



COMPETITIONS PRIZE LIST APPROVAL FORM

Competition Name:	
Competition #:	Dates:
Email:	

JUDGE(S):

STEWARD(S):

TECHNICAL DELEGATE:

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COURSE DESIGNER(S):

Please send the draft copy of your prize list with all copies of this form to your senior competition steward for approval **before** printing. One copy to Equestrian Canada or the Provincial/Territorial Sport Organization (PTSO) as outlined on the Competition Application Form once approved.

ALL PRIZE LISTS MUST BE APPROVED IN ACCORDANCE TO EQUESTRIAN CANADA RULES BEFORE PRINTING/POSTING

Does the prize list include the following...

Required statements as per the Rules of Equestrian Canada, Section A: General Regulations

	Yes	No		Yes	No
The _____ competition is sanctioned as a: Platinum, Gold, Silver or Bronze competition of Equestrian Canada 308 Legget Drive, Suite 100, Ottawa, Ontario, K2K 1Y6 and is governed by the rules of EC." (A602.1)	<input type="checkbox"/>	<input type="checkbox"/>	"Per Article A801, every entry at an EC-sanctioned competition shall constitute an agreement by the person responsible that the owner, lessee, trainer, manager, agent, coach, driver or rider and horse shall be subject to the EC constitution and all rules of EC and any additional rules set by the competition..." (A602.7)	<input type="checkbox"/>	<input type="checkbox"/>
"Every class offered herein is covered by the rules and specifications of the current rules of EC and will be held and judged in accordance with the EC Rule Book." (A602.2)	<input type="checkbox"/>	<input type="checkbox"/>	"Any horse entered in any class at a competition may be selected for equine medication control testing while at the event location." (A602.5)	<input type="checkbox"/>	<input type="checkbox"/>
The EC Statement of principles	<input type="checkbox"/>	<input type="checkbox"/>	Horse recording requirements (A602.4)	<input type="checkbox"/>	<input type="checkbox"/>

Mandatory information?

Name of person to whom inquiries should be addressed, organizing committee members and competition manager	<input type="checkbox"/>	<input type="checkbox"/>	Competition office contact information Exact location of the competition	<input type="checkbox"/>	<input type="checkbox"/>
The applicable equine medication control testing fee	<input type="checkbox"/>	<input type="checkbox"/>	All officials identified in full in Prize List? (No additions to follow)	<input type="checkbox"/>	<input type="checkbox"/>

Event specific information?

	Yes	No	N/A		Yes	No	N/A
A tentative schedule of events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	directions for arrival and departure of horses, Transportation information as required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exercise schedule including rings and times for all horses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A reminder that competition numbers must be worn and visible at all times	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Directions as to payment of entry fees and stabling charges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Policy and fees, if any, and permissibility of substitution of horse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conditions attached to any trophies which	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hors concours -- whether allowed or not	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



COMPETITIONS Prize List Approval

may be awarded							
Information pertaining to sweepstake classes, grand championships and high-point awards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Information on parking and, if applicable, reserved seating and boxes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IF QUOTING USEF WESTERN DRESSAGE RULES THIS STATEMENT MUST APPEAR: “© 2018 United States Equestrian Federation, Inc. (USEF) Reprinted with the permission of USEF. All rights reserved. Reproduction without permission is prohibited by law. USEF is not responsible for any errors or omissions in the publication or for the use of its copyrighted materials in any unauthorized manner.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

A list of classes offered by division with?

Entry fees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sport Licence required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Late entry and post-entry fees and conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Distribution of total prizes and prize monies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All miscellaneous and local classes must be identified as “not rated for EC awards”					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Any local rules and policies of the competition on matters within its discretion?

Forfeiture of entry fees, if any, for withdrawal from the competition or cancellation of entry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reservation regarding right to refuse entries (subject to championship rules limiting a competition’s right to refuse entries).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arrangements for payment of prize monies					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Are the following statements included on the entry form?

	Yes	No		Yes	No
<p>“I hereby certify that every horse, rider and/or driver is eligible as entered and agree for myself and my representatives to be bound by the Constitution and rules of Equestrian Canada at this competition. It is hereby recognized that all equestrian sports involve inherent risk and that no helmet or protective equipment can protect against all foreseeable injury. I hereby accept this risk and hold harmless EC, the competition, their officials, organizers, agents, employees and their representatives. The person responsible (PR) agrees to the release of any information on the entry form to EC.” (A802.4)</p>	<input type="checkbox"/>	<input type="checkbox"/>	<p>“In the event that _____ participates in an Equestrian Canada sanctioned competition where protective headgear is required for juniors, he/she will wear properly fitted and fastened approved headgear at all times while riding or driving at the event location. It is understood that juniors not meeting this requirement will not be allowed to compete at these competitions.” (A802.6)</p>	<input type="checkbox"/>	<input type="checkbox"/>
			<p>An area for the Person responsible to be identified, their Sport Licence number, and signature</p>	<input type="checkbox"/>	<input type="checkbox"/>
I have confirmed that the entry form includes all requirements as outlined in A802 of the Rules of Equestrian Canada, Section A: General Regulations.	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Has the organizing committee a disaster plan in place? Have you as a steward seen this plan or are you aware of their plan and is it adequate for the show and show conditions.	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Prize List Approval requested on time?	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

I have verified the contents and confirm that the attached prize list and entry form are approved according to the rules of Equestrian Canada.

Dated: _____	Signature of Steward/Technical Delegate: _____
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The prize list can only be made available for distribution once officially approved by the steward.