4th Place – 4 points
- 5th Place – 3 points
- 6th Place – 2 points

9-15 entries

- 1st Place – 20 points
- 2nd Place – 15 points
- 3rd Place – 10 points
- 4th Place – 5 points
- 5th Place – 4 points
- 6th Place – 3 points

16-25 entries

- 1st Place – 25 points
- 2nd Place – 20 points
- 3rd Place – 15 points
- 4th Place – 10 points
- 5th Place – 5 points
- 6th Place – 4 points

26 and up entries

- 1st Place – 30 points
- 2nd Place – 25 points
- 3rd Place – 20 points
- 4th Place – 15 points
- 5th Place – 10 points
- 6th Place – 5 points

Sec.5 The High Score Awards are open to all CDHJC members in good standing showing at member shows and, except for equitation, will be awarded to the owner of record on awards night.

Sec.6 Any disputes not foreseen will be settled by the CDHJC Board of Directors whose decision is final.

Sec.7 To be eligible for year-end awards, competitor must earn points at at least two (2) CDHJC recognized competitions.

ARTICLE XII – Prize Lists

Sec. 1 Prize lists must conform to CDHJC Rules and Standards. In addition:

- A horse show prize list is the official description of all classes run at that show. Every effort must be made to notify the membership of any changes in the Prize List.

- High Score points will be awarded based on prize list titles and descriptions of classes/divisions.
- The prize list is the official document of a horse show.
- Each CDHJC recognized show prize list must include the entire CDHJC Association page as it appears in the horse show package.
- Failure to submit (electronically or via snail mail) a prize list at least twenty one (21) days in advance of a show may result in loss of recognition if division/class requirements are not met and /or necessary corrections are not made to the prize list. The Horse Show MUST inform the CDHJC membership of said changes.
- An additional prize list showing any additions or deletions and show results pertaining to CDHJC points must be postmarked and sent or electronically mailed to the CDHJC within ten (10) calendar days of the closing of the show.
- No future show dates will be approved until all fines are paid and all infractions are corrected. All fines are payable within 30 days from receipt of notice of fine. Otherwise, the show in violation can face a year suspension or other disciplinary action decided by the Council.

ARTICLE XIII – Protests and Violations

Sec.1 VIOLATIONS of CDHJC RULES AND REGULATIONS

- Any violation of rules and regulations as subscribed to by the CDHJC can be subject to disciplinary action by the CDHJC.
- CDHJC will honor any suspensions levied by the USEF as suspensions from all CDHJC shows.
- A member who returns to the status of "being in good standing with the USEF will also be considered in "good standing" with CDHJC unless the CDHJC has taken a separate disciplinary action against the member and this action has not been fully satisfied at the time the USEF returns the member to the status of "being in good standing with the USEF.

Sec. 2 PROTESTS

- At an USEF sanctioned event, CDHJC recommends that a protest dealing with a violation of USEF rules be made to the USEF in accordance with USEF rules.
- At CDHJC sanctioned events (both USEF recognized or unrecognized) , a CDHJC member or parent of a Junior member may make a protest directly to the CDHJC if that protest relates specifically to violations of CDHJC rules. This protest must be:
 - In writing;
 - Signed by the protestor who is a current member of the CDHJC or by the parent of a current Junior member;
 - Sent certified, return receipt United States mail to CDHJC, 20 Pepper Hollow Dr.,Clifton Park, NY 12065;
 - Postmarked with 48 hours of the alleged violation;
 - Accompanied by a check payable to the CDHJC in the amount of \$50.00 which is refundable if the protest is upheld;
 - State the full name and address of the accused and contain a complete and definitive statement of the acts which constitute the alleged violation. Precise details regarding a violation of the rules are necessary.
 - The protestor must be prepared to substantiate the protest by personal testimony at a hearing and by affidavit or oral statements by witnesses or other evidence presented at a hearing by the CDHJC Grievance committee.

