



# SHOW ETIQUETTE



*Based on USDF Appendix D – Dressage Protocol*





# SHOW ETIQUETTE



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# SHOW ETIQUETTE



## Introduction, Planning Courtesy

### Introduction

- ❖ Professional and amateur sports with ruling organizations have ruling bodies which legislate and administer what is legal and illegal. Many sports also have a protocol that clarifies the etiquette of the sport and the way you go about the business of competing.
- ❖ A protocol explains the difference between what is acceptable and what isn't. Thanks to the work of the USDF Technical Delegate Council, the sport of dressage has its own protocol. Competitors who follow this protocol before, during, and after competitions can take comfort in the fact that, whatever their score, they will have conducted themselves in a way that brings credit to both themselves and their sport.
- ❖ **NOTE:**
  - These guidelines were inspired by the wisdom and dedication of Colonel Clarence Edmonds, previous chairman of the USDF Council of Technical Delegates.
  - They are patterned after the U.S. Tennis Association's booklet, "The Code." There are rules governing tennis tournaments, but "The Code" puts into writing the unwritten rules of etiquette and good manners expected of tennis players.
  - Dressage competitions are governed by the rules and regulations of USEF. Dressage protocol addresses the etiquette and manners for dressage competitors.
  - A review of these guidelines before your competition year begins and periodically thereafter, even for experienced competitors, will make for more enjoyable competition experiences for all involved.

### Planning Courtesy

- ❖ Preparation is the name of the game in dressage competition.
  - Both horse and rider must be prepared physically and mentally, not only for the tests ahead but for the action and excitement of a competition.
  - Your preparation should also include proper grooming and turnout, along with thorough knowledge of the rules.
- ❖ The rules for dressage competitions recognized by USEF are published in their rule book.
  - All USEF members receive the rule book. If you need one, call USEF at (859) 258-2472 or go online at [www.usef.org](http://www.usef.org).
  - Before entering a dressage competition, study the rule book carefully.
  - Keep informed of all rule changes by reading USEF's monthly publication, *Equestrian*. Better still, refer to the online rule book, which is up-to-date on rule changes, the latest of which are noted in red for easy reference. You can find the online rule book at [www.usef.org](http://www.usef.org) for its most current



**RULE BOOK**



# SHOW ETIQUETTE



## Travel Requirements, Entering a Competition

### Travel Requirements

- ❖ Research any special state, county, or local laws and regulations on the transportation of horses. There may be specific requirements for immunizations, health certificates, travel, or quarantine.
- ❖ **Health certificates** must usually be dated within ten days of interstate travel but some states allow health certificates to be dated within 30 days of travel.
- ❖ **Brand inspections** are also required for travel in some areas.
- ❖ Many states now have **vehicle weight regulations** and special license requirements for horse vans.
- ❖ Several states require a **negative Coggins test** within six months to one year of travel into the state.
- ❖ If you are traveling through several states, be aware of their requirements as well.
- ❖ For a reference of each state's requirements, obtain a copy of the annual American Horse Council Directory ([www.horsecouncil.org](http://www.horsecouncil.org) or 202-296-4031).



### Entering a Competition

- ❖ Like a tax form, the **entry form** is not valid unless it is **fully completed**. Complete all items on the entry form legibly (print or type). Use a new form for each horse [and rider] being entered. Pay careful attention to both USEF and USDF membership and horse identification number requirements. The requirements for entering a USEF/USDF recognized competition are generally less stringent than the requirements for entering special competitions (such as USEF/USDF Regional Championship qualifying and championship classes) or qualifying for USDF awards programs. Because it is the competitor's responsibility to be aware of the requirements, take time to review them prior to the competition. The *USDF Directory is an excellent resource for this purpose*. You may also access USDF award program requirements online at [www.usdf.org](http://www.usdf.org).
- ❖ Competing in a USEF/USDF-recognized competition requires submission of **USEF and USDF membership numbers** for each rider, owner, coach (USEF only) and trainer (USEF only) and a USDF horse identification number (HID) or USDF lifetime registration for the horse unless competing only in classes on the exception list. If you do not have these numbers and want to join, it is best to sign up ahead of time rather than trying to do it at the competition, although it is possible to join at the competition, prior to your rides. It is also possible to compete as a non-member of either organization. USDF requires a non-member number, at no charge. USEF requires payment of non-member fees, but no number.



