



The Alaska 4-H Horse Rules Book

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The *Alaska Performance Horse Manual* was revised by the 4-H Horse Development committee in 1998 with team members Annie Mabry, Anchorage District; Gayle Collins, Juneau District; Pam Rodriquez, Kenai District; Barbara Zimmerman, Kodiak District; Judy Eaken, Mat-Su District; Louis Stockwell, Tanana District; and Jim Douglas, 4-H Program Chair.

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COOPERATIVE EXTENSION SERVICE

University of Alaska Fairbanks

Alaska 4-H Horse Rules Book

The rules contained in this book are 4-H policy for Alaska 4-H horse programs. 4-H events are provided for under the auspices of the state land-grant universities. All members, leaders, parents and judges should be aware of these rules when participating in 4-H activities, and it is expected that these rules be observed.

The *Alaska 4-H Horse Rules Book* contains general rules and guidelines for competitive activities and other events in the 4-H horse program. Horse shows and other events help youth measure progress in knowledge and skill in horsemanship. They also provide opportunities to learn social skills and have fun.

Districts are bound by state rules, but they may be more restrictive. Districts should create rules and criteria for “district only” classes not addressed in this guide. This makes it easier for leaders to teach and judges to evaluate a member’s performance.

Failure to abide by rules in the *Alaska 4-H Horse Rules Book* may result in dismissal from the show and/or forfeiture of all awards. In addition, any gross abuse of these rules could result in the removal of a 4-H member from the 4-H program.

In addition to this guide and information provided by local show committees, several other support publications are available. 4-H members, leaders and parents are strongly encouraged to read the following 4-H horse manuals before using this rule book to better understand the terminology and context of the information provided here. Additional resources are listed for those interested in related activities and opportunities. If any discrepancies exist between sources, this rule book takes precedence over all other material. For situations not covered in this rule book, current United States Equestrian Foundation (USEF) rules may be used as a reference.

Additional 4-H Resources

4-H Horse Project Manual, PNW 587
4-H Hunt Seat and Jumping Manual, PNW 488
4-H Horse Judging Manual, PNW 575
4-H Driving Manual, PNW 229
4-H Colt and Horse Training Manual, 4-H 1303
4-H Dressage Manual, PNW 608
Horse Conformation Analysis, EB 1613

Non-4-H Resources

Horse Industry Handbook
American Youth Horse Council Youth Leaders Manual

Members who wish to participate in open or breed shows should check appropriate show rules for tack, dress and performance requirements.

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Mission

As part of the 4-H Youth Development program, our mission is to use horses as the vehicle for members to practice life skills while learning about the equine industry and how to safely handle, ride and manage their 4-H horse project.

4-H Motto: To Make the Best Better

4-H Pledge:

I pledge my HEAD to clearer thinking,
My HEART to greater loyalty,
My HANDS to larger service,
And my HEALTH to better living
For my club, my community, my country, and my world.

General Rules

1. 4-H members participating in any 4-H equestrian activity must wear an approved helmet whenever they are mounted on an equine or are in a vehicle such as cart, wagon or buggy being pulled by an equine. An approved helmet meets the minimum performance standards imposed by the American Society for Testing Materials F1163 and includes certification and labeling required by the Safety Equipment Institute. The helmet must be properly fitted with the harness engaged and properly fastened according to manufacturer's instructions. It is recommended that 4-H'ers wear their ASTM and SEI helmets any time they are around their horse.
2. Only 4-H members may ride, groom, school or handle a horse while on the show grounds. Novices and beginner members may have assistance with saddling and bridling if needed. Anyone may have assistance for safety reasons.
3. No one is allowed to coach contestants while the contestants are in the show ring.
4. A horse not under control may be dismissed from the ring.
5. A visibly ill or unsound animal may be dismissed from participation by show personnel or at the judge's discretion.
6. Humane treatment of all animals is required. Exhibitors are expected to treat their animals with respect and provide for their continuous well-being through proper feeding, handling, disease prevention, sanitation and attention to safety.
7. No one may ride a horse double at any time.
8. No one may ride a horse with a halter only.
9. The show arena is off-limits to anyone other than show personnel except during an emergency.
10. Judges' decisions are final.
11. Show management or the judge reserves the right to dismiss any youth or party from any 4-H class or show for any misconduct, lack of sportsmanship or rule infraction. Dismissed exhibitors may forfeit all awards received in the class or at the show.
12. Show management and/or 4-H staff will make accommodations for special circumstances at county 4-H events. State committees may decide if county accommodations are eligible for respective state 4-H events.

Show Protocol

1. Exhibitors should be prompt, courteous and alert and should follow instructions from the judge or ring steward.
2. Exhibitors' numbers must be clearly visible on the rider's back or both sides of the saddle pad. The exhibitor is responsible for supplying the second number.
3. Exhibitors should be ready at the gate when called. If an exhibitor needs a "gate hold" (delay of class) for equipment change, they must request this before the class is called to enter the arena. Delays may be penalized at the judge's discretion.
4. A red ribbon should be placed on a horse's tail to alert others that the horse may kick if crowded. A red ribbon on the forelock denotes a horse that may bite.
5. Contestants are judged at all times when in the ring.
6. Equipment or class rules may be modified, or exceptions may be made by show management at their discretion, as needed for the safety of special needs youth or youth needing extra assistance.
7. When a judge requests a movement to the right (off-side) or left (near-side), this is to the horse's right or left.
8. Accommodation requests related to a disability should be made through your local Extension/4-H staff two weeks before the event, if possible.

Competition Divisions

Within classes, members are divided into novice, beginner, intermediate and advanced, based on their individual abilities. If show numbers warrant, ability levels may be divided into the following grade divisions:

- Grades 3–5: Junior rider
- Grades 6–8: Intermediate rider
- Grades 9–12: Senior rider

Riding ability is to be determined jointly by the 4-H member, parent and leader, according to 4-H member tests from which the judges may choose. A 4-H member should move up to the next higher ability level when they can complete each of the tests at the new level 50 percent of the time. Members are strongly urged to show at the highest level for which they are qualified.

Expertise levels are those of the rider and not the skills of the horse except in pleasure classes.

Novice is for those members who are walk trot/jog only. This would be the appropriate level if you are new to showing and are unsure how your horse may react to the noise and activity at the fair or event.

Beginner is for those members who can walk, trot/jog, and canter/lope with other horse in the arena. Rider is expected to know which lead they are on and how to correctly ask for it and have some ring etiquette knowledge and experience.

Intermediate is for those members who can walk, trot/jog, and canter/lope and perform simple changes of lead.

Advanced is for those members who can walk, trot/job, canter/lope, perform simple changes of lead and flying lead changes.

Novice English/Western classes are to be walk-trot only. Novice riders are not permitted to do bareback classes. A member can ride as a novice for two years or until ready to move to beginner. There is no age limit. A snaffle bit with two hands is allowed. Rider cannot cross-enter into any classes where a lope/canter is required.

Competition between ability levels is not allowed. For example, beginners may not compete against intermediates, and intermediates may not compete against advanced.

Approaching the Judge

Exhibitor

While the judge's decision is final, each exhibitor should have an opportunity to approach the judge to ask questions. This should be for educational purposes, not to dispute placings. The exhibitor should not approach the judge until after the final class of the day or as otherwise specified by the show committee. A parent or leader may be present. The contestant should provide their exhibitor number, and any score sheets they may have received, but **photos or any visual recordings are not allowed**. The contestant should expect discussion or explanation on how to improve.

Show Committee

It is the show committee's responsibility to provide an opportunity for exhibitors to approach judges. This information will be relayed to exhibitors during the informational meeting or by other means. Before the beginning of a class or show, questions about specific classes or rules need to be addressed to ALL exhibitors, not one to one. Show committees need to remember that judges' decisions are final.

Judge

The judge should confirm with the show committee or superintendent when questions may be asked and answered and when an exhibitor may approach the judge. Since judges' decisions are final, they should expect their decisions to be upheld. A judge should be able to provide oral or written comments or clarification to an exhibitor when asked. Judges must address questions about specific classes or rules to ALL exhibitors, not in a one-to-one setting.

Recourse

Judges' decisions are final. A show committee has the recourse to not rehire a judge who has not met their expectations. Concerns regarding judges who are from the Pacific Northwest (PNW) judges' list but who do not meet 4-H standards can be addressed to the PNW judges' list coordinator and the PNW judges' review committee. Evaluation forms are available on the web. The coordinator and committee will investigate any concerns and make an appropriate response to the judge.

Drugging

The 4-H horse program does not condone the use of drugs, herbal compounds or surgical procedures that affect an animal's conformation, appearance or natural performance, or in any way alters its natural color. Horses requiring any medication should be identified upon arrival at the 4-H horse show office or registration area. Exhibitors should be prepared to present a valid prescription or a written explanation, either or both to be signed by the animal's licensed veterinarian. If a horse requires medication or treatment after arrival at the show, any medication used to protect the health and welfare of the animal must be prescribed by a licensed veterinarian. Administration of all medication must, at all times, be done in accordance with the specification and/or instructions given in the prescription. Liability for the correct administration of the prescribed drug is the responsibility of the exhibitor's parent or legal guardian.

Volunteer Policy on Animal Disease, Diagnosis and Treatment

4-H volunteers, as representatives of a land-grant university, are expected to act within the policies and guidelines of the 4-H Youth Development Program. A 4-H animal science volunteer may educate members and their families in the normal course of their 4-H activities in the areas of animal care, production and management. University volunteers are NOT to engage in activities that include the diagnosis or treatment of or the direct administration of medications to animals without authorization from a licensed veterinarian. A 4-H volunteer may exercise commonly accepted first aid skills/practices in emergency situations.

Project Animal

Each member is expected to have access to one or more horses, which may be owned, shared or leased.

A shared project animal is defined as only immediate family members or two nonfamily members sharing the same horse, including care and training responsibilities. Members and parents must recognize that adjustments and/or choices may need to be made to adapt to show conditions or schedules, such as when two members are in the same class.

A lease agreement is permissible if the member provides primary care for the horse. A copy of the lease must be included in the member's record book.

The horse shown in a 4-H exhibit activity must be the member's project horse. To participate at state fair, an exhibitor must use the same horse that was exhibited at the district fair. Stallions older than six months are NOT allowed in 4-H contests or events.

Horses should be clean and well groomed with the feet trimmed or shod. Fetlocks, muzzle and bridle path should be trimmed according to breed type. The mane and tail may be long or braided. If the tail is braided, the entire mane must be braided. If the mane is braided, braiding of the tail is optional. Exhibitors may not decorate their horse with glitter, paint or other means except in games.

To be classified as a pony, the animal must be 56 inches or less in height. When there are a great number of ponies, they may be divided into small pony and large pony divisions:

Small pony: any pony less than 48 inches in height

Large pony: any pony 48–56 inches in height

When there are few ponies, districts have the option of combining horse and pony classes.

Possession

The goal of 4-H is to ensure that youth have opportunities within the four essential elements of the 4-H Youth Development Program (belonging, mastery, independence and generosity). Projects are used as tools to promote positive youth development. The purpose of 4-H events is for 4-H members to demonstrate what they have accomplished with their projects during the year. The goals of the 4-H program are only met if the accomplishments demonstrated are the result of the 4-H member's own work. Therefore, project animals (owned, leased or shared) must be under the care and management of the 4-H member at least 60 days before the animal may be shown at an exhibit event.

Horses used for showing may not be handled (exclusively) by a professional trainer for 60 days prior to any 4-H horse show in which they will be performing. This does not prohibit the horse and 4-H member from receiving instruction simultaneously from a professional trainer during that period. A professional trainer may ride a member's horse during the show season, but only if they are showing the member how to complete a maneuver. The riding may only be to train the member, not to train the horse.

Replacement

If a member's project horse dies or is incapacitated due to injury or illness, a substitute horse may be used. Written approval for the substitute animal must be given by the member's leader or parent and the district agent, and must be approved by show management.

Horseless Horse Project

A youth may choose to enroll in the Horseless Horse Project. Cloverbud members (5-7 years old) may also enroll in the Horseless Horse Project, but may have NO contact with horses.

Clothing and Equipment

Members and attendants should be neat, clean and dressed with hard-soled shoes or boots, long-sleeved shirts and long pants. Boots are required for exhibitors in all classes. Boots are defined as high-topped (above the ankle) leather or leather-like riding shoes with heels. The boot must have an adequate heel to prevent it from moving forward through the stirrup. Exhibitors must be able to slide their boots out and move them freely in the stirrup.

Equipment must be safe, clean, properly adjusted and suitable for the class being shown. An exhibitor's hair must be worn in a net, braid(s) or other means to present a neat appearance and a clear view of the show number.

Each member must have proper clothing and equipment for the specific classes entered (refer to the appropriate divisions). Variations in clothing and/or tack (including bandages on the horse) are permitted if there is a valid medical reason. However, a letter explaining the need for the variation, signed by the physician and/or veterinarian, must be presented to the show managers prior to the start of the show.

Western Clothing and Equipment

Western clothing and equipment are appropriate in Western classes including, but not limited to: Trail, Western Horsemanship or (Equitation, Showmanship, Ground Training, Driving, Western Gaming, In-hand Trail and Bareback.) See WDAA website for Western Dressage equipment. <https://www.western-dressageassociation.org/>

The 4-H Equestrian Headgear Policy

4-H members participating in any 4-H equestrian activity must wear an approved helmet whenever they are mounted on an equine or are in a vehicle (cart, wagon, buggy, etc.) being pulled by an equine. This applies to all activities conducted under the auspices of a 4-H-sponsored program or activity. The only exception to this is vaulting, where a helmet is not required as long as the vaulting sessions are conducted in accordance with the vaulting rules as set forth in the *U.S. Pony Club Vaulting Manual*. An approved helmet meets the minimum performance standards imposed by the American Society for Testing Materials (ASTM) F1163 and includes certification and labeling required by the Safety Equipment Institute (SEI). The helmet must be properly fitted with the harness engaged and properly fastened. It is recommended that 4-H'ers wear their ASTM/SEI helmets any time they are around their horse. The rules in this book, including this helmet policy, apply to all youth and adults while participating in a 4-H-sponsored event or activity.

Western Attire

Required:

- Long-sleeved Western shirt with collar or jacket with collar; shirt tucked in; sleeves rolled down
- Jeans, trousers or Western pants
- Belt, unless loops are covered with another garment (except in games)
- Western boots
- ASTM-SEI equestrian-approved helmet

Optional:

- Vest, jacket, coat, sweater and/or jacket with collar
- Gloves
- Ties, pins
- Chaps (Chaps may not be allowed in bareback equitation at the district's discretion. If disallowed, it must be so stated in the individual district's show rules.)

Not allowed:

- Chaps in Showmanship
- Whips or crops, except for games
- Spurs in Showmanship, Driving, Ground Training, and In-hand Trail

Saddle and Pad

Required

- Participants may use any standard Western saddle with a horn, but it must fit the rider and the horse.
- Any clean saddle pad, blanket or combination is allowed if it provides sufficient padding for horse and rider.
- If the cinch pin or tongue on the cinch is not being used, it must be removed.

Optional:

- If a back cinch is used, it should be adjusted close to the horse and attached to the front cinch with a connecting strap.

Not allowed:

- Australian saddles
- Tapaderos (stirrup covers)

Bridle and Bit

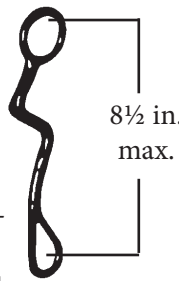
Horses 5 years old or younger may be ridden in a snaffle or bosal.

Novice and Beginning riders may show their horse in a snaffle or bosal.

Intermediate and Advanced riders should show in a curb bit unless they are exercising the green horse option.

Required:

- Most types of Western bits are acceptable.
- A snaffle bit must have a curb strap, curb chain or bit guards. Curb strap or chain should be attached below the reins on a snaffle bit.
- Bosal hackamores are allowed. Mechanical hackamores are only allowed in Western games.
- Bitless bridles are considered training devices and are only allowed for veterinary reasons and require a veterinary prescription to be allowed.
- Overall bit length, as measured in the picture, can be no longer than 8½ inches.



The correct measure of overall bit length is a vertical line from the upper-most part of headstall slot to the center of the rein ring.

Curb straps must be plain leather or chains at least ½ inch wide and must lie flat against the jaw.

Optional:

- Throatlatches on all bridles are strongly recommended; they are required in Western Games.

