**CLASS PROCEDURES FOR PFHA VIRTUAL SHOWS**

THINGS TO KNOW BEFORE YOU SHOW:

1. Read all applicable show rules and make sure you follow tack, attire, and procedure rules for each class so you are not disqualified on a technicality.
2. Capture a quality video from horizontal format. Avoid bright spots (such as doorways or windows if filming inside, or facing directly into the sun if filming outside) that could make the video difficult to view by the judge. Try to stay about 40 feet away from the horse to view the full horse at all times. The frame may be zoomed in or out to best show the horse. Video should be taken from the center of the ring as per a judge’s perspective in a live show.
3. The video cannot be edited and must be continuous from start to finish.
4. Only one horse/rider combination can be presented on each video. Separate videos must be made for each class entered during a virtual show.
5. A sounding board will not be used during the PFHA Virtual Shows.
6. At the beginning of each video a placard must be shown which must include the name of the horse, the name of the rider, the date, and the class which is being presented. PFHA will provide a template which may be used for this sign.
7. Review your video before submitting to make sure all requirements have been met. You can make as many videos as you need to but only one video can be submitted per class per entry, and once you have submitted your video for a class, it cannot be substituted.

CLASS PROCEDURE FOR PLEASURE CLASSES:

**Level 1:**

1. At the beginning of the video, the videographer will show the placard which includes the name of the horse and rider, the date, and which class is being performed on the video. The film must be continuous from this point to the end.
2. Start filming when the horse is at a corto in the counter-clockwise direction. Film approximately 30 seconds of the corto gait.
3. The horse will transition to the largo gait and maintain this for approximately 30 seconds, then transition to the walk.
4. Continue the walk for approx 15 seconds, reverse at a walk, and walk for another 15 seconds.
5. Transition to the corto and maintain for approx 30 seconds.
6. Transition to the largo and maintain for approx 30 seconds.
7. Transition to the walk and maintain for approx 15 seconds, then reverse, continue the walk for another 15 seconds, then walk to the center ring for a lineup.
8. After horse has halted in center ring, the horse must back 5-6 steps and then return to original place.
9. Videographer must do a full walk around video of the horse to check for injuries or training scars.
10. Rider must dismount and remove the horse’s bit so it can be shown to be legal. If schooling headgear is being used, this must also be clearly shown for evaluation. If a bit is not being used, a close video of the headgear must be taken and rider will not have to dismount. An assistant is allowed to help hold the horse if the bit must be removed.
11. Video will be ended after headgear and bit are shown.

**Level 2:**

1. At the beginning of the video, the videographer will show the placard which includes the name of the horse and rider, the date, and which class is being performed on the video. The film must be continuous from this point to the end.
2. Start filming when the horse is at a corto in the counter-clockwise direction. Film approximately 30 seconds of the corto gait.
3. The horse will transition to the largo gait and maintain this for approximately 30 seconds, then transition to the walk.
4. Continue the walk for approx 15 seconds, reverse at a walk, and walk for another 15 seconds.
5. Transition to the corto and maintain for approx 30 seconds.
6. Transition to the largo and maintain for approx 30 seconds.
7. Transition to the walk and maintain for approx 15 seconds, then reverse back to the rail.
8. Transition to Corto and maintain for approx. 10 seconds, then reverse in Corto and continue in Corto for another 5 seconds. Again reverse in Corto.
9. Transition to walk and maintain for approx. 10 seconds.
10. Transition to largo and maintain for approx. 15 seconds.
11. Transition to corto and maintain for approx. 10 seconds.
12. Corto to the center ring for the line up.
13. After horse has halted in center ring, the horse must back 5-6 steps and then return to original place.
14. Videographer must do a full walk around video of the horse to check for injuries or training scars.
15. Rider must dismount and remove the horse’s bit so it can be shown to be legal. If schooling headgear is being used, this must also be clearly shown for evaluation. If a bit is not being used, a close video of the headgear must be taken and rider will not have to dismount. An assistant is allowed to help hold the horse if the bit must be removed.
16. Video will be ended after headgear and bit are shown.

CLASS PROCEDURE FOR COUNTRY PLEASURE CLASSES:

**Level 1:**

1. At the beginning of the video, the videographer will show the placard which includes the name of the horse and rider, the date, and which class is being performed on the video. The film must be continuous from this point to the end.
2. Start filming when the horse is at a corto in the counter-clockwise direction. Film approximately 30 seconds of the corto gait.
3. The horse will transition to the largo gait and maintain this for approximately 30 seconds, then transition to the walk.
4. Continue the walk for approx 15 seconds, reverse at a walk, and walk for another 15 seconds.
5. Transition to the corto and maintain for approx 30 seconds.
6. Transition to the largo and maintain for approx 30 seconds.
7. Transition to the walk and maintain for approx 15 seconds, then reverse, continue the walk for another 15 seconds, then walk to the center ring for a lineup.
8. After horse has halted in center ring, the horse must back 5-6 steps. The rider will dismount from the left side, walk around horse and remount from the right side, and then return to original place. The rider is allowed to use a mounting block to remount.
9. Videographer must do a full walk around video of the horse to check for injuries or training scars.
10. Rider must dismount and remove the horse’s bit so it can be shown to be legal. If schooling headgear is being used, this must also be clearly shown for evaluation. If a bit is not being used, a close video of the headgear must be taken and rider will not have to dismount. An assistant is allowed to help hold the horse if the bit must be removed.
11. Video will be ended after headgear and bit are shown.

