

PASO FINO HORSE ASSOCIATION, INCORPORATED

# CONSTITUTION AND RULE BOOK

*Effective September 1, 2024*

Each Grand National Championship show will operate under the rules that were in effect during that show's qualifying year.



The Paso Fino Horse Association was formed in 1972 to promote the Paso Fino horse and to maintain the integrity of the Registry of the PFHA.

This rule book is an updated and reorganized printing of the rules that have been established to further the progress of the Paso Fino horse. It contains rules governing membership, shows and registration of the Paso Fino horses, as well as the PFHA Constitution.

It is the responsibility of each member to know the rules of the PFHA.

We highly encourage each member to read the official publication of the Association, the *Paso Fino Horse World* and to visit the Association website at [www.pfha.org](http://www.pfha.org) for up to date information.



## **MISSION STATEMENT**

The Mission of the Paso Fino Horse Association shall be to protect and promote the best interests and welfare of the Paso Fino Horse; to protect and maintain the integrity of the Registry and the natural characteristics and heritage of the Paso Fino Horse; promote and enhance the appeal and versatility of the Paso Fino Horse; and provide and support member services.

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# CONSTITUTION

PASO FINO HORSE ASSOCIATION, INC.

## ARTICLE I. Name and Location.

### Section 1. Name.

The name of the Association shall be Paso Fino Horse Association Inc. ('PFHA' or 'the Association'). The title Paso Fino Horse Association, Inc., or PFHA, shall not be used in connection with shows, sales, or other Paso Fino horse activities that are not officially sponsored or supported by the Association. The Association shall be operated and conducted as a nonprofit organization.

The offices of the Association must remain within the continental United States.

### Section 2. Conflict of Interest.

- A. Conflict of Interest is defined as a situation in which a member of the association serving in a capacity either on the Board of Directors, as a representative of the region, as chair of a committee, or as judge in a show, contrary to the obligation and absolute duty to act for the benefit of the Paso Fino Horse Association and its members, exploits the position and relationship held by the member for his or her own personal benefit.
- B. At all times, the member of the association acting in such a capacity as defined above shall avoid any benefit whether monetary or in kind. Salaries and expenses paid to employees, agents or contract workers or services shall not constitute a conflict of interest.
- C. At all times, the member of the association shall avoid the appearance of impropriety by gain of any unfair advantage to which he or she may benefit as a result of their position held as set forth herein.
- D. At all times, the member of the association shall avoid any unjust enrichment through use of the assets of the association acting in his or her capacity as set forth above.
- E. At all times, the member of the association acting in such a capacity shall disclose all potential conflicts of interest as required by the rules of the Paso Fino Horse Association. Such disclosure shall be addressed by the association as to

whether a conflict of interest exists and determine what measures should be taken to protect the organization.

- F. The Board of Directors shall develop and adopt a written Conflict of Interest Policy to minimize and address conflict of interest situations regarding Officers, BOD Members, key employees, licensed officials and including the selection of licensed officials and others for competitions. The Board of Directors in conjunction with the Executive Director shall oversee the adoption, implementation, and compliance with the Conflict of Interest Policy. The Conflict of Interest Policy shall include, but not be limited to:
1. A definition of circumstances that may give rise to a conflict of interest.
  2. Procedures for disclosing a conflict of interest.
  3. Requirements that the person with an alleged conflict of interest not be present at or participate in board or committee deliberations or voting on the matter giving rise to such conflict.
  4. A prohibition against any attempt by the person with the conflict to influence improperly the deliberation or voting on the matter giving rise to such conflict.
  5. A requirement that the existence and resolution of the conflict be documented in Association records and waived or not waived, including in the minutes of any meeting at which the conflict was discussed or voted upon.
  6. A requirement that BOD Members complete, sign, and submit annual conflict of interest disclosure statements to the Association.

The conflict of interest policy shall be published on the Association's website.

## **ARTICLE II. Objectives.**

### **Section 1. Objectives.**

The objectives of the Association shall include, but not be limited to:

- A. The public education concerning and the promotion of the Paso Fino horse and the Association;
- B. The maintenance and preservation of the Registry of the Paso Fino Horse Association;

- C. The regulation of any and all matters relating to the breeding, exhibition, promotion or improvements of the Paso Fino horse;
- D. The maintenance of the Paso Fino Breed Standard.

### **A. General Impression.**

The Paso Fino horse reflects its Spanish heritage through its proud carriage, grace and elegance. Modern care and selective breeding have enhanced its beauty, refinement and well-proportioned conformation that convey strength and power without extreme muscling.