Not allowed

- Sidepulls and other bitless bridles in performance classes
- Full cheek, half cheek, double wire snaffle or Baucher snaffle bits
- Curb bits with overall bit length longer than 8.5 inches
- Cavessons or nosebands in performance classes
- Mechanical hackamores, double wire snaffles, slip or gag bits, except in Western Games
- Rolled leather chin straps. While not permitted in Western Performance classes, some of these are permissible in Western Games. Refer to the Western Games section for gaming bit criteria.

Reins

Only split or romal reins are allowed in Western Equitation, Trail and Bareback. Single-piece closed reins or “roping reins” are required in Western Gaming.

Only one hand may be used for reining when using a Western bit with shanks for Western Equitation, Trail and Bareback. The rein hand cannot be changed.

When romal reins are used, no finger between the reins is allowed. In these cases, the romal goes on the opposite side from the rein hand. The rider’s hand shall be closed around the reins with the wrist kept straight and relaxed, the thumb on top.

When holding split reins hold them with the palm of the hand facing down and one finger between the reins. The free end of the rein or bight falls on the same side as the “rein hand.”

When a bosal or snaffle bit is used, two hands must be used. Split reins should be held by crossing the reins between hands so that both hands are holding both reins. Closed reins are allowed with a bosal. Mecate reins can be half-hitched around the horn or properly tucked under (not tied to) the belt.

Other Western tack and equipment

Optional:

- Spurs (if used) must be Western type and must be used properly.
- Lariat or riata
- Breast collars
- Hoof boots may be used in place of shoes if they are fitted properly. They are not allowed in Western Gaming

Not allowed:

- Tie-downs, martingales, draw-reins
- Nosebands
- Tack collars. Splint boots, bell boots, bandages and polo wraps are not allowed in Western Equitation, Trail, Showmanship, or medals classes. They are allowed in Western Gaming, Ground Training and In-hand Trail.

Green Horse Option

A green horse is defined as a horse in its first year of under-saddle training or first year to the show ring (regardless of age) and may be shown in a snaffle bit. A horse 6 years and older that has not been shown in a standard bit may be shown as a green horse. A horse may be shown as a green horse for one 4-H year (October 1–September 30), but must progress to a standard Western bit (as defined under Bits) the following year if 6 years of age or older. The term “green horse” refers to the horse, so a new horse to a rider cannot be considered “green” if it has ever been shown in any horse show in a standard bit. Romal and split reins are equally acceptable, with split reins crossed over the horse’s neck in front of the saddle when using two hands.

Hunt Seat and Dressage Clothing and Equipment

Hunt seat or dressage equipment and clothing may be used appropriately in Showmanship, Driving, Hunt Seat Equitation, Equitation over Fences, Trail, In-hand Trail, Ground Training, Dressage and Bareback.

Required:

- Ratcatcher, long-sleeved tailored shirt or a turtleneck (shirts tucked in and closed at the neck)
- Hunt coat if short-sleeved ratcatcher is worn
- Pants, breeches or jodhpurs
- Tall hunt boots or jodhpur boots
- ASTM/SEI equestrian-approved helmet

Optional:

- Hunt coat (conservative colors)
- Spurs, if used, must be English type and used appropriately. In dressage, rowels must be free to rotate.
- Half-chaps
- Gloves (any traditional color allowed)
- Bit converters

Not allowed:

- Spurs in Showmanship, Driving, Ground Training or In-hand Trail

Saddles and pads

Required:

- Forward seat, close contact, jumping or dressage seat saddle
- Stirrup safety bars must be in the open position in any Equitation over Fences class.

Optional:

- Saddle pad

Not allowed:

- Saddle seat-type English saddle or Western saddle

Bridle and bit

Required:

- English bridle with cavesson
- Snaffle, pelham, kimberwick, full double bridle or any other English-type bit appropriate for the seat

Optional:

- Dropped, flash and figure-8 nosebands are allowed in Dressage and Hunt Seat Equitation over Fences, but no other flat classes.
- “Micklem” bridles are allowed in classes that allow dropped nosebands only.

Not allowed:

- Sidepulls and bit converters
- Double-twisted wire and gag bits

Other tack and equipment

Optional

- Breastplates or breast collars
- Martingales and any type of boots in Equitation over Fences only
- Running martingales may be used in Equitation over fences but must be with a snaffle bit and rein stops used correctly.
- Whips or crops may be no longer than 36 inches for hunt seat.

Not allowed

- Martingales in flat classes
- Any type of boots on the horse in flat classes

Specific to Dressage

Required:

- English bridle made entirely of leather or leather-like material (except for buckles)
- Plain, smooth snaffle bit in introductory through second levels. For appropriate bits for third level and up, refer to USEF dressage rules. See the 4-H Dressage Manual (PNW 608) for types of acceptable bits.
- The mouthpiece of any bit must be metal or rigid plastic and may be covered with rubber.
- Whips or crops may be no longer than 47.2 inches (120 cm) including lash.

Not allowed:

- Flexible rubber bits
- Strictly forbidden, under penalty of elimination: martingales, bit guards, accessories (bearing, side, running, balancing reins, etc.); any type of boots (including “easy boots”); bandages; any form of blinkers, earmuffs or plugs; nose covers, seat covers and hoods.

Saddle Seat Clothing and Equipment

Saddle seat equipment and clothing may be used appropriately in showmanship, saddle seat equitation, trail, ground training, bareback and driving.

Attire

Required:

- Long-sleeved tailored shirt, or short-sleeved shirt if wearing a coat
- Tie
- Jodhpur boots (short)
- ASTM-SEI equestrian-approved helmet
- Pants or Kentucky jodhpurs

Optional:

- A saddle-seat suit or day coat may be worn, but it must be a conservative color and will not be given preference by the judge.
- Spurs, if used, must be English type and used in mounted classes only
- Whip no longer than 48 inches including lash
- Gloves, a four-in-hand or bow tie, and a pin or flower in the lapel are traditional but not required.

Tack

Saddle

Required:

- Saddle seat-type saddle

Optional:

- Breast collars

- Pad

Not allowed:

- Dressage, hunt-type, all-purpose or Western saddles

Bridle and bit(s)

Required:

- Full double bridle (curb and bridoon), pelham or breed-appropriate bit

Not allowed

- Martingales or tie-downs

Class Guidelines

Show Classes

Any or all of the classes listed in this guide may be offered at a show or fair where 4-H classes are conducted. Showmanship is required at all 4-H shows.

Class Priorities

When management must choose between equitation classes and pleasure classes, equitation classes must take priority. For example, Western equitation and bareback equitation must be offered before Western pleasure; saddle seat or hunter seat equitation must be offered before English pleasure classes. It is recommended that all shows offer at least two equitation classes and one showmanship class; for example, Western equitation, bareback equitation and showmanship.

Ribbons and Awards

4-H uses the Danish system of awards, in which every contestant receives an award: a flat blue, red, white or participation ribbon. Trophies, rosettes and other special recognition may be awarded in addition to Danish awards, at each district's discretion.

The standard breakdown for ribbons is: purple award, 96–100; blue award, 85–95; red award, 70–84; white award, 60–69; participation (green) award, 59 or less. Disqualified riders may receive a participation ribbon. The system may also be modified in classes that do not follow the same 100-point system or scoring criteria. These classes may include dressage, trail and games.

Participation

Show management may invite participation from 4-H clubs outside the district or may limit participation in its 4-H show to 4-H members from its own district. This should be stated on the entry form.

Each 4-H member is required to show his/her horse in showmanship in the appropriate ability level. If a member is showing more than one horse, each horse must be shown in one equitation OR showmanship class in order to show in any play day, games or other pleasure class that is offered at the show.

The annual 4-H Horse Certification Form is to be on file with the local Cooperative Extension Service Office by June 15. A copy of the identification certificate must be attached to horse show entry forms.

If a rider begins to ride a new horse in equitation classes, they may drop no more than one level of expertise, e.g., advanced to intermediate.

If a rider begins to ride a new horse in pleasure classes, they will ride at the expertise level at which they and their horse are capable of performing.

Performance Guidelines

Showmanship

Scoring 100 points total

Member:

Neat and clean, properly dressed, prompt and alert, confident (poised), courteous25%

Animal and equipment:

Animal clean and brushed, in good condition, feet cared for. Halter and lead fitted, equipment clean and safe25%

Showing the animal:

Following directions, leading, turning, standing, backing, stopping, showing to advantage, controlling on lead and in line50%

The purpose of showmanship is to teach courtesy, good grooming, poise and confidence, and how to fit, train and handle a horse. Showmanship is a demonstration of the member's ability to show the animal, in hand, to its best advantage. Conformation of the animal is not considered.

Attire may be Western or English. Driving attire is also allowed except for skirts or dresses.

The type of headgear for the exhibitor in showmanship is optional. ASTM/SEI helmets, although not required for showmanship, are encouraged. Either an appropriate hat or helmet must be worn.

Showmanship Equipment

The horse may be shown with a safe, properly fitted halter or show bridle, each complete with a throat-latch. Bridles may be used when appropriate to breed and/or attire. If you show with a double bridle, you may use either the snaffle or curb reins for leading. The other set of reins is put over the neck near the withers. The halter and lead should be leather, rope or webbing. The lead should be 6 to 10 feet (about 2–3 meters) long. Be sure the lead is long enough to allow picking up a hind foot.

If used properly, lead shanks with chains attached are permissible for safety or control. A chain approximately 15–24 inches is long enough. The chain may be run through the ring on the side of the halter or through the ring on the bottom, then over the nose or under the chin to the other side. With a very long chain, the excess may be run up the off cheek. If the chain is too long, it may be doubled back through the bottom ring and snapped back to itself. In all cases, the snap should face out. When leading the horse, do not put your hand on the chain. Whips and/or bats are not allowed.

Western tack

Horses must be shown in a halter.

Hunt seat or saddle seat tack

Horses may be shown in a halter or show bridle when appropriate to breed and/or attire.

Class Procedure

- Enter the arena as directed by the judge, ring steward or announcer. Keep at least one horse length behind the horse in front of you. If necessary, pass on the inside and return to the rail. The exhibitor should be aware of the judge's position at all times.
- The member should walk ear-to-ear with the horse, about an arm's length from the near side. Hold the lead 8–18 inches from the halter in the right hand with the end folded in a figure 8 in the left hand. Do not coil the lead or fasten it with a rubber band in a figure 8.
- If instructed to line up, do so side by side, leaving 6–8 feet between horses if possible. This allows the judge to pass safely between horses and to have a good view of your horse. Quickly stand the horse square, balanced or stretched, consistent with the breed and your attire. While in line, do not let your horse circle you. Always turn the horse away from you for turns of 90 degrees or more (quarter turn).
- If asked to move to another position in line, back out quietly and promptly lead to the new place. Speak to the animal to prevent it from becoming startled when another horse is moved nearby.
- Pose (set up) your horse with all four feet square or according to breed type. The horse's head should be up and its weight should be on all four feet. Do not let the horse "go to sleep," but do not do anything that will attract attention. A gelding may "let down" when standing relaxed; correct by moving him forward or back. You should not use your feet to touch the horse's hooves to get it to set up, nor should you change hands on the lead to set up. If the horse moves out of position, quickly reset it. Quiet voice commands may be used.
- When the horse is set up, the exhibitor should face the horse diagonally at a 45-degree angle off the horse's shoulder in front and to the side of the head, moving from side to side as necessary. Be in a position to see your horse and keep eye contact with the judge without blocking the judge's view and without standing directly in front of your horse.
- When the judge inspects your horse, respond to his or her movements with the quartering system by mentally dividing the horse into four quarters. When the judge is in the right front quarter, you are on the left front quarter of the horse, keeping an eye on the judge. When the judge is in the back right quarter, you are in the front right quarter watching the horse. The objective is for you to be in the quarter next to the judge's position.
- Change sides when the judge is at the heart girth and when the judge crosses the tail and the nose. You should step around the horse's head quickly and quietly, using three or four steps and keeping eye contact with the judge. Do not change hands on the lead when you change sides, and never stand in front of your horse in the "danger zone."
- Listen carefully to instructions. When asked for your individual performance, follow the judge's instructions. Be ready to move promptly when signaled. Lines should be straight, and you should remain 5–7 feet away from the judge. Haunch turns and forehand turns should have forward motion. Turn the horse away from you if the turn required is 90 degrees or more. For turns less than 90 degrees, you may turn the horse toward you.
- To back, face to the rear of the horse. Do not change hands on the lead to back. Back the horse the requested distance in a straight line. Four steps are considered one length, counting the movement of the front feet. If the pattern includes "closing the back," return to your position at the start of the back and balance your horse.
- Exhibitors may touch their horses only when requested to perform side pass or forehand turn maneuvers (or to smooth the mane or forelock). This means you must not touch your horse when asking for a haunch turn or back, nor pet the horse until the class is dismissed.

Judging Requirements

Horses should be well-groomed, clean and clipped according to breed. The horse should also be well trained to the required routine and well-mannered so that it will stand quietly, but alertly, while in the class.

Exhibitors will be asked to demonstrate their ability to lead, turn, set up and move their animals as the judge requests. Additional tests may be asked.

The following principles always apply:

- Individual tests must be performed with official(s) involved in the same relative position to each exhibitor.
- The exhibitor shall not stand directly in front of the horse.
- The quartering system is required.
- Horses may be shown, trimmed and groomed according to breed type.
- The exhibitors shall not touch the horse except when executing a requested test that allows such touch (for example, side pass and turn on the forehand) and to smooth the mane or forelock if the judge's inspection has disturbed the grooming.

Tests

See Appendix A, page 39.

Equitation

Scoring

100 points total

Member and appointments:

Clothing, equipment, courtesy, poise 15%

Seat and hands:

Seat, posture, head, legs, hands, balance, distribution of weight, aids 35%

Performance:

Standing, starting, walking, jogging or posting trot, figure 8 or equivalent at lope or canter
from walk, stopping, turning, backing, general control 50%

The horse should do what the rider asks with the least possible effort on the part of the rider and with the least amount of resistance from the horse.

Gaited horses that pace, slow gait, fox trot, singlefoot, rack or perform a running walk may be worked with the class, adjusting their speed to conform to the other horses. When riders are asked to post the trot on the rail or in a pattern, the intermediate gait is acceptable if that is the breed standard. However, if all other aspects of the performance are equal, a rider posting correctly will be given preference.

The member will be judged on correct posture, smooth gait transitions and effective use of aids with special emphasis on light hands. The performance of the horse is not to be considered more important than the methods used by the rider in obtaining the performance.

The member, horse and equipment may be inspected at any time during the contest. Members using unsafe equipment may be asked to leave the ring.

Class Procedure

Enter the arena to the right in a counter-clockwise direction. Exhibitors will be asked to walk, jog, trot, intermediate gait or canter/lope both ways of the ring as instructed. Stay on the rail unless it is necessary to pass a slower horse; pass on the inside, toward the center of the arena, and return to the rail. All gaits are required in both directions UNLESS a pattern follows. Saddle seat riders may reverse to the outside.

The show committee or judge may ask for all or part of the tests listed. The patterns may be posted. In addition, the judge may ask for advanced movements and/or ask questions from 4-H horse project materials.

Tests

See Appendix B, page 40.

Bareback Equitation

Exhibitors may be asked to perform any test listed in equitation. Western riders must sit the jog or intermediate gait. English riders must post the trot on the correct diagonal. No mount or dismount is allowed.

Hunt Seat Equitation Over Fences

A horse should be at least 5 years old before going over jumps.

Performance

Any test listed under equitation may be asked. Performance will be judged on effective use of aids on the entire course. Emphasis will be on light hands, balance, correct posture and seat on the flat and over fences. Excessive speed will be penalized.

Before taking any jumps, including the warm-up jump, a safety inspection should be done. The inspection will include, but is not limited to, making sure the stirrup bars are open, stitching on saddle stress points is in good repair, the girth is snug and the bridle is properly fitted and in good repair.

Jump Heights

To jump, a rider must be riding at the intermediate hunt seat equitation level on the flat.

Jump heights:

- 2 feet to 2 feet 3 inches for Intermediate Beginner
- 2 feet 3 inches to 2 feet 6 inches for Intermediates
- 2 feet 6 inches to 2 feet 9 inches for Advanced

Jump height is not to exceed 2 feet 9 inches and the spread is not to exceed the height. Intermediate and Advanced riders should expect the majority of fences to be set at top height in the range at the state horse show. Fences must meet height recommendations to qualify for state fair contest if offered.

A supervised warm-up jump must be available prior to the class. This warm-up should be limited to one jump, preferably not a jump on the course or inside the arena or pattern area. The number of times a competitor can practice the one warm-up jump is to be specified by the local show committee.