**Level 2:**

1. At the beginning of the video, the videographer will show the placard which includes the name of the horse and rider, the date, and which class is being performed on the video. The film must be continuous from this point to the end.
2. Start filming when the horse is at a corto in the counter-clockwise direction. Film approximately 30 seconds of the corto gait.
3. The horse will transition to the largo gait and maintain this for approximately 30 seconds, then transition to the walk.
4. Continue the walk for approx 15 seconds, reverse at a walk, and walk for another 15 seconds.
5. Transition to the corto and maintain for approx 30 seconds.
6. Transition to the largo and maintain for approx 30 seconds.
7. Transition to the walk and maintain for approx 15 seconds, then reverse back to the rail.
8. Transition to Corto and maintain for approx. 10 seconds, then reverse in Corto and continue in Corto for another 5 seconds. Again reverse in Corto.
9. Transition to walk and maintain for approx. 10 seconds.
10. Transition to largo and maintain for approx. 15 seconds.
11. Halt for 3 seconds, then back 3 strides.
12. Corto to the center ring for the line up.
13. After horse has halted in center ring, the horse must back 5-6 steps. The rider will dismount from the left side, walk around horse an remount from the right side, and then return to original place. The rider is allowed to use a mounting block to remount.
14. Videographer must do a full walk around video of the horse to check for injuries or training scars.
15. Rider must dismount and remove the horse’s bit so it can be shown to be legal. If schooling headgear is being used, this must also be clearly shown for evaluation. If a bit is not being used, a close video of the headgear must be taken and rider will not have to dismount. An assistant is allowed to help hold the horse if the bit must be removed.
16. Video will be ended after headgear and bit are shown.
17. Video will be ended after headgear and bit are shown.

CLASS PROCEDURE FOR EQUITATION CLASSES:

1. At the beginning of the video, the videographer will show the placard which includes the name of the horse and rider, the date, and which class is being performed on the video. The film must be continuous from this point to the end.
2. Start filming when the horse is at a corto in the counter-clockwise direction. Film approximately 30 seconds of the corto gait.
3. The horse will transition to the largo gait and maintain this for approximately 30 seconds, then transition to the walk.
4. Continue the walk for approx 15 seconds, reverse at a walk, and walk for another 15 seconds.
5. Transition to the corto and maintain for approx 15 seconds, then halt, then corto another 15 seconds.
6. Transition to the largo and maintain for approx 30 seconds.
7. Transition to the walk and maintain for approx 15 seconds, then reverse, continue the walk for another 15 seconds, then walk to the center ring for a lineup.
8. After horse has halted in center ring, the rider must ask the horse to back at least 6 steps and then return to original place.
9. Only in Equitation Adult and Youth Classes – NOT in the Sub-Junior Class: Dismount and remount from the left. A mounting block may be used.
10. Videographer must do a full walk around video of the horse and rider to show the rider’s form from each side and the rear and the front.
11. Rider must dismount and remove the horse’s bit so it can be shown to be legal. The bridle must also be shown. An assistant is allowed to help hold the horse when the bit is removed.
12. Video will be ended after the bridle and bit are shown.

CLASS PROCEDURE FOR HORSEMANSHIP CLASSES:

1. At the beginning of the video, the videographer will show the placard which includes the name of the horse and rider, the date, and which class is being performed on the video. The film must be continuous from this point to the end.
2. Start filming when the horse is at a corto in the counter-clockwise direction. Film approximately 30 seconds of the corto gait.
3. The horse will transition to the largo gait and maintain this for approximately 30 seconds, then transition to the walk.
4. Continue the walk for approx 15 seconds, reverse at a walk, and walk for another 15 seconds.
5. Transition to the corto and maintain for approx 15 seconds, then halt, then corto another 15 seconds.
6. Transition to the largo and maintain for approx 30 seconds.
7. Transition to the walk and maintain for approx 15 seconds, then reverse, continue the walk for another 15 seconds, then walk to the center ring for a lineup.
8. After horse has halted in center ring, the rider will proceed to the start of the pattern (as specified for each show) and complete the pattern as indicated. (NOTE: it is the rider’s responsibility to have the pattern set up correctly with cones as specified in the pattern that is selected for each show. The pattern will be available when the entries open for the show.) After the pattern has been completed, the rider will return to the line-up position.
9. Videographer must do a full walk around video of the horse and rider to show the rider’s form from each side and the rear and the front.
10. Rider must dismount and remove the horse’s bit so it can be shown to be legal. The bridle must also be shown. An assistant is allowed to help hold the horse when the bit is removed.
11. Video will be ended after the bridle and bit are shown.