The Paso Fino is born with a gait unique to the breed and its attitude seems to transmit to the observer that this horse knows its gait is a very special gift that must be executed with style and pride! The gait, being totally natural, does not exhibit the catapulting or exaggerated leg action of man-made gaits; rather the movements are smooth, rhythmic, purposeful, straight, balanced in flexion and synchronous front to rear, resulting in unequaled comfort and smoothness for the rider. The Paso Fino is a graceful, agile and supple equine athlete that uses all four (4) legs with precision and harmony.

With its definite but controlled spirit, natural gait, presence and responsive attitude, the Paso Fino is indeed a rare and desirable partner.

### **B. Head.**

The head should be refined and in good proportion to the body of the horse, neither extremely small nor large with the preferred profile being straight. Eyes are large and well-spaced, very expressive and alert, and should not show excessive white around the edges. Ears are comparatively short, set close and curved inward at the tips. The lips should be firm and the nostrils large and dilatable. Jaws are defined but not extreme. The impression should be of a well-shaped, alert and intelligent face.

### **C. Neck.**

The neck is gracefully arched, medium in length and set at an angle to allow high carriage, breaking at the poll. The throatlatch should be refined and well defined.

#### **D. Forehand.**

Shoulders are sloping into the withers with great depth through the heart. Chest is moderate in width. Withers are defined but not pronounced and slope smoothly into the back.

#### **E. Midsection.**

The midsection is moderate in length with a well-sprung rib cage. The top line should be proportionately shorter than the underline. The back should be strong and muscled. The midsection should join the forehand and the hindquarters so as to give the horse a pleasing, proportioned appearance.

#### **F. Hindquarters.**

The croup is slightly sloping with rounded hips, broad loins and strong hocks. The tail is carried gracefully when the horse is in motion.

#### **G. Legs.**

The legs are straight with refined bones and strong, well-defined tendons and broad, long forearms with shorter cannons. The thigh and gaskin are strong and muscled but not exaggerated. Standing slightly under in the rear is acceptable. Pasterns are sloping and medium in length. Bones are straight, sound and flat; joints are strong and well defined. Hooves are well rounded, proportionate in size, and do not show excessive heel.

#### **H. Mane, Tail and Forelock.**

Mane, tail and forelock are as long, full and luxurious as nature can provide. No artificial additions are allowed. A bridle path not exceeding four inches is acceptable.

#### **I. Size.**

Paso Fino horses are 13 to 15.2 hands with 13.3 to 14.2 being the most typical size with weight ranging from 700 to 1,100 pounds. Full size may not be attained until the fifth year.

#### **J. Color.**

Every equine color can be found, with or without white markings.

#### **K. Disposition.**

The Paso Fino is an extremely willing horse that truly seems to enjoy human companionship and strives to please. It is spirited and responsive under tack while sensible and gentle at hand.

## L. Gait.

The gait of the Paso Fino horse is totally natural and normally exhibited from birth. It is an evenly spaced, four-beat lateral gait with each foot contacting the ground independently in a regular sequence at precise intervals creating a rapid, unbroken rhythm. Executed perfectly, the four hoof beats are absolutely even in both cadence and impact. Footfall is in the same sequence as a natural equine walk, i.e., left rear, left fore, right rear, right fore. Propulsion is primarily from the hind limbs and the horse's motion is absorbed in its back and loins, resulting in unequaled smoothness and comfort for the rider. The Paso Fino gait (Classic Fino, Paso Corto, and Paso Largo) is performed at three (3) forward speeds and with varying degrees of collection.

In all speeds of the gait, the rider should appear virtually motionless in the saddle and there should be no perceptible up and down motion of the horse's croup. (See Chapter Three for complete description of gaits.)

1. **Classic Fino:** Forward speed is very slow, and the footfall is extremely rapid while the steps and extension are exceedingly short. This gait is to be executed fully collected.
2. **Paso Corto:** Forward speed is moderate, ground covering but unhurried, executed with medium extension and stride. The degree of collection desired varies with class requirements.
3. **Paso Largo:** The fastest speed of the gait. The largo is executed with a longer extension and stride. Forward speed varies with the individual horse, since each horse should attain its top speed in harmony with its own natural stride and cadence. The degree of collection desired varies with class requirements.

The Paso Fino can execute other gaits natural to horses in addition to the Paso Fino gait.

1. **Walk:** Smooth, steady, evenly spaced four-beat gait.
2. **Lope:** True three-beat gait, slow, cadenced, smooth, and straight on both leads, with no tendency to mix gaits.
3. **Canter:** True three-beat gait, straight on both leads, smooth and unhurried with no tendency to mix gaits.