# SHOW ETIQUETTE

## Entering a Competition, cont'd.



- ❖ For **USDF**, you can join USDF or register your horse online at [www.usdf.org](http://www.usdf.org). You can also print out copies of your membership or your horse's HID or lifetime registration numbers online. You can print the email verification and use this as proof of membership until your card arrives. These printouts are valid proofs to submit to a competition. Give some thought to your competitive aspirations; if you feel that you want to progress and enter the Regional Championship path, or participate in many of the USDF award programs, you might want to consider a lifetime registration for your horse rather than the HID, and a participating membership for yourself.
- ❖ You must submit with your entry **all the USEF and USDF documentation**, and use a **separate entry form for each horse [and rider]**. If you did not do this and also forgot to bring the documentation to the competition you can sign an affidavit for each or both organizations, and pay the applicable fee. Many show secretaries will place your entry on a waitlist until they get all the documentation that makes your entry eligible. You will find that submitting an entry that is complete and accurate greatly decreases delays when you arrive on the grounds and during check-in. You might even get to be in the express line and receive a gold star or more for a perfect entry! USDF provides a master verification document on their Web site, which includes proof of all USDF and USEF memberships and horse registrations on one page. Original signatures for rider, trainer, and owner are required on the entry form. When the rider is under 18, and the parent or guardian is not available, the trainer or responsible adult at the competition must sign the entry on the minor's behalf. The parent or responsible adult who must sign for a junior owner, rider, or handler is exempt from the USEF non-member fee. But remember, the minor rider or handler must be a USEF member or pay the non-member fee.
- ❖ The **"trainer"** is the adult (age 18 or older) physically present on the showgrounds who is responsible for the health and welfare of the horse. More than likely, that is you, not the person from whom you take lessons, unless your trainer is on the grounds.
- ❖ **Coaches** must also sign the entry form and be USEF members or pay a USEF non-member fee. A "coach" is any adult who receives remuneration for having or sharing the responsibility for instructing, teaching, schooling, or advising a rider or handler in equestrian skills.
- ❖ Before mailing your entry, be sure that **all original signatures** are included, even if it means you are signing your name three times. An entry form is incomplete and may be returned without these signatures. Ditto marks, "same," or photocopied signatures do not satisfy the legal requirements of the document.
- ❖ All entry forms must request **rider citizenship**. Foreign competitors must have proof of membership with their respective NF or proof of current USEF membership. US citizenship is required to ride in USDF Regional Championship qualifying or championship classes. However, non-US citizens are eligible for USDF year-end and cumulative awards if they possess the requisite membership and horse registration at the time scores are earned.





# SHOW ETIQUETTE



## *Entering a Competition, cont'd.*

- ❖ Entering a dressage competition takes some thought and understanding of how dressage competitions work. The major source of communication between you and the competition organizer is the prize list. **Read the prize list** carefully! Special conditions and/or requirements will be stated and explained. Be sure you understand the various eligibility restrictions. If you have questions, call the competition secretary or technical delegate and get the answers you need.
- ❖ **Send your entry form and fee in on time.** According to the USEF rules, entries received after the closing date are post entries. Postmark your entry no earlier than the opening date listed for the show.
- ❖ Remember to send a **photocopy of the current Coggins test** for each horse you bring to the competition grounds, as required by competition management and local or state laws.
- ❖ Make certain that horse and rider are eligible for all classes entered, as described in the prize list or USEF rule book.
- ❖ **Name and describe each horse [and rider] on a separate [entry] form.** Management cannot legally accept “not named” horses as entries.
- ❖ In order to enter a **freestyle**, a horse/rider combination must have competed in the highest test of the declared freestyle level with a minimum score of 60%. A copy of the test must be enclosed with entries.
- ❖ Clearly state on the entry form or attach a note listing any **special requirements or requests**, such as:
  - Late arrival
  - Extra bedding
  - Stallion stabling
  - Stabling with or near a particular group [provide a Stall Group name]
  - Driving long distance (250 miles or more)
  - Order of preference, if riding more than one horse in the same class (the secretary should give you at least 50 minutes between horses unless you have agreed, in writing, to a shorter interval)
  - USEF dispensation certificate or presidential modification, if applicable.
- ❖ **Double check your addition** for all required fees, and send the correct amount.
- ❖ Check again to be sure you are entered in the **correct classes** on the **correct dates**.
- ❖ To receive provisional **ride times** by mail, some shows require you to enclose a self-addressed, stamped envelope or postcard. Official times will be either on the competition’s Web site or at the secretary’s office at check-in.

