

LINDSAY MAXWELL CHARITABLE FUND/USHJA



EMERGING ATHLETES PROGRAM



**USHJA EMERGING ATHLETES PROGRAM
2020 HOST FACILITY APPLICATION**

for

2020 EAP REGIONAL TRAINING SESSION

and/or

**2020 EAP NATIONAL TRAINING SESSION & HORSEMANSHIP QUIZ
CHALLENGE NATIONALS**





Thank you for your interest in hosting a 2020 Lindsay Maxwell Charitable Fund/USHJA Emerging Athletes Program Regional Training Session and/or the 2020 EAP National Training Session and Horsemanship Quiz Challenge Nationals presented by The Plaid Horse.

The Emerging Athletes Program (EAP) is an athlete pipeline program that identifies dedicated and knowledgeable young riders who demonstrate the enthusiasm, work ethic and aptitude necessary for success as horsemen. Through its Regional and National Training Sessions, the EAP nurtures these talented young riders and provides them with education, support, and assistance in achieving their full potential and elevating their overall level of horsemanship.

On page five of this packet, you will find an application to submit your request to have your farm or equestrian center considered as the host facility for one of the multiple Regional Training Sessions and/or the National Training Session and Horsemanship Quiz Challenge Nationals in 2020.

Prior to completing the application, please review the attached listing of EAP requirements to ensure you are able to provide the necessary facilities, resources, equipment, and documentation required to conduct the event(s) you wish to host.

Please note the application submission deadline is **August 16, 2019**. Applications must be received by the USHJA office no later than August 16, 2019, in order to be considered. Documentation may be submitted by mail, fax, or e-mail to the addresses and/or numbers listed within the application. Email method is preferred. It is suggested to send the application with a form of delivery confirmation.

Again, thank you again for your interest in the USHJA Emerging Athletes Program. If you have any questions, please contact the USHJA Education Department at education@ushja.org, or by calling (859) 225-6700.

Regards,

USHJA Emerging Athletes Program Committee

Facility and Program Requirements Checklist

Below are the requirements for hosting either an EAP Regional Training Session and/or National Training Session & the HQC Nationals:

Equipment

The following equipment in good working order must be available during the event:

- One hand held microphone
- One headset microphone (tiara microphone)
- Sound system
- Tables for USHJA registration, etc. (one for a Regional and four for the National Training Session)
- Enough show quality jumps for a complete course of 15 fences (verticals and oxers), liverpool, and safety cups or wooden dowels for all back rails
- Six cavaletti or cavaletti blocks or enough poles to use for exercises
- 100 foot tape (for measuring distances between jumps)
- Six foot (minimum) tape (for measuring height of jumps)
- Metal rake (for in front of and behind jumps)
- Water cooler and cups ringside (filled daily or bottled water)

Facility

- An indoor or covered arena is recommended, but not required for application
- Perimeter seating around the arena (minimum of 50 people for a Regional Training Session and up to 100 for the National Training Session)
- Covered seating areas for classroom, meals, etc., including tables and chairs (for a minimum of 50 people for a Regional Training Session, and a minimum of 100 people for a National Training Session)
- Area to post notices in stabling area (bulletin board)
- One tack stall per every four riders
- Stabling and bedding to accommodate up to 24 horses for a Regional Training session or 18 horses for the National Training Session
- If stalls are temporary, enough stalls available for participants to purchase double stalls
- Restroom facilities (minimum of two for Regional Training Sessions, minimum of five for the National Training Session and HQC Nationals)

Personnel

The following personnel must be available during the event:

- Host facility representative present at all times
- Personnel with appropriate equipment to drag and/or water the arena as directed by the USHJA EAP Representative
- Veterinarian and farrier on-call. Host must arrange and pay for any on-call fee requirements.
- EMT or First Responder services on-site are required for all days of the Regional and/or National Training Session when participants are riding. Host facility is responsible for contracting EMT or First Responder services.
- USHJA will reimburse host facility for EMT or First Responder fees up to \$300 per day upon timely submission of invoice for services provided by EMT or First Responder. Host is responsible for any EMT or First Responder fees over \$300 per day.

