Paso Fino Horse Association Trail Horse Test Rules

A. Purpose for Rules

These rules have been developed by the Paso Fino Horse Association [PFHA] Recreational Rider Committee [RRC] to provide greater uniformity in conducting and qualifying trail horses under the Trail Horse Test Program [THT]. The RRC is committed to the needs of the trail riders of the PFHA and encourages members to submit rule change requests that will improve this program. Please send your requests to the Chair of the PFHA RRC. The current chair is listed on the PFHA website at http://www.pfha.org. Scroll down to find the listing of the Recreational Rider Committee.

B. Eligibility to Hold a Trail Horse Test

Any PFHA member in good standing may hold a Trail Horse Test. The requesting member [the requestor] may represent themselves, their farm or their PFHA region. The requestor must sign the THT Application Form, indicating they shall be financially and managerially responsible for conducting the THT. The Chair of the PFHA RRC will approve the application.

C. Initial Application

Before a THT date may be reserved, the following must be received by the RRC Chair via the PFHA Office:

- A completed THT Application for approval, signed by the requestor, containing the date of the test, location, requestor's name, address, e-mail and phone number. See Appendix A for the THT Approval Application Form
- 2. Appropriate THT application fee. See section on THT Fees below for the amount of the fee.

D. Requirements for Conducting a Trail Horse Test

The requestor must ensure the following requirements are met.

- 1. The event is covered by liability insurance.
- A judge, who has been approved by the Recreational Rider Committee, is used to judge the tests. A single judge is required for Junior and Senior Tests. Two judges are required for a Master Test. See Appendix D for list of approved judges.
- 3. A marshal, who will ensure the rules are followed, is available for the duration of the tests. The marshal must report the title awarded to each PFHA registered horse within 10 days of completion of the test so that PFHA may record the horse's title achieved. The title awarded will become part of the horse's official PFHA registration record. The marshal shall be provided by the host organization.
- 4. Lodging, meals and transportation are provided for judge and marshal.
- 5. A horse or other mode of transportation is available for the judge(s) and the marshal to ride during the trail portion of the test.
- 6. An arena, a pasture, or area is available where the horses can be tested during ground work and exercises under saddle.
- 7. A trail or obstacle course is available where the horses can be tested. Ideally this is a trail where 6 to 8 horses can ride out together. Obstacles can be placed throughout the trail as identified in the THT criteria for declared test levels. The judge rides with the group and evaluates each horse as the obstacles are encountered.
- 8. Ample parking for horse trailers is available based upon the number of participants.
- 9. All relevant state requirements regarding health papers, vaccinations and Coggins tests are met.
- 10. A qualified veterinarian is on call.

Note that it takes approximately 4 hours to test 6 to 8 horses. It is best to schedule a morning and an afternoon test if more than 8 horses are registered for the day.

E. Approval of Test

Before a THT date can be approved by the RRC, the requestor must submit a completed THT Approval Application Form (See Appendix A for the form) and an Application Fee to the Recreational Rider Committee via PFHA 60 days prior to the event. See section on THT Fees below for the amount of the fee.

There are no limits to the number of THTs a requestor may host; however, multiple tests will not be approved within a 200 mile radius on the same date and are subject to availability of judge(s). Approval shall be on a first come basis.

F. Cancellation of a THT

If the RRC has approved a THT, and the test is cancelled for any reason, fees paid to the RRC for the test approval are not refundable although they may be applied to the next test sponsored by that requestor at the discretion of the RRC. Any appeals of these decisions shall be made to the PFHA Hearing Committee.

If a scheduled THT has started, and hazardous conditions, for example, flooding, lightning, hail, high winds, fire, etc., threaten the safety of participants, horses, judges, officials and/or spectators, the Judge shall call a meeting with the requestor to decide as soon as possible whether to continue the test, delay it or cancel the remaining portion of the test. If the remaining portion of the test is cancelled, the requestor has the option of applying any entry fees received for the cancelled portion to a future test. However, any exhibitor making a written request for a refund within thirty (30) days of the cancelled tests paid for but canceled and including a statement as to why he or she cannot attend the designated future test shall be granted such refund. Fees paid for stalls, use of grounds, security and similar fees are not refundable. In the event of such a cancellation, the requestor shall submit a written report to the RRC within ten (10) days of the THT.