- The CDHJC Board of Directors reserves the right to investigate and send to the Grievance committee for action an alleged violation of its rules by a CDHJC member or member show without another member having filed a protest.
 - This action will be considered a protest filed by the Board of Directors and it must be made at the first regular meeting of the CDHJC Board of Directors held after the alleged violation occurs.
 - All parties involved in the alleged violation will be notified in writing by the Board of Directors of this protest.
 - The Vice President will represent the Board at the Grievance meeting unless he/she is involved in the protest and then the order of succession will be: Treasurer, Recording Secretary, Executive Secretary, Corresponding Secretary, Historian.

Sec. 3 The Grievance Committee

- Shall be selected by the President who will also be the presiding Chairman.
- Two committee members will be selected from the Board of Directors.
- These persons will have had no business dealings (except for paying entry fees at a horse show run by any person involved in the protest) for at least one year with any person involved in the protest.
- The Grievance committee will hold a hearing within two months of the CDHJC receiving the protest.
- All parties to the hearing will be notified by mail of the hearing time and place at least 10 days before the scheduled hearing.
- Parties involved are invited to present their evidence and witnesses at this hearing.
- Conduct of the Hearing will be the decision of the Chair and the Chair's decision is final.
- The protestor has the burden of proof by a preponderance of the evidence.
- A written record (minutes) will be kept by one of the Grievance committee members as designated by the Chair and all parties involved will receive a copy of this record as well as the Board of Directors.
- After hearing the evidence, the Committee will inform all parties of their decision in writing within one month of the Hearing.
- All decisions of the Committee are final and cannot be appealed to the Board of Directors.
-

Sec. 4 Penalties

- If the protest is upheld, the following disciplinary actions may include but are not limited to:
 - Censure
 - Loss of points
 - Suspension of membership for a specified time
 - Denial of recognition of a future show
 - Assessment of a fine
 - Expulsion from membership in the CDHJC
- The Grievance committee may publish its decision in the Newsletter.

ARTICLE XIV – Membership

Sec.1 **INDIVIDUAL**

- Individual membership and horse registration will be conditional, beginning either with the postmark date if sent by mail to the CDHJC secretary, or the date of the show, if received by the secretary of a CDHJC recognized show, until the payment has cleared. Points can accrue beginning with the date the membership and payment was submitted, and will become permanent when the individual and/or horse is considered a member in good standing.
- Non-members may not ride in the Ralph P. Symmes Medal Class or exhibit in the CDHJC Hunter Finals
- In order for points to count, a member must be in good standing (i.e. with no outstanding debts owed to the CDHJC organization.)

- Checks returned for insufficient funds will be redeposit once. If check still does not clear, the maker will be notified and have ten (10) business days to pay this debt by a certified check or money order. Otherwise, they and their horses are not in good standing and no points earned from and including the date of the event in question will be counted. Points will NOT be reinstated.
- Membership fees: See current membership application.
- The Board reserves the right to refuse any membership.

Sec. 2

HORSE REGISTRATION

- Horses must be registered in order to be eligible to receive points for High Score Awards.
- The ANNUAL registration fee for horses/ponies will be set by the Board of Directors. The Board of Directors will also set a fee for PERMANENTLY registered horses/ponies.
- In order to assure the uninterrupted transfer of points previously awarded to the registered horse, when a horse is sold, or leased, the new owner/leasee must be a current member in good standing of the CDHJC.
- If a horse is being leased, the date that the lease commences, the term of the lease and the requested transfer of the points must be reported (in writing) to the CDHJC just as in the case of a purchase.
- Newly purchased or leased horses of current members may immediately accumulate points based on the postmark of the registration received by the CDHJC or submitted by show secretary at a CDHJC recognized show.