Insurance

- Host Facility must include USHJA as an Additional Insured on the location's insurance policy with at least One Million Dollars (\$1,000,000) single liability for each day of the Regional Training Session and/or the Nationals and HQC Nationals, including set-up and take down days. Coverage shall be on an-occurrence rather than a claim-made basis.
- A copy of the Insurance Form/Proof of Insurance must be submitted to USHJA a minimum of 30 days prior to the start of the Regional Training Session and/or National Training session & HQC National.

USHJA Host Agreement

- Host facility must be able to agree to the terms in the USHJA host agreement and sign the document if selected as a host. See Appendix A for an example of the agreement.

***Additional requirements to those listed above specific to hosting the EAP National Training Session & HQC Nationals:**

Equipment

- Extra tack and supplies if needed (girths, wraps, polos, boots, bits, brushes, etc.)
- Awards podium stand
- Projector and screen for presentations

Facility

- Food service concession to provide food for purchase for auditors and guests.
- Private and secure office or room for staff and clinician meetings.
- In addition to the covered/indoor seating area mentioned above for meals (accommodating 100 people), there should be a second, separate covered/indoor seating area, including tables and chairs, that can accommodate 50 people for written exams and presentations to participants.

Horses

- A minimum of 18 horses to be used free of charge by the riders selected by the USHJA to participate, including stalls, feed and bedding.
 - Horses must be capable of jumping a 1.10-meter course, including a liverpool.
 - 16 horses will be used by the riders, and two reserve horses are required in case of unforeseen and/or extenuating circumstances and for use in any practicum sessions.
- Two additional horses to be stabled in adjacent stalls for the HQC Nationals practicum.
 - These horses must have good ground manners and be safe to handle. Soundness is not required, as they will not be ridden.
 - In addition to these horse's stalls, two nearby crosstie areas are required for the HQC Nationals practicum exam areas (an adjacent empty stall with crossties will suffice).
 - The practicum exam areas must be separate from the main EAP stable area and HQC areas, e.g. at the end of a barn aisle. A visual divider may be erected to privatize the practicum areas.
- A total of 20 horses will be required.



EMERGING ATHLETES PROGRAM

**USHJA EMERGING ATHLETES PROGRAM
2020 HOST FACILITY APPLICATION**

**2020 EAP Regional Training Session
and/or
2020 National Training Session & Horsemanship Quiz Challenge Nationals**

Please provide detailed responses to the questions below regarding the proposed host facility. The information will be considered in the selection of host facilities for the 2020 USHJA Emerging Athletes Program Regional Training Sessions as well as the USHJA EAP National Training Session and HQC Nationals. Any applications not completed in detail will not be considered. Please read the entire packet carefully, including the preceding list of equipment and resource requirements to ensure your facility meets all the mandatory criteria set forth in this packet.

This application is submitted for consideration as a host facility for:

- An EAP Regional Training Session (early to late summer – usually June to August)
- EAP National Training Session & HQC Nationals (mid-November)
- Both an EAP Regional Training Session & The EAP National Training Session and HQC National

Please submit your completed application to the USHJA Education Department. Email method is preferred. It is suggested to send the application with a form of delivery confirmation.

Mail:

Attention: EAP Host Application
United States Hunter Jumper Association
3870 Cigar Lane, Lexington, KY 40511

Email:

education@ushja.org

Fax:

(859) 258-9033

Please Note: Applications cannot be accepted by telephone.
Completed applications must be received in the USHJA office or postmarked on or before
August 16, 2019. Applications received or postmarked after this date will not be considered.

General

Facility Name: _____

Facility Owner: _____

Facility Address: _____

City: _____ ST: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____ Facility Website: _____

Manager/Coordinator of proposed Regional/National: _____

Manager/Coordinator Phone: _____

Manager/Coordinator Email: _____

Proposed Dates (for Regional Training Session only)

List a minimum of two proposed dates for a Regional Training Session, in order of preference. Regional Training Sessions are five days.

To the best of your knowledge, when do nearby high school districts start and end summer vacation?