# SHOW ETIQUETTE

## Before the Competition



- ❖ When you get your **ride times**, read them carefully and inform the competition secretary immediately of any scheduling problems or conflicts. Double check when you arrive at the competition to make sure your ride times have not changed.
- ❖ **Communication** with management must be conducted in a **polite and concise manner**. Respect management's stated policies and procedures for starting time, schedules, refunds, and post entries, as stated in the prize list.
- ❖ If it is necessary to **withdraw a horse** from competition, notify the management as soon as possible. "No Shows" are not regarded favorably by management (who might have been able to fill the time from the waiting list) or by the judge (who doesn't like staring into an empty arena).
- ❖ Make sure your **tack is clean and in good repair**.
- ❖ **Double check your tow vehicle and trailer** for fuel, wiring, brakes, lights, fire extinguisher, tire pressure, etc. The U.S. Pony Club has a excellent pamphlet called "Travel Safety."

- ❖ Planning ahead will allow you to be calm and organized upon arrival at the competition grounds. Prepare an **equipment checklist** for horse, rider, and trailer. Be sure to include a muck basket, pitchfork, water hose, trash bag, extension cords, and stool or small step ladder.
- ❖ Pack a solid white or very pale colored short or long sleeved **shirt** without neckwear in the event that it is hot and the jacket rule is waived. T-shirts are not permitted.
- ❖ Clean the **horse** and clip him, if necessary. Make sure he is properly shod. Do not expect that a farrier will be on the grounds, and remember that not all facilities have wash racks. The horse, rider, and tack should be immaculate when entering the competition arena.
- ❖ As much as you love them, leave your **dogs and children** at home. When you are busy competing, you will find that you cannot adequately care for them. If you do decide to bring your dog, check the prize list to determine whether dogs are allowed on the grounds. If they are allowed, dogs must be leashed at all times. Because of insurance liability issues, many competitions don't allow dogs at all.
- ❖ Remember, the **USEF rules apply** from the moment you enter the competition grounds so plan your equipment use and activities accordingly.

SHOW - CHECK LIST		
<b>Feed</b>	<b>Miscellaneous</b>	<b>Clothes</b>
Food Buckets	Bush/Basket/Silver	Show Clothes
Grain	Broom/Rake/Sweed	Belt/Belt Buckle
Hog/Way Net	Combs/Files	Buckle/Belt Buckle
Publics	Diapers & Show	Driving Chute (Sails)
Supplements	Extra Copies of Prizes	Gloves
Water Buckets	Folding Chair(s)	Half/Short
	For Sale Signs	Pants
<b>Grooming</b>	Hose/Spray Nozzle	Rain Cover - Hat(s)
Baby Oil	Needle & Thread	Shirt
Brushes - Head/Tail	Rails	Show Jacket
Disposable Hooves	Regulation & Health Papers	Tie
Electric Clippers/Extra Blades	Safety Pins	Under Garments
Fly Spray	Shedder	Vest
Grooming Bucket/Rages	Sunglasses	
Hoof Pick	Thermos/Glasses	<b>Casual Clothes</b>
Hoof Publics - Black/White		Belt/Belt Buckle
Indoor/Outdoor Carpet	<b>Mechanical</b>	Comfortable Shoes
Leg Wraps/Tail Wrap	Boyle's Pump	Jeans/Cord
Mane/Tail Comb	Drill Taps	Jewelry
Mane/Tail Conditioner	Electrical Tape	Overalls
Rubber Bands	Extension Cords	Socks
Sandpaper	Fan/Hoof/Trail Lamp	Socks/Flarecut
Scissors	Flashlight	Socks
Sponges	Hammer	Sweater
Show Shown	Jack Leg Wrench	Under Garments
Mane Tanager	Leather Patch	
Mane/Tail Whitener	Nails	<b>Personal Grooming</b>
Vaseline	Paint/Body Chain	Bobby Pins/Barrettes
	Files	Brush
<b>Tack &amp; Accessories</b>	Spine Ties	Comb
Cart (AND basket)	Staple Gun/Staples	Curling Iron
Coverlet	Wife or Balling Wire	Deodorant
Coverlet		Earrings
Driving Whip	<b>First Aid</b>	Hair Nets/Pearl Ties
Hammers	Banamine/Krithen	Making
Horse Blankets/Boots	Bandages/Band-aids	Razor
Leather Oil	Diab/Softard	Shampoo/Cream Rinse
Leather Patch	Electricity	Shampoo/Cream Rinse
Longe Line/Whip	First Aid Cream	Showering Cap
Neck Sweats	Ice Pack	Soap
Rags/Old Towels	Leg or Body Liniment	Toothpaste
Saddle Soap	Leg Wrap	Toilet
Silver Publics	Mane Oil	Washcloth
Show Rubbers & Leads/Br	Probiol/Bone/Bac	
Utility Hammers & Leads/Br	Q-Tips/Q-Tweezers	
	Vet. Thermometer	
<b>Stall/Table Decorations</b>	<b>Your Extra's</b>	
Banane/Short Curtains		
Carbide Flood		
Tails/Tailcatch		
Album/Pictures		
Album/Pictures		
Carbide Flood		
Flowers		
Our Sales List		