The course will consist of 6 to 12 jumps, performed at the canter, with at least one change of direction. The judge may ask the class to do rail work at the walk, trot and canter both ways of the ring.

The rider will be allowed to circle one time before starting the course. A refusal will be called when a horse avoids a jump or stops forward motion. If the refusal is at a combination jump, the rider must re-take all elements of the combination. Faults such as knock-downs and touches will not be considered unless they are the fault of the rider.

Hunter Hack Equitation

This class is ridden individually and instead may include class rail work. This class utilizes two small fences and may include a hand-gallop and a demonstration of other gaits. It can be performed at the trot or canter. The maximum height and width of fences is 18 inches.

Types of Fences

Required:

- Spreads should not exceed the height of the fence.
- Wings at least 12 inches higher than the jumps and 30 inches wide are compulsory when jumps are less than 12 feet wide.
- The distance between standards should be a minimum of 9 feet.
- Ground poles or lines are required.
- Courses should have at least four different types of jumps and one combination jump (24 or 36 feet apart).

Optional:

- Basic types of fences are allowed, for example, post and rail, wall, gate, brush, coop, planks and picket fences.

Not allowed:

- In-and-outs are not to be used at the start of the course.
- Use of striped rails is discouraged.
- Triple bars, hogsbacks, targets, square oxers, hinged chicken coops, or any bizarre or dangerous jumps

Table 1. Major Faults and Disqualifications in Hunt Seat Equitation Over Fences

Major faults	Refusal(s) Loss of stirrup Trotting while on course Loss of reins Excessive speed Lack of control
Disqualifications	Fall of horse or rider Three cumulative refusals Off course

Dressage

Performance

Test requirements are the same for all riding levels. Test is to be ridden and judged according to USEF dressage rules except where noted in this rule book. Tests to be used are the current approved USEF tests. Tests are usually updated by USEF every four to five years. Exhibitors should make sure they are using the most current test each year. Tests may be read, but must be limited to reading each movement one time only, as it is written.

A ride is to be judged on the horse's gait, impulsion and submission; the rider's position and seat; and the correctness and effectiveness of the aids. Each movement is scored (0–10 points) to establish whether the movement performed was insufficient (4 or below) or sufficient (5 or above). Additional information on how to ride the test and how the test is to be judged can be found in the *4-H Dressage Manual* PNW 608.

Western Dressage

Districts that offer Western Dressage should use the Western Dressage Association of America tests. You can find guiding equipment rules and tests at: <https://www.westerndressageassociation.org/>

Danish ribbons should be awarded based on the following breakdown of ride scores:

Scoring

65.000% and higher.....	Purple
55.000% – 64.999%.....	Blue
50.000% – 54.999%.....	Red
49.000% and lower	White

Trail

The trail class is an under-saddle mounted test of horse control and the rider's ability to guide the horse through a series of obstacles. The course must be safe for horse and rider. The obstacles may be progressively harder for each ability level.

The course should not be spread out over a very large area; obstacle spacing must allow the horse to move easily between obstacles with no wasted time. The course should be designed to be completed in less than five minutes. Riders may be asked to move on at the judge's discretion or after three refusals.

The rider may show English or Western. See clothing and equipment specifications for proper tack and attire.

Courses must be posted showing the order and direction of the obstacles. Measure and reset each disturbed obstacle for the next rider. Courses will contain 6 to 10 obstacles and be typical of items members might encounter on a regular trail ride. See Table 2 for obstacles and suggested spacing. Obstacles may be used individually or in combination.

Unsafe or unnatural items are not permitted, such as tires, water boxes with floating or moving objects, fire extinguishers and cinder blocks.

Each obstacle has a value of 10 and is scored according to how the rider maneuvers through the entire obstacle. Judges should give credit for any positive action. The course may be scored by one judge or divided between two or more judges, with each scoring specific obstacles.

Judging is based on safety, performance, way of going, responsiveness, willingness and general attitude with emphasis on manners. Riders may be asked to move on at the judge's discretion or after three refusals or attempts.

**Table 2. Mandatory Dimensions of Trail Obstacles
Stock Seat/Ranch**

<p>Walk / trot / lope-overs Multiple poles</p>	<p>Maximum height 10 inches</p> <p>Set 20-24 inches apart for walk-over 3 to 3.5 feet part for the jog 6 to 7 feet apart for the lope/canter</p> <p>Spoke style should be set 24 inches apart halfway out from center</p> <p>No rolling poles allowed</p>
<p>Back-throughs On ground Elevated Barrels</p>	<p>Minimum of 28 inches wide</p> <p>Minimum of 30 inches wide</p> <p>Minimum of 32 inches wide</p> <p>Novices and beginners: straight back only</p>
<p>Sidepass Single pole up to 24 inches high</p>	<p>Space between poles, minimum of 24 inches</p> <p>Novices and beginners not to sidepass</p>
<p>Serpentines (job-arounds)</p>	<p>Pylons 6 feet apart (base to base) minimum</p> <p>Guardrails 3 feet to either side of pylons</p> <p>Pylons 3 feet apart (base to base) minimum</p> <p>Guardrails 6 to 8 feet to either side of pylons</p> <p>If tall standards are used, dimensions can be looser</p>
<p>Gate</p>	<p>Latching between 54 and 60 inches</p> <p>Minimum of 48 inches wide</p> <p>Rope gates allowed ONLY in absence of standard gate</p> <p>Novices don't open and close/beginners open but don't close</p>
<p>Bridge or plank</p>	<p>Minimum of 36 inches wide for a bridge</p> <p>Minimum of 12 inches wide for plank placed flat on the ground</p>
<p>Ground tie or hobble</p>	<p>Inside a minimum 6-foot circle</p>
<p>Mailbox</p>	<p>Must be a minimum of 48 inches from ground to the bottom of the mailbox</p>
<p>Turn in Box</p>	<p>Minimum 6-foot sides</p>
<p>Obstacles NOT allowed</p>	<p>Tires, walking on plastic, cinder blocks, fire extinguishers, water boxes with floating or moving objects, PVC pipe, live animals, wire gates, unsafe or unnatural obstacles</p>
<p>Other obstacles you may want to consider</p>	<p>Tie horse properly, pick up horse's feet, dismount and mount (novices and beginners will not be asked to mount), walk through brush or by animal, hide or noisy object</p>

In-Hand Trail

This class is an in-hand test of horse control and of the handler's ability to guide the horse safely through a series of obstacles. Handlers may wear Western or English attire. ASTM/SEI helmets are required. The horse must be unsaddled and shown in a safe, properly fitted halter. A chain may be used. Use guidelines for chain use, and touching the horse and halter and lead, from Showmanship class expectations.

Attire

Required

- ASTM/SEI helmet

Optional

- Either Western or English

Not allowed

- Spurs
- Chaps

Tack and equipment

Required

- Halter with throatlatch and a lead line, suitable for the horse

Optional

- Correctly attached chain, only if used properly (see Showmanship equipment)
- Boots, bandages, or both on the horse

Not allowed

- Bridles
- Whips or crops

Course

The course will be designed so that exhibitors can move quickly and smoothly between obstacles.

The course should contain six to 10 obstacles and should be designed to be completed in less than 5 minutes. Ensure that there is no advantage to either a large or a small horse. The course should be designed to be suitable for all breeds and sizes.

Obstacles

Obstacles can be generally the same as for a standard trail class, except lope/canter obstacles are not allowed.

When deciding whether the handler should go over obstacles with the horse or work inside poles, boxes, etc., safety should be the primary consideration. This could depend on the size of the horse and the size of the obstacle. The handler must stay out of the danger zone.

If there is a definite preference for how an obstacle should be completed, this should be clearly stated in the pattern.

Basis for judging

Emphasis is placed on safety, the horse's manners and response to the handler and the quality of the movement. The exhibitor should be poised, confident and courteous and should display safe and quiet techniques in handling the horse. Handlers may be asked to move on after three refusals or at the judge's discretion.

Disqualifications

- Horse gets loose
- Extreme disobedience

**Table 3. Mandatory Dimensions of Trail Obstacles
In Hand Trail**

Walk / trot / lope-overs	20-24 inches apart for walk-over 3 feet apart for trot overs 10 inches maximum height
Back-throughs	On ground only 36 inches minimum width if handler is inside poles
Sidepass	On ground only Minimum of 30 inches between poles
Serpentines	Cones minimum 4 feet apart for walk Guardrails (if used) minimum of 4 feet from cones Cones minimum 7 feet apart for trot Guardrails (if used) minimum of 4 feet from cones
Gate	Minimum 4 feet wide Rope gate optional
Bridge or plank	Must lie flat on the ground Not to exceed 12 inches high Minimum 48 inches wide if handler to be on the bridge
Ground tie or hobble	Inside a minimum 6-foot diameter circle
Mailbox	Must be a minimum of 48 inches from ground to the bottom of the mailbox
Turn in box	Minimum 8-foot sides
Other obstacles you may want to consider	Tie horse properly, pick up feet, walk by a hide or noisy object
Obstacles not allowed	Tires, walking on plastic, cinder blocks, fire extinguishers, water boxes with floating or moving objects, PVC pipe, live animals, wire gates, unsafe or unnatural obstacles

Driving

Appointments

Animal

A single horse, pony, miniature, mule or donkey may be driven. Classes may be divided into 4-H member ability levels/age groups and/or by the size of the animal. Care should be taken that the animal is not asked to pull too much weight (see 4-H Driving Manual, PNW 229, for specifics). When determining animal height, allow an additional one-half inch if shod. Natural gaits are desirable. Chains are prohibited. It is permissible to stretch or park your horse if breed and turnout are appropriate.

Attire

Attire should be neat, clean and well fitted. Approved headgear, riding boots or sturdy leather shoes, gloves (may be black or brown, but brown is traditional) and a driving whip are required. English or Western riding attire is acceptable.

Additional options and restrictions for attire are noted below.

GENTLEMAN—Sport coat and slacks or suit (Western cut acceptable). A driving apron is optional.

LADY—A long-sleeved shirt/blouse with jeans, slacks or an ankle-length skirt. A vest or jacket may also be worn. Dresses and evening wear are not acceptable. A driving apron is optional.

HEADER—Hard-soled shoes or boots, a long-sleeved shirt and jeans or slacks. Approved headgear is required.

Vehicle

An appropriate two- or four-wheeled vehicle is allowed. The vehicle must have a foot rest or basket (a minimum of 10 inches front to back) securely fastened to the vehicle. The basket must be constructed so the driver's feet cannot get stuck. Racing sulkies or roadster bikes are prohibited. Shafts should be equipped with a single tree or trace hooks. The vehicle should be in safe, usable condition and should fit the animal to which it is attached.

Harness

A leather or synthetic pleasure-type harness is acceptable. **For safety reasons, a nylon harness is not recommended.** The harness must be in safe, usable condition and must fit the animal wearing it. The reins must be either buckled or stitched together.

Required pieces of harness:

- Crupper
- Either thimbles or breeching
- Either wrap straps or overgirth
- Blinders
- Cavesson/noseband
- Snaffle or driving curb bit. Twisted wire and gag bits are NOT permitted.

Optional pieces of equipment:

- Overcheck or sidecheck
- Running martingale
- Kicking strap (recommended)
- Support boots, quarter boots, splint/brushing boots

Whip

A driving or buggy whip is required and should be carried in the right hand. A lunging type whip is not permitted.

Safety

Any entry the judge feels is unsafe may be dismissed, whether due to turnout or behavior of the animal. Management should permit only the number of entries that can be shown safely at one time for the size of the ring. Ability levels/age divisions may be combined if classes are small. Extreme speed will be penalized. Pass other vehicles on the inside, watching the traffic. Avoid cutting back to the rail immediately in front of another driver. One properly dressed intermediate, advanced or adult header is required for each driver in the lineup. The header should enter the arena once all the entries have lined up and permission to enter has been granted. The header should not touch the animal except in case of a potential emergency. In case of a runaway, all other drivers are to move off the rail to the center of the arena and stay in their vehicles. Most frightened horses have a tendency to run the rail looking for a way out.

Classes

Reinsmanship

Scoring

100 points total

Driver

Handling of reins and whip, control, posture and overall appearance of the driver 35%

Appointments

Proper harnessing and hitching, condition of horse or pony, harness and vehicle 25%

Performance

On the rail and in the pattern 40%

Basis of Judging

Judged as an equitation class on hands, proper harnessing and hitching, and correct driving techniques. The driver should be able to change gaits quickly, smoothly and unobtrusively while always maintaining contact and using correct driving techniques. This class is designed to test the driver's knowledge and ability. A pattern is required. Extreme speed and/or extreme high action due to a horse's length of foot, pads and/or weighted shoes will be penalized.

Class Procedure

Drivers enter and line up a safe distance apart, with headers, for inspection by the judge. Drivers proceed at the direction of the judge on the rail and work both directions of the ring at a flat-footed walk, slow trot/jog, working trot/jog and strong trot. The reverse will be executed on a diagonal at a walk or working trot from a designated corner at the direction of the judge or ring steward. Drivers line up according to instructions by the judge or ring steward. Horses must stand quietly in line.

Suggested Reinsmanship Pattern Elements

- Back four steps and close the back.
- Drive a circle of specified size.
- Drive a figure 8.
- Drive at a strong trot.
- Negotiate a simple obstacle (i.e., drive between two obstacles at a working trot or halt between two given markers).
- Pivot (turn) with one wheel in place, left or right, at 90, 180 or 360 degrees, at the judge's direction.
- Back between two markers.
- Drive at the lengthened flat-footed walk.
- Answer a 4-H driving question posed by the judge.

Patterns may include other elements.

Precision Driving

Scoring

100 points total

A perfect score of 100 points is based on a maximum of 80 points for a fault-free* performance and 20 points for reinsmanship and overall smoothness of the performance. Faults are deducted in 5 point increments from the possible 80, while single-point deductions are made from the 20 points.

Example: A driver incurs three faults and receives a score of 13 for reinsmanship/performance. The three faults (at five points each) total 15 points; which are deducted from 80, resulting in 65 points. Those 65 points along with the 13 reinsmanship/performance points yield a final score of 78.

***Faults:** First and second refusal; displacing any marker, hoof or wheel outside marker; and breaking gait will each incur a 5-point deduction.

Elimination: three cumulative refusals; receiving outside assistance of any sort; showing an obstacle to the horse; or taking an obstacle out of order (off course).

Basis of Judging

This competition tests the skill of the driver, the obedience and handiness of the animal, and the accuracy with which the course is driven.

Class Procedure

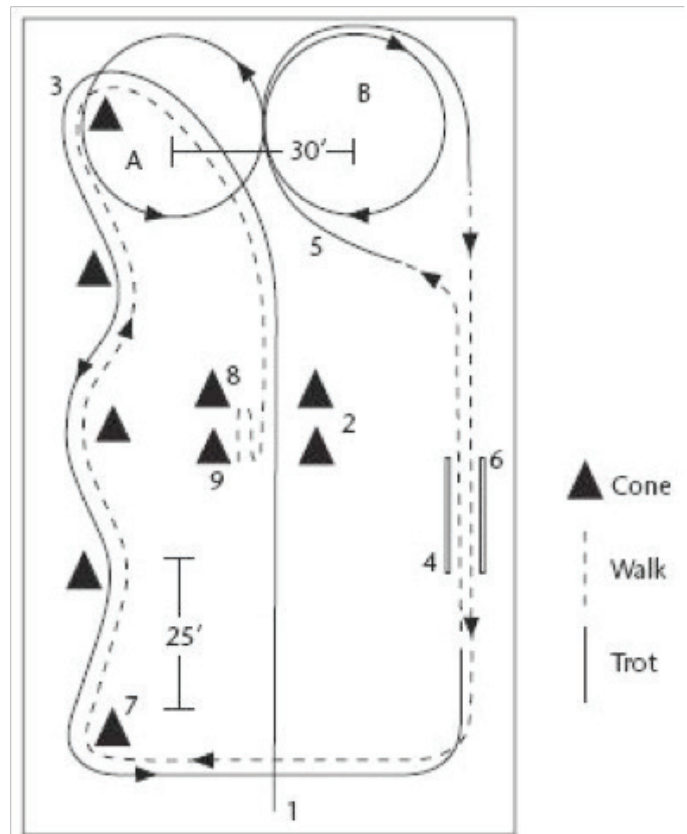
All drivers must submit to an inspection by the judge before starting the course. Competitors will be required to drive over a course consisting of six to eight obstacles. The course will be irregular, necessitating changes of direction. Markers indicating obstacles will be at least 12 inches wider than the track width of each vehicle (measured from the outside edge of one wheel to the outside edge of the other wheel) and 12 inches high. (Traffic cones with tennis balls on top work well.) Lanes may be defined by rails at least 3 inches in diameter. A course may be set up using only cones and tennis balls if other obstacles are not

available. For examples of courses, see Sample Precision Driving Courses #1 and #2. Drivers are required to drive at a trot except where obstacles require halting, backing, pivoting or very tight turns.