## **ARTICLE III. Members.**

### **Section 1. Members and Votes.**

Members of the Association shall be admitted, suspended and expelled in accordance with such rules and regulations as the Association may, from time to time, adopt. In all matters governed by the vote of the members, each voting member (*see Membership Categories*) in good standing shall be entitled to one (1) vote.

### **Section 2. Membership Dues.**

Annually, the Board, on the recommendation of the Finance Committee, shall set the dues for each category of membership, including annual Association dues of Regional Groups, for the ensuing membership term at the spring or fall Board of Directors meeting. The PFHA membership year is to coincide with the PFHA fiscal year. Individual, Junior, Family, Recreational Rider and Business memberships become effective upon processing of payment by the Association office and will remain in effect for the full term indicated on the membership application or renewal.

Annual Association dues of Regional Groups are payable by the first day of the current show year. Individual, Junior, Family and Business memberships may be purchased for a one (1) year, three (3) year or life (individuals only) term. Life memberships are available to individual members only (excludes business and family groups.) Membership dues, once applied, are not refundable. It is an individual member's responsibility to notify the Association office of changes in membership category.

If a PFHA membership is purchased by anyone other than the member, that member receiving the membership will receive notification of such. Any member delinquent in his payment of dues shall cease to be a member of the Association and any Region delinquent in payment of its dues shall lose its representation at Board of Directors meetings until such time as dues are paid.

### **Section 3. Membership Rules.**

- A. All membership applications shall be forwarded to the Association Office with proper dues.
- B. All members in good standing shall:
  - 1. Have equal privileges and responsibilities with respect to the Association except as specified in Article III, Section 4. B. below; and



2. Obey and be bound by the Constitution and Rules and regulations of the Association.

#### **Section 4. Membership Categories.**

- A. **Voting Members** (eligible to vote and hold office):
  1. **Individual Members:** Persons at least eighteen (18) years of age on the first day of the current show year.
  2. **Farm/Business Members:** Legal entities that desire membership privileges in a Farm/Business name.
  3. **Life Members:** Persons who desire to be a member for life and who have advanced appropriate dues for this classification to the Association, which shall constitute payment of dues and assessments for the life of the member. He/she must meet the age requirement for voting and office holding.
  4. **Golden Life Members:** Persons who desire to be a member for life and who have advanced appropriate dues for this classification to the Association, which shall constitute payment of dues and assessments for the life of the member. During the year membership is purchased, membership includes a gold lapel pin. Annual recognition will be given in the Grand National Championship Show Program and special listing on the PFHA website. The Association through BOD policy may from time to time create additional incentives to promote upgrading to this category of membership. Note: He/she must meet the age requirement for voting and office holding.
- B. **Non-Voting Members** (not eligible to vote or hold office):
  1. **Junior Members:** Persons seventeen (17) years old or younger on the first day of the current show year.
  2. **Recreational Rider Membership:** Persons who desire participation in all Recreational Rider Programs only. It will allow transfer of horse but does not include registration of horses, Stallion Breeding Reports or PFHA shows. It does not include a subscription to PFHW nor voting privileges. It can be upgraded at any time to a full membership by paying the additional fee.
  3. **Family Members:** Comprised of one (1) or two (2) adults as Individual voting members, plus all junior members who reside at the same address.

## **ARTICLE IV. Regional Group Affiliates.**

### **Section 1. Requirements.**

A Regional Group is a group of people interested in the aims of the Association. To make application for affiliation with the Association:

- A. The membership list of the group seeking affiliation with the Association must accompany the application to the Association office. The group must be comprised of at least thirty (30) voting members in good standing in the Association. The thirty (30) members shall have indicated the willingness to change their Regional designation for voting purposes to the new Regional Group.
- B. The group must have a minimum of thirty (30) horses registered with the Association.
- C. If the group is not incorporated at the time of application, it shall submit a true copy of its Articles of Incorporation to the Board and certify that it will achieve corporate status in a timely manner if the application for affiliation is approved by the Association. After achieving corporate status, a certified copy of the Articles will be filed with the Association. "Paso Fino Horse Association, Inc." shall be a part of any Regional Group Corporation's name.
- D. The requirements above are the minimum requirements for application to create a Regional Group. After the completed application has been received by the PFHA office and the minimum requirements have been verified by the Executive Director as accurate, the Membership and Regional Liaison Committee shall investigate the application. Such investigation shall include, but not be limited to, a review of the proposed budget of the new Regional Group, the impact such Regional Group's creation would have on surrounding Regional Groups including the existing Regional Group within which the new Regional Group would be created, and the impact of the new Regional Group on the Association as a whole.