ARTICLE XV. – Shows

Sec. 1

GENERAL

- Horse show recognition fees will be established by the Board of Directors at the beginning of each show year. (See on-line show application.)
- Shows must be applied for a minimum of 30 days prior to the show date. These shows will be included in the total number of shows an individual show manager/facility may hold as per the current CDHJC rulebook.
- Results must be submitted to the CDHJC within ten (10) days of the close of the show.
- Show managers must be current members of the CDHJC.
- Only two (2) (outdoor) shows may be run at the same location by the same management during the time: May 1st through September 30th except at the discretion of the Board.
- Only four (4) (indoor) shows may be held at the same location during the time December 1st through April 30th and October 1st through November 30th of a competition year. Exceptional circumstances may require special consideration.
- If a CDHJC approved show is canceled due to weather, the show date fee will be credited.
- The Board of Directors shall establish the show application fee by Sept. 1st for the following show year.
- Only recognized shows may offer points for the High Score Awards and hold the Ralph. P. Symmes Class.
- Horse show applications will NOT be accepted for consideration unless accompanied by the correct fee.
- All applications will be considered on an individual basis.
- A minimum of two classes must be offered in Pleasure, Children's Adult Jumper, Open Junior Equitation and Open Adult Equitation to be counted as divisions. Three classes must be offered in all other divisions.

Sec. 2

USEF/CDHJC RECOGNIZED:

- The adjusted date of an established CDHJC recognized show will not be awarded to other competitions provided that applications are received by March 1st of the present competition year.
- There will be no A-pointed recognition for shows outside a 100 mile radius of the Capital District Hunter Jumper Council correspondence address.

- A CDHJC/USEF recognized show prize list will list the CDHJC recognized divisions.
- Each CDHJC show will be sent a list of CDHJC specifications.
- A one day show must offer at least five (5) CDHJC recognized divisions.
- A two or more day show must offer at least six (6) recognized divisions.
- At an USEF show which offers only jumpers and equitation classes, a minimum of three (3) CDHJC recognized divisions must be offered.
- In addition, all member shows are required to offer the Ralph P. Symmes Medal Class.

Sec. 3 **USEF UNRECOGNIZED/CDHJC RECOGNIZED**

- These shows must be run in accordance with CDHJC rules.
- Shows must be judged by a currently registered “R” or “r” recorded USEF judge.
- Judges for the jumper divisions must be USEF rated or be approved by the CDHJC Board of Directors.
- A duly certified EMT is also required to be present for the duration of the show including early morning schooling sessions.
- Shows will count for year-end awards. Points will be tabulated as a local or “C” rated show.
- Points for the CDHJC Annual show will be tabulated using the “A” increment form.
- Shows may run any or all CDHJC pointed divisions and classes at management’s discretion, but must include a minimum of 3 CDHJC pointed divisions plus the Symmes class.
- In the event of an infraction of CDHJC rules at a non-USEF recognized show, the current Board Members present must interpret the alleged rule infraction and make a ruling based on a majority vote of those present. If a Board member present is also a member of the Show for that horse show, he/she will not participate in the decision making process as a Board Member.

Sec. 4 **Lesson/School Horse Shows**

- School Horse Shows are intended as an introduction to showing for individuals who regularly participate in a lesson program on school horses.
- It is not intended for individuals who have had access to a horse of their own or a regular lease.
- Participants in school horse shows may not compete routinely over fences 2’6” at any non-school horse show competitions, and may never have competed over fence height higher than 2’6” in any competition.
- Only horses which are known to be legitimate school horses may be ridden at a lesson horse show. Owners of school horses may not compete on their own horses.
- A school horse is any horse or pony used regularly by a commercial stable for the purpose of giving lessons to paying weekly students.
- Formal riding clothes are not required. However, ASTM/SEI approved helmets and appropriate footwear with heels must be worn in all classes and in the schooling areas.
- Braiding is optional.
- Martingales (standing or running) will be allowed in all classes.
- Show Scheduling:
 - If possible, a minimum of four weekends should elapse between scheduled Lesson Horse Shows.
 - No more than a maximum of eight shows to be held each year.
- Any stable planning to conduct a Lesson Horse Show must have participated in at least three Lesson Horse Shows in order to apply for and be granted recognition for a Lesson Horse Show.
- Entries
 - All entries must be made on or before the Thursday prior to the show.
 - There will be no post entries.
 - All entries must include birth date as well as show age for junior riders.
 - Riders may only enter one division at any show.
- Programs are to be ready 48 hours before the show.
- Results must clearly indicate the results according to the High Score Divisions for Lesson/School Shows .