Precision Driving Courses (Suggestions Only)

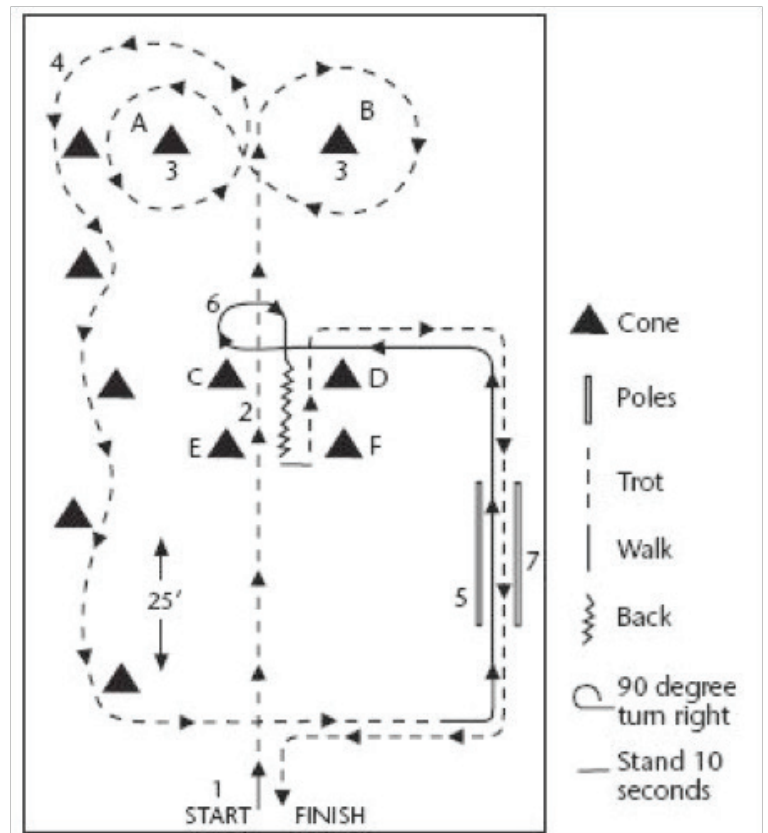
Sample course #1

1. Enter at a trot.
2. Trot through a 10-foot square (four cones).
3. Trot a serpentine of five cones (25 feet apart).
4. Walk with right wheel(s) between poles (6–8 inches apart).
5. Trot a figure 8 (at least 30 feet around A and B).
6. Walk with left wheel(s) between poles.
7. Walk a serpentine.
8. Walk into square, stop with front wheels between front cones, back up four steps, and return to forward position.
9. Stand quietly until dismissed by the judge or ringmaster.



Sample course #2

1. Enter at a trot.
2. Trot through two pairs of cones (CDEF, 10-foot square).
3. Trot a figure 8 (B, then A).
4. Trot a serpentine of five cones (25 feet apart).
5. Walk with right wheel(s) between poles (6–8 inches apart).
6. Walk to the top of the cone square. Halt with cone C on your left, facing the serpentine. Pivot 90 degrees to the right. Back into the square, between cones C and D, until the cart is between E and F. Halt and stand 10 seconds. Trot back forward through the box.
7. Trot with left wheel(s) between poles and exit.



Pleasure Driving

Scoring

100 points total

Performance

Manners, performance, condition, style and way of going..... 60%

Appointments

Fit, condition and appropriateness of harness and vehicle 10%

Driver

Handling of reins and whip, control, posture and neatness of driver attire 30%

Basis of Judging

The pleasure-driving horse should have the same general qualities as the pleasure saddle horse. Special emphasis is placed on the flat-footed walk and the pleasurability of the ride for the driver. The horse should be in balance with a head carriage typical of its breed or type, be light-mouthed and have a free way of moving. At all gaits, it must work in form (i.e., head held quietly, mouth closed and legs working beneath itself). The traces should be steady at all times, demonstrating consistency of forward motion and that the horse is pulling from the traces, not from the mouth or saddle. Erratic movements are highly undesirable. Hesitation or breaking stride will be penalized. Extreme speed and/or extreme high action due to the horse's length of foot, pads and/or weighted shoes will be penalized.

Class Procedure

Drivers enter and line up a safe distance apart, with headers, for inspection by the judge. Drivers proceed at the direction of the judge on the rail and work both directions of the ring at a flat-footed walk, slow trot/jog, working trot/jog and strong trot. The reverse will be executed on the diagonal at a walk or working trot from a designated corner at the direction of the judge or ring steward. Drivers line up according to instructions by the judge or ring steward. Horses must stand quietly in line.

Medals Program

The purpose of medal classes is to encourage excellence in equitation and showmanship classes. The medals program is an optional program for each district.

The following rules will govern medals classes in the 4-H program in Alaska. For tack and appointments, see the appropriate division in the Alaska 4-H Horse Show Rules Book.

At show management's discretion, a separate judge may be selected to judge the medals classes. This judge should be of the highest reputation in the particular division he or she will be judging.

Riders showing in medals classes may be prohibited from riding in regular equitation classes in the same show, at the discretion of show management in each district.

General Rules

1. There shall be four (4) divisions of medals classes:
 - Bronze
 - Silver
 - Gold
 - Supreme
2. Members may ride either horses or ponies. If entries warrant, the divisions may be divided into horse and/or pony.
3. Medals classes shall be offered in Western equitation, hunt seat equitation on the flat, hunt seat equitation over fences, saddle seat equitation and showmanship.
4. The rules governing qualifying classes are taken from the 4-H Horse Show Rules Book. All judging in the qualifying classes must be by the Danish system.
5. All medals classes will be governed by the applicable rules in the Alaska 4-H Horse Show Rules Book.
6. All members showing in medals classes shall have a current Horse Certificate on file with the UAF Cooperative Extension Service and their club leader and shall ride only his or her designated project horse in said classes. It is the member's responsibility to keep their file up to date. Substitution of horses is not allowed.
7. If a member obtains a different horse, he must register this horse as a project horse, and submit a new Horse Certificate to CES and the club leader and notify the medals program.
8. Riders who do not qualify for a medal cannot ride for that medal again on the same day or during the same 4-H show.
9. Each medal class participant is judged solely on his ride and not in comparison to or in competition with other medal riders.
10. Danish ribbons may be awarded if the rider does not earn a medal.

Eligibility

1. Eligibility for medals classes will be earned in approved classes at 4-H shows within each district.
2. Medals qualifying classes may be offered in an open show but must be approved by the district horse council and shall be judged by the Danish system, with Danish ribbons being awarded.
3. To be eligible to ride for a bronze medal, a rider must be either an intermediate or advanced rider in any age group and must have won three blue ribbons in qualifying classes at regular 4-H shows and/or approved classes in open shows.
4. Leaders and members are responsible for keeping records of blue ribbons won to qualify for the class and must submit proof of eligibility with the show registration.

Bronze Western Equitation Tests 3-12 Must include tests 7, 8, 9, 11	Bronze Hunt Seat Equitation on the Flat Tests 3-12 Must include tests 7, 8, 10, 11	Bronze Hunt Seat Equitation Over Fences Flat requirements plus complete a Beginner course of 6 fences	Bronze Saddle Seat Equitation Tests 1-7 Must include tests 2, 5, 7	Bronze Showmanship Tests 1-7 Must include tests 1, 4, 7
Silver Western Equitation Tests 3-16 Must include Tests 13, 14, 15, 16	Silver Hunt Seat Equitation on the Flat Tests 3-16 Must include tests 13, 14, 15, 16	Silver Hunt Seat Equitation Over Fences Flat requirements plus complete an Intermediate course of 8 fences	Silver Saddle Seat Equitation Tests 1-16 Must include tests 8, 11, 13	Silver Showmanship Tests 1-9 Must include tests 8, 9
Gold Western Equitation Tests 3-21 Must include Tests 17, 19, 20, 21	Gold Hunt Seat Equitation on the Flat Tests 3-21 Must include tests 17, 19, 20, 21	Gold Hunt Seat Equitation Over Fences Flat requirements plus complete an Advanced course of 10 fences	Gold Saddle Seat Equitation Tests 1-21 Must include tests 14, 15, 16	Gold Showmanship Tests 1-11 Must include tests 10, 11
Supreme Western Equitation Must perfectly perform tests 11-21	Supreme Hunt Seat Equitation on the Flat Must perfectly perform tests 10-21	Supreme Hunt Seat Equitation Over Fences Flat requirements plus complete an Advanced course of 12 fences	Supreme Saddle Seat Equitation Must perfectly perform tests 11, 13, 14, 15, 16	Supreme Showmanship Must perfectly perform tests 4, 8, 9, 10, 11

- To be eligible to ride for a silver medal, a rider must be either an intermediate or advanced rider in any age group. Any rider winning a silver medal must move into the advanced level of riding.
- To be eligible to ride for a gold medal, a rider must be an advanced rider in any age group.
- Once a rider has won a medal, she must move to the next highest medal class. The exception to this is the gold medal class, where a member must win two gold medals to move to the supreme division.

Required Scores

To be awarded a medal, the rider must score the following for each medal:

Bronze: 90% or higher

Silver: 95% or higher

Gold: 98% or higher

Supreme: Perfect ride

To be awarded the supreme medal the rider must ride each of the tests listed below and must make a perfect ride. One mistake is allowed, but it must be either immediately corrected or the rider may choose to continue through the test and reride the mistake at the end of the performance. Two mistakes will dismiss the rider from the class. Time limit is 10 minutes.

Class Procedure

- Every medal class must include rail work and individual pattern work. Rail work shall be asked for prior to the individual work. A minimum of once around the arena at each gait in both directions is required.
- Patterns for each medal class must be designed by the judge. The pattern may include any of the tests listed for that particular medal, but must include the required elements, as listed below.
- Class patterns shall be posted at least one hour prior to the start of the medal class.
- Class instructions will be publicly announced.

5. The same pattern shall be required of each participant riding for the same level medal in a show.
6. The judge shall not confer with a rider individually once the patterns have begun.

Required Elements

The test numbers listed are those listed in Appendix A and Appendix B (pages 39 and 40) of this book for each discipline

Ground Training

The intent of ground training is for a 4-H member to demonstrate training techniques and accomplishments with his/her young horse. ALL training is to be done by the 4-H member, although he may receive training advice. Training by others, including other 4-H members, makes the animal ineligible for this class.

Ground training is open to weanlings, yearlings and 2-year-olds. Animals over six months of age must be geldings or fillies. Animals entered in ground training classes cannot have been mounted at any time. Animals may also be entered in showmanship but not in equitation or driving.

An enclosed, reasonably quiet area should be provided for this class. A maximum time limit of 15 minutes will be placed on each contestant. No more than 5 minutes will be allowed to bring in and set up equipment.

Each contestant must give the judge, in advance, a list of the items to be attempted. The member must also give the age of the member, the age of the animal and the length of time in training.

Ground training is NOT an in-hand trail course. Minimal equipment (poles, barrels, etc.) should be used. Obstacles not allowed in trail (walking on plastic, cinder blocks, etc.) are not allowed in ground training. In addition, the judges may eliminate any items they feel are unsafe.

One properly dressed attendant is allowed in the ring with the exhibitor. The role of the attendant is to hold the horse and/or equipment. It is preferred that a knowledgeable intermediate or advanced 4-H member performs attendant duties, but an adult may do so if a qualified 4-H'er is not available.

Scoring is based on how well the items attempted are accomplished and whether adequate progress has been made during the time in training.

The 4-H member may do as many items from the following list as may be completed well in the time allotted. The member may attempt only those items that are appropriate for the age of the animal.

All Ages: Weanlings, Yearlings, 2-Year-Olds:

1. Halter the horse.
2. Lead the horse on a prescribed course.
3. Back at least two lengths.
4. Pick up both front and rear feet.
5. Groom as for a show.
6. Pose as for a show.
7. Sack out horse with soft item, such as a blanket.
8. Have horse yield to pressure.

Yearlings and 2-Year-Olds Only

9. About on the forehand 180 degrees, right and left, pivot foot kept within 2 feet of starting point.

10. About on the haunches 180 degrees, right and left, pivot foot kept within 2 feet of starting point.
11. Side pass two steps right and left.

2-Year-Olds Only

12. Work on longe line at walk, trot and canter, both to right and left.
13. Stop and rest horse on longe line for one minute.
14. Saddle the horse.
15. Drive horse with long lines.

Games

General Information

The primary purpose of games is to provide an educational forum in which youth enrolled in the 4-H horse program demonstrate their ability to navigate a prescribed course in the fastest, safest time possible. Gaming events are timed games on horseback and are individual in nature. Approved events include Figure 8 Stake Race, Idaho Figure 8, Pole Bending, Key Race, Keyhole Race, Texas Barrels, Two-Barrel Flag Race and NSCA (International) Flag Race. Districts may run other individual events as long as they are as safe or safer, if they have rules from a recognized gaming organization and if the district agent agrees in advance. Usually, team events are not appropriate. Rodeo, racing and bareback gaming events are prohibited.

4-H games require the humane treatment of all animals entered in state and district competitions. 4-H exhibitors are expected to treat their animals with respect and provide for their continuous well-being through proper feeding, handling, disease prevention, sanitation and attention to the animals' safety. 4-H officials should be prepared to dismiss 4-H exhibitors who abuse and mistreat their animals.

4-H members must wear their exhibitor number on their back or both sides of their horse at all times while mounted. Horsemanship, sportsmanship and safety will be stressed in all games classes.

Exhibitors may be asked to submit to a close inspection before any event. The purpose of the close inspection is to demonstrate an exhibitor's ability to handle and control the horse in a safe manner. The close inspection will also provide the show management an opportunity to examine the tack and equipment being used by the 4-H member. Exhibitors failing the close inspection will not be allowed to make their scheduled run in that event.

The safety of the exhibitors, horses and volunteers is the most important aspect of the program.

Contestants may ride only once in each event (with the exception of re-rides).

Riders may hold onto the saddle horn. Two hands may be used on the reins, and hands may be changed.

Scoring and Awards

Games may be divided into age divisions or ability levels at district option. 4-H members must compete within their appropriate age group or ability level. The method used for scoring and awarding of ribbons is left to the discretion of each district. Usually, participants are timed and arranged in numerical rank order, and the awarding of ribbons is based on the rider's time in each event. It is recommended that the Danish system of awarding ribbons be used. Districts may also use the American placing of ribbons (first, second, third, etc.) in lieu of the Danish awards.

Disqualified riders may receive participation ribbons or no award.

General Rules

Clothing and tack

Standard 4-H Western or English clothing and tack are required but must be consistent with style; i.e., a Western bridle cannot be used with an English saddle. Belts are optional. Regardless of the style, the shirt being worn must be long-sleeved with buttons or snaps, fastened. Bridles must have a throat latch. Running martingales with rein stops, standing martingales, tie-downs used with breast collars, nosebands, splint boots, bell boots, bandages, mechanical hackamores and gagbits are permitted; whips under 36 inches, bats, quirts, crops and over-and-unders are allowed. Reins must be one piece or knotted. Mecate reins are not allowed. Riders will be disqualified if the judge considers equipment inhumane or dangerous, or if equipment breaks and the rider is unable to safely continue without repairs.

Bats, spurs and over-and-unders will be open to inspection by the judges. Spurs, if worn, must be consistent with equipment style (i.e., Western/English) and used properly. Should these items be found to be abusive by nature (such as pronged, weighted or cutting), they shall be banned from use. No warning will be required.

Gaming equipment

Plastic 55-gallon barrels are recommended. Eight to twelve pounds of water or clean dry sand is recommended as an appropriate filler material. Metal barrels are strongly discouraged. If no other alternative exists, metal barrels must have a protective material (a rubber bicycle tire) placed around the upper, outermost portion of the rim where the barrel could come into contact with the rider's lower leg.