Proposed Dates (for EAP National Training Session and HQC Nationals only)

The 2020 EAP National Training Session & HQC Nationals must be hosted on one of the below dates. Please check either date that your facility would be available to host the session.

Thursday, November 5 – Sunday, November 8, 2020

Thursday, November 19 – Sunday, November 22, 2020

Facility

1. Is this a permanent equestrian facility? Yes No

2. Does this facility host horse shows? Yes No

3. Regional Training Session and/or National Training Session will be held (please check one):

Outdoor Arena Indoor Arena Other: _____

Size of main ring to be used: _____

Footing: Grass Sand Other: _____

3. If Outdoor, is there a Covered or Indoor Arena available for use in the event of inclement weather?

Yes No

If yes, do you have a covered or indoor arena? Covered Indoor

Size of cover or indoor arena: _____

Footing of covered or indoor arena: Grass Sand Other: _____

4. Will there be a secondary arena available on the final day to use as a warm-up area?

Yes No

Size of secondary arena: _____

Footing: Grass Sand Other: _____

5. Will you allow auditors to attend the Regional Training Session and /or National Training Session?

Yes No

Fee/day: _____

Fee/week: _____

If yes would you consider discounts for groups of 5 or more? Yes No

6. What health documents does your facility require in order to accept horses on arrival?

Coggins Health Certificate Other: _____

7. What additional fees will the attendees have to submit?

Stall: _____

Bedding: _____

Feed: _____

Other: _____

Early/late Arrival: Not available Fee: _____

8. **Applicable to National application only** - If unable to provide two separate seating areas as outlined in the facility requirements described on page 4 of the facility requirements checklist, please describe the covered areas that could be provided to accommodate lunch, seminars and exam-taking:

Food Service

1. Is there an on-site concession with food and drinks available for purchase?

Yes No

Please note on-site concession/food service is required in order to host the EAP National Training Session and HQC Nationals.

2. If “no,” please provide local lunch catering suggestions (applicable to Regional Training Session applications only):

Additional Facilities

1. Please describe the following additional facilities available to attendees:

a. Parking for participants and auditors: _____

Proximity to arena: _____

b. (Regional Training Session only)

Parking for horse trailers or vans: _____

Proximity to arena: _____

c. Bathrooms, including type and number available

Proximity to arena: _____

Number: _____

Please check one: Permanent Temporary

Stabling

1. Please select the type of stabling available and describe: Permanent Temporary

2. Will the stabling be separate from your main barn? Yes No

Please note it is required that all participants' horses be stabled together.

Local Community

1. Access to major airport (please detail):

2. Availability of hotels. Please list general rates and distance to facility.

3. Availability of restaurants/banquet facilities. Please provide a sample and distance to facility.

Additional Information

1. Please detail any additional information you would like to provide USHJA regarding your application to host an EAP Regional Training Session and/or EAP National Training Session and HQC Nationals. Additionally, feel free to attach information regarding your facility to this 2020 Host Facility Application:

Insurance

Are you able to provide USHJA with proof of insurance at the required levels of coverage (refer to Facility Requirement checklist for details) a minimum of 30 days prior the starting date of the Regional Training Session and/or the EAP National Training Session and HQC Nationals?

Yes No

NOTE: I, the undersigned, acknowledge that I have read and understand the materials contained in this Application Packet and agree to comply with the 2020 Emerging Athletes Program Regional Training Session and/or the EAP National Training Session and Horsemanship Quiz Challenge Nationals specifications as set forth by the USHJA. I further acknowledge that USHJA reserves all rights to determine the specifications, requirements and application procedures for applicants interested in participating in the program and that the selection of host facilities remains the sole discretion of USHJA. I agree that if approved to host either an EAP Regional Training Session or the EAP National Training Session & Horsemanship Quiz Challenge Nationals (or both), that I will complete the official applicable Host Agreement(s) to host the event in accordance with USHJA requirements. By signing and submitting this application, I acknowledge and confirm my intent to host either an EAP Regional Training Session or the EAP National Training Session and Horsemanship Quiz Challenge Nationals (or both) as specified in this application upon USHJA approval. Failure to host an EAP Regional Training Session and/or the EAP National Training Session & the HQC Nationals once approved, absent good cause and timely notification to USHJA, may result in denial of future Emerging Athletes Program Training Session Host Applications. If available, please attach a layout of your facility with your application.