# SHOW ETIQUETTE

## *In the Stable*



- ❖ Stabling varies greatly from competition to competition and from region to region. The prize list should tell you about the **size and type** of stalls, whether there are **doors** or not, and what **bedding**, if any, will be available. Plan accordingly.
- ❖ Check in with the **stable manager** to find your stall. Park in designated areas only. Never park in a fire lane, even for a short time.
- ❖ While unpacking, **keep aisles clear** for other traffic. Unload your vehicle quickly and move it to the appropriate trailer parking area.
- ❖ **Check the stall** for nails, loose boards, or any other safety hazards. Don't put holes in any walls to hang buckets, stall guards, etc. without first checking with the stable manager.
- ❖ **Keep the stall(s) you are assigned**—or work out alternatives with the stable manager. Never change assigned stalls without first checking with management. The stabling chart is developed in advance giving consideration to the various horses stabled so don't change stalls without authorization.
- ❖ Use the **stall card** to list your cell phone number and where you are staying. Management needs to know where to find you in case of an emergency.
- ❖ **Protect your purse or wallet, tack, and other belongings.** Unloading and packing up times are favorites among barn thieves. Introduce yourself to those in neighboring stalls.
- ❖ Check with the stable manager prior to using **electrical appliances**. Your taste in radio stations or recorded music may not be shared by your neighbors. If you must have music, keep the volume down.
- ❖ **Don't cross-tie in an aisle** and obstruct traffic. Use your stall for braiding and grooming.
- ❖ Hosts of **barn parties** must keep the aisles clear of tables, chairs, coolers, and food. Rent an extra stall if you intend to entertain.
- ❖ **Investigate the area**, locating water, muckheap, washing area, and arenas (by number or name).
- ❖ **Wash horses** according to management's rules.
- ❖ **Dump manure** only at designated areas. Some facilities have restrictions on the **type of bedding** that can be put on the muckheap.
- ❖ **No smoking** in the barn—ever!
- ❖ **Unplug all appliances**, especially water heaters, when leaving the stable area. Unplug fans when leaving the grounds for the night, or in extreme heat, ask if you can leave the fans on all night.





# SHOW ETIQUETTE

## Trailer In, Competition Office



### If You Trailer In for a Day

- ❖ If you trailer in for the day, you still need to **check in with the competition office to see where to park**. Most competitions charge a grounds fee to competitors who haul in. so be prepared to pay this fee if it was not included with your entry.
- ❖ **Tie your horse safely and securely** but in a manner that another person could figure out how you tied the horse and loosen the tie in an emergency.
- ❖ **Place an identifying card on your trailer** stating your name and contact information in case anyone needs to contact you about your tied horse. A **cell phone number** where you, or someone else on the grounds who knows about your horse, can be reached should be listed.
- ❖ Spread **manure** according to management's plan or remove it to the designated area.
- ❖ Always make sure your **horse is safe, secure, and comfortable**. Then go up your competitor's packet.
- ❖ It would be helpful if you put the **bridle number** on your horse's halter! [This is required whenever a horse is out of a stall/trailer.]
- ❖ **Look around at the other trailers** in the area for potential safety issues. For example, if you have a mare, check out to see if there is a stallion tied to any of the nearby trailers and take appropriate action to move elsewhere or tie to the other side of the trailer, etc.