G. Compliance with THT Requirements

At a minimum, there are three individuals needed to conduct a THT; the requestor, the marshal and the judge. Their responsibilities are listed below.

The Requestor who sponsors the THT shall:

Secure all required signatures on entry forms.

- 1. Pay its required fees to PFHA. Please mark all payment with Trail Horse Test Program and the date and location of the test.
- 2. Honor written contracts with Judges, Marshals, or other officials.
- Assume risks of unpaid entries. Any approved THT which accepts entries without the payment of the requisite entry fees, etc., does so at its own risk, and the RRC will not be responsible for the collection of fees.
- 4. Hold a test if a date has been requested and approved unless a cancellation notice is given to the RRC in writing at least 7 days before the date.

The Marshal shall:

- 1. Ensure the THT rules are followed.
- 2. Record the judge's scores and comments on the horse's score card.
- 3. Display the Judge's card to the exhibitor upon completion of the test. The exhibitor may take a photo, via the cell phone, of the Judge's card for their record.
- 4. Submit all score cards to the RRC within 10 days.
- 5. Decline an entry or remove a horse from the test for cause.

- 6. Report the disqualification of a person at the test to the RRC within 10 days of the test.
- 7. Not carry on any conversation or communication with the Judge that could influence the Judge's opinion of any entry in any fashion.

The Judge(s) shall:

- Exhibit the highest standard of integrity at all times and avoid decisions arrived at, by influence, bias or ignorance. Observe the horse against the standards set forth for a Junior, a Senior or a Master Trail Horse.
- 2. Intervene whenever it is deemed to be an unsafe situation anywhere on the grounds, before, during or after the test.
- 3. Assign scores for each of the test elements based upon the horse's performance.
- 4. Not judge a horse that has been in training by the judge within the last 30 days before the test. Attending a clinic where the judge is the clinician does not constitute "in training".
- 5. Not judge a horse ridden, owned or trained by a member of the judge's family.

H. Entry Requirements

To be eligible for entry in a test,

- 1. Participant shall complete the THT Entry Form and sign a waiver of liability acknowledging their assumption of risk of horseback riding in a Trail Horse Test. (See Appendix B for the THT Entry Form. See Appendix C for the Release Form)
- 2. The program is open to all breeds. Registered Paso Fino horses will have their test levels that they pass recorded in the PFHA registry.
- 3. A horse must be owned by the exhibitor. Trainers or other exhibitors may not perform the tests for the owner. If a horse is registered in the name of a legal entity, the horse must be shown in the name of that entity by one of the owners of such entity.
- 4. A horse must be 3 years of age or older on the first day of the test.
- 5. Stallions are permitted with the following conditions:
 - a. Rider of the stallion must be 18 years or older.
 - b. Stallions must be identified with a yellow ribbon secured to tail.
 - c. Stallions must behave and not show unruly manners.
- 6. A rider must be 9 years of age or older on the first day of the test.
- 7. Riders under the age of 15 must be accompanied by an adult.
- 8. Minors, riders under the age of 18, shall wear a properly fitted SEI/ASTM approved riding helmet.
- 9. The rider must declare the level at which the horse is being tested. The rider may declare the horse to be tested at both the Junior and Senior Level simultaneously. The rider must pay the fee for both levels. The judge may award both levels or only the Junior level or neither level.
- 10. The entry fee will not be refunded if the horse does not pass a level.
- 11. The horse must have been awarded a Junior and a Senior level before it may test at the Master level. The horse must receive a passing score from two different judges to be awarded a Master level title.

I. Disqualification of Horse or Rider

Any behavior that poses a threat to horses or people will be grounds for disqualification. The Judge or Marshal have sole discretion about this. The RRC shall determine if the horse/rider may be allowed to continue in the THT program.

J. List of Officials

The RRC shall maintain a current list of the names and addresses of all THT Approved Judges. There are two levels of judges, a certified judge and a master certified judge. A certified judge may judge horses at the Junior and Senior levels. A master certified judge may judge horses at the Junior, Senior and Master levels. Additional judges may be added to the Approved List of Judges upon successful completion of all the

requirements as included in the Judge's Application Process for the THTP. The requestor will not list a Judge in the published information before the invitation to serve has been accepted and approval of those officials has been granted by the RRC.