Completed applications must be received by USHJA on or before **August 16, 2019**. Applications received or postmarked after this date will not be considered.

Please be advised: *The typing of your name below shall be considered to be an electronic signature and shall be considered to have the same legal effect and validity as your handwritten signature. Therefore, in so typing your name in the fields below, you are confirming this verification statement and the truth of the contents of the application.*

Signature of Host Facility Representative: _____

Print Name: _____ Date: _____

Please submit your completed application to the USHJA Education Department. Email method is preferred. It is suggested to send the application with a form of delivery confirmation.

Mail:
United States Hunter Jumper Association
Attn: EAP Host Facility Application
3870 Cigar Lane, Lexington, KY 40511

Email:
education@ushja.org

Fax:
(859) 258-9033



Appendix A



EXAMPLE AGREEMENT – SIGNATURE IS NOT REQUIRED 2020 USHJA EMERGING ATHLETES PROGRAM HOST FACILITY AGREEMENT

Between
United States Hunter Jumper Association, Inc.
and
Host Facility

This agreement (“Agreement”), date of agreement, is entered into by and between the United States Hunter Jumper Association, Inc. (“USHJA”), 3870 Cigar Lane, Lexington, KY 40511 and host facility name (“Host Facility”), host facility address, for the hosting of a Regional Training Session (“Clinic”) as part of USHJA’s Emerging Athletes Program (“EAP”).

This agreement is binding upon the parties for consideration and upon the following terms and conditions:

Section 1. Term of Agreement - This Agreement shall be effective and binding upon the parties from the date of signing of this Agreement through **final day of session**.

Section 2. Host Facility - Host Facility will host the Clinic to be held on the dates and at the location and upon the terms specified and agreed upon in this Agreement:

Location: Host Facility Address

Date: Start date- end date of session

Section 3. Host Facility Requirements - Host Facility agrees to host Clinic in accordance with the following terms and conditions:

- A. Host Facility shall provide, at its own expense, full use of the grounds and facilities, including all necessary personnel, sanitary facilities, equipment, jumps, seating, communication equipment and all necessary insurance. Necessary personnel, equipment and facilities for this event are defined in Appendix A attached hereto.
- B. Host Facility shall provide all documentation, including proof of insurance, to USHJA as requested by USHJA. Insurance requirements: Host Competition must include USHJA as an Additional Insured on the Host Facility insurance policy with at least One Million Dollars (\$1,000,000) single liability for the dates of the Clinic. Coverage shall be on an-occurrence rather than a claim-made basis. A copy of the Insurance Form must be submitted to USHJA a minimum of thirty (30) days prior to the Clinic starting date.
- C. Hosts are encouraged to promote the Regional Training Session. USHJA requires final approval on all promotional materials and will provide design assistance at no cost upon request. Costs related to printed production of materials, including but not limited to flyers and posters, will be the sole

responsibility of the Host. Hosts wishing to use photography in their promotional materials must provide USHJA with written permission from the photographer demonstrating permission for the usage.

- D. Host Facility agrees that this USHJA Emerging Athletes Regional Training Session may be photographed, videotaped, audio taped or otherwise recorded by USHJA Staff or its agents and that the photographs, videotapes, or other recordings are and remain the sole and exclusive property of USHJA. The images may be reproduced, preserved, distributed and used without limitation by USHJA for any purpose, including commercial use.
- E. Host Facility and its representative agree that, if the Host Facility becomes unavailable for use on the above dates, it shall notify USHJA immediately and shall assist USHJA in securing an alternate location for the agreed upon dates. Change in location for Clinic shall be permissible only upon the express, written, prior approval of USHJA.
- F. Cancellation of Event – Host Facility acknowledges and agrees that if USHJA should have to cancel Clinic for any reason whatsoever, USHJA shall not be responsible for payment to or reimbursement of Host Facility for any fees, costs or other expenses related to hosting Clinic.
- G. Host Facility shall provide EMT services on site for five days commencing the day of arrival of participants and horses for the Clinic and continuing throughout the Clinic. USHJA shall reimburse the Host Facility up to \$300.00 per day for these services upon submission of an invoice from the EMT service provider to USHJA.
- H. Host agrees that the grounds, facilities, and equipment, including footing, shall be consistent with the highest industry standards and further agrees to notify USHJA of any changes in the above which have occurred following signing of this Agreement and which may negatively affect the quality of the Clinic.