CLASS PROCEDURE FOR PERFORMANCE CLASSES:

**Level 1:**

1. At the beginning of the video, the videographer will show the placard which includes the name of the horse and rider, the date, and which class is being performed on the video. The film must be continuous from this point to the end.
2. Start filming when the horse is at a corto in the counter-clockwise direction. Film approximately 30 seconds of the corto gait.
3. The horse will transition to the largo gait and maintain this for approximately 30 seconds, then transition to the walk.
4. Continue the walk for approx 15 seconds, reverse at a walk, and walk for another 15 seconds.
5. Transition to the corto and maintain for approx 30 seconds.
6. Transition to the largo and maintain for approx 30 seconds.
7. Transition to the walk and maintain for approx 15 seconds, then reverse, continue the walk for another 15 seconds, then walk to the center ring for a lineup.
8. Videographer must do a full walk around video of the horse to check for injuries or training scars.
9. Rider must dismount and remove the horse’s bit so it can be shown to be legal. The bridle must also be shown. An assistant is allowed to help hold the horse when the bit is removed.
10. Video will be ended after the bridle and bit are shown.

**Level 2:**

1. At the beginning of the video, the videographer will show the placard which includes the name of the horse and rider, the date, and which class is being performed on the video. The film must be continuous from this point to the end.
2. Start filming when the horse is at a corto in the counter-clockwise direction. Film approximately 30 seconds of the corto gait.
3. The horse will transition to the largo gait and maintain this for approximately 30 seconds, then transition to the walk.
4. Continue the walk for approx 15 seconds, reverse at a walk, and walk for another 15 seconds.
5. Transition to the corto and maintain for approx 30 seconds.
6. Transition to the largo and maintain for approx 30 seconds.
7. Transition to the walk and maintain for approx 15 seconds, then reverse and walk back to the rail
8. Transition to corto and at the next possible corner of the arena start a min. 3-arch-serpentine through the full width of the arena.
9. At the rail Transition to largo and then into the center of the ring for line up.
10. Videographer must do a full walk around video of the horse to check for injuries or training scars.
11. Rider must dismount and remove the horse’s bit so it can be shown to be legal. The bridle must also be shown. An assistant is allowed to help hold the horse when the bit is removed.
12. Video will be ended after the bridle and bit are shown.

CLASS PROCEDURE FOR FINO CLASSES:

**Level 1:**

1. At the beginning of the video, the videographer will show the placard which includes the name of the horse and rider, the date, and which class is being performed on the video. The film must be continuous from this point to the end.
2. Start filming when the horse is at a fino in the counter-clockwise direction. Film approximately 60 seconds of the fino gait.
3. Reverse at a fino and continue the fino gait for another 60 seconds.
4. Reverse again at a fino and continue the fino gait for approx. 15 seconds.
5. Reverse again at a fino and continue the fino gait for approx.. 15 seconds. Then proceed in fino to the center ring for line up.
6. Videographer must do a full walk around video of the horse to check for injuries or training scars.
7. Rider must dismount and remove the horse’s bit so it can be shown to be legal. The bridle must also be shown. An assistant is allowed to help hold the horse when the bit is removed.
8. Video will be ended after the bridle and bit are shown.

**Level 2:**

1. At the beginning of the video, the videographer will show the placard which includes the name of the horse and rider, the date, and which class is being performed on the video. The film must be continuous from this point to the end.
2. Start filming when the horse is at a fino in the counter-clockwise direction. Film approximately 60 seconds of the fino gait.
3. Halt at the rail for 3 seconds. Proceed in the fino gait for another 15 seconds.
4. Reverse at a fino and continue the fino gait for another 60 seconds.
5. Reverse at a fino and continue the fino gait for approx. 10 seconds.
6. Proceed in Fino gait 2 figure eight, starting to the right.
7. Then proceed in fino to the center ring for line up.
8. Videographer must do a full walk around video of the horse to check for injuries or training scars.
9. Rider must dismount and remove the horse’s bit so it can be shown to be legal. The bridle must also be shown. An assistant is allowed to help hold the horse when the bit is removed.
10. Video will be ended after the bridle and bit are shown.

CLASS PROCEDURE FOR OPEN WALK-CORTO CLASSES:

1. At the beginning of the video, the videographer will show the placard which includes the name of the horse and rider, the date, and which class is being performed on the video. The film must be continuous from this point to the end.
2. Start filming when the horse is at a corto in the counter-clockwise direction. Film approximately 60 seconds of the corto gait, then transition to the walk.
3. Continue the walk for approx 15 seconds, reverse at a walk, and walk for another 15 seconds.
4. Transition to the corto and maintain for approx 60 seconds.
5. Transition to the walk and maintain for approx 15 seconds, then reverse, continue the walk for another 15 seconds, then walk to the center ring for a lineup.
6. Videographer must do a full walk around video of the horse to check for injuries or training scars.
7. Rider must dismount and remove the horse’s bit so it can be shown to be legal. If schooling headgear is being used, this must also be clearly shown for evaluation. If a bit is not being used, a close video of the headgear must be taken and rider will not have to dismount. An assistant is allowed to help hold the horse if the bit must be removed.
8. Video will be ended after headgear and bit are shown.