Poles will be one to one and one-half inches in diameter and 75–85 inches tall. Poles may be white or striped, depending on the event and/or situation. Striped poles should have two 3-inch stripes: first stripe, 1 foot from top and the second stripe 1 foot from first stripe. All poles must be made of material that will not splinter, such as schedule 40 to 80 plastic pipe (schedule 80 pipe is the most durable). Pole bases, weighing approximately 14 pounds, should be 6 inches tall and 14 inches across and made of black rubber. The total weight of the pole and base should be approximately 16 pounds.

An electronic timer and reader board are recommended. If an electronic timer is not available, a hand-held stopwatch that measures times to the nearest 100th of a second should be stationed at the start and finish lines of each game.

Ties

The recommended procedure for breaking ties is a runoff or toss of a coin. In breaking a tie with a runoff, the rider with the slower time takes the next lower position. If there is still a disagreement, the judge's decision is final.

Mounted riders

Riders are considered mounted when their knee is over the center line of the horse's back. Riders must remain mounted until the judge's final acknowledgment.

Re-rides

Re-rides are run after the last ride in that event. Penalties do not carry over from the original ride.

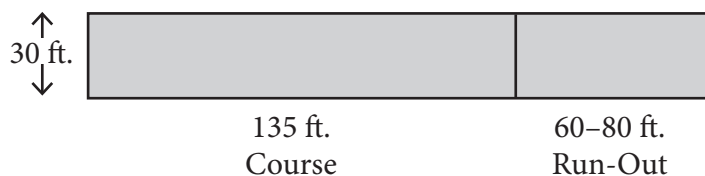
Lane lines

Lane lines are strongly recommended but not required. When more than one course is in use, lane lines are required for safety. At times they may not be used because of time constraints; however, the right to reimplement the lane lines requirement is reserved.

Acceptable reasons for re-rides	Unacceptable reasons for re-rides
<ul style="list-style-type: none"> • Timing device failure • Course obstruction as determined by the judge • Course measured incorrectly 	<ul style="list-style-type: none"> • Horse or rider damage to arena equipment • Failure of tack or participant's equipment • Horse or rider accident or injury

Run-out box

A run-out box may be used. The size of the box is generally 60–80 feet in length, but it may be modified for safety or arena configuration. If a run-out box is used, all four of the horse's feet must remain inside the box until the judge's final acknowledgement. In arenas that are short, turnouts may be allowed for the safety of the rider. The rider still must stop the horse, hesitate and acknowledge the judge before completing ride.



Moving a Course

If a course is moved for safety reasons, riders may choose to re-ride or keep their first time. If the course is moved because of initial wrong measurement, all riders must re-ride.

Acknowledging the Judge

Riders **MUST** acknowledge the judge before starting and after completing the course.

- At the start: rider must control the horse and wait for judge's signal to begin.
- Before the exit: rider must have horse under control, be mounted, face the judge and wait for judge's signal to exit.

Arena Safety

- During the running of any event, all arena gates must be closed.
- Contestants must enter the arena mounted in a controlled manner, and may leave the arena after the judge's final acknowledgment. After the judge's acknowledgment, the exhibitor may dismount, reins off the neck for safety and exit.
- It is recommended that only one horse be in the arena at one time.
- Only contestants, ring crew and officials are allowed in the arena.
- At no time shall horses or riders ever be tied together.
- Horses may not be tied to arena fences, rails or any other hazardous place.
- Horses that constitute a safety hazard may be disqualified.
- In all events the ring crew resets downed equipment or repairs lines after a rider has completed the course.
- Raking will be done as needed but must be consistent within each age division.

Coaching

Coaching as defined by show management and at the judge's discretion is not allowed. It is inappropriate for ring help, announcer, timers, etc., to coach, encourage or comment to or about exhibitors on the course.

Course

- When a line is used, it means a white line.
- Districts may choose to use two poles or cones, 30 feet apart (60 feet apart in the case of barrels) to designate the start/finish line. A horse must pass between these poles or cones at the start and finish of each event. When a line is used, it will run the width of the arena and be a minimum of 60 feet from the end of the arena.
- Course measurement is made from the center of the poles, barrels, containers or other arena equipment.
- Timers are placed on the start-finish line.

Penalties and General Disqualifications

There will be a 5-second penalty for each stake, pole, barrel or small container knocked down.

Passing any obstacle is acceptable as long as the mistake is corrected and the balance of the course is run correctly.

Intentionally righting a pole is allowed with no penalty.

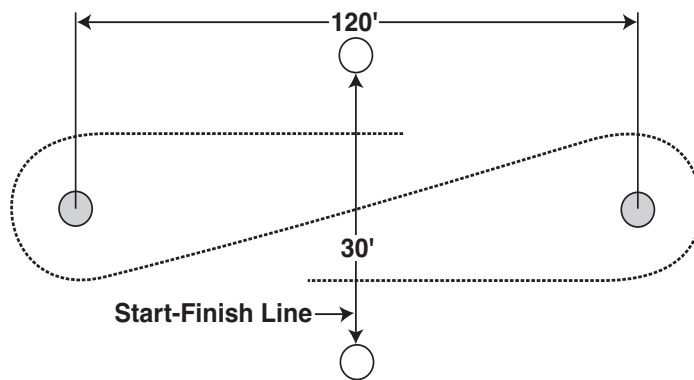
Disqualifications include the following:

- Failure to enter the arena mounted
- Failure to cross the start line within 60 seconds from the time the gate opens
- Upsetting the start-finish markers
- Crossing the start-finish line outside of the start-finish line markers
- Run-outs
- Refusals (A balk is not considered a refusal if the horse finally finishes the course correctly.)
- Leaving the course
- Failure to follow the pattern for the event
- Passing any obstacle completely on the wrong side
- Circling any obstacle while on course, except flag races and other container events
- Failure to keep all four feet of the horse from crossing a lane line at the same time.
- Failure to keep all four feet of the horse inside the run-out box
- Unruly or out-of-control horse
- Spurring or striking the horse in front of the cinch
- Striking the horse with arena equipment
- Failure to acknowledge the judge before and after the run

Show management or the judge may disqualify a rider for unsportsmanlike conduct, profanity, unnecessary roughness, abusing the horse and disorderly conduct of any kind. The judge may also disqualify an unmanageable horse for reasons of safety or the exhibitor's inability to handle or control the horse.

Figure 8 Stake Race

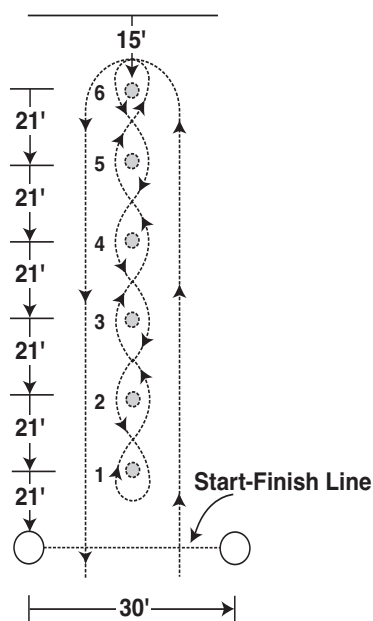
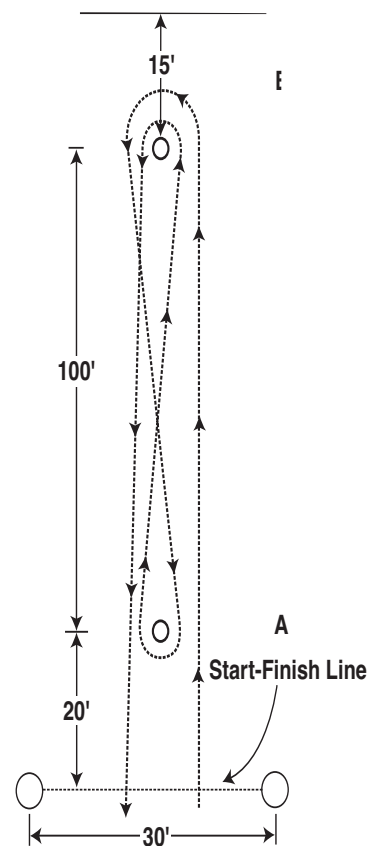
Four poles are to be used: two set 120 feet apart at opposite ends of the course, and two center poles set 30 feet apart at a point halfway between the two end poles. These two center poles will mark the start and finish lines. Rider then starts between two center poles and runs a figure 8 around the two end poles with the first turn being optional. Riders may start from either end of the course but may NOT turn a pole on the course before crossing the start line. There is a 5-second penalty for knocking down a pole.



Idaho Figure 8

Two poles set 100 feet apart, the first 20 feet from the start-finish line; the second, 120 feet from the same line. Rider crosses the start line, rides down side of course (side optional) to pole B, turns pole B, rides to pole A, turns pole A in the opposite direction, rides back to pole B, turns pole B in the opposite direction of A, and rides across finish line, having ridden a figure 8 pattern.

Riders must remain in designated lanes. Five-second penalty for knocking over each pole. Turning a pole the wrong direction would be considered "off-course."



Pole Bending

Six poles will be set in a straight line, each spaced 21 feet apart, with the start-finish line 21 feet in front of the first pole. The rider crosses the start line, travels to pole number 6, bends back through the poles, turns, bends through the poles to number 6, turns and travels across the finish line.

There is a 5-second penalty for knocking over each pole. Poles will not be set up during the run. Riders must remain in their designated lanes.

Hand Signals for Judging



Course is ready — hold up flag or other agreed-upon acknowledgement.



General disqualification — extend thumb over shoulder.



Failure to start on time — point to wrist watch.



Striking ahead of cinch — jab thumb into side.



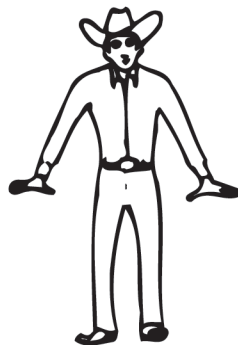
Leaving the course — make horizontal circular motion.



Striking the horse with arena equipment — slap thigh.



Five-second penalty — raise hand with five fingers extended. Repeat to show 10, 15 or more seconds.



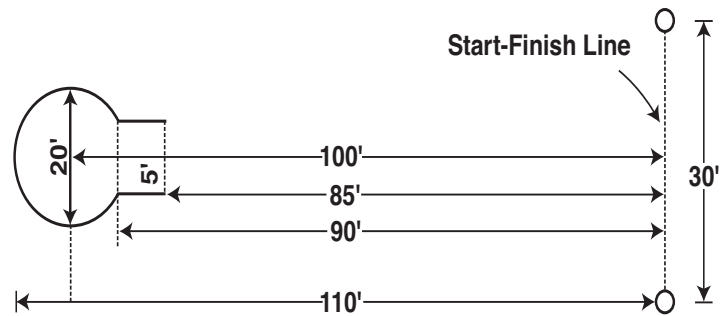
Safe or clean run — extend both hands palms down and arm's length in front and make a back and forth motion.



Unnecessary roughness or abusing the horse — point both thumbs to the ribs.

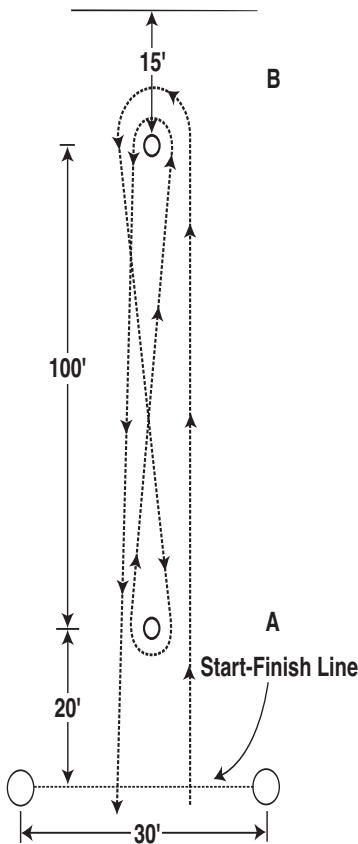
Keyhole Race

The rider crosses the starting line, travels 100 feet into a 20-foot-diameter circle marked with white line marker, turns the horse and returns across the starting line. All four of the horse's feet must stay within the circle.



Two-Barrel Flag Race

Use two metal quarter barrels (14 inches in diameter and 27 inches high), 100 feet apart, with the first barrel 20 feet from the start/finish line. The bottom of each container has 8–10 inches of sand or soft dirt. The staff should be a minimum of 1 inch and a maximum of $\frac{11}{16}$ -inch hardwood doweling, 5 feet long, painted white. Flags should be a sturdy cotton, hemmed to 8 x 12 inches, one white and one dark. The flags should be wrapped completely around staff and tacked securely, leaving an 8 x 8-inch portion free from staff.

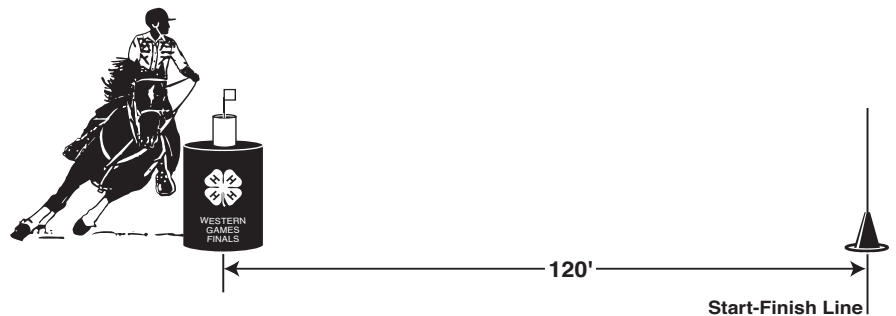


Rider crosses the start line, rides to/past container A (side optional) and takes the flag from container A; then, while riding around container B, rider places the container A flag into container B and picks up the container B flag; the container B flag then goes into container A as the rider passes; the rider finishes by crossing the start/finish line.

- Riders may designate position of flags before starting course.
- A rider may circle either barrel, if necessary.
- A 5-second penalty is added for each knock down of the container, dropped flag or missed container.
- A 10-second penalty is added for failure to pick up the flag.

NSCA (International) Flag Race

A barrel will be set 120 feet from the starting line with a 3-pound coffee can filled $\frac{3}{4}$ full of sand or soil and centered on top of the barrel. A wooden stake, 14 inches long and a minimum of $\frac{7}{8}$ inch in diameter, will be placed in the can with a flag wrapped and tacked with a 4-inch square remaining. Rider crosses the start/finish line, goes down and around barrel either direction, carries flag back across start/finish line. Knocking over a can is a 5-second penalty. Knocking over a can and barrel is a 10-second penalty. Dropping the flag before crossing finish line is a disqualification.



Herdsmanship

When Stabling is Available

Each exhibitor is responsible for the care and cleanliness of his or her own horse and equipment. 4-H members may assist each other, but parents are not to help unless the safety of the child or horse is at stake. The 4-H herdsmanship contest encourages 4-H members to make a presentable exhibit for the public and helps develop teamwork, cooperation and pride. This involves courtesy, cooperation, neatness, safety and proper care of animals. Leaders and parents are encouraged to give guidance, but members must do their own work. All materials used in decorations must be fire retardant.

Scoring

100 points total

- Club Members*..... 20%
Appearance (clean and neat) (5 points), friendliness, courtesy and conduct (5 points), cooperation on job (where needed) and positive attitude (5 points), work done by members (5 points). Must wear boots or fully enclosed shoes at all times.
- Horse*..... 40%
Horse clean, well-groomed and comfortable (5 points), gate properly secured (10 points), water and feed clean and properly arranged (10 points), stall clean and properly bedded (10 points), no inappropriate equipment in stall, area clean (5 points). Identification stall cards are posted. No saddled horses should be left unattended in stalls.
- General Club Area*..... 40%
Club area clean, neat and orderly (20 points), tack, feed and other equipment stored and organized in an orderly and safe manner (15 points), quality of exhibitor decorations, educational information, use of club banner or sign for identification (5 points).

At a One Day Show with No Stabling Available

When offering herdsmanship at a facility with no stalls available, members of the same club should park or tie their horses in the same area. Horses should be properly tied with consideration for safety being of utmost importance. Each club should have a banner or sign identifying their club. The basic requirements for both horse and member are the same as when stalls are available.

Scoring

100 points total

- Club Members*..... 20%
Appearance (clean and neat) (5 points), friendliness, courtesy and conduct (5 points), cooperation on job (where needed) and positive attitude (5 points), work done by members (5 points). Must wear boots or fully enclosed shoes at all times.
- Horse*..... 40%
Horse clean, well-groomed and comfortable (10 points), horse securely and properly tied (10 points), water and feed clean and properly arranged (10 points), horse safely tied in relation to other horses (10 points).
- General Club Area*..... 40%
Club area clean, neat, and orderly (20 points), tack, feed and other equipment stored and organized in an orderly and safe manner (15 points), quality of exhibitor decorations, educational information, use of club banner or sign for identification (5 points).