- Shows must offer a minimum of three and a maximum of four classes per division.
- Divisions to include one flat (walk-trot-canter) and at least two over fences classes, or at least two walk-trot classes and at least one walk-trot-canter class.
- Points for high score awards are as follows:
 - 1st – 5
 - 2nd – 3
 - 3rd – 2
 - 4th – 1

High Score Awards will be given in the following divisions:

- 9 and under equitation
- 10-12 equitation
- 13-17 equitation
- Adult equitation
- A minimum of three (3) shows per year must be held if High Score Awards are to be given

ARTICLE XVI – Special Events

Sec. 1 **BANQUET**

An annual banquet will be held to acquaint the area with the role of the CDHJC and also serve as a High Score Awards Dinner.

Sec.2 **EQUITATION FINALS**

- **RALPH P. SYMMES MEDAL**
 - Open to Junior Members of the CDHJC.
 - A final class will be held at a designated show for those riders who qualify.
 - The finals will consist of a jumping phase followed by a flat phase for the riders selected at the discretion of the judge. Each phase will count 50%.
 - To qualify, riders must win one Symmes class or accumulate 5 points in Symmes classes.
- **CON CULKIN ADULT MEDAL**
 - The Con Culkin Adult Medal will be offered at a show to be determined by the Board of Directors.
 - Open to adult amateur members of the CDHJC who have acquired at least fifteen (15) points in the Adult Equitation Division.
 - Only qualified riders will be eligible to ride.
 - The class will consist of a jumping phase followed by a flat phase for those riders selected at the discretion of the judge. Each phase will count 50%.
 - Fences not to exceed 3’.
 - Winners of this class may continue to ride in the class until they have won three (3) times, not necessarily consecutively.
- **CDHJC MINI MEDAL**
 - Open to current Adult Amateur and Junior members of the CDHJC who have accumulated at least fifteen (15) points in the Modified Children’s/Adult Equitation division.
 - Fence height shall not exceed 2’6”.
 - The course will not include any combinations.
 - The class will consist of a jumping phase followed by a flat phase for those riders selected at the discretion of the judge. Each phase will count 50%.
 - Those entering this class are not eligible for any other class in which the fence height exceeds 2’9” at the Finals Show.

- **MASTERS CLASS**
 - The Masters Class is open to any former winner of the Ralph P. Symmes Medal Finals or the Con Culkin Adult Medal Finals.
 - The class is held at the CDHJC Equitation Finals although the class is not necessarily held every year.
 - Winners of this class may continue to compete in it.

Sec.3

HUNTER FINALS

- Competition is open to CDHJC competitors who have earned at least one point in respective divisions for which the competition is held.
- Owners must be in good standing with the CDHJC.
- Competition is to be judged on a two-round numerical scoring system.
- The top twelve (12) competitors from the first round must be called back for the second round.
- The combined scores from the first (1st) and second (2nd) rounds will determine the placements.
- The two scores will be combined and tabulated by the judge and scorekeeper.
- The lowest scoring horse will go first in round two and so on until all twelve (12) horses have gone.
- Classic or formal attire is required during this competition.
- Heights and distances will be in accordance with the current CDHJC specifications.
- Horses or ponies qualifying in more than one division may cross enter provided the rider is eligible for that respective division.
- A rider may compete in only one division on the same horse/pony.
- A junior competing in the Children's Hunter / Pony Hunter Classic on a pony that has qualified in the Pony Hunter Division, NOT in the Children's Pony Hunter Division, may also compete in the Junior Hunter / Amateur Owner Hunter Classic.
- A horse/pony may compete only once in a classic for which it is qualified.

