

PROGRAM CHECKLIST!! FOR ZONE 18 CLUBS.

✓ When done – information provided does not need to be specifically in this order given.

- ___ Club name
- ___ Club Residential Address for venue of competition. Maybe postal for mailed nominations.
- ___ Name of Program – e.g. Formal or Sporting Gymkhana, Official Dressage etc 2011
- ___ Club contact names and phone numbers – two (2)
- ___ Date. Start time. Nomination/Secretary tent open time. Nominations close. Nomination form inc.
- ___ Class, Name of Rider, PCAQ no. Horses Name, Horses Rego, Fee, contact details of nominee
- ___ Fees – cost for rider, possible max family <3, Is there a camping fee??
- ___ Prizes - e.g. Ribbons/trophies to what place. Any club trophy. Teams or Zone awards etc
- ___ Requests -e.g. Uniform presentation, gear check done by who, size of horse yards, parking, no dogs etc
- ___ Information of Toilets, Showers, Powered sites, Canteen and Yards available
- ___ Age groups to follow PCAQ rules – Gymkhana; **Led** Group, **M** - 6yo & Under, **A** – 7 & 8yo, **B** - 9 & 10yo, **C** 11 & 12yo, **D** - 13&14yo, **E** – 15&16yo, **F** - 17 to 25yo, **G** - 26yo & Over.
- ___ Gymkhana Events – should include March Past, Rider class and at least one showjump event, ideal timed. 12 yo & under only need to do one jump event (**must be able to be run at ideal time**) however you may put on a 2nd event for the older age groups and this may be a speed event. Also sporting and maybe individual mounted games event. No more than 10 events for each age group ideally – including March Past.
- ___ Sponsors should be listed and you may show a Thankyou & Safe Journey home to all
- ___ Program to be checked first by **club** CI then Zone CI as per PCAQ rules
- ___ Judges for all events **must be PC coaches** otherwise **PRE APPROVED BY RDC**.
- ___ Times/places/ clear rounds may be required to be recorded on performance cards by riders. Secretary beware of the correct procedures and scoring. Sporting times can be recorded by the judge on the riders membership card including event and venue.
- ___ Conditions , Disclaimer & Reservation of rights on any program must be displayed.
See examples.

RESERVATION OF RIGHT	The Organisers reserve the right:
(a) to cancel any class or event.	(d) to refuse any entry, with or without stating the reason.
(b) to divide any class	(e) to transfer competitors between sections of a class
(c) to alter the advertised times.	(f) to combine classes if less than 3 competitors.

Note – Gymkhana Events. For events being run refer to the PCAQ sporting rule book to ensure PCAQ rules are followed correctly. *If you intend to run an event that is not in the rule book (this is not recommended)* you must clearly print the rules on the program. It doesn't hurt to review all of the PCAQ policies, and review all relevant rule books. They can be found on the PCAQ website should you not have them in your club

<http://www.pcaq.asn.au/>

- **Programs not to be distributed until Zone CI has approved and advised the zone exec personally.**

- CONDITIONS:**
1. Riders must participate in March Past to be eligible for prizes and points.
 2. All events on both days run under PCAQ Rules & all PCAQ Policies must be followed.
 3. Pony Club gear is mandatory, riders found with incorrect gear run the risk of losing aggregate points for themselves and their club.
 4. Competitors must be financial members of an affiliated Pony club and wear full Pony club uniform.
 5. Any disputes must be in writing and presented to the committee within 1 hour of the event together with a \$..... fee. Stewards decision thereon is final.

DISCLAIMER: Neither “.....” Horse and Pony Club Inc. its committee or members, nor the PCAQ accept liability for any accident, damage, injury or illness to horses, owners, riders, spectators or any other person or property what so ever or how so ever occurring..



March Past Judging Criteria for zone 18

The purpose of March Past is to allow all clubs to demonstrate its ability both to the judge and spectators by moving around the arena as one unit. When judging troop drill it is important that judges give due attention to this position.

Below are some suggestions to help consistency and correctness in Zone 18.

Things to look for:

- ✓ The Big Picture
- ✓ Are horse spacings even and remaining so?
- ✓ Are horses in each section 2 horse lengths (consider how long that horse is)
- ✓ **Riders** should be shoulder to shoulder
- ✓ Are all the horses marching? (Not gig-jogging, side-stepping or dawdling.)
- ✓ Riders shoulders should remain in line for each section.
- ✓ No talking, both hands to remain on reins and feet in irons.
- ✓ Are all the members in correct uniform? Neat and tidy, no shirts out.
- ✓ Is the club flag present and is it carried correctly? Straight and out front?
- ✓ Are horses clean and tidy, gear fitted correctly.
- ✓ Leaders – Led riders, handlers should be appropriately attired and handling in a correct and workman like fashion, from the shoulder of the horse. Are they keeping up and remaining as a group correctly?? Perhaps they should be at the back if they are too slow.

Things to remember:

- Riders 26 years and over must ride at the back of the troop and are **not included** in the judging of March Past however must ride or risk action from the OC.
- Judges of March Past are to be pony club instructors
- Judges should make a decision in a timely fashion considered this is the first event of the day and children should not be going round and round and round.
- If you have a Smartest on Parade – USE A SPEREATE Judge to save time.
- The troop should have 6 + riders under 26 years to be eligible for a placing **unless** circumstances require otherwise (such as *most* clubs have small attendences).
- Presentation should only come into the judging decision when there is **no other way** to decide between clubs. It is not necessary to walk the troop and drill down into presentation.