Appendix A

Showmanship tests from which the judge may choose

	Test	Ability Level
1.	Back horse. To be executed without touching horse and without changing hands	All levels
2.	Lead at the walk or trot	All levels
	----- From either side	Int/Adv
3.	Pick up the feet front	All levels
	----- Pick up the feet back	Int/Adv
4.	Stop and set up, square and balanced, or according to breed standard. Do not change hands to set up	All levels
5.	Answer questions from project materials on parts of the horse, the use of grooming tools, or other horse-related subjects	All levels
6.	Answer specific questions on grooming and showing of specific breeds of horses	All levels
7.	Perform a circle at walk	Nov/Beg
	----- Perform a circle at trot	Int/Adv
8.	Sidepass. Exhibitor may touch horse	Int/Adv
9.	Turn on haunches (forward motion preferred)	Int/Adv
10.	Turn on forehand (forward motion preferred). Exhibitor may touch horse	Int/Adv
11.	Change horses. This may be used only after the exhibitor has demonstrated the same test with his/her own horse.	Adv

Appendix B

Equitation tests from which the judge may choose

	Test	Stock Seat				Hunt Seat				Saddle Seat		
		Nov	Beg	Int	Adv	Nov	Beg	Int	Adv	Beg	Int	Adv
1.	Address (pick up) reins									X	X	X
2.	Feet disengaged from stirrups, feet engaged (in lineup only)										X	X
3.	Walk, trot/jog, halt	X	X	X	X	X	X	X	X	X	X	X
4.	Back a designated number of steps	X	X	X	X	X	X	X	X	X	X	X
5.	Figure 8 at trot/jog, demonstrating correct change of diagonals when appropriate	X	X	X	X	X	X	X	X	X	X	X
6.	Answer questions from project materials	X	X	X	X	X	X	X	X	X	X	X
7.	Serpentine at trot/jog, demonstrating correct change of diagonals when appropriate		X	X	X		X	X	X	X	X	X
8.	Figure 8 at lope/canter with simple change of lead at change of direction		X	X	X		X	X	X		X	X
9.	Balanced stop from a canter/lope		X	X	X		X	X	X		X	X
10.	Change diagonals down center of ring or on the rail							X	X		X	X
11.	Ride without stirrups/irons and drop and pick up stirrups/irons			X	X			X	X			X
12.	Mount/dismount			X	X			X	X			
13.	Serpentine at lope/canter, showing simple change of lead at each change of direction			X	X			X	X			X
14.	Demonstrate extended gaits			X	X			X	X			X
15.	Turn on the forehand (forward motion preferred)			X	X			X	X			X
16.	On the straight away demonstrate your best lead change for Int and flying lead change for Adv.			X	X			X	X			X
17.	Turn on the haunches (forward motion preferred)				X				X			
18.	Figure 8 at lope/canter demonstrating best lead change for Int and flying lead change for Adv at change of direction			X	X			X	X			
19.	Serpentine at lope/canter demonstrating best lead change for Int and flying lead change for Adv at each change of direction			X	X			X	X			
20.	Demonstrate lope/canter on counter lead				X				X			
21.	Sidepass (forward motion preferred)				X				X			
22.	Demonstration ride of approximately 1 minute, showing movements from the above list. Choice of movements at exhibitor's discretion.				X				X			X

Appendix C

District Option Classes

Districts have the option of adding classes to fit the needs of riders in their districts. Rules for these classes should be included in the entry information for the show. Sources for rules may be found in the current USEF or breed association rule books.

In addition to the classes listed below, other classes may include working hunter, bridle path hack, lead-line, costume, versatility, freestyle, adult/parent class, jumping and Western dressage. Pleasure classes can be divided by breed or color of horse.

Following are guidelines for the most common classes.

Hunter Pleasure/Hunter Under Saddle

The class will be judged on the horse's way of going, manners and suitability. Conformation of the horse may only be considered in extremely close competition. Horses are shown on the flat at a walk, trot and canter, with rider maintaining light contact with the horse's mouth. Horses must work both ways of the ring at all gaits to demonstrate their ability with different leads. Horses should back easily and stand quietly. Tack and appointments are the same as for hunt seat equitation.

Hunter Hack

Contestants in this class must be riding at the intermediate or advanced level on the flat and at a minimum of the beginner level over fences. Horses will be judged on performance, manners, pace, style of jumping, way of going and suitability. Horses must be serviceably sound. Horses will be judged on performance before consideration for soundness. Each horse will individually negotiate a course consisting of two cross rail jumps. Fences must not exceed 18 inches in height and must be placed a minimum of 36, 48 or 60 feet apart. Upon completion of the individual work, finalists (number at judge's discretion) will return to the rail. They will then be judged at a walk, trot and canter both ways in the arena. The judge may also ask for a back up. Three refusals during the course will result in elimination. Tack and appointments are the same as for hunt seat equitation.

Judge's Command

This is an elimination contest where any rider not executing the judge's exact command promptly and correctly is eliminated. Assistants may be stationed at various points of the ring to aid in observing and eliminating contestants who fail to follow commands. Placings are made in the reverse order of elimination. Commands to be used include, but are not limited to:

- walk
- trot
- canter
- halt
- reverse at any gait or at the halt
- go from a gait to any other gait
- counter lope or canter
- back up in a straight line or back into a reverse

Commands used must be appropriate for the ability level of the riders being judged. All assistants and the judge should agree on an established procedure for calling faults, such as the number of steps or strides

permitted in transitions, the number of feet which move at a halt, etc. Tack and appointments may be either Western or English. See the appropriate sections for details.

Western Pleasure

This class will be judged on the performance of the horse. Horses are shown at a walk, jog and lope on a reasonably loose rein without undue restraint. Horses must work both ways of the ring at all three gaits to demonstrate their ability with different leads. Horses may be required to reverse at the walk or jog and may be required to go from any gait to any other gait at the discretion of the judge. For the safety of the contestants, a reverse at the lope shall not be called. An extended lope will not be called. Horses may be asked to back. Entries shall be penalized for being on wrong leads, but not necessarily disqualified. Excessive speed and breaking gait are to be penalized. Reins are to be held in one hand and cannot be changed during the performance. The free hand shall not be used to support the rider by being placed on any part of the saddle. Contestants must use split reins or romal reins. Roping or single piece reins are not permitted. Only one finger between the reins is permissible when using split reins.

Grooming Contest

The purpose of the grooming contest is to demonstrate the member's, or team of members, ability to prepare a horse safely for showing. Safety is to be observed during the cleanup, Contestants should work quietly, tie the horse properly and dress safely. Boots are required. A team may be two to four members. One or more should be prepared to dress for showing the animal after grooming. They should be well organized in the manner they work on the animal. Teams of mixed age/ability levels will be judged on the level of the oldest/most advanced member. The ability of the members to show their team's effort and the animal will also be judged. The natural, ungroomed animal will be inspected before and after grooming to determine improvement. Unnatural soiling may be penalized. Hoof trimming or shoeing should be done before the contest. Time permitted may be 1–3 hours. If washing is included, ample space and facilities for washing and/or clipping must be provided. The cleanup may be supervised. Questions may be asked from the project manuals pertaining to grooming or parts of the horse.

Scoring

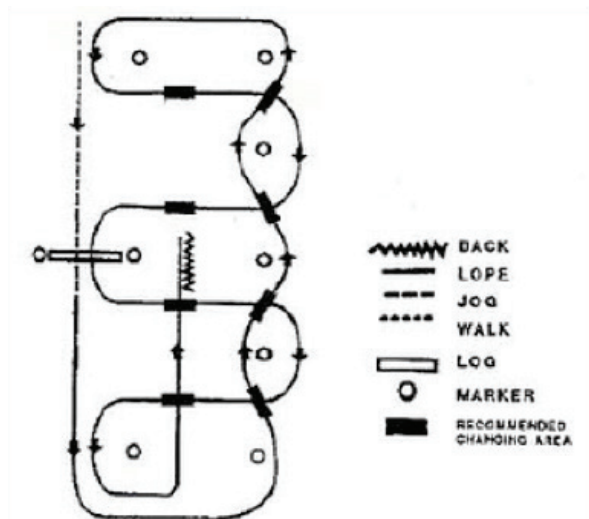
100 points total

<i>Quality of grooming</i>	30%
<i>General improvement</i>	20%
<i>Safety</i>	20%
<i>Teamwork, organization</i>	20%
<i>Showmanship</i>	10%

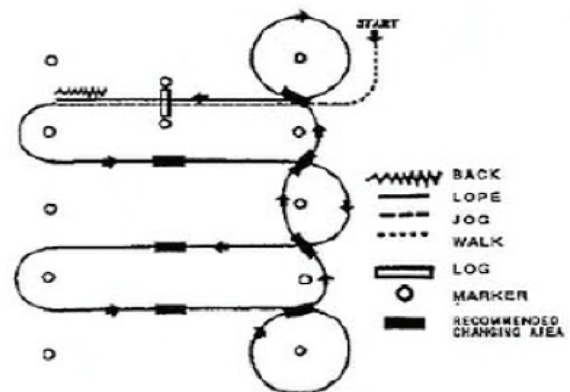
Western Riding

This class is a competition in the performance of a sensible, well-mannered, free-and-easy-moving ranch horse, which can get its rider around on the usual ranch chores and over the trails, and will give a quiet, comfortable and pleasant ride in open country over obstacles. Special emphasis shall be given to the rider's methods used in obtaining the horse's performance. The horse will be judged on riding quality and smoothness of gaits, changes of leads, response to rider, manners, disposition and intelligence. Scoring will be based on performance and on conformation. Entrants shall follow the exact pattern as illustrated in this book unless specific changes are indicated in the show rules. Any contestant not following the exact pattern will be disqualified. Only one hand on the reins will be allowed. The method of holding the reins is the same as described for Western equitation. While the horse is in motion, the rider's hands should be clear of the horse and saddle.

Western Riding Pattern #1



Western Riding Pattern #2

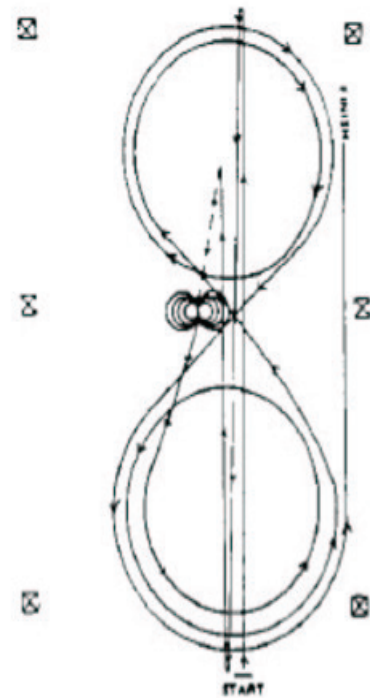


Reining

Each entry will individually perform a required pattern as selected and posted prior to the beginning of the show. The horse should rein and handle easily, fluently, effortlessly and with reasonable speed throughout the pattern. Any horse not following the exact course of travel indicated in the pattern will be disqualified. Each contestant must follow the exact reining pattern that is posted. The judge shall inspect the curb strap or chain of each contestant immediately after running the pattern. Scoring will be on the basis of 60–80 percent, with 70 percent denoting an average performance. Each horse will be judged on the neatness, dispatch, ease, calmness and speed with which it performs the pattern. The score may be affected by faults of both the horse and rider. For details on scoring, faults and other patterns that may be used, please see the current USEF or AQHA rule books.

Reining Pattern #1

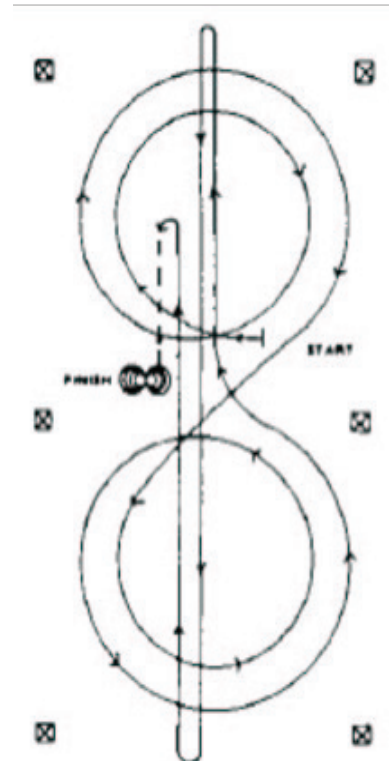
1. Run at speed to the far end of the arena past end marker and do a left rollback, no hesitation.
2. Run to opposite end of the arena past end marker and do a right rollback, no hesitation.
3. Run past center of the arena, do a sliding stop, back straight to the center of the arena. Hesitate.
4. In the center of the arena, complete four spins to the right.
5. Complete four and a quarter spins to the left so that the horse is facing the wall or the fence. Hesitate.
6. Begin on left lead and complete two circles to the left: the first circle small and slow, the second circle large and fast.
7. Change leads at the center of the arena.
8. Complete two circles to the right: the first circle small and slow, the second circle large and fast.
9. Change leads at the center of the arena and begin a large, fast circle to the left. Do not close the circle. Run straight down the side of the arena past center and do a sliding stop approximately 20 feet from wall or fence.
10. Hesitate to demonstrate the completion of the pattern.
11. Rider must drop bridle to the judge.



⊗ = Marker

Reining Pattern #2

1. Begin at the center of the arena. Complete two circles to the right: the first circle small and slow, the second circle large and fast.
2. Change leads at the center of the arena.
3. Complete two circles to the left: the first circle small and slow, the second circle large and fast.
4. Change leads at the center at the arena.
5. Run to the far and of the arena-past end marker and do a left rollback. No hesitation.
6. Run to opposite end of arena past end marker and do a right rollback. No hesitation.
7. Run past center of arena and do a sliding stop.
8. Back straight to the center of the arena. Hesitate.
9. Complete four spins to the right.
10. Complete four spins to the left.
11. Hesitate to demonstrate the completion of the pattern.
12. Rider must drop bridle to the judge.



Freestyle Horsemanship

The purpose of this class is to encourage the development of correct horsemanship skills while allowing for creativity in putting movement to music using choreography. Riders are encouraged to use musical scores, which permit them to show the athletic ability of the horse in a crowd-appealing way. The following movements are required for each skill level.

Rules

- Riders may use either Western or English tack and attire. The 4-H rules for tack and attire apply.
- Riders may use two hands (as well as one or no hands) and any bit permitted for each discipline by the 4-H rule book.
- Time limit is a maximum of 4 minutes including any introductions. The time limit will be from the beginning of the music or from the beginning of the introduction, whichever is first, and will end with the music.
- Additional maneuvers may be used as time permits
- Costumes are permitted but not required. Emphasis is on performing the required movements correctly to music. Props are permitted but at no time may hinder the judge's view of the horse and rider.
- Show management reserves the right to rule on music or dress, which may be inappropriate or offensive to the spirit and nature of the show.

Judging Guidelines

- Judging will allow for an overall score following the ride. This overall score will be based on the technical merit of the required movements and the quality of no-required movements as they add or detract from the overall impression of the ride.
- Each rider will be scored on the Danish system as outlined in the 4-H Rule Book
- Awards will also be given for the most original costume and the best choreography.

Novice Required Movements

(Look at dressage test to get ideas to incorporate circles)

- Walk both directions
- Trot/jog both directions (English — show correct diagonals)
- Balanced halt from all gaits (from trot/jog through walk)
- Back at least three steps in a straight line

Beginner Required Movements

(Look at dressage test to get ideas to incorporate elements)

- Walk both directions
- Trot/jog both directions (English — show correct diagonals)
- Canter/lope both directions showing correct lead
- Balanced halt from all gaits (from trot/jog through walk, from canter/lope through trot/jog and walk)
- Back at least three steps in a straight line

Intermediate and Advanced Required Movements

- Walk both directions
- Trot/jog both directions (English— show correct diagonals)
- Canter/lope both directions showing correct lead
- Perform a minimum of one change of lead through the trot/jog both directions

- Balanced halt from all gaits (from trot/jog through walk, from canter/lope through trot/jog and walk)
- Perform a minimum of one 180-degree turn in each direction (may be either forehand or haunch turn)
- Back at least four steps in a straight line

**Additional movements are added points in each level.*

Tips

- Work out your routine in an area that is approximately the same size as the arena where the competition will be held, usually a dressage arena.
- As you plan your routine, write down the order of movements and how you plan to transition from one to the next.
- Traditionally, Western freestyles (reining) are ridden to upbeat country music or movie theme music, and English freestyles (dressage) are ridden to classical music (without words) or movie theme music. However, feel free to use what you like and what matches your horse best. Think about the type of music that might fit your horse. You might not want to ride a dainty small horse to music with a heavy, pounding beat. Or you might not want to ride a large horse to music that sounds dainty. Also remember that horses' gaits have their own tempo and the music should fit that tempo. The walk is four beats, the trot is two beats, and the canter is three beats.
- Remember to time your routine and make sure your routine is not too long or too short.
- Practice, practice, practice!