### In the Competition Office

- ❖ The tentative **time schedule** you were sent in the mail is always subject to change. When you first check in with the secretary, verify your rides, classes, rings, and times. Your **competitor packet** should include your bridle number, a program, and tickets for any special events you requested.
- ❖ Set your **watch** to the official competition time.
- ❖ After the competition begins, any **change in the schedule** needs to be worked out with management in a timely manner. Scratches and rider substitutions need to be officially processed and must be arranged before the class begins—the sooner, the better!!
- ❖ Check the **official bulletin board** at least twice each day.
- ❖ Pay attention to any **PA announcements**—they may apply to you!
- ❖ Management will announce when you may pick up your **test sheet**. No tests can be returned until the entire class is completed, scored, and results posted. Do not disturb the scorers or secretary by requesting your test sheet before the class is finished. You should be able to check your score within **30 minutes** of your ride.





# SHOW ETIQUETTE

## Warm-up, Lunging



### Warm-Up

- ❖ All **USEF Rules**, including tack rules, apply from the time the entries arrive on the show grounds.
- ❖ If you arrive the day or evening before the competition, **ask permission** before entering the competition areas. Management sometimes allows schooling in or around the competition ring, but do not assume that you may enter the competition arenas to school. The **prize list** should describe the schooling policy.
- ❖ A competition assigned **bridle number** must be worn whenever a horse is out of the stall on the grounds. This includes hand walking, riding or any other exercise. Some competitions issue two copies of the same number for both sides of the horse and require that both be worn. However, per USEF rules, horses or riders are required to display only one number and may not be penalized for displaying only one number.
- ❖ The size and layout of the warm-up areas will vary greatly. Find out if management has a stated **policy for warm-up and schooling areas**. Think of “warm-up” as the arena for the work you will do immediately before entering the competition arena. The warm-up arena is not the place to train a horse or give a riding lesson. Other schooling areas for lunging, exercising, and coaching should be designated.
- ❖ The warm-up arena is primarily for the **use of competitors preparing for an upcoming test**. Others should give these competitors priority. Sometimes only the next two or three competitors are permitted in the warm-up ring. Others will be advised to use schooling areas.

### Lunging

- ❖ Lunge only in **designated areas**, and give all horses enough room.
- ❖ When you are finished, **pick up your lunging equipment**—don't leave it on the ground as a hazard.
- ❖ Read the Rule Book on permissible **lunging equipment**. The equipment you use at home may not be permitted at the competition.
- ❖ Don't forget your **bridle number**!





# SHOW ETIQUETTE



## Schooling Only, Arena Courtesy

### Schooling Only

- ❖ Horses not entered in the competition **do not belong in the warm-up area** during competition hours. If you are schooling only, pick a time to school when there are few horses in the arena.
- ❖ Don't forget your **bridle number!**
- ❖ A licensed Competition must provide a **sufficient area for schooling horses**. In addition to the official schooling area, competitions should designate an exercise area. If there is a designated schooling or exercise area which is separate from the warm-up arena, ride there when it is not too busy.



### Arena Courtesy

- ❖ When entering the warm-up arena, **be careful not to cut off another rider**. **Slower gaits** take the inside track.
- ❖ **Pass left shoulder to left shoulder** and **look** where you are going. When overtaking traffic in the same direction, pass to the inside with care and plenty of clearance. Better yet, make a circle or cut across the arena to avoid passing.
- ❖ Keep at least **one horse's length** from any other horse.
- ❖ Plan **halts** for the center of the ring.
- ❖ When **turning**, check your "rear view" first.
- ❖ Be careful how you use your **whip**. Other horses may react more enthusiastically than your own.
- ❖ **Fractious horses** should be removed from the area immediately.
- ❖ **Upper-level riders** should be careful not to frighten green horses and riders in the warm-up arena. On the other hand, if you are an inexperienced rider or riding a green horse, be aware that upper level horses need plenty of room in the arena and may complete movements that frighten your horse. Give these riders space.
- ❖ Make way for **ring maintenance crews** in the warm-up arena. Some competitions post ring-maintenance schedules. Be aware of them and that some competitions require all horses to temporarily leave the arena while maintenance is being completed.
- ❖ Be **courteous** to other riders who are trying to concentrate on their own warm-up.
- ❖ Do your **schooling in a positive manner**. Do not school after a test if you are **angry**. Perform your **warm-up routine with a purpose**: do not merely meander around the arena.
- ❖ Be **polite**. Foul language is never tolerated



# SHOW ETIQUETTE

## People Who Accompany You, Scratch/Withdraw

### People Who Accompany You

- ❖ Remember the warm-up arena is for work. Ask people who are with you to help you do your final tack adjustments **outside of the warm-up arena**.
- ❖ Most competitions request that coaches, trainers and helpers **stay on the rail**, and not take up precious warmup dirt space.
- ❖ **Anyone coaching should have signed your entry form**. Coaches should be asked to speak in a **quiet voice**, only to you, in order not to disrupt other riders. The use of **radio communication** between you and your coach in the warm-up is permissible. Be sure to remove it before your test!
- ❖ **Inappropriate behavior** by a competitor or his/her family members or assistants can be an unpleasant experience for others at the show. In addition, be aware that a competitor can be penalized for USEF rule violations as a result of inappropriate behavior of family members.



