New England Horsemen's Council, Inc.

N.E.H.C. STEWARD REPORT

Please return within 14 days after the show to:

Kathi Dunn
Prize List Editor
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REPORTING STEWARD: _____

Name of Show: _____ **Judge (s):** _____

Location: _____ _____
City State

Show Date (s): _____ _____ _____ _____

Start Time (s): _____ _____ _____ _____

End Time (s): _____ _____ _____ _____

Recognized Stewards are governed by the provisions of the current Regulations. The Steward is responsible for a complete knowledge of the regulations, duties and authority which pertain to his/her office. He/she is reminded that they have no authority in connection with the management or judging of the show. He/she shall keep themselves available to Judges, exhibitors and the Show Committee to clarify the application of the rules of the Council and to investigate any situation where the rules of the Council are involved. It is their duty to observe and report immediately any instance of a violation of the rules to the Show Committee and make recommendations for the improvement of the show. **Violations and recommendations must be included in this report.**

Please check the appropriate boxes and return to the NEHC Prize List Editor:	**YES**	**NO**	**N/A**
1. Were NEHC prize list corrections from the NEHC Prize list editor posted at Secretary's Booth?	❑	❑	❑
2. Were NEHC prize list corrections visible to all exhibitors at Secretary's Booth?	❑	❑	❑
3. Were NEHC membership applications available at Secretary's Booth?	❑	❑	❑
4. Were the judges provided with scoring cards?	❑	❑	❑
5. Were the judges provided with complete class specifications clearly printed?	❑	❑	❑
6. Was the first class started within **fifteen** minutes of time stated in the prize list?	❑	❑	❑
7. Were there any avoidable delays between classes?	❑	❑	❑
8. Was sufficient secretarial help available?	❑	❑	❑
9. Were competent ringmasters and/or jump crews provided?	❑	❑	❑
10. Were gate attendants provided as required?	❑	❑	❑
11. Did the show rings conform to **NEHC** standards?	❑	❑	❑
12. Did the hunt course conform to **NEHC** standards?	❑	❑	❑
13. Did any classes run after sunset without adequate lighting?	❑	❑	❑
14. Were clean, adequate toilet facilities provided?	❑	❑	❑
15. Were adequate parking facilities provided?	❑	❑	❑
16. Was drinking water available and convenient?	❑	❑	❑
17. Were food and refreshments available?	❑	❑	❑
18. Was the public address system adequate?	❑	❑	❑
19. If weather conditions required, were facilities available for watering down rings and/or hunt course?	❑	❑	❑
20. If the show was run on two or more consecutive days, was adequate stabling, feed and hay provided?	❑	❑	❑

21. Did NEHC Medal Classes take place?

❑ Hunter - Jr.	❑ YES	❑NO	Number of Riders in Class _____	Date: _____
❑ Hunter - Adult	❑ YES	❑ NO	Number of Riders in Class _____	Date: _____
❑ Stock Seat - Jr.	❑ YES	❑ NO	Number of Riders in Class _____	Date: _____
❑ Stock Seat - Adult	❑ YES	❑ NO	Number of Riders in Class _____	Date: _____
❑ Saddle Seat	❑ YES	❑ NO	Number of Riders in Class _____	Date: _____

White Copy - NEHC *Yellow Copy - Show Manager* *Pink Copy - Steward*