The current list of judges is provided in Appendix D.

K. Pass/Fail Scoring Criteria

The Trail Horse Test judges shall use the following scoring system to pass or fail the horse.

1. Levels of Testing

There are three levels of test under the program, Junior, Senior and Master. The higher the level being tested, the more responsive and refine the horse shall be.

At a given test event, the rider must declare which level the horse is to be judged. The rider may declare to be judged at both the Junior and the Senior level simultaneously. The judge will score the horse against the standard for the Junior and against the standard for the Senior level. Based upon the horse's performance, the judge may not pass the horse at the Senior but did feel it performed at the Junior level.

The judge may award a Novice level to a horse that did not meet the requirements at the Junior level but did show the willing temperament and attitude to advance in the program.

2. Categories within the Levels

The tests are grouped into the following categories:

- a. Trailer Loading/Unloading
- b. Grooming and Tacking the Horse
- c. Performing Ground Work Exercises
- d. Performing Exercises under Saddle
- e. Performing on the Trail
- f. Maneuvering through Trail Obstacles
- g. Overall Attitude and Temperament

3. Elements within each Category

Within each category, there are distinct test elements the horse shall perform. See the Trail Horse Test Overview document for a complete list of the test elements and the expected way the horse should perform each test element.

The individual test elements are judged on a scale of zero (0) to five (5) where zero (0) is unsuccessful and five (5) is exceptional. A score of a three (3) reflects the horse satisfactorily completed the test element. If a horse refuses the test element twice, it shall receive a zero (0) score for the test element.

The most important category is the overall attitude and temperament of the horse. The judge will evaluate the horse in this category throughout the horse's performance of all of the test elements. The judge is looking for how well suited the horse is to being a solid, confident trail horse.

4. Junior Trail Horse Passing Score

To be awarded the title of **Junior Trail Horse**, a horse must receive an average passing grade of three (3) for each category. To determine the passing grade for a category, the scores of each test element is added together and divided by the number of elements in the category. For example, in Category 1 – Trailer Loading/Unloading, there are three test elements within the category. If the horse received a 2 for test element 1-Loading, a 4 for test element 2-Standing in the trailer, and a 3 for test element 3-Unloading, then the horse would pass Category 1 with an average passing grade of three. The horse must receive an average passing grade for all 7 Categories. The horse must receive a three (3) or above for its Overall Attitude and Temperament.

5. Senior Trail Horse Passing Score

To be awarded the title of **Senior Trail Horse**, a horse must receive a minimum score of a three (3) on each of the test elements **and** an overall average score of at least a four (4) for all of the categories. The horse must receive a score of four (4) or above for its Overall Attitude and Temperament before it can awarded a Senior Trail Horse title.

6. Master Trail Horse Passing Score

In order to receive a passing score at the Master Level, a horse must receive a minimum score of a four (4) on each of the test elements. There is no averaging of test element scores at the Master level. The horse must receive a score of five (5) for its Overall Attitude and Temperament before it can awarded a Master Trail Horse Title.

To be awarded the title of Master Trail Horse, the horse must

- 1. Be judged by two separate judges.
- 2. Receive a passing score from both judges.
- 3. Have already been awarded a Senior Trail Horse Test title.

One judge must be physically at the test event. Two master judges must concur that a horse passed the Master Level. If one judge does not award the Master Level, the horse may retest. Two master judges must concur on the retest. The entire test must be redone.

A videotape of the horse completing all the test exercises may be sent to the second judge. Multiple takes of the exercise are allowed. The videotape must show the horse performing each test category without a break in the filming. For example, the videotape must show Category 4 Exercises under Saddle – Side Pass without a break in the filming. The filming may be stopped at the end of the test exercise and restarted when the horse performs the next test exercise. The rider of the horse must provide the video equipment. The resultant video becomes the property of the PFHA and may be used at the discretion of PFHA. The rider must obtain a signed release of any individual that appears in the video.

The second judge shall review the video and document their scores on a Trail Horse Judges Card. The completed judge's card must be sent to the Chairman of the Recreational Rider Committee.

Video tape submission is not allowed at the Junior or Senior level.

L. Test Results

The judge shall ensure the score for each test element within each of the major categories is recorded properly on the Trail Horse Judges Card. Using the Pass/Fail criteria for each level, the judge shall determine if the horse passed the specific level.