### **Section 2. Applications and Fees.**

All applications for Regional Group Affiliation, accompanied by the above documents and appropriate fees, shall be submitted to the Executive Director who shall submit the application to the Membership and Regional Liaison Committee for its subsequent recommendation to the Board of Directors.

The Membership and Regional Liaison Committee shall notify all regional delegates and presidents of the receipt of an application to form a new region at least ninety (90) days before the nearest scheduled Board meeting which will permit timely delivery of the ninety (90) day advance notice. At such Board meeting, a preliminary report from the Membership and Regional Liaison Committee will be given, together with a report from any other interested party. Final approval of the new region will be considered by the Board at the next successive scheduled meeting, at which time a final recommendation will be made to the Board by the Membership and Regional Liaison Committee.

### **Section 3. Requirements.**

Lists of current members, officers and committee chairpersons of the Regional Group must be submitted to the Association office each January 1st and at any other time as requested. Should the membership of a Regional Group fall below twenty (20) voting members of the Association at any time, the Regional Group shall, at the request of the Board of Directors, appear before the Board to outline the Regional Group's plans to increase its membership. It is the intent that each Regional Group shall, at all times, have no fewer than twenty (20) Association voting members in good standing. If the group in question is unable to raise its membership above twenty (20), the Board must require its merger with an adjacent Regional Group or its dissolution. All elected officers of a regional group will be required to be current members in good standing of the Paso Fino Horse Association.

### **Section 4. Regional Designation.**

The official regional designation of all members will be determined by the geographical location of the permanent residence of the member unless the member notifies the Association in writing of his or her desire to be listed as (1) non-specified or (2) as affiliated with another Regional Group. Any changes to regional designation, other than those done with the Membership application or Membership renewal, must be provided to the Association office in writing and must be signed by each member requesting the change in designation. Members may change their regional designation by 1) signed written notice to the Association office or 2) via the member account feature of the Association website using their membership number and their security pin. A member may designate "non-

specified” if he/she chooses not to affiliate with a Regional Group to be represented on the Board of Directors.

## **ARTICLE V. Officers.**

### **Section 1. President and Past President.**

There shall be an elected President who shall be Chief Executive Officer of the Association, Presiding Officer at Membership, Board of Director and Executive Committee meetings. He/she shall serve as a voting member of the Board of Directors and Executive Committee for a full year following his or her term of office and have such other authority and responsibility as may be prescribed elsewhere in the Constitution. The President and immediate Past President shall have one (1) vote each on the Board of Directors and Executive Committee. No person shall be elected to the office of President who has served less than one (1) year on the Board of Directors. This service should be within the last five years.

### **Section 2. Vice President.**

There shall be one (1) elected Vice President who shall, in the absence, incapacity, resignation or death of the President, act as President. The Vice President shall perform the duties of the President or other duties when requested by the President. In the case the Vice President is absent or incapacitated, the Secretary will act as President. In the case the Secretary is absent or incapacitated, the Treasurer will act as President. The Vice President shall have one (1) vote on the Board of Directors and Executive Committee.

### **Section 3. Secretary.**

There shall be an elected Secretary who shall be responsible for recording and providing minutes to the Executive Director, President and Board of Directors within four weeks after an official meeting of the Association. Permanently bound copies of all minutes will be maintained by the Association. The secretary shall perform such other secretarial functions as may be required by the President and the Board of Directors and as may be prescribed in the Constitution of the Association. The Secretary shall have one (1) vote on the Board of Directors and Executive Committee.

### **Section 4. Treasurer.**

There shall be an elected Treasurer who shall be the Chief Fiscal Officer of the Association. The Treasurer, in conjunction with the Executive Director and Finance Committee, shall review and

evaluate proposed budgets from various committees and the Association office to develop and recommend to the Board of Directors an annual budget for the Association. The Treasurer shall assure that current financial reports are provided to the President, present a complete financial statement consisting of an income statement and balance sheet at each Board of Directors meeting, present an Annual Report of financial condition to the membership at annual meetings and perform such other functions as may be prescribed in the Constitution. The Treasurer shall review the financial record keeping and control system of the Association and shall recommend improvements when needed. The Treasurer shall have one (1) vote on the Board of Directors and Executive Committee.

#### **Section 5. Ex-Officio Officers.**

The Executive Director will be a non-voting, ex-officio member of the Board of Directors. The Registrar and Parliamentarian may be non-voting, ex-officio members of the Board of Directors.

#### **Section 6. Requirements for Elected Officials.**

Elected officers shall serve for a two (2) year term. No elected officer may serve in the same capacity for longer than two (2) consecutive two (2) year terms, and no person may hold more than one official position at the same time including that of a Regional Group Director. No person shall be elected as an officer of the Association unless such person has been an active member in good standing for at least one (1) year prior to the date of such election.