Section 4. USHJA Requirements

- A. The USHJA Emerging Athletes Regional Training Session and all related arrangements shall be coordinated through and with USHJA Staff and USHJA shall not be responsible for any related arrangements, expenses, fees or other charges which have not been detailed and previously agreed to in writing by USHJA.
- B. USHJA shall pay all fees, travel and accommodation expenses for Clinician(s). Clinician(s) shall be hired and contracted for with USHJA separately for their services for the agreed-upon dates and fees.
- C. USHJA shall arrange and pay for the following catering needs for the event: Lunch for each day of the Clinic for each rider, Host Facility Representative and Clinicians. Any additional Clinic guests or auditors are responsible for their own meals for the duration of the Clinic.
- D. USHJA shall promote the USHJA Emerging Athletes Program Regional Training Session on its website, in its publications, and in other appropriate venues.
- E. USHJA shall provide Host Facility with banners, pamphlets, other promotional items for use and distribution at the Regional Training Session which shall be prominently displayed and distributed at Clinic.
- F. USHJA reserves the right to secure sponsors for the USHJA Emerging Athletes Program. Once the sponsors for the 2020 Emerging Athletes Program are secured, an addendum to this Agreement will be sent outlining the on-site requirements for USHJA sponsors and Host Facility shall be responsible for fulfilling those requirements.
 - 1. USHJA reserves the right to secure sponsors for the USHJA Emerging Athletes Program Regional Event. Once sponsors are secured, an addendum will be sent to the managers outlining the competition requirements for USHJA sponsors.
 - 2. Host Competition may not secure any sponsor for the USHJA Emerging Athletes Program Regional Event that is in conflict with the USHJA sponsors. USHJA sponsors take precedence

over all other local sponsors for the USHJA Emerging Athletes Program Regional Event. Hosts must provide sponsors with the appropriate benefits such as admission, parking, PAs, award presentation opportunities and banners, et cetera.

3. Please note for 2020, the Lindsay Maxwell Charitable Fund is the Title Sponsor of the EAP.
4. Host Competition may secure any sponsor for the USHJA Emerging Athletes Program Regional Event, with the exception of those which are in conflict with USHJA Official sponsors and Championship Event sponsors.
5. USHJA encourages event hosts to contact Whitney Allen, Managing Director of Sponsorship & Advertising, at wallen@ushja.org or (859) 225-6707 for information regarding possible conflicts and guidelines.

2020 USHJA Official Sponsors include:

Charles Owen, Inc.
CWD Sellier
Rood & Riddle Equine Hospital and Veterinary Pharmacy
Parlanti

Section 5. Miscellaneous

- A. USHJA encourages the admission of auditors to the mounted sections of Regional Training Sessions, but participation in other phases of the Clinic (e.g., stable management, written test review, et cetera), is at the sole discretion of the Clinician.
- B. Because the USHJA EAP focuses on identifying and nurturing talented young riders who are often under the legal drinking age, no alcoholic beverages shall be served or available to riders, participants or staff on the grounds of the Host Facility during the duration of the Clinic.

Section 6. USHJA Property - The parties acknowledge and agree that the EAP and its Clinics are the exclusive property of USHJA and may be held and conducted only upon the terms and conditions specified by USHJA. The parties further agree that upon termination of the Agreement, all future Clinics will be available through an application process to be determined solely by USHJA in order to ensure appropriate venues for and geographic distribution of Clinics throughout the United States.