### If You Need to Scratch or Withdraw

- ❖ If you need to scratch your ride, **tell management as soon as possible**. They may be able to fill your ride time with someone on a waiting list. The judge also appreciates knowing that a rider is a scratch!
- ❖ If you need to withdraw from the competition, you must **secure permission from the competition secretary** before you leave the competition grounds. (GR 805).





# SHOW ETIQUETTE

## *In the Performance Arena*



- ❖ **Know your test**, even if you have a reader.
- ❖ Keep in mind that some **equipment** allowed in warm-up is not allowed in the performance arena. Details are in the dressage division of the USEF rule book.
- ❖ Instruct your **reader** to read each movement only once and not to speak to you under any other circumstance; it could result in your elimination. However, a caller may read a movement twice if there is a reason to doubt that the rider heard the original call.
- ❖ Do not engage in social **conversation with the judge** while circling the arena prior to performance; however, the scribe does need a chance to identify your bridle number. It is also inappropriate to discuss the test with the judge at the arena, either before the bell or after the final salute.
- ❖ After the **signal from the judge** (whistle or bell, and occasionally horn, duck call, clapper, etc.), you must enter at A within the required time [45 seconds]. You will not be given a warning that your time is running out. In the case of multiple arenas, be sure you know whether your judge has a bell or a whistle.
- ❖ If you go **off course**, get direction from the judge, not from your reader. In times of **distress**, the rider must ask and receive permission of the judge to dismount or to leave the arena.
- ❖ After the **final salute**, it is not necessary to ride to C before leaving the arena. You may simply ride one horse's length forward, turn right or left and leave the arena in the manner specified by the test. Do not circle at A before exiting.
- ❖ Remember **not to speak to the reader or your friends** until you have exited the arena.
- ❖ In the event of a **scratch**, you do not have to ride ahead of your time. If you do opt to ride ahead of your scheduled time, this schedule variation should be brought to the attention of the judge and scribe.
- ❖ When you **present yourself at the arena area ahead of your time**, you are saying you are ready to be judged. Do not expect additional warm-up time around the perimeter of the performance arena.
- ❖ If you are scheduled to **ride immediately following a break**, it is inappropriate to enter the arena perimeter early. Wait until the judge is present and expect the judge's signal in short order. Never enter the arena if the judge is not present.
- ❖ Dressage competitions are scheduled to the minute and most competitions run on **time**. Check for the official show time with the office or with a paddock steward and adjust your watch if necessary. It is your responsibility to present yourself at the in-gate on time. Arriving late for your scheduled ride will result in elimination.
- ❖ On occasion, a dressage competition may get behind **schedule**—by a few minutes or a few hours. While it can get behind, it can also get back on schedule surprisingly quickly. Be particularly observant when a competition gets off schedule. Know when you ride in the class, keep track of scratches, and plan your warm-up accordingly.
- ❖ **Do not count on management to keep you informed.**



# SHOW ETIQUETTE



## After Your Test, After the Competition

### What To Expect After Your Test

- ❖ Ring stewards are required to **spot check tack** of one-third of the horses in each class. This happens after your exit from the competition arena. This includes looking at your bit(s), noseband, spurs, whip and both sides of your horse. If your horse would be anxious about this inspection, let the checker know and you could dismount and help the inspector.
- ❖ **Tack** permitted on the competition grounds while training or warming up, and tack allowed in the competition arena, is specifically stated in the USEF Rule Book. If you do not have a rule book, refer to the article and text in USEF DR 121 of USEF's online Rule Book. An outline of the most popular rule book topics and a link to the USEF Rule Book is available at [www.usdf.org/AboutUs/DressageRules.asp](http://www.usdf.org/AboutUs/DressageRules.asp).
- ❖ Be especially **courteous to show volunteers**. They keep the competition running smoothly and facilitate communication between competitors and management. They are there to help you, but it is your responsibility to get to the right arena at the right time.