### **ARTICLE VI. Advisors to the Board of Directors and Executive Committee.**

#### **Section 1. Executive Director.**

The Board shall hire or contract an Executive Director to run the day-to-day operations of the Association. Selection of candidate shall be through a hiring committee chaired by the Chair of the Personnel Committee. The recommended candidate would then be ratified by the Board, or the Executive Committee. The Executive Director shall be appointed Assistant Treasurer and as such will conduct the routine operations of the office of Treasurer upon his or her direction. The other duties of the Executive Director are as follows:

- A. Maintain the physical facilities and records of the Association including, but not limited to, the registry of

- horses, the membership, shows and show points and the normal correspondence of the Association.
- B. Keep the Board of Directors and Officers informed on the conditions and operations of the Association. He/she shall be a non-voting, ex-officio member of the Board of Directors and Executive Committee and attend all meetings of the Board.
  - C. Upon the direction of the President, shall be a non-voting member of any standing committee.
  - D. Cooperate with the Finance Committee to develop the budget and operate the Association within the budget as approved by the Board.
  - E. Establish a sound organizational structure for the Association office.
  - F. Recruit, hire, train, promote, set working conditions and hours for and terminate personnel, as required, for the smooth operation of the Association office.
  - G. Recommend salary levels for the above personnel to the Board.
  - H. Be responsible for the Association's official publications, in both print and electronic mediums, and other general communications with the membership as directed by the Board.
  - I. Plan the annual Membership Convention.
  - J. Carry out such other responsibilities as may be delegated to him/her by the Board.
  - K. ***Should the Executive Director position become vacant, the President with the approval of the BOD or Executive Committee, may hire or contract a Business Administrator/ Manager/ Acting Executive Director on a temporary basis to run the day-to-day operations of the Association and the office until such time as a replacement is secured. The Business Administrator/ Manager/ Acting Executive Director may be assigned those duties necessary to maintain a sound office and Association operations.***

## **Section 2. Registrar.**

There shall be a Registrar hired by the Executive Director with approval of the Board who shall direct the maintenance of a permanent registry for qualified horses of the Paso Fino Breed, including ancestry.

### **Section 3. Parliamentarian.**

There shall be a Parliamentarian appointed by the President who shall be learned in parliamentary procedures and shall adjudicate disputes relating to the Rules of Order. The Parliamentarian shall be in attendance at all meetings chaired by the President or successor where a vote is to be taken. The President may appoint a Substitute Parliamentarian if the Parliamentarian is unable to attend any meeting.

## **ARTICLE VII. Meetings.**

### **Section 1. Annual Membership Meetings and Conventions.**

Annual membership meetings (and conventions of the Association) shall be held during the month of January at a time and place designated by the Board of Directors.

### **Section 2. Board of Directors Meetings.**

The Board shall convene and conduct at least three (3) meetings each year at such times and locations as may be designated by the Board of Directors except that one (1) shall be held in conjunction with the annual Membership Meeting. Other than the Board Meeting held in conjunction with the Annual Membership Meeting, Board Meetings may be held by teleconference, with at least two-week's notice to all Board members. Board teleconference meetings may be held in lieu of in-person Board meetings, or in addition to other scheduled in-person Board meetings. All quorum requirements as stated below apply to Board Meetings held by teleconference.

### **Section 3. Regional Group Directors.**

See Article VII. Section 9. A.

### **Section 4. Quorums.**

Unless otherwise specifically stated herein, all quorum requirements, vote counts and days for filing protests or responding to official Association correspondence will be consistent throughout the Constitution and Rule Book of the Association. Quorums for conducting any business of the Association shall be thirty percent (30%) of the possible voting members (present in person or represented) of the Association at a Membership Meeting, and fifty-one percent (51%) of the Board of Directors (as determined by the total possible number of votes) or of the Committee in question (present in person).

Unless otherwise specifically stated herein, the number of days in which to respond to official Association correspondence is thirty (30) days.

### **Section 5. Special Meetings.**

Special meetings may be called:

1. By the President or
2. By written petition signed by a majority of the Board or
3. By written petition signed by current members in good standing constituting at least thirty percent (30%) of the total membership.

### **Section 6. Notice.**

The membership shall be entitled to receive no less than two (2) weeks notice prior to the convening of any Board of Directors or Membership Meeting; and all notices shall include the meeting time, location and a list of items on the Agenda. At special meetings only, business will be limited to those items listed on the agenda. If a Board of Directors or Membership meeting is to be recorded, participants will be informed of the recording with notice of the meeting.