Pass or Fail test results must be awarded to all entries shortly after completion of tests. Awards may be awarded to exhibitors by Judge at the end of the test at the Junior and Senior Level. Master awards will be sent in the mail.

M. THT Fees

1. **Application Fee to conduct a THT.** The requestor must submit a completed THT Approval Application Form (See Appendix A for the form) and an Application Fee of \$20.00 to the Recreational Rider Committee via PFHA 60 days prior to the event. If the Trail Horse Test Application Form and the

Application Fee is not received by the RRC chair within 60 days of the event, an additional late fee of \$50.00 must be remitted.

- 2. Entry Fees submitted to the requestor. While each requestor may set its own entry fees, all participants must be charged the same fees for a given THT. A THT may not accord free entries, free transportation or other expenses to one participant unless the same privileges are extended to all participants. The fees should be set such that the Requestor can pay for the expenses incurred which includes:
 - a. Judges fee (This is set by the individual judge)
 - b. Judges travel, lodging, and meal expenses.
 - c. Additional Fees to cover stalls, facility rental, participants' meals or any other charges at their discretion.
 - d. Fees sent to PFHA to cover the cost of administering the program.
- 3. Fees submitted to PFHA for administering the program: The following fees shall be remitted to the PFHA within 10 days of completing the Trail Horse Test. These fees cover the costs of administering the program and the costs of the awards presented at each level.
 - a. For each horse that is awarded a Junior Trail Horse Title, please remit \$12.00.
 - b. For each horse that is awarded a Senior Trail Horse Title, please remit \$20.00.
 - c. For each horse that is awarded a Master Trail Horse Title, please remit \$50.00.
 - d. For each video submitted, please remit \$35.00 to the Master Trail Horse Test Judge reviewing the video.

Please make checks payable to the PFHA and mailed to the following address. Please mark Trail Horse Test on the check.

PFHA 1003 Twilight Trail, Suite 2 Frankfort, KY 40601

Appendix A – Trial Horse Test Approval Application Form

To be completed by the person requesting to conduct a Trail Horse Test.



TRAIL HORSE TEST APPROVAL APPLICATION

TRAIL HORSE TEST INFORMATION:			
Test Date(s): Venue:	• •		
Address of Venue:			
City:	State:	Country:	Zip:
ANTICIPATED NUMBER OF HORSES Junior Level Number of Horses:		Horses: Master Lev	el Number of Horses:
Designated Test Requestor: Name:			FHA Number:
Address: City:	State:	Country:	Zip:
Phone:Er			
RECREATIONAL RIDER COMMITTEE			
Name of Judge(s)	AFFROVED JUDGE(3) AND	IESI MANAGEMENI.	
Judge 1:	Phone:	Email:	
Judge 2:	Phone:	Email:	
Test Marshal: Name:			
Address: City:	State:	Country:	7ip:
Phone:En	nail:	Coonny	210
 To hold a Paso Fino Horse Association sate Two judges are required to test a horse a tape. See the THT Rules for instructions or The Designated Test Requestor must be a The Designated Test Requestor is response expenses, payment of the Marshal's fees The Designated Test Requester is response and the entry fees to PFHA. For each horse that is awarded a Junior T For each horse that is awarded a Senior T For each video submitted, please remit \$ 	t the Master level. One judge mu n how to video tape. I member in good standings of the ible for conducting the test in ac- ible for the financial manageme /expenses. The Requester will m ible for the remittance of the app frail Horse Title, please remit \$12.0 Trail Horse Title, please remit \$20. Trail Horse Title, please remit \$50 i35.00 to the Master Trail Horse Te	ist be present at the testing. The Paso Fino Horse Association cordance with the Trail Horse T int of the test, which includes p ake the payment arrangement plication fee of \$20.00 (addition 00. A 3% convenience 00. be applied .00.	at the time the test is requested. Test Rules. ayment of the judge(s)' fees/ at directly to the judge(s) and marshal.
Designated Test Requestor's Signat			
Signature: Name:			
		= = = = = =	
FOR OFFICE USE ONLY:			
Trail Horse Test Number: THE TEST DATES SUBMITTED HAVE BEEN:			
	NOT APPROVED		
IF NOT APPROVED, REASON FOR N			
Approved by	/:		DATE:
INSTRUCTIONS FOR PROCESSING THIS FOR	M:		
 Fill out this form in its entirety, enclos Checks should be payable to Paso F Form and check should be mailed to Questions: PFHA 859-689-3700 	Fino Horse Association		

Appendix B –

Trail Horse Test Entry Form

To be completed by each rider who is entering a horse to be tested.