Section 7. Trademarks - USHJA is the sole owner of certain trademarks, including but not limited to any logo(s) provided to Host Facility for use with its hosting of the Clinic. The USHJA name and/or logo may not be used by Host Facility for any purposes other than that limited use specified herein. Host Facility may not release or provide logo(s) to any other entity or individual for any purpose whatsoever. Use of the USHJA logo(s) on items for resale is strictly prohibited without a written licensing agreement between USHJA and Host Facility. Host Facility must receive express, written permission from USHJA prior to using the USHJA logo, name, or brand in order to promote or support any event or program.

Section 8. Broadcasting – USHJA retains exclusive broadcast and media rights to all USHJA properties including but not limited to USHJA Emerging Athletes Program Regional Training Session. At its discretion USHJA may assign these rights by request of the Host Manager or in conjunction with the Host Manager. Host Manager agrees that all livestream, video on demand webcasting or televised access of a USHJA property must receive prior written approval by USHJA. All livestream, video webcasting or televised Producer agreements must be approved by USHJA to ensure USHJA retains unrestricted access and usage to the content procured during the course of the contracted event.

USHJA reserve the right to grant exclusive broadcast rights to the USHJA Emerging Athletes Program Regional Training Session worldwide to the media outlet of USHJA choosing for the term of this Agreement, but USHJA shall retain ownership of contents. To the extent possible, USHJA shall prevent any and all unauthorized recordings and/or broadcasting of any type by individuals or other production providers during and following the USHJA Emerging Athletes Program Regional Training Session, but shall not be liable to the media outlet for such unauthorized uses. Competition management will ensure the following is provided:

- A. Two individual dedicated internet lines at a minimum speed of 10 MBPS up and down speed with one line utilized to support the live stream and the other to support timely management of posting video on demand; Power to provide minimum of 100 AMP single phase service; Additional items associated with live production including lighting, scaffolding, parking and the like.

Section 9. Recording Permission - Host Facility agrees that this Clinic may be photographed, videotaped, audio taped or otherwise recorded by USHJA staff or its agents and that those photographs, videotapes, or other recordings are and remain the sole and exclusive property of USHJA. The images may be reproduced, preserved, distributed and used without limitation by USHJA for any purpose, including sale.

Section 10. Interviews - Host Facility agrees that if it produces written or other formatted articles regarding the Clinic, or if it is interviewed for or quoted in any articles regarding the Clinic, it will notify USHJA and provide the name of the reporter, magazine or news source. USHJA, at its discretion, may contact any reporter or news source regarding the above.

Section 11. Printed Materials

Host Competition agrees that all printed materials created (i.e., flyers, ads, brochures, et cetera) must be preapproved by USHJA no later than sixty (60) days before the Clinic and prior to final printing. Host Facility shall submit a final proof document to USHJA for review and USHJA agrees to review and respond to the final proof within two (2) business days.

Section 12. Penalties and Forfeiture

Host Facility acknowledges and agrees that failure to comply with and fulfill the terms and conditions of this Agreement may result in all proper and necessary action by USHJA including, but not limited to, USHJA refusal of future Clinic application submissions received from Host Facility.

Section 13. Force Majeure

In the event that either party is unable to perform its obligations under this Agreement as a result of a force majeure, neither party shall be liable to the other for direct or consequential damages resulting from lack of performance. "Force Majeure" shall mean fire, earthquake, flood, act of God, strikes, work stoppages, or other labor disturbances, riots or civil commotions, litigation, war or other act of any foreign nation, power of government, or governmental agency or authority, or any other cause like or unlike any cause above mentioned which is beyond the control of either party.

Section 14. Entire Agreement

This Agreement, once signed by the parties, is the final and entire Agreement and supersedes all prior and contemporaneous oral or written communications between the parties, their agents and representatives. There are no representations, promises, terms, conditions or obligations other than those contained herein.

Section 15. Amendments

This Agreement contains the entire agreement of the parties and may not be modified, supplemented, amended or revised except in writing and upon the mutual agreement of the signing parties.

Section 16. Assignment

This Agreement may not be assigned without the express written consent of the parties.

Section 17. Authority to Contract

Each party represents and warrants that it has the right, power and authority to enter into this Agreement, grant the rights and benefits herein described and satisfy the obligations hereunder.