### **Section 7. Minutes.**

A secretary shall transcribe and maintain minutes of all official meetings for the records of the Association. Such minutes will be forwarded to the Executive Director, the Executive Committee and Board of Directors by Email, FedEx, UPS or U.S. Postal Service within four weeks following an official meeting of the Association.

### **Section 8. Rules of Order.**

All meetings of this Association shall be governed by and shall be conducted according to the current edition of Robert's Rules of Order Newly Revised. In the event of any conflict or inconsistency between the Constitution and Robert's Rules, the Constitution and Association Rules shall apply. The Board of Directors, by a seventy-five percent (75%) majority of those present and entitled to vote may suspend the operation of Robert's Rules for any meeting or portion thereof.

### **Section 9. Voting.**

#### **A. Annual Membership and Board of Directors Meetings.**

At Membership Meetings, a member may vote individually as specified in B. and C., below, or he/she may vote as represented by their designated Regional Group Director. At



Board of Director Meetings, only actual members of the Board of Directors (or their authorized substitute) may vote.

Each Regional Group affiliated with the Association and in good standing shall have the right to send one (1) Director to the meetings of the Association. Such Director shall have been a member of the Regional Group for at least one (1) year prior to any Board or Membership meeting. Such Director shall be entitled to one (1) vote for each person who is designated as a voting member of that Regional Group and who:

1. Is, as of the date of the meeting, a member in good standing of the Association, and has been a member of the Association in good standing thirty (30) days before the Meeting; and
2. Is in good standing with the Regional Group. The vote tally for each Regional Group is determined by the number of designated voting members of that Region on record in the Association office thirty (30) days prior to the meeting. No member shall be represented by a Director of more than one Regional Group. The Regional Director must have been a designated voting member of the Regional Group represented and of the Association for thirty (30) days prior to the meeting. Substitute may be authorized.

When a Regional Director is unable to attend either a Membership or Board of Directors Meeting, a substitute may be authorized. The substitute must have been an Association member in good standing for thirty (30) days prior to the meeting, a designated voting member of that Regional Group on record in the Association office and in good standing with the Regional Group. An officer of the Regional Group must notify the Association in writing of the authorized substitute.

**B. Membership Meetings.**

At membership meetings, the vote count for each regional group will be based on one (1) vote per member who is in good standing with both the regional group and the national association and who has been a member of the national association for thirty (30) days before the meeting. At Membership Meetings, instead of a member's vote being voted through his or her Regional Group Director, that

person (who has been a voting member of the Association for a period of thirty (30) days prior to the meeting) shall be allowed to attend and vote as an individual, or he/she may vote by Absentee Ballot or by Proxy as stated in C., below. In such cases, his or her name shall be deleted from the Regional Membership list for voting purposes as applicable.

**C. Absentee and Proxy Voting.**

1. An Absentee Ballot may be used only for the election of officers. Official notification of the meeting, including agenda and the form for the Absentee Ballot, must be made to the membership at least three (3) weeks prior to the meeting. All Absentee Ballots shall be completed according to the requirements stated on the ballot, shall be filed with the Association at least ten (10) days before the meeting and shall show the member's Regional Group affiliation.
2. A Proxy vote may be used by a member in good standing for a period of thirty (30) days prior to the Membership Meeting to vote on any motions made at the annual Membership Meeting. Such proxies shall be in a form designated by the Board, shall show the member's Regional Group Affiliation and shall be on file with the Association at least ten (10) days before the meeting. Proxy forms will be available on request from the Association office. Proxies shall not be used for the election of officers.

**Section 10. Elections.**

At the annual Membership Meeting in the appropriate year, elected officials and members of a Nominating Committee shall be elected by a majority of those voting.

**A. Nominating Committee.**

The Nominating Committee, consisting of not less than five (5) members, shall be elected by the membership at the annual Membership Meeting in the year preceding the election of officers. It shall be the responsibility of this Committee to actively solicit and encourage qualified candidates and make, as well as receive nominations (preferably at least two (2) nominees per office) for officers for the ensuing term. They must ascertain that each person nominated is willing and able to perform the duties of the office (prior written or verbal approval of the candidate must be obtained.)