Paso Fino Horse Association, Incorporated

TRAIL HORSE TEST ENTRY FORM

TRAIL HORSE TEST INFORMATION:					
Test Date(s):	Hosting Region	or Farm:			
Venue:					
Address of Venue:					
City:	State:	Country:	Zip:		
TEST ORGANIZER:					
Name:					
Address:					
City:		Country:	Zip:		
Phone:Email:			<u></u>		
TRAIL HORSE TEST RIDER:					
Name:		DEH A. Num	nher		
Address:			ilbel		
City:	State:	Country	7ip:		
Phone:Email:			201 W1		
Rider's Age (Required if 18 or younger			2		
Name of Parent/Guardian:		Sianature:			
Emergency Contact (Name & Phone:					
List important medical information in case of emergency:					
	30700 3700				
Test Rider's Signature:					
Signature:					
Name:	D(ate:			
HORSE BEING TESTED:					
Horse's Name:		Barn Name:			
Horse's Breed:		_ Registration Number	ər:		
Horse's Sex: MARE GELDING STALLION Horse's Age:					
Level being Tested: JUNIOR SENIO	evel being Tested: JUNIOR SENIOR MASTER NUMBER ASSIGNED:				
You may test at both the Junior and Sen	llor level simultaneously.	Number is assigned	by test organizer.		
IMPORTANT NOTES:					
1. Participant shall complete the THT Entry Form and	d sign a waiver of liability ackno	wledging their assumption	of risk of horseback riding in a		
Trail Horse Test.	d Page Sine berges will have the	ir gwarded levels recorded	in the PEUA registry		
 The program is open to all breeds. Only registered Paso Fino horses will have their awarded levels recorded in the PFHA registry. A horse must be owned by the exhibitor. Trainers or other exhibitors may not perform the tests for said owner. If a horse is registered in the 					
name of a legal entity, such horse must be shown in the name of that entity by one of the owners of such entity.					
4. A horse must be 3 years of age or older on the first day of the test.					
5. Stallions are permitted with the following conditions					
i. Rider of the stallion must be 18 years or older. ii. Stallions must be identified with a yellow ribbon secured to its tail.					
ii.Stallions must behave and not show unruly manners.					
6. A rider must be 9 years of age or older on the first day of the test.					
7. Riders under the age of 15 must be accompanied by an adult.					
8. Minors, riders under the age of 18, shall wear a properly fitted SEI/ASTM approved riding helmet.					
9. Tack may be of any kind that is well fitting, well maintained and not abusive to the horse.					
10. The rider must declare the level at which the horse is being tested. The rider may declare the horse to be tested at both the Junior and Senior Level simultaneously. The rider must pay the fee for both levels. The judge may award both levels or only the Junior level.					
11. The entry fee will not be refunded if the horse does not pass a level.					
12. The horse must have been awarded a Junior and a Senior level before it may test at the Master level. The horse must receive a passing					
score from two different judges to be awarded a N	score from two different judges to be awarded a Master level title.				

August 7, 2017 Edition



Release Form

To be completed by each rider who is entering a horse to be tested.

Release, Assumption of Risk, Waiver, and Indemnification. This document waives important legal rights. Read it carefully before signing.

By entering a Trail Horse Test (The "Event") and signing this release as the Owner, Lessee, Trainer, Manager, Agent, Coach, Rider, or Handler and on behalf of myself and my principals, representatives, employees and agents, I agree that I am subject to the Bylaws and Rules of The Paso Fino Horse Association (the "Association") and the local rules of the Event. I agree to be bound by the Bylaws and Rules of the Association and of the Event. I will accept as final the decision of the Recreation Rider Committee on any question arising under the Rules, and agree to release and hold harmless the Event, the Association, their officials, directors and employees for any action taken under the Rules. I represent that I am eligible to enter and/or participate under the Rules, and every horse I am entering is eligible as entered. I also agree that as a condition of and in consideration of acceptance of entry, the Association and/or the Event may use or assign photographs, videos, audios, cable - casts, broadcasts, internet, film, new media or other likenesses of me and my horse taken during the course of the Event for the promotion, coverage or benefit of the Event, sport, or the Association. Those likenesses shall not be used to advertise a product and they may not be used in such a way as to jeopardize amateur status. I hereby expressly and irrevocably waive and release any rights in connection with such use, including any claim to compensation, invasion of privacy, right of publicity, or to misappropriation.

