



HORSE OF THE YEAR 2018

GENERAL CONDITIONS

Please read the entire document carefully, as these have changed from 2017

ALL ENTRIES MUST BE SUBMITTED ONLINE WWW.EQUESTRIANENTRIES.CO.NZ. The Terms and Conditions of entry were compiled through consultation with the Equestrian Advisory and Section Heads of HOY.

SUBMISSION OF ENTRIES, AS ABOVE, IMPLIES THAT ALL COMPETITORS HAVE READ AND AGREE TO ABIDE BY THE FOLLOWING RULES AND REGULATIONS OF THE SHOW.

BY ENTERING THE GROUNDS YOU AGREE TO ABIDE BY THE HEALTH AND SAFETY POLICY AND CONDITIONS OF THE 2018 HORSE OF THE YEAR SHOW AND WILL FOLLOW THE INSTRUCTIONS OF SECURITY AND HORSE OF THE YEAR STAFF. THE HEALTH AND SAFETY POLICY WILL BE AVAILABLE ON THE WEBSITE AND THE EQUESTRIAN OFFICE AT THE SHOW.

FOR STABLING & CAMPING CONDITIONS AND PRICES PLEASE SEE STABLING SECTION AT WWW.HOY.KIWI. STABLING AND CAMPING MUST BE COMPLETED ONLINE WITH YOUR ENTRIES. WHEN ENTERING ONLINE NO ADDITIONAL STABLING & CAMPING FORMS ARE REQUIRED.

As the owner/competitor of the Horse(s) or Pony(s) stated on the appropriate entry form, I understand that neither the Horse of the Year (Hawke's Bay) Ltd, SMC Ltd (as Event Managers of the Horse of the Year Show 2018 (Hereafter HOY Show), Equestrian Sports New Zealand (hereafter ESNZ), nor any agent, employee or representative of these bodies accepts liability for any accident, loss, damage, injury or illness to horses, owners, riders, spectators, land, vehicles and their contents and accessories or any personal property whether caused by their negligence, breach of contract or in any way whatsoever.

1. HEALTH & SAFETY

1.1. The use of bikes (including push bikes) is allowed on the grounds and normal road rules apply. The following rules must also be adhered to:

- **Drivers must be 16 years or over as per the New Zealand bike safety guide**
- **Helmet to be worn at all times while bike is in operation**
- **Lights must be on during operation (if possible)**
- **Not to be taken into the secure area, around practice arenas or within stable/yard areas**
- **Speed limit of 10km maximum at all times**
- **Limited to one passenger (if applicable to bike) who must also be wearing a helmet**
- **Operated in daylight hours only**

This will be policed this year. No exceptions to the rules. Bikes will be confiscated and placed in a lock up until HOY is finished. At the end of HOY they can be collected and taken home.

1.2. All horse & Ponies being ridden bare back must be wearing a bridle with bit and reins– NO HALTERS AND LEADS only

1.3. Hawke's Bay A&P Showgrounds are classified as a construction and multi-hazard site from 8am Monday 26th February 2018 – 9am on Saturday 10th March 2018 and Monday 19th March 2018 until 2nd April 2018.

1.4. Between 10am Saturday 10th March 2018 – Sunday 18th March 2018, the Hawke's Bay A&P Showgrounds will no longer be a construction site, however will remain a multi-hazard site.

1.5. All competitors and spectators etc. are responsible for their own safety and must act safely at all times.

1.6. All people at the Hawke's Bay A&P Showgrounds must comply with all the Health & Safety conditions of the show.

1.7. Any hazards identified need to be reported to the HOY Equestrian office.

Health & Safety Cont.

- 1.8. Once dark or low visibility occurs, no vehicle movement is allowed (this includes motorbikes, cars, utes, machinery etc.) in the secure area unless permission granted by HOY Management.
- 1.9. A full copy of the Health and Safety plan is available at the HOY Equestrian office at the Show.