Nominations for officers of the Association shall be received by the Committee Chair by certified mail. In addition, nominations for any officer may be made by any member in good standing from the floor at any meeting or by letter to the President of the Association. Voting for officers shall be by ballot as provided herein. (See Article VII. Section 9. C.) A Nominating Committee member will voluntarily resign from the Nominating Committee if he or she is nominated for an office of the Association. The Nominating Committee shall remain in force until its recommendations are presented to the Presiding Officer at the annual Membership Meeting. ***At least 30 days prior to the election at the Annual Meeting, the election announcement and list of each offices' candidate(s) shall be published on the Association's electronic publication(s) and websites(s).***

### **Section 11. Retention of Voting Records.**

All proxies, absentee ballots and the tabulations of all votes at meetings shall be retained by the Executive Director for at least sixty (60) days after the close of the meeting. They shall be available for inspection by any member or his or her representative unless the vote was specifically stated as secret ballot.

## **ARTICLE VIII. The Board of Directors.**

### **Section 1. Purpose.**

The Board of Directors shall be the policy-making body of the Association. It shall be comprised of the Executive Committee and a Director from each Regional Group affiliated with the Association.

### **Section 2. Vacancies.**

A majority of the Board of Directors convened at a duly constituted meeting may fill vacancies on the Board except for Directors who represent Regional Groups.

### **Section 3. Action by Mail.**

The Board of Directors may take action by mail or email, without a meeting, provided that each Director is notified by email or certified mail of the proposal to be acted upon and seventy-five percent (75%) of the members of the Board consent in writing to take such action. Once the Board has consented to take action upon a proposal, the required number of votes necessary to approve said proposal shall be the same number of votes required had the Board been sitting in session. All votes on the proposal must be in writing.

#### **Section 4. Responsibilities.**

The Board shall be empowered to provide procedures for the implementation and accomplishment of the goals and purposes of the Association, which shall include, but not be restricted to:

- A. The establishment of policies needed, but not otherwise provided for, to accomplish the objectives of the Association.
- B. The establishment or termination of committees needed, but not otherwise provided for, to facilitate the accomplishment of the goals and purposes of the Association, to monitor committee results and take action if necessary.
- C. The establishment of regulations for voting by proxy.
- D. The establishment of all fees and/or fines at the recommendation of the Finance Committee
- E. Establish and update goals to set the direction of the Association.
- F. Safeguard the rights and interests of all members.
- G. Protect the integrity of the Registry.
- H. It shall be the responsibility of the Board to maintain communication with the membership on a regular basis and to present to the membership an annual report of its action at the Annual Meeting.
- I. The Board may not act as a Hearing Committee to resolve or adjudicate differences unresolved in other committees.

#### **Section 5. Non-Compete Clause.**

Any board member of a competing Paso Fino horse association with a registry will not be allowed to hold office as an elected PFHA official, sit on the PFHA board of directors as a regional delegate, and be appointed to serve on a PFHA Committee, or serve as a PFHA Committee Chairman. If anyone holding any or all offices) or position(s) noted above becomes a board member of a competing Paso Fino horse association with a registry they automatically forfeit the right to hold that PFHA office(s) or position(s).

### **ARTICLE IX. Executive Committee.**

#### **Section 1. Members.**

This committee shall consist of the officials elected by the membership (i.e., President, Vice-President, Treasurer and Secretary), the immediate Past-President and three (3) members (Directors-at-Large) appointed by the President (who will each have

one (1) vote on the Board of Directors and Executive Committee.) The President shall act as chairperson. Each year, the President shall appoint one (1) Director-at-Large to serve for three (3) years. The President will also appoint persons to fill any non-expired terms of Directors-at-Large vacated for any reason. These appointments must be approved by the Board of Directors. A member of the Executive Committee (except for elected officials) may be replaced after failing to attend two (2) consecutive meetings.

## **Section 2. Duties.**

The duties of the Committee shall be as follows:

- A. Between the regularly scheduled Board of Directors meetings, the Committee shall have the authority and power of the Board as a whole except those limitations specified in the Constitution and the Rules which require the action of the full Board of Directors.
- B. Act as ex-officio member (coordinators) on all standing committees as designated on the Association's Table of Organization so as to be able to furnish deliberative knowledge on virtually any Association matter when the Executive Committee is convened.
- C. May act as a Committee of Investigation as directed by the Board of Directors for the purposes of gathering information on sensitive issues and making a report or recommendation to the Board.
- D. May not modify or change any action previously taken by the Board of Directors.
- E. Monitor and review financial and operating results, and correct the situation if necessary, and review the proposed budget.
- F. All actions taken by the Committee between regularly scheduled Board meetings shall be reported to the Board of Directors by email no later than seven (7) days of such action.