I AGREE in consideration for my participation in this Event to the following:

I AGREE that "the Association" and "Event" as used herein includes the Licensee and Event Management, as well as all of their officials, officers, directors, employees, agents, personnel, volunteers and Association affiliates.

I AGREE that I choose to participate voluntarily in the Event with my horse, as a rider, handler, lessee, owner, agent, coach, trainer, or as parent or guardian of a junior exhibitor. I am fully aware and acknowledge that horse sports and the Event involve inherent dangerous risks of accident, loss, and serious bodily injury including broken bones, head injuries, trauma, pain, suffering, or death. ("Harm").

I AGREE to hold harmless and release the Association and the Event from all claims for money damages or otherwise for any Harm to me or my horse and for any Harm of any nature caused by me or my horse to others, even if the Harm arises or results, directly or indirectly, from the negligence of the Association or the Event.

I AGREE to expressly assume all risks of Harm to me or my horse, including Harm resulting from the negligence of the Association or the Event.

I AGREE to indemnify (that is, to pay any losses, damages, or costs incurred by) the Association and the Event and to hold them harmless with respect to claims for Harm to me or my horse, and for claims made by others for any Harm caused by me or my horse while at the Event. I understand that I am entitled to wear protective equipment without penalty, and I acknowledge that the Association strongly encourages me to do so while WARNING that no protective equipment can guard against all injuries.

If I am a parent or guardian of a junior exhibitor, I consent to the child's participation and AGREE to all of the above provisions and AGREE to assume all of the obligations of this Release on the child's behalf. I represent that I have the requisite training, coaching and abilities to safely compete in this Event.

I AGREE that if I am injured at this competition, the medical personnel treating my injuries may provide information on my injury and treatment to the Association.

l agree to waive and release, without limitation, of any individual television, radio, motion picture, photographic or other similar rights, including rights of privacy, any person or animal may have in or to such photographic material or related information.

BY SIGNING BELOW, I AGREE to be bound by all applicable Association Rules and all terms and provisions of this form.

OWNER (Mandatory)

Signature of Owner

Print Name of Owner

Parental / Guardian Consent if a Minor

Signature of Parent/Guardian

Print Name of Parent/Guardian

Appendix D - Approved Judges

The current list of PFHA RRC approved judges are

JUDGE	CAN JUDGE JUNIOR AND SENIOR LEVEL	CAN JUDGE MASTER LEVEL
Rick Shaffer		
267 Brando Road		
Somerset PA 15501	Y	Y
Rspaso123@gmail.com		
Cell 814-233-5407		
Nola Haupert-Keill		
352 Hemlock Rd	X	N/
Waymart, PA 18472	Y	Y
rono@socantel.net		
570-937-4978		
Keith Andries		
1600 FM 3128	X	N
Coldspring, TX 77331	Y	Ν
keith@horsemanshipclinics.net		
936-520-6025 Joe London		
63 Mine Road		
High Bridge, NJ 08829	Y	Ν
J.london70@yahoo.com		
540-272-9205		
Paul Marlowe		
468 Sandy Run Church Road		
Mooresboro, NC 28114	× ×	Ν
paulmarlowe@bellsouth.net	Y	
336-250-5235		
Vickie McQuinn		
PO Box 511		
Kershaw, SC 29067	Y	Y
delosmejores@windstream.net		
803-475-1136 559-355-0177		
Konny Troupe		
920 Canal Road Ext		
Manchester, PA 17345	Y	Ν
ktroupe@mac.com		
717-629-0342		
Robin Dale Ratliff		
14279 N US 19		V
Lamont, FL 32336	Y	Y
sinpar@nettally.com		
850-570-8645		
Christy Taylor		
1352 W. Syphon Road	Y	Y
Pocatello, ID 83204	Ĭ	I
christytaylor@isu.edu		
208-241-3524		