Ranch Rail

The working Western rail class measures the ability of the horse to be a pleasure to ride and should reflect the versatility, attitude and movement of a working horse. The horse should be well-broke, relaxed, quiet, soft and cadenced at all gaits. The movement of the working Western rail horse should simulate a horse needing to cover long distances, softly and quietly.

The overall manners and responsiveness of the horse and the horse's quality of movement are the primary considerations. Maximum credit should be given to the horse that has a natural flowing stride and consistent, ground-covering gaits. Transitions should be performed when requested, with smoothness and responsiveness. The ideal working Western rail horse should have a natural head carriage at each gait.

The horse should be ridden on a relatively loose rein with light contact and without requiring undue restraint while being responsive to the rider and making timely transitions in a smooth and correct manner. The horse should be soft in the bridle, yield to contact and shall not be shown on a full drape of rein.

Riders are encouraged to use adequate space given the extension of gaits required. This class should show the horse's ability to work at a forward, working pace while under control by the rider. The horse shall be balanced and appear willing and a pleasure to ride in a group situation.

Ranch Trail

In this event, 4-H members demonstrate skills necessary to ride the trail looking for lost cattle or moving herds, including overnight stays. Riders are asked to negotiate tight spaces and perform tests of skills that may be needed on the trail or ranch. Ideally, this class would be held in a real outdoor trail setting, with brush, rocks, uneven ground, trees, etc. When held inside, the use of natural obstacles is encouraged whenever possible.

There should be a minimum of six obstacles and a maximum of 10. Obstacles should be more spread out than in a regular trail class, so the horse can demonstrate various gaits between them.

Clothing

- Chinks or batwing chaps are allowed.

Equipment

Use equipment correctly and humanely. Tiedowns, martingales, nosebands and other training devices are discouraged. Since dallying and dragging are likely to be part of this class, a single or roping rein or romal reins is suggested, unless a snaffle bit is used. Members riding without training devices will score higher than equal riders that use them. A breast collar is required.

Basis of judging

The horse should approach each obstacle calmly and willingly. Credit should be given to a horse with ground-covering gaits between obstacles. Riders and horses should negotiate obstacles effectively and safely.

Time is not a criterion for judging. This is not a speed event. However, if the exhibitor cannot complete the tasks in a reasonable time, he or she may receive zero points for the unfinished obstacle(s).

Possible tests:

- Walk, trot or lope at various speeds
- Back up over/near/through various obstacles (mounted or unmounted)
- Turn on the haunches
- Walk/jog over/near/through various obstacles
- Carry various items, including weighted bags, buckets, coats or others
- Open and close a gate (mounted or unmounted)
- Walk past or near unusual items, including live animals, hides, tents, signs
- Answer 4-H Ranch Horse project questions
- Mount and dismount
- Drag hides, trees, logs or similar items
- Negotiate challenging terrain
- Negotiate a water hazard
- Clean out hoof
- Put on a slicker
- Cross a bridge
- Hobble or ground tie your horse

All obstacles must meet safety criteria.

Appendix D

Information for Show Management

This appendix is for information only and should not be construed as “rules,” since all shows operate differently and may require slightly different policies.

Show Management

It is the show management’s responsibility to operate 4-H horse shows. Show management will be selected at the district level for district and local shows. In statewide events, show management will be selected by the Cooperative Extension Service with recommendations from the State Horse Development Committee.

When management must choose between equitation classes and pleasure classes, equitation classes should take priority over pleasure classes. For example: Western equitation and bareback equitation must be offered before Western pleasure. Saddle seat equitation or hunter seat equitation must be offered before English pleasure.

Times for over fence (O/F) practices shall be posted and offered at each show where O/F classes are included. This will be the only time that O/F practices will be allowed on show days.

It is recommended that all shows, if entries warrant, offer at least two equitation classes and one showmanship class.

Shows must carry liability/accident insurance. Information about accident and liability insurance can be obtained at your local Cooperative Extension Service office.

Class Divisions

It is recommended that no more than 9 to 12 exhibitors should be in any one equitation class. Larger classes should be divided. Showmanship classes may be larger, but age and attention span should be taken into consideration when determining class sizes. Classes having two or fewer participants may be combined with other classes or canceled with concurrence of exhibitors at show management’s discretion. In combined classes, exhibitors would still be judged at their appropriate level.

General Rules for a Good Horse Show

- Start on time.
- Be considerate of your judge(s).
- Be honest and fair.
- Be cheerful and courteous, and thank exhibitors for coming.
- Maintain safe facilities, which permit competition without unnecessary inconvenience or risk.
- Be helpful and kind to novice exhibitors.
- Establish a friendly, welcoming, cooperative environment.
- Allow reasonable gate holds.
- Have adequate and correct information before and during show for exhibitors, leaders and families.
- Involve 4-H’ers and set a good example.
- Make sure the show operates and starts on time and runs efficiently.
- Smile and have a grand time.
- Make sure that show management is knowledgeable of the rules.
- Remember to thank your volunteers.

Grievances and Protests

If a situation cannot be decided immediately by the show steward, a grievance may be filed in writing within 12 hours of the protest cause. The protest shall be acted upon by the rules committee. Any person connected with the show, including exhibitors, parents, leaders and volunteers, may protest any aspect of the show that is perceived to be a violation of the rules.

A judge's decision represents his or her individual preference and is not protestable unless it is alleged to be in violation of the rules.

At no time shall anyone assisting with the show be interrupted or interfered with in any manner. Show management shall refer all questions and/or protests to the show steward. Dismissal of a horse or rider from the show shall be referred to the rules committee.

It is recommended that, if possible, the rules committee settle questions immediately to 1) foster the expectation that all questions are heard as soon as possible and 2) lengthy written protest and grievance processes are not necessary to settle questions at a 4-H show.

Rules Committee

At district level shows, the rules committee shall be duly elected according to district policy. At statewide events the rules committee shall consist of representatives from each district present at the horse show and a representative of the Cooperative Extension Service who may not be part of show management. At statewide events, the State Horse Development Committee will help select the rules committee. The rules committee must have at least one youth member.

Responsibilities of 4-H Show Management

Show management's concern and responsibility should be to conduct a show that allows 4-H youth an opportunity to fairly and safely compete and exhibit their animals and skills. As time allows, shows could also include fun classes such as costume.

Specific duties:

1. Plan and organize the show in accordance with the *Alaska 4-H Horse Rules Book*, insuring the safety of contestants, horses and the public.
2. Coordinate publicity and information, including timely notices in the monthly 4-H newsletter, to inform all eligible 4-H members.
3. Arrange for a qualified, impartial judge well ahead of the show date; have a thorough understanding of what you expect of him/her; provide him/her with a copy of the *Alaska 4-H Horse Rules Book* well ahead of time; settle on the amount of reimbursement and pay him/her at the close of the show.
4. Arrange for a qualified show steward, gatekeepers, announcers, judges' scribes, ring steward, secretaries and other personnel necessary to make the show run smoothly.
5. Make sure all equipment (jumps, poles, etc.) is in good repair.
6. Inform participants ahead of time of any special show requirements.
7. Work with show secretaries to keep accurate record of points gained by youth for calculation of high point awards, medals eligibility and other special awards.
8. Stand behind show personnel in the administration of their duties.
9. Refer any problems and protests to the show steward.
10. Secure ribbons and trophies well ahead of the show date.
11. Start on time, keep the show moving, allow for adequate breaks and quit at a reasonable time.
12. Be courteous and "keep your cool."
13. Have documentation available for future planning meetings. This documentation should include:

- a. Number of youth at each level participating in each event.
 - b. Ribbon colors handed out at each event.
 - c. A budget summary with income and costs.
 - d. Receipts for reimbursement.
 - e. Comments and recommendations.
14. Send thank you notes to all the volunteers who helped.
15. Ensure that the show is fun, safe and educational and that it is for the kids.

Care of volunteers

A well-run show requires many hands. The only payments are the benefits derived by our youth and the satisfaction of a job well done. Show management, therefore, has a responsibility to take care of the many volunteers needed to carry out necessary tasks. Genuine thanks and a well-timed demonstration of appreciation will go a long way to helping things run smoothly.

Organizing volunteers

Make up a volunteer sign up sheet and pass it around at horse council meetings, starting well before the show. Request leaders to ask their club parents to sign up. Advertise the need for volunteers on the 4-H list serve and in the monthly newsletter. All participating clubs should help out by volunteering. Post a volunteer duty list at the show.

Volunteer positions are listed below in alphabetical order and are described on the next pages with some helpful tips and hints. Not all positions are necessary at all shows and many of these can be split between two or more people to reduce the work load. The jobs in bold type are those considered to be critical to the successful functioning of a show.

Announcer

Course Crew

Gatekeeper/Paddock Master

Herdsmanship Judge

Judges' Hospitality

Judges' Scribe

Lodging/Camping Supervisor

Medic

Photographer

Potluck Coordinator

Recording Secretary

Ribbon Presenters

Ring Steward

Rules Committee

Show Manager/ Superintendent

Show Secretary

Show Steward

Stall Manager

Warm-Up Arena Monitor

Announcer

Duties: The announcer keeps the show running smoothly. He helps remind the participants of all the activities necessary to keep the show operating on time, changes of schedules and other events as necessary. It is best if there are at least two announcers who can spell each other. If possible it would be good to have the announcer read the results — it all depends how quickly they are available.

An announcer should:

1. Check all PA equipment.
2. Get class list from the show secretary and make any necessary changes as advised by show secretary.
3. Announce or call for the classes at the appropriate time. The first call should be made 15–30 minutes ahead of the first class. Calls should be made every 5–7 minutes. Call missing entries by number if they are not present 5 minutes before the class is scheduled to go into the ring. Coordinate with gatekeeper about last minute scratches or other changes via radio.
4. Check with the judge and ring steward for the hand signals to be used during the show (in case there is a problem with the radios).
5. Check with the judge for how oral reasons following the class will be given.
6. Once results of the show have come back into the booth, announce show results.
7. Depending on show management methods, you may want to announce who each participant in the show is by number, name and possibly club.
8. Make other announcements as asked to do so by show management.
9. Be on the alert for emergencies. Discuss ahead of time with show management and the judge what to do if there is a loose horse and/or youth that is injured, etc.

Equipment required:

- PA system,
- Class list
- Radio to communicate with ring steward and gatekeeper

Length of shift or time needed to do job: Split day with another announcer so everyone gets a break.

Difficulties encountered while doing job: Need to be able to concentrate if things get hectic in booth.

Must stay observant in case of emergencies, such as a loose horse or a downed rider, and be prepared to make an immediate announcement to warn others.

What others need to know about this job: Helps to be familiar with running simple PA equipment and be comfortable with public speaking.

Course Crew (Trail, Jumping, Dressage, Games)

Duties: Diagram and set up course.

Equipment required for job: Patterns, course obstacles (trail: poles, gates, bridge, mailbox, etc.), jumps and jump standards, poles, decorations, dressage ring, set-up string and 100-foot tape measure and letters. Judges stand (truck), table, sun shade, bell, flowers for decoration. Timing equipment, flour for white line and obstacles for games.

Length of shift or time needed to do job: Depends on complexity of course and numbers of helpers. Dressage takes about 45 minutes to 1.5 hours, depending on number of helpers.

Difficulties encountered: Not having enough helpers.

What others need to know about this job:

- Required distances for obstacles, layout of designated course.
- For dressage: how to square up arena, where letters should go.
- For games: how to set up timing equipment.

Gatekeeper (Paddock Master)

Duties: The gatekeeper is responsible for a prompt, smooth-running, continuous show that will maintain spectator interest. There needs to be two or more people who can spell each other at the in gate and a person at the out gate. This is not a job for kids due to potential safety issues — adults only. A schedule should be posted near the gate for riders to check but the gatekeeper will also have a schedule on a clipboard with instructions on when to have people check in (two classes or sections in advance). The gatekeeper will line up riders to enter the arena when the riders are called and close the gate once they are in the arena, then let the judge know that this is the class. Gatekeeper must not let in any more once the gate is closed. Gatekeeper must also check to see that equipment and attire is safe (correct attire is up to the leader and is not your job); maintain radio contact with announcer's booth; and provide communication as needed from the riders at the gate to show management in the announcer's booth.

A gatekeeper should:

1. Arrive an hour before the show starts to check the program with the show manager and secretary to see if there have been changes in the scheduled program or major changes in the size of any class.
2. Check radios to see if/how they work.
3. Check equipment and tack for safety and notify the ring steward (on behalf of rider) of any delays that may be necessary for tack changes, etc.
4. Open the gate when the class is called by the ring steward.
5. Keep a copy of the *4-H Alaska Horse Rules Book* available should questions arise.
6. Notify the announcer when everyone has checked in at the gate prior to the class, and have the announcer call for any rider by number who has not shown up 5 minutes prior to the start of each class.
7. Have practical experience or a good working knowledge of judging methods and procedures.
8. Check to see that the ring is properly prepared prior to the show. If necessary, the ring should be watered and dragged.

Equipment required: Class list with numbers and names, clipboard, pen, radio, rule book for equipment list, hat, chair, water bottle, leather gloves, boots.

Length of shift or time needed to do job: Split job with several others so everyone gets a break. More than 3 hours at the gate can be exhausting!

Difficulties encountered while doing job: May need an extra helper during large classes to help check equipment, line up riders and/or help with gate opening and closing.

What others need to know about this job: Fun but busy, requiring a lot of focus and attention to what is going on. Job can be somewhat dangerous with possibility of being stepped on or backed over by horse in the gate area. Volunteer should wear hard-toed boots.

Additional notes on gate-keeping:

Your job as gatekeeper is to check in, line up and let kids in the arena for classes and shut the gate afterward. There should be someone at an out gate as well, so kids and horses are not going both directions through one gate. Before the class, check the participants for obvious safety problems. You should deny entry into a class for safety reasons only. Ask kids to check their girths to make sure they are tight. **DO NOT TIGHTEN THE GIRTH YOURSELF** — you could be liable. Have the youth see his/her parent or leader. Improper tack is for the judge to note and mark down — do not refuse kids into the arena for improper gear such as the wrong bit. You may only refuse entry if they are at risk due to things such as:

- A cracked helmet
- A halter with no throatlatch
- Frayed bridle, halter or lead rope
- Boots or shoes without a proper straight heel
- Other obvious safety issues

If you need backup, call show management for assistance. If you notice that someone has the wrong tack, attire, etc., it is not your job to deal with it. This should be handled by the parent or leader; it is not your responsibility. If you choose to say something about tack or attire that you know is improper, use your best judgment. Be aware that green horses entered in Western classes may be shown in a snaffle bit. In those cases, you should check with show management to see if the horse is indeed green. Let the scribe/judge know via radio that the horse entering the arena is green.

Have youth check English saddles to make sure the stirrup locks are down (where the leathers hook onto the saddle). Check Western saddles to see if a flank cinch is being used and, if so, that it is connected to the front cinch.

It is up to the judge to decide when to close the gate. You could say to her, “This is your class, may I close the gate?” or “There is one more rider not here yet; do you want to wait?” and then leave the gate open, or close it — whatever she says. She is the boss! ONCE THE GATE IS CLOSED, DO NOT OPEN IT UNDER ANY CIRCUMSTANCES. Call for backup if you need to. If someone misses a class, he should check with show management to see if he can go in the next section or class. Show management, the show steward and possibly the rules committee need to decide on policy if a youth misses a class. In past cases, an intermediate rider can show in a beginner class if she misses her previous one, but she will drop down a ribbon (and the same for other levels).

Wear hard-toed boots and leather gloves. If you end up having to hold leads or walk horses in, etc., gloves will prevent rope/nylon burns. DO NOT PUT YOURSELF IN AN UNSAFE POSITION.