2. ENTRIES & FEES

- 2.1. All fees are as stated on the online entry form, and in the HOY Schedules listed on the website. Fees are GST incl.
- 2.2. Payments are required at the time of entry online by either internet (POLi system) or credit card.
- 2.3. All competitors, and where applicable all horses/ponies, must be registered with ESNZ on the days that they compete at HOY.
- 2.4. All Classes will be run under ESNZ rules and regulations except for the RAS Showing Classes, which will run under RAS rules.
- 2.5. **Entries close on 1st February 2018 for all disciplines**
- 2.6. For entries made after the 1st February 2018, late competitor entries will incur a charge of \$10 per class entered with the exception for RAS where no late entries are accepted.
- 2.7. RAS Showing Section qualification closing date is 5pm 22nd February 2018. Showhunter, Gypsy Cob, Pinto and Standard Bred qualification closing date is 27th February 2018. No entries or changes are accepted over the phone.
- 2.8. Where a competitor is still seeking qualification by close of entries (1 February 2018), we will allow them to enter classes in anticipation of qualifying before the necessary qualifying date (RAS classes – 22 February 2018; other classes 27 February 2018). Should the applicable qualification not be achieved by those dates, we will refund the entry fees to those relevant classes). All competitors need to check their discipline qualifying dates.
- 2.9. Scratching fees are 25% of entry fees before 1st February 2018 and 50% thereafter only applicable to Class entries.
- 2.10. Class changes are regarded as a scratching and late entries at the discretion of the HOY secretary.
- 2.11. From Saturday 10th March 2018 Scratchings and Late Entries, must be made at the HOY Equestrian office at the show or made online no later than 5pm the day prior to the competition day, the above penalties will apply (see clauses 2.6 & 2.9).
- 2.12. After 10th March 2018, all scratchings from the show, must be accompanied by a vet or doctor's certificate.
- 2.13. Change of Rider/Horse must be made at the HOY Equestrian office at the show no later than 5pm the day prior to competition. Proof of membership/registration must be provided if not already submitted.
- 2.14. All competitors must pay a ground levy/admin fee of \$60 per horse/pony.
- 2.15. All outstanding fees must be paid prior to entry. Except for the acceptance fee for the Olympic Cup and Dressage Kur Classes, wristbands and camping passes will not be issued to customers with outstanding accounts.
- 2.16. Acceptance for qualifying classes and championships must be made, together with the fees, by 5pm the day prior to competition.
- 2.17. The HOY Board has the right to allow a wild card entry into any class, and overseas riders and horses into a qualifying class in exceptional circumstances, and if in the opinion of the HOY Board, the HOY show would be enhanced by the addition of the combination.

3. MANUAL ENTRIES

- 3.1. All requests have to be approved and are at the discretion of the Event Secretary/Equestrian Competition Manager
- 3.2. Manual entries must be accompanied with full payment. Cheques to be made payable to "HOY (Hawke's Bay) Ltd".
- 3.3. Manual entries must be sent to: Secretary, HOY Office, 406 Hart Drive, Frimley Hastings 4120.
- 3.4. There will be an additional charge of \$30 for each manual entry.

4. REFUNDS AND PRICE MONEY

- 4.1. **Statements will be sent out to all account holders by 6th April 2018. All email addresses are required for the account holders. Confirmation of prize money and/or refunds must be received in writing, from the account holder, prior to 5.00pm, 30th April 2018. No prize money or refunds will be paid out until confirmation is received. No prize money or refund confirmations will be processed after 5.00pm, 30th April 2018.**
- 4.2. **No refunds will be made under \$10 unless specifically requested.**
- 4.3. Once confirmation has been received. All prize money and/or refunds will be paid into the bank account number that is listed on the account holders Equestrian Entries records. Any change in bank account number must be advised in writing.
- 4.4. A reduction in prize money and placing may occur, at the sole and absolute discretion of the Event Managers, where it is deemed necessary.
- 4.5. A reduction in prize money and placing will occur where there are 7 entries or less active competitors in the class. The Event Managers reserve the right to alter the number of competitors in championship classes if deemed necessary.
- 4.6. **All competitors who win prize money over \$500 per class must complete and sign a IR330 form (available on the IRD website – search IR330), failing to do this will result in your prize money being taxed at the non-compliant rate.** The event Secretary must be advised of GST numbers where applicable. All Australian competitors must complete the appropriate forms available in the HOY Equestrian office irrespective of prize money won. These requirements must be completed before any prize money will be paid out.