## **ARTICLE X. Committees.**

Unless otherwise specified in the Constitution, the President shall appoint, subject to the approval of the Board, an Association member to Chair each Committee. Committee Chairs shall appoint, subject to the approval of the President, between 5 and 7 additional committee members unless otherwise specified in the Constitution. Each Committee Chair and committee member must be a current member

of the Association. A quorum is required for official committee meetings, and a vote must be determined by a majority of the full committee. In addition to the duties specified below, committees will record and submit official minutes to the Association office within 2 weeks of each meeting, stating what motions passed by majority vote of the full committee. Each committee shall perform such other duties as may be assigned on a regular or temporary basis by the President and/or the Board of Directors.

### **Section 1. Communications Committee.**

This committee shall consist of 5-7 members of the Association. The duties of the Committee shall be as follows:

- A. To support the Association's publications under the direction of the Executive Director.
- B. To develop and implement an ongoing program that presents a consistent, positive image of the Association and the Paso Fino horse to the public.

### **Section 2. Computer Committee.**

This committee shall consist of the Committee Chair, Executive Director, and at least two (2) other members selected by the Committee chairman. The duties of this committee shall be as follows:

- A. Investigate, evaluate and recommend to the President and the PFHA Board of Directors computer hardware and software needs of the Association.
- B. Develop Request for Proposal (RFP) documents for submission to outside software/hardware suppliers.
- C. Evaluate all RFP/vendor responses and contracts to fulfill Association requirements. After evaluation, the contracts will be forwarded to the Executive Director for signature.
- D. The Committee Chair, or his designee, shall be the Program Manager on all software/hardware development/change/procurement programs.
- E. Evaluate and coordinate with the appropriate standing committees all change requests to the PFHA website and Registry System.
- F. Oversee the implementation of all approved changes to the PFHA website.
- G. Submit an annual budget to the Finance Committee.
- H. Manage the Committee budget as approved by the Board of Directors.

### **Section 3. Education and Clinic Committee.**

This committee shall consist of 5-7 members of the Association. The duties of the committee shall be as follows:

- A. Arrange and present educational features and clinics.
- B. In cooperation with the Judges and Stewards Committee, sponsor at least one (1) Judges and Stewards Clinic annually. Participation and suggestions from attending Judges and Stewards will be encouraged. With the exception of guest speakers, active participation will be limited to certified Association Judges and Stewards, Applicant Judges and Stewards and USEF Judges and Stewards. Official notification of Judges and Stewards Clinics shall be given ninety (90) days prior to the date of the clinic.

### **Section 4. Events Committee.**

This committee shall consist of 5-7 members of the Association. The duties of the committee shall be as follows:

- A. Encourage each Regional Group to hold a show a year.
- B. Aid Regional Groups in the organization of their shows.
- C. Work with Regional Groups to coordinate show dates so as to minimize conflicts and assure the highest possible exhibitor participation in all shows.
- D. Promote and assist interbreed shows to hold Paso Fino classes and promote these classes to the membership.
- E. Submit plans to improve Association shows to the Board at the end of the show year.

### **Section 5. Finance Committee.**

This committee shall consist of the Treasurer, the immediate Past Treasurer, the Executive Director and at least one (1) other member appointed by the President with the Treasurer acting as Chair. The duties of the committee shall be as follows:

- A. Prepare a complete indemnify and balance sheet for each Board of Directors meeting.
- B. Prepare the Annual Budget for the Association.
- C. Prepare annually an estimate of future income of the Association for the Planning Committee.
- D. Periodically review the appropriate records of the financial status of the Association with the Executive Director.
- E. Make recommendations to the Board regarding the financial status of the Association as are deemed advisable.

- F. Perform any additional duties in connection with the finances of the Association as requested by the President or the Board.
- G. Annually review the dues structure of the Association and make recommendations to the Board for any changes. (See Article III. Section 2.)

## **Section 6. Judges and Stewards Committee.**

This committee shall consist of 5-7 members of the Association. The duties of the committee shall be as follows:

- A. With the approval of the Board, establish, maintain and upgrade standards for all Judges and Stewards.
- B. Cooperate with the Education and Clinic Committees in the execution of the Association Judges and Stewards Clinic. A Senior Certified Judge or Steward is required to attend a clinic at least once every three (3) years. A Certified Judge or Steward is required to attend a clinic at least once every two (2) years. A Judges and Stewards Clinic will be held annually. Any official who fails to fulfill clinic requirements or who fails to meet officiating requirements will not be eligible to have his/her license renewed and will have to apply for an extension *in advance of the clinic date*. The Judges and Stewards Committee has the option of allowing a one year clinic extension with officiating restriction or a one year officiating extension. All requests must be received in writing via mail, email, or fax. This committee will also develop such materials as is necessary for the upgrading of the judging of the breed as outlined in the Constitution.
- C. Act upon every application for enrollment, renewal, review, promotion and certification of Judges and Stewards.
- D. Maintain a current file in the Association