Refer to the *4-H Alaska Horse Rules Book* for questions about proper tack and attire.

Herdsmanship Judge

Duties: Critique cleanliness of stalls, determine frequency of stall checks, visually inspect each stall for safety, care of horse and cleanliness, record point deductions and comments on each stall scorecard, determine high points for individuals and clubs

Equipment required: Clipboard, scorecards, placing ribbons, point sheet with deductions, pens/pencils, calculator, flashlight.

Length of shift or time needed to do job (times are approximate):

- Stall check and tallying 2.5 hours
- Final tallying 1.5 hours

Difficulties encountered while doing job: Occupied stalls with no stall card or identification on them, lack of information about how to score the stalls, motivating members who won't clean their stalls adequately, safety concerns that aren't remedied quickly, stall switching.

What others need to know about this job: This is a very tedious and long job that is best performed with helpers.

Judge's Hospitality

Duties: Person(s) or club(s) who can host the judge and provide with food, snacks, water, etc., during the day. Per diem is important, but so is having someone to “take care of” the judge when he is not working. For example, give a smaller per diem to the judge and set aside money to pay for snacks. Perhaps ask a club to provide lunch for the judge, but also have someone there to take care of other needs.

Equipment required: Money from the show budget to buy food and drinks (or save receipts for reimbursement), cooler for snacks and water, transportation to pick up morning coffee – whatever the judge would like. Chair in the shade near the booth for the judge to use when she needs a break. (Label chair “judge” so it does not “walk away”!)

Length of shift or time needed to do job: Entire show. Job can easily be split among clubs, but it is good to have one person in charge to coordinate needs.

Difficulties encountered while doing job: If left to the last minute, can get frantic. Try to be prepared ahead of time.

What others need to know about this job: This is a great job for parents who are uncomfortable doing “horsey” jobs but excel at looking after others’ needs. Someone who is a really good host.

Judge’s Scribe

Duties: Take notes for judges, fill out score sheets, do the math.

Equipment required for job: Clipboard, pencil, patterns, umbrella for judge if raining. Dressage: tests, pencil, bell or radio, chairs, truck or raised platform, sun shade/umbrella.

Length of shift or time needed to do job: As long as judge is judging. Share job with others so everyone gets a break.

Difficulties encountered: Getting truck, etc. set up ahead of time.

What others need to know about this job: It can be very informative, back/legs/wrists can get sore from standing, writing and leaning over. Critical that ethics and confidentiality are observed afterwards.

Additional notes on scribing:

Proper attire: It is not necessary to dress up (at big shows in the Lower 48 it is customary to do so), but be neat, tidy and clean as a courtesy to the judge and the contestants since they also have to be dressed up and clean. No perfume or cologne. Wear a long sleeved, button-down shirt (color not important) and hard-toed boots. No flashy clothes, hats, etc. — you are only there to write down what the judge says, not to make a statement. Take your cue from the judge — if he does not have a water bottle, then you should not either. If she is not wearing a hat, then you should not (they almost always do, however.)

Be at your class 30 minutes prior to its expected start to meet with the show manager and the judge. At this time the judge will fill you in on his system as the class is being judged. This is a good time for questions.

Your job as a scribe is to write down what the judge says as if she were taking the notes herself. This aids in her final decisions about placings. You should develop a shorthand that is readable, interpretable and clear but allows you to take notes quickly. Be sure to catch the positive things the judge says — these should be written down for the kids to read. This is very important! Do not pre-fill out the form since each judge works differently and you need to adapt to his particular style. Put the contestant’s number at the bottom right of the score sheet so you can easily flip through the stack of sheets to find the one the judge is referring to. The judge may want to divide the performance section into “R” for rail work and “P” for pattern work to help keep track of each kid’s performance.

If there isn’t a ring steward, scribes may also be in charge of the radio and transmit signals to and from the booth for the judge. Hand signals are sometimes used — get this clear at the judge’s meeting beforehand.

Show etiquette requires that parents should not scribe when they have kids in that class. The judge will ask for a new scribe if that happens. DO NOT talk about the kids and/or horses to the judge. DO NOT make observations to the judge. The only time you may offer any information to the judge is if you see an extremely unsafe situation (horse bucking out of control) and you need to call attention to it for the safety of the judge or yourself. DO NOT leave the arena and share what the judge said to anyone. Consider scribing to be strictly confidential.

You may ask the judge to repeat, slow down, clarify, etc. — just be polite and courteous at all times. You may not get word for word what the judge says, but strive to get the gist and use common sense. DO NOT INTERPRET. Leave your thoughts/opinions outside of the arena. Do not ask “why” or “how come” — that is not your job.

Stay with the judge as he walks around, but do not put yourself in an unsafe position and do not block his view of the participants. During fitting and showing, do not walk around the horse with the judge. Stay at the front of each horse as the judge makes his pass around it.

At the end of the class, the judge will go over the score sheets with you and help tally the final scores so she feels comfortable with the outcome. When done, walk the clipboard to the booth and pick up a new one with fresh sheets for the next class.

For more experience, go to open shows and offer to scribe if needed. Information on scribing for dressage classes may be found at www.usdf.org/docs/competitions/handbook/AppendixE-Scribe.pdf or www.usdf.org/about/aboutdressage/competition/judging-scribing.asp.

Lodging/ Camping Supervisor

Duties: Confirm that a safe area has been identified for clubs to use and that sufficient chaperones are lined up, camping rules are established and overnight forms are accounted for.

Equipment required: List of clubs with contact names, rules, access to file with overnight forms.

Length of shift or time needed to do job: Length of show.

Difficulties encountered while doing job: May need to settle disputes between clubs.

What others need to know about this job: Requires someone who can work well with people and has good communication and organizational skills. Good job for parents who do not feel comfortable with “horsey” jobs.

Medic

Duties: Assist with medical evaluations and triage during show. Must know how to assist in medical emergencies.

Equipment required: First aid kit, cooler with ice (keep in announcers booth).

Length of shift or time needed to do job: From time first horse arrives to when last horse leaves.

Difficulties encountered while doing job: Bystanders without sufficient skill may want to help.

What others need to know about this job: Show official of recognized authority should clear area in the event of an accident and all riders should dismount. Be sure there is adequate access for ambulance. Delegate someone to call 911 if necessary. Ask for help from those qualified (First Aid card) in case of CPR, etc.

Photographer

Duties: Photograph youth with horses just prior to showmanship class. Photos are then sent to youths’ parents by email.

Equipment required: Digital camera

Length of shift or time needed to do job (times are approximate):

- Take photos during showmanship 2–3 hours
- Download and email photos 1-2 hours

Difficulties encountered while doing job: Making sure you have good email addresses to send photos to parents

What others need to know about this job: Good job for parents who do not feel comfortable with a “horsey” job.

Potluck Coordinator

Duties: General organization, menu planning, requesting funds for supplies from Horse Council and maybe getting donations from local businesses (must be started several months in advance), shopping, contacting 4-H families and sending reminders, overseeing dinner and clean up, sending thank-you's to donors.

Equipment required: List of club leaders and contact numbers, grill (if doing a barbecue).

Length of shift or time needed to do job (times are approximate):

- Shopping 1–2 hours
- Contacting members to bring food 1 hour
- Set up and clean up 1–2 hours

Difficulties encountered while doing job: Finding the best time so all kids can eat.

What others need to know about this job: Only cook hot dogs — burgers take too long. Have the rest of the food brought by families. Good job for parents who do not feel comfortable with a “horsey” job.

Recording Secretary

Duties: Keeps records up to date as events occur; tracks ribbons, points and special awards; transcribes scores from cards to files for 4-H records and for calculating points; attaches ribbons and returns score cards to youth once point information has been documented; calculates final points for championships; assists show secretary as needed.

Equipment required: Laptop with Excel and Word for compiling points and general show statistics.

Length of shift or time needed to do job: Length of show.

Difficulties encountered while doing job: Distraction can interfere with keeping accurate records. Do not hand score cards to youth until all information has been charted.

What others need to know about this job: Requires good organizational abilities and familiarity with word processing and using spreadsheets.

Ribbon Presenters

Duties: Hand the scorecards with attached ribbons to entrants.

Equipment required: Scorecards and ribbons.

Length of shift or time needed to do job: A few minutes after each event, after the secretary has recorded the scores. DO NOT hand out until scores are recorded.

Difficulties encountered while doing job: Be sure scores have been recorded!

What others need to know about this job: This can be a good job for a younger brother or sister.

Ring Steward (Ringmaster, Ring Secretary)

Duties: Direct class participants during classes at the direction of judge. Responsibilities include all show ring activities dealing with showing horses, as well as assisting the judge and giving direction and assistance to the exhibitors without partiality. Conducts classes in such a way as to give each exhibitor the opportunity to present her horse to the best advantage.

A ring steward should:

1. Have a thorough knowledge of the show rules and know the customs, procedures and traditions of the show ring.
2. Present themselves in a neat, clean and well-groomed fashion.
3. Not smoke or chew gum in the ring.
4. Be at the show 15–30 minutes before the start of the show, get instructions from show manager, review show schedule and check with judge to clarify how the judge prefers to work the classes. Coordinate with scribes.
5. Discuss hand signals with the announcer (as a back up in case radio does not work).
6. Always face the announcer and give signals in clear, well-defined manner.

7. Never visit with the judge during judging.
8. Stay out of the judge's line of vision.
9. Never help or try to influence the judge in any way.
10. Take directions from the judge and relay this information to the announcer and riders.
11. Keep a copy of the show rules available for the judge's reference.
12. Know when the class is filled.
13. Assist the judge with class sheets and see that they are turned in to the announcer.
14. Keep the ring safe at all times. Remove any objects from the ring (hats, paper, etc.).
15. Watch young and inexperienced riders. Immediately stop all horses if an accident happens.
16. Keep classes moving.
17. Help the judge by being efficient.

Equipment required: Copy of *Alaska 4-H Horse Rules Book*, radio, clipboard.

Length of shift or time needed to do job: Entire length of show.

Difficulties encountered while doing job: Getting things set up ahead of time.

What others need to know about this job: Make sure you understand exactly what the judge wants and give the same instructions to each participant. Ring steward may share duties with scribes (see notes on scribing, since many of the same issues apply in this job).

Rules Committee

Duties: This committee resolves situations (if the show steward is unable to do so) by balancing common sense, the show rules and circumstances. The rules committee will act on grievances of the show steward's decisions and on the final dismissal of a horse or rider from the show, or on any question referred to them by the show steward.

Equipment required: *Alaska 4-H Horse Rules Book* and knowledge of rules and show ethics.

Length of shift or time needed to do job: Duration of show (time required for job is minimal).

Difficulties encountered while doing job: Show manager not consulting rules committee when situations occur. Handling matters without the rules committee can create further misunderstandings and hard feelings

What others need to know about this job: Members must have the ability to communicate with others tactfully and be fair-minded. Committee may also be asked to rule on non-show issues such as youth handing in late 4-H horse certificates.

Show Manager/ Superintendent(s)

Duties: Oversees organization and operation of show; attends show planning meetings and shares work accomplished (schedules, selection of judges, etc.) with the horse council; delegates specific duties to other volunteers; acts as point of contact with judge and coordinates volunteers; is responsible for recognizing volunteers and community with thank-you notes (handwritten are best), a piece in the 4-H monthly newsletter and recognition through the district's awards program.

Equipment required: Must be familiar with the *Alaska 4-H Horse Rules Book* and other 4-H rules.

Length of shift or time needed to do job: A year-long commitment is best, but is not necessary. Needs to sit on show planning committee, present updates at horse council meetings, be present at mandatory meetings and always be available during the show.

Difficulties encountered while doing job: Can be an overwhelming job, but can be successfully shared between co-managers.

What others need to know about this job: Requires good communication and organizational skills and the ability to delegate, work well with people and stay in good contact with the 4-H office, horse council and other volunteers and youth.

Show Secretary

Duties: The show secretary is the heart of any well-run show. A good show secretary makes everyone else's job easier to do and helps keep the show running smoothly.

A show secretary should:

1. Take entries and collect fees.
2. Keep on file: negative Coggins (EIA) certificates, copies of 4-H Horse certificates (originals kept at 4-H office), lease agreements where necessary and any other paperwork pertinent to showing.
3. Contact participants who do not have proper paperwork.
4. Make up class lists.
5. Check in entrants the day before the show.
6. May be (on occasion) the person who assigns stalls (or coordinate this with stall manager).
7. Prepare (with show management) clipboards with class lists for ring stewards, judges, gate people and announcers.
8. Work with recording secretary to keep track of class results and show records.
9. Turn in results of the show to the fair office and to the horse council.

Equipment required: Tub of simple office equipment (e.g., clipboards, score cards, pencils, tape, stapler). See list of announcer's booth supplies.

Length of shift or time needed to do job: Two weeks prior to show (for collecting entries and making up class lists) and length of show — can work with recording secretary to take breaks.

Difficulties encountered while doing job: Especially important to work closely with recording secretary.

What others need to know about this job: Requires good organizational skills and familiarity with word processing and spreadsheets.

Show Steward

At the district level, the show steward is chosen according to district policy. At a statewide event, the show steward shall be appointed by the State Horse Development Committee.

Duties: Should be thoroughly familiar with the *Alaska 4-H Horse Rules Book*; should be an impartial observer of the show and how it is conducted; should clearly understand that he has no authority in connection with the management or judging of a show; should not dictate to the judges or to show management, but should immediately report any violations of the rules that might invalidate a class to the appropriate official; should point out in a diplomatic manner any instance where the rules are not being followed or enforced; should be available to judges, exhibitors and management at all times to clarify the application of the rules and to investigate any situation where the rules are not upheld.

A show steward should:

1. Protect the interests of exhibitors, judges and show managers.
2. Call to management's attention any alleged rule violations.
3. Report to show management any misrepresentation or substitution of entries.
4. Watch for safety problems and call them to the attention of show management.
5. Measure animals required to be measured for the show.
6. Report to the show manager any offense or violation of the rules committed by any exhibitor, judge or official.
7. Be available to show management to rule on a dispute. (If unable to resolve the issue, it is then brought before the rules committee.)

Equipment required: Current rule book, knowledge of horses, shows, rules, etc.

Length of shift or time needed to do job: Entire show.

Difficulties encountered while doing job: Must be able to tactfully handle potentially frustrating situations with parents who do not know rules and are not willing to accept interpretations.

What others need to know about this job: Must be good diplomat and be able to deal well with people to defuse tense situations, be well-versed in rules for horse shows and 4-H horse projects, and be an observant third party who knows and understands 4-H rules but is not involved with running the show or as a leader or parent of any youth participating.

Stall Manager

Duties: Organize where clubs will stall horses and keep a list of youth (keyed to stall number, horse name, contact number and club); check in entrants and provide access to stalls; assist youth if they need to change stalls; check out entrants and insure that stalls are left as clean as when horse checked in.

Equipment required: Stall chart and list.

Length of shift or time needed to do job: From check-in time prior to show to after the last horse has left the stall.

Difficulties encountered while doing job: Trying to meet all requests for where people want to stall horses. Dealing with kids switching stalls without permission.

What others need to know about this job: Must have good organizational abilities and be able to work well with people at solving problems.

Warm-Up Arena Monitor

Duties: Monitor youth riding in warm-up arena to insure safety of all.

Equipment required: Common sense.

Length of shift or time needed to do job: Length of show. Best to split position with others so everyone gets a break.

Difficulties encountered while doing job: Dealing with youth who do not comply.

What others need to know about this job: Should be consistent, supportive and positive, and willing to explain need for rules. Should turn to older youth to have them help the younger kids understand why rules are necessary.

Supplies

Announcers booth

- File boxes with participant files and numbers
- Master lists for classes, clubs, gate
- Scorecards, patterns
- Office supplies (pens, pencils, markers, stapler with staples, scotch tape, duct tape, mailing tape, paper clips, 3x5 cards, clip boards, scissors, sheet protectors, assorted blank labels, lined pads, blank paper, calculator)
- Assorted sizes of Ziplock and regular plastic bags, garbage bags
- Measuring tape
- Staple gun and staples, multi-tool, basic tool kit (hammer, pliers, etc.)
- Extra stall cards, programs, rule book, premium book, etc.
- Red ribbon
- Walkie talkies
- 4-H and American flags (if visitors coming from Canada, ask them to bring their flag)
- Cooler for ice, water, drinks for judge, snacks
- Awards, ribbons
- Flour or lime (for games)
- First aid kit
- Jump equipment, dressage equipment, trail equipment, game equipment

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