Sec. 4

JUMPER FINALS

- Open to any CDHJC registered horse ridden by a junior or amateur member of the CDHJC.
- Final classes will be offered in BOTH the CDHJC Child/Adult Jumper Low and the CDHJC Child/Adult Jumper High divisions.
- Horses must have accumulated at least one point in either division in order to compete at the Finals in that division.
- A horse that has accumulated at least one point in both the Low and High divisions may only compete in ONE division at the Finals. The rider of said horse must declare at which level the horse will compete before the Finals classes begin.
- The Jumper Finals will be held at a designated CDHJC horse show.

ARTICLE XVII – Special Awards

Sec. 1

General Considerations for Individual Awards

- The CDHJC Chairperson will appoint annually three or four Directors to serve on a selection committee.
- The CDHJC will accept written nominations from CDHJC members which shall contain facts and reasons for the nomination.
- The committee will give each nomination consideration, but they are not bound by the nominations themselves nor by the number of nominations pertaining to any one individual.
- Nominations should be sent to a designated member of the Special Awards Committee.
- The selection committee will make its determination as soon after November 30th as possible, in order to have sufficient time in which to order and have available suitable plaques, engraved and ready for presentation at the annual banquet.

- The selection committee’s choice shall remain confidential.
- By consensus, the committee may choose not to make an award in any given year.
- This award can be made to the same person on more than one occasion.

Sec. 2 **HORSEMAN/HORSEWOMAN OF THE YEAR**

- The committee will be charged with the responsibility of selecting the man and /or woman who in their opinion has earned the title of Horseman/Horsewoman of the Year.
- Selection will be based on conduct, example, and contribution to the industry and not on popularity.
- The Horseman/Horsewoman will be members of the CDHJC who have given of themselves unselfishly and who have shown by past performance a sincere interest in the industry and are deserving of recognition.

Sec.3 **THE CATHLEEN M. QUINN JUNIOR SPORTSMANSHIP AWARD**

- The committee will be charged with the responsibility of selecting the Junior member who, in their opinion, has earned the Sportsmanship Award.
- The selection will be made on conduct and example, not popularity.
- Official description to be written in the Annual Banquet program or Newsletter. “Cathleen was a special person. You knew that the minute you met her. She was a mentor, a leader, a friend, a true horseman and an inspiration to all who knew her. She had a tremendous amount of patience when working with her horses and people. She always put her horses first, never putting her own needs and ambitions before them. She also made time for teaching those around her proper horsemanship. She was dedicated to her horses, going to the barn every day, in any type of weather. She picked her stalls and groomed her own horses, even braiding them for horse shows. Cathleen was a passionate person, never complaining, always smiling. She truly loved life and lived each of her young days to the fullest. She was always willing to lend a hand, whenever help was needed. Cathleen was a true friend. After the work was done, we spent a lot of time up in the hay loft talking about anything and everything. We still miss her.”
Written with love by the Stewart Family, Delmar, NY

Sec. 4 **CATHERINE SHANLEY AWARD**

- The committee will be charged with the responsibility of selecting the amateur member who, in their opinion, has earned the Catherine Shanley Award.
- The goal of the Catherine Shanley Award is to recognize the Amateur member who exhibits a degree of excellence and integrity by supporting their fellow competitors and volunteers their time and resources to various aspects of the industry. Examples of this include: serving on committees, providing sponsorships, and promoting the welfare of the horse.
- Success in the show ring to be a secondary factor.

Sec 5 **LIFETIME ACHIEVEMENT AWARD**

- This award speaks for itself.