5. WRIST BANDS

- 5.1. All competitors will be posted their wristbands, camping and vehicle passes through the mail. No one will be allowed to enter the grounds before 10.00am Saturday 10th March 2018. A valid wrist band must be worn to enable you to enter the grounds. Only people with camping passes will be allowed in the camping areas.
- 5.2. **Wristbands must be worn in original state at all times while at the show. Replacement wristbands can be obtained from the Equestrian Office at the Show, but will only be issued on the surrender of the broken wristband.** If no wristband can be surrendered, a replacement cost of \$50 each will be charged.
- 5.3. ONE wristband will be allocated to each Rider on receipt of their entry. Please note; the wristband is allocated to the Rider not the Owner.
- 5.4. Prior to the show competitors are able to purchase 5 extra wristbands. The costs for the extra wristbands are: one @ \$20 and four @ \$50 each, these 5 extra wristbands must be purchased prior to or at the time of entry.

6. GENERAL

- 6.1. There will be testing for prohibited substances during the show. All prize money relating to competitors horses and ponies, which are tested for prohibited substances, will be withheld until the test is cleared.
- 6.2. Conflicting sponsor's logos and emblems will not be permitted during prize giving ceremonies at the Show. Placegetters will be required to wear dress rugs, supplied by the Horse of the Year (Hawke's Bay) Ltd, at presentation ceremonies.
- 6.3. Any rider or person contravening Hawke's Bay A&P Showground rules and regulations will be liable for a fine not exceeding \$100 and disqualification from the show indefinitely. These rules are available at the Equestrian office at the Show.
- 6.4. The consumption of alcohol is limited to the bars, café, function centre and camping areas. The Grandstand is an alcohol free zone. No alcohol is to be consumed or open containers carried within the secured area including behind the grandstand and around the arenas and stabling blocks.
- 6.5. Dogs are not allowed on the Hawke's Bay A&P Showgrounds.
- 6.6. Except for trade exhibitors, no access is allowed into the trade area, 30 minutes after the last activity of the day.
- 6.7. Permission of the organising Event Management Company must be obtained for any product or service to be sold, advertised or performed outside of the designated trade and food areas.
- 6.8. No personal notices are to be displayed anywhere around the grounds.
- 6.9. No animals are to be grazed on any of the arenas at any time, from Saturday 10th March - Sunday 18th March (inclusive).

GENRL Cont.

- 6.10. Any appeals or disputes are in the first instance to be handled by your section Convenor in accordance with section rules, regulations and conditions of entry. If they cannot be rectified at this level, the section convenor will forward on to the Equestrian Office who will then activate the HOY Appeal Committee.
- 6.11. Horse of the Year (Hawke's Bay) Ltd reserves the right to alter schedules and conditions if circumstances require it.

7. STALLIONS

- 7.1. Stallions must be either stabled or under control of a suitable person at all times. They are not to be left tied to trucks.
- 7.2. Stallions must be identified with an "S" badge attached to their bridle and halter at all times.
- 7.3. All ESNZ, RAS and FEI Stallion Guidelines depending on what discipline the horse is entered in must be adhered to.