### After the Competition

- ❖ **Awards ceremonies**, organized by management, should be attended to maintain sponsorship participation and as common courtesy to management.
- ❖ At some competitions (especially regional championships and FEI-recognized competitions), you **must be present and mounted at the awards ceremony** or you risk forfeiting your awards and placing in the class.
- ❖ Leave your **stabling area clean and neat**.
- ❖ Send a **thank-you note** to anyone who has been particularly helpful.
- ❖ If you win, send a **thank-you note** to the trophy donor.



# SHOW ETIQUETTE

## Eval Forms, Tests, & Awards; Technical Delegate

### Evaluation Forms, Tests, and Awards

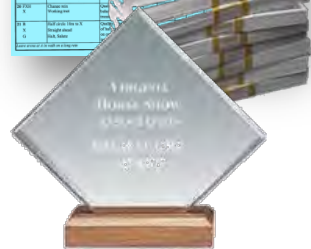
- ❖ **USEF forms**, which can be obtained from the show secretary or from the technical delegate, may be completed by USEF members participating in the show. The forms are the “Members’ Confidential Evaluation of Judges, Stewards, Technical Delegates, and Jumper Course Designers” and the “Members’ Evaluation of USEF Competitions.” These forms can be used for positive or negative comments or opinions.
- ❖ **USEF footing evaluation forms** may be completed and are an effective way to suggest improvements or compliment the show on the quality of the footing.
- ❖ **USDF** also has a **competition evaluation form**, which is available from show management, the USDF office, or from the USDF Web site at [www.usdf.org](http://www.usdf.org).
- ❖ Competition officials must be treated with respect. **If you have a question** about your ride or test sheet, the competition committee, or the technical delegate may arrange a time for you to meet with the judge.
- ❖ Before leaving, **pick up all tests and awards and return your bridle number(s)**. Be sure to **thank** the competition management and their volunteer help.
- ❖ Premiums (**prize money or awards**) not awarded during the show must be paid within 30 days. If management does not satisfy its obligations, contact USEF.

MEMBER'S CONFIDENTIAL EVALUATION  
of USEF Judges, Stewards, Technical Delegates and Course Designers  
This evaluation will be conducted only if you provide a return address for a return envelope to the show secretary.

EVALUATOR NAME: \_\_\_\_\_  
SHOW SECRETARY NAME: \_\_\_\_\_  
TECHNICAL DELEGATE NAME: \_\_\_\_\_  
JUDGE NAME: \_\_\_\_\_  
JUDGE TITLE: \_\_\_\_\_  
JUDGE AFFILIATION: \_\_\_\_\_  
JUDGE CATEGORY: \_\_\_\_\_  
JUDGE RATING: \_\_\_\_\_  
JUDGE COMMENTS: \_\_\_\_\_

2007 Final Level Test 3

TEST NO.	TEST NAME	TEST TYPE	TEST DURATION	TEST DATES
1.1	Warm-up	Warm-up	15 min	10/10/07
1.2	Handing	Handing	15 min	10/10/07
1.3	Handing	Handing	15 min	10/10/07
1.4	Handing	Handing	15 min	10/10/07
1.5	Handing	Handing	15 min	10/10/07
1.6	Handing	Handing	15 min	10/10/07
1.7	Handing	Handing	15 min	10/10/07
1.8	Handing	Handing	15 min	10/10/07
1.9	Handing	Handing	15 min	10/10/07
1.10	Handing	Handing	15 min	10/10/07
1.11	Handing	Handing	15 min	10/10/07
1.12	Handing	Handing	15 min	10/10/07
1.13	Handing	Handing	15 min	10/10/07
1.14	Handing	Handing	15 min	10/10/07
1.15	Handing	Handing	15 min	10/10/07
1.16	Handing	Handing	15 min	10/10/07
1.17	Handing	Handing	15 min	10/10/07
1.18	Handing	Handing	15 min	10/10/07
1.19	Handing	Handing	15 min	10/10/07
1.20	Handing	Handing	15 min	10/10/07
1.21	Handing	Handing	15 min	10/10/07
1.22	Handing	Handing	15 min	10/10/07
1.23	Handing	Handing	15 min	10/10/07
1.24	Handing	Handing	15 min	10/10/07
1.25	Handing	Handing	15 min	10/10/07
1.26	Handing	Handing	15 min	10/10/07
1.27	Handing	Handing	15 min	10/10/07
1.28	Handing	Handing	15 min	10/10/07
1.29	Handing	Handing	15 min	10/10/07
1.30	Handing	Handing	15 min	10/10/07
1.31	Handing	Handing	15 min	10/10/07
1.32	Handing	Handing	15 min	10/10/07
1.33	Handing	Handing	15 min	10/10/07
1.34	Handing	Handing	15 min	10/10/07
1.35	Handing	Handing	15 min	10/10/07
1.36	Handing	Handing	15 min	10/10/07
1.37	Handing	Handing	15 min	10/10/07
1.38	Handing	Handing	15 min	10/10/07
1.39	Handing	Handing	15 min	10/10/07
1.40	Handing	Handing	15 min	10/10/07
1.41	Handing	Handing	15 min	10/10/07
1.42	Handing	Handing	15 min	10/10/07
1.43	Handing	Handing	15 min	10/10/07
1.44	Handing	Handing	15 min	10/10/07
1.45	Handing	Handing	15 min	10/10/07
1.46	Handing	Handing	15 min	10/10/07
1.47	Handing	Handing	15 min	10/10/07
1.48	Handing	Handing	15 min	10/10/07
1.49	Handing	Handing	15 min	10/10/07
1.50	Handing	Handing	15 min	10/10/07