Sec 6 **HORSE HALL OF FAME**

- The Capital District Hunter Jumper Council Horse Hall of Fame honors horses that have been outstanding in their contributions to our sport.
- The unique way in which they have made this contribution can range from regional/national competitions, school horse competitions or local competitions.
- This award is not necessarily awarded every year.
- Horses nominated must be over 25 years of age, retired, or deceased.

APPENDICES

A. HORSEMAN / HORSEWOMAN OF THE YEAR

1978	William J. Joyce Jr. Kathleen Strait	1979	Ralph P. Symmes Cynthia Ford	1980	Walter Urda Elizabeth Geary
1981	Peter H. Van Guysling Holly Sofarelli	1982	William Burnett Margaret Aedjian	1983	J. Anthony Greenly Emily Graeser
1984	John Bahret Margaret F. Holbritter	1985	James Worthington Christine Smith	1986	Glenn Geary Marilyn Schmidt
1987	Jim Parillo Karen Dill	1988	Dirk Fogg Peg Cannell	1989	Al Dello Russo Judy Nuzzo
1990	Jeff Garen Melissa Morrell	1991	Glenn Geary Elizabeth Worthington	1992	Jim Santore Ann DiSarro
1993	Dick Sanzen Sylvia Britt	1994	Dan Kelly Nora Hanlon	1995	Rick Lesser Virginia Scholomiti
1996	John Hudson Bonnie Greulich	1997	Bill Royer Adele Einhorn	1998	Ed Becker Marsha Finn
1999	Bill Champagne Kathy Stoddard	2000	Patti DeCaprio	2001	Paige Faubel
2002	Karen Hurff	2003	Maureen Gillooly	2004	Dan Decker
2005	Angela Netoskie	2006	Linda Potvin	2007	Belinda Colgan
2008	Marge Bewley	2009	Margaret Aedjian	2010	Anita Jaffee
2011	William Worthington Amanda Wadsworth	2012	Hallie Brooks	2014	Niki Smith
2016	Stan Horton				

B. THE CATHLEEN QUINN JUNIOR SPORTSMANSHIP AWARD

		1982	Lorraine Danahy	1983	Jeffrey Peterson
1984	Linda Potvin	1985	Jean Hudson	1986	Jane Dellea
1987	Lisa Norris	1988	Carrie France	1989	Gail VanGuysling
1990	Robin Crellin	1991	Courtney Davis	1992	Erin Lindquist
1993	Sunshine Stewart	1994	Christy Royer	1995	Kate Walton
1996	Emily Friedberg	1997	Zoe Orecki	1998	Julia Sanzen
1999	Andrea Tuttle	2000	Erin Drobnicki	2001	Jen Champagne Lexi Becker Kate Janczak
2002	Jill Oliver	2003	Kaelya Sommer	2004	David Bon-Keen
2005	Sascha Wait	2006	Kelly Campbell	2007	Carly Hoorwitz
2008	Molly Wilner-Gwiric	2009	Caroline Calhoun	2010	Jordan Burns
2011	Sarah Buck	2012	Morgan Knights Nicole Young		
2013	Samantha Leuci Alyssa Munn Katy Munn Abigail Raymond	2014	Amelia Cummings	2016	Melissa Schaefer

C. CATHERINE SHANLEY AWARD

1995	Catherine Shanley	1996	Ann Greenly	1997	Sandy Peculis
1998	Genie Down	1999	Joy Sullivan	2000	Jane Dellea
2001	Marjorie Ritzer	2002	Sandra Nitz	2003	Deborah DeGenova
2004	Katie DeGroot	2005	Patti O'Rourke	2006	Marsha Dammerman
2007	Susan DiDonato	2008	Jean MacAffer	2009	Kathy Sansone
2010	Peter Moschetti	2011	Jennifer Thuermer	2012	Elthea Sadlon
2013	Candace Wait	2014	Mary Sager	2016	Ann DiSarro