ESNZ <http://www.nzequestrian.org.nz/media/2028/stallion.pdf>

RAS <http://www.ras.org.nz/wp-content/uploads/2013/06/RULEBOOK-FINAL-Website1.pdf>

8. STABLING

- 8.1. All stabling and yarding areas are NO SMOKING areas. Anyone found breaching this condition will be trespassed from the show.
- 8.2. Initially all competitors requiring a stable, covered yard or open yard will be booking an open yard only & requesting an upgrade to either a covered yard or stable. This upgrade is at the discretion of the HOY Equestrian Team.
- 8.3. All open yards will include \$20 worth of sawdust. If you require more please contact the Scouts.
- 8.4. Teams will be split to enable HOY Equestrian team to use their discretion to accommodate horses.
- 8.5. Priority for stables and covered yards are as follows: 1/Upper level horses competing at HOY. 2/Stallions. 3/South Island upper level competitors. 4/Mares with foal at foot.
- 8.6. A \$50 cleaning bond will be charged for 1 yard/stable or \$100 bond will be charged for multiple yards/stables. This bond is refundable if your yard is left spotlessly clean and will be paid direct to the account holders bank account listed in Equestrian Entries. To have your bond returned you will need to come to the Equestrian office to advise them of your departure and they will go with you to check your yards – this is if you are leaving HOY before Sunday. For competitors leaving on Sunday we will be checking all stables and yards on the Monday and if necessary photos will be taken to identify any issues. Competitors please take photos of your yards/stables upon departure on Sunday.

9. WELFARE OF THE HORSE

The following is a Code of Conduct based on that promoted by the FEI, but includes a few minor amendments to reflect the New Zealand environment.

- 9.1. In all Equestrian sports the horse must be considered paramount.
- 9.2. The well-being of the horse shall be above the demands of breeders, trainers, riders, owners, dealers, organisers, sponsors or officials.
- 9.3. All handling and veterinary treatment must ensure the health and welfare of the horse.
- 9.4. The highest standards of nutrition, health, sanitation and safety shall be encouraged and maintained at all times.
- 9.5. Adequate provision must be made for ventilation, feeding watering and maintaining a healthy environment when horses are being transported.
- 9.6. Emphasis should be placed on increasing education in training and equestrian practices and promoting scientific studies in equine health
- 9.7. In the interests of the horse, the fitness and competence of the rider shall be regarded as essential.
- 9.8. All riding and training methods must take account of the horse as a living entity and must not include any technique considered by ESNZ to be abusive.
- 9.9. ESNZ will establish adequate controls in order that all persons and bodies under their jurisdiction respect the welfare of the horse.

Welfare of the Horses Cont.

- 9.10. The National and International Rules and Regulations in Equestrian sport regarding the health and welfare of the horse must be adhered to, not only during national and international events, but also in training. Competition Rules and Regulations shall be continually reviewed to ensure such welfare is upheld.

10. CODE OF CONDUCT

10.1. HOY follows the ESNZ Social Media Policy

<http://www.nzequestrian.org.nz/media/6495/social-media-policy-2015.pdf>

HOY has put in place a “ Clean Sport Policy” and will not tolerate any abuse of any kind. Action will be taken against any perpetrators and they will be removed from the premises or denied entry.

10.2. Camping & Day Parking

- 10.2.1. Camping passes must be displayed either on the vehicle dashboard or attached to the tent.
- 10.2.2. All campers camping in a power site area will have to pay for power whether they connect or not.
- 10.2.3. All campers who have paid for a power supply must have a current electrical certification. This will be monitored and if this certification is not held the cord will be disconnected and removed.
- 10.2.4. All camping material (including tents, vehicles, etc.) must remain within the site boundaries set in the camping areas. Any additional vehicles or equipment must be removed from the camping area. Parking is available on the golf course or in day parking areas.
- 10.2.5. Any vehicle or material found outside of their site boundaries or blocking access will be towed or confiscated at the owner’s expense.
- 10.2.6. No infrastructure or grounds may be tampered with under any circumstances.
- 10.2.7. No vehicle access at Gate 2 between 8am – 1pm on Saturday 10th March 2018. All vehicles must access through Gate 1 or Gate C between these times.
- 10.2.8. Additional Camping applications submitted online after the closing date (1st February 2018) may not be guaranteed a site on the Showgrounds