### The Technical Delegate

- ❖ The USEF dressage technical delegate (TD) wears **three hats**:
  - The TD is the official representative of USEF on the competition grounds. It is the TD's duty to see that all USEF rules are followed.
  - The TD is an advisor to competition management.
  - The TD is an advisor to competitors. If you have a question about a rule, don't be afraid to ask.
- ❖ As an **advisor**, the TD informs management and competitors of rule infractions and interprets the rules when applying them to particular situations that may arise.
- ❖ The TD is not a judge or a jury, but an **observer and impartial advisor**. If you have questions about USEF rules or conduct at a dressage competition, contact your technical delegate. TDs are trained to be vigilant about serious rule violations, and can, should they deem necessary, file charges against management, officials, and competitors.
- ❖ **Formal USEF protests** can be confusing. If you wish to file a protest, always consult the TD, who will advise you of what can be protested and how to go about it. For example, a violation of the rules by a judge can be protested; the judge's opinion cannot.
- ❖ **You must report** to the show management and the TD any suspected rule violation, unsportsmanlike conduct, or animal cruelty. Do your part to keep dressage competitions friendly and fair.

# SHOW ETIQUETTE

## Use of Drugs, Miscellaneous

### Use of Drugs by People and Horses



- ❖ The use of **alcohol** and **drugs** by people or on horses, has **no place at an equestrian competition**. Although the local police may be called in to control the people, USEF has authority over the horses. **Horses may be drug tested**, unannounced, at any time by a designated veterinarian.
- ❖ **USEF drug rules** are very specific. Any drug that stimulates, tranquilizes, depresses, locally anaesthetizes, or masks said drugs is illegal.
- ❖ The USEF drug rule does carry an **exception**. Your horse may be given a drug that is illegal for competition, if the drug is used for a **therapeutic** purpose. In this instance, the horse must be **withdrawn from competition for 24 hours** and a **special USEF Medication Report Form** must be submitted immediately to the dressage technical delegate or the designated show office recipient. These forms are available from the office or the TD.
- ❖ **Obtain and study the USEF drug guidelines**. Do not assume that your veterinarian or the TD know all the specifics and intricacies of the USEF drug rules. Go over the materials with your veterinarian and double check the rules when medication is prescribed. If you are unsure, call the hotline at (800) 633-2472.
- ❖ USEF has special guidelines on the use of **Butazolidan®** and **Banamine®** (or generic equivalent products), depending on the weight of the horse and the amount of drugs used.
- ❖ And don't think that **"natural" products** are exempt from the drug rules; just because they claim to be "pure" doesn't mean that they don't affect the horse's performance.



### Miscellaneous

- ❖ According to the USEF rule book, it is recommended that **scribes and apprentice judges not compete before judges** with whom they have worked at the same competition.
- ❖ If you have recently purchased any **new item of tack or clothing** and you are not sure it is permitted under USEF rules, read the rule book or contact the technical delegate for an answer before you go to the show. You can avoid needless elimination by being informed and prepared.
- ❖ **Offer to volunteer** when you have free time. All shows depend on volunteers, so call in advance and let them know when you will be available (before, during, or after the show).
- ❖ *We hope that the information in this section will give you the look and feel of a winner—regardless of your score. The USEF rule book and USDF Competitions Handbook are essential, but understanding the protocol and etiquette of dressage competition will smooth your way to success.*



# THE END