Section 18. Release of Liability and Hold Harmless Provision

In consideration for its participation in the USHJA EAP, Host Facility agrees to fully and forever release the United States Hunter Jumper Association, Inc. (USHJA) from any and all liability due to accident, injury, damage or loss, economic and non-economic, that may occur during or as a result of the subject USHJA EAP Regional Training Session and agrees to forever defend, hold harmless and indemnify USHJA from any and all claims, damages, actions, losses, both economic and non-economic, and related costs, including reasonable attorney's fees, which may arise out of or in conjunction with Host Facility participation in the USHJA EAP or its hosting of the Clinic.

USHJA agrees to fully and forever release the Host Facility from any and all liability due to accident, injury, damage or loss, economic and non-economic, that may occur during or as a result of the subject USHJA EAP Regional Training Session and agrees to forever defend, hold harmless and indemnify Host Facility from any and all claims, damages, actions, losses, both economic and non-economic, and related costs, including reasonable attorney's fees, which may arise out of or in conjunction with Host Facility participation in the USHJA EAP or its hosting of the Clinic.

Section 19. Governing Law and Dispute Resolution

This Agreement contains the entire agreement of the parties and may not be modified, except in writing upon the mutual agreement of the signing parties. This Agreement is governed by and intended to be as broad and inclusive as allowed by the laws of the State of New York. If any portion thereof is held invalid, the remainder of the Agreement shall continue in full legal force and effect. Any legal action arising from or related to this Agreement must be brought in an appropriate court of jurisdiction in the State of New York.

Appendix A

Equipment

The following equipment in good working order must be available during the event:

- One handheld microphone
- One headset microphone (tiara microphone)
- Sound system
- Tables for USHJA Registration, merchandise, et cetera (four for a Regional and four for the National Training Session)
- Enough show quality jumps for a complete course of 15 fences (verticals and oxers), liverpool, and safety cups or wooden dowels for all back rails
- Six cavaletti or cavaletti blocks or enough poles to use for exercises
- 100 foot tape (for measuring distances between jumps)
- Six foot (minimum) tape (for measuring height of jumps)
- Metal rake (for in front of and behind jumps)
- Stall Cleaning Supplies- broom, fork, wheelbarrow (participants clean their own stalls)
- Water cooler and cups ringside (filled daily-or bottled water)

Facility

- Perimeter seating around your arena (minimum of 50 people for a Regional Training Session and up to 100 for the National Training Session)
- Covered seating areas for classroom, meals, etc. (including tables and chairs) for a minimum of fifty people (Regional Training Session), and a minimum of one hundred people (National Training Session)
- Area to post notices in stabling area (bulletin board)
- One tack stall per every four riders (maximum of six tack stalls)
- Stabling and bedding to accommodate up to 24 horses for a Regional Training session or 18 horses for the National Training Session
- If stalls are temporary, enough stalls available for participants to purchase double stalls
- Restroom facilities (minimum of two for Regional Training Sessions, minimum of five for the National Training Session and HQC Nationals)

Personnel

The following personnel must be available during the event:

- Host facility representative present at all times
- Personnel with appropriate equipment to drag and/or water the arena as directed by the USHJA EAP Representative
- Veterinarian and farrier on-call. Host must arrange and pay for any on-call fee requirements
- EMT or First Responder services on-site are required for all days of the Regional and/or National Training Session when participants are riding. Host facility is responsible for contracting EMT or First Responder services.
- USHJA will reimburse host facility for EMT or First Responder fees up to \$300 per day upon timely submission of invoice for services provided by EMT or First Responder. Host is responsible for any EMT or First Responder fees over \$300 per day.

Insurance

- Host Facility must include USHJA as an Additional Insured on the location's insurance policy with at least One Million Dollars (\$1,000,000) single liability for each day of the Regional Training Session

and/or the Nationals and HQC Nationals, including set-up and take down days. Coverage shall be on an-occurrence rather than a claim-made basis.

- A copy of the Insurance Form/Proof of Insurance must be submitted to USHJA a minimum of 30 days prior to the start of the Regional Training Session and/or EAP National Training Session & HQC Nationals.