D. LIFETIME ACHIEVEMENT AWARD

1987	Harry Cleveland	1999	PeteVanGuysling	2004	Marilyn Schmidt
2013	Rick Lesser	2015	Jim Santore		

E. HORSE HALL OF FAME

Albany	Astro	Balmoral	Big Time
Black Tie	Brian's Boy	Bubbles	Catch A Wave
Chip	Corellis	Court Jester	Danny Deaver
Donkey Kong	Eternity's Light	Forty-Second Street	Go Dutch Boy
Guinness	Hot Shot	Idol Talk	Indian Field
King	Lyn Lee Thyme	Miles To Go	Molly
Ozark	Pandora Snapdragon	Picasso	Ring Of Kerry
Sesame	Sky's The Limit	Spark O' Fire	Sparkey
Street Fighter	Stocking Stuffer	Super Cut	Sweet Liberty
Tip Top	Tucker	Vittorio	What's Up

F. RALPH P. SYMMES MEDAL FINALS

1975	Kari Redl	1976	Terri Pompay	1977	Audrey McCaughin
1978	Katherine Gifford	1979	Maddy Iabone	1980	Leann Kelly
1981	Julie Karowe	1982	Mark Buscher	1983	Jeffrey Peterson
1984	Andrea Fuelhardt	1985	Heather Cannell	1986	Marcy Weller
1987	Michelle Wallock	1988	Susan Conoby	1989	Jillian Sofarelli
1990	Aimee Gagnon	1991	Suzanne Guerette	1992	Kera Coppola
1993	Amy Momrow	1994	Elizabeth Whitburn	1995	Courtney Henderson
1996	Mary Mead	1997	Kate Janczak	1998	Jenn Champagne
1999	Julia Sanzen	2000	Catherine Wright	2001	Hannah Andrews
2002	Grace Socha	2003	Lauren Horth	2004	Megan Martin
2005	Sascha Wait	2006	Kelly Campbell	2007	Kaitlin Swartwood
2008	Christina Couper	2009	Sophie Povirk	2010	Sarah Fragomeni
2011	Sarah Buck	2012	Rachel Kowalczyk	2013	Ashley Hoffman
2014	Georgia Goodell	2015	Kaitlyn Cerreta	2016	Sheridan Beard

G. CON CULKIN ADULT MEDAL

1980	Lynn T. Shuter	1981	Lisa Yokana	1982	Susan Breakell
1983	Joan Grant	1984	Kate Gerfin	1985	Terri Pompay
1986	Linda Potvin	1987	Lisa Baker	1988	Jane Dellea
1989	Lisa Ghent	1990	Jocelyn Pedler	1991	Robin Crellin
1992	Nicole Coppola	1993	Susan Conoby	1994	Meg Mochantz
1995	Debra Hoover	1996	Adele Einhorn	1997	Amy Momrow
1998	Amy Haines	1999	Caroline Fuller	2000	Stacie Seidman
2001	Jill Hellwig	2002	Lexi Becker	2003	Lynn McTygue
2004	Meredith Fox	2005	Molly Yake	2006	Robin Anderson
2007	Megan Martin	2008	Krista Goossens	2009	Julie Halsdorf
2010	Kelly Campbell	2011	Madeline Frank	2012	Hallie Brooks
2013	Jessica Stoukides	2014	Wendy Collins	2015	Ursula Green
2016	Maeve Foley				

H. MINI MEDAL

2012	Kyle	2013	Hannah Coco	2014	Marie Sullivan
2015	Jessica Fontanelli	2016	Molly McNulty-Finn		

I. MASTERS CLASS

1993	Terri Pompay	1994	Nicole Coppola	1996	Meghan Moschontz
1998	Kera Coppola	2000	Linda Potvin	2005	Linda Potvin
2007	Megan Martin	2011	Linda Orton		

J. EQUESTRIAN CHALLENGE PERPETUAL TROPHY

2013	Winter Glen Farm	2014	Quiet Run Farm	2015	Dutch Manor Stable
2016	Winter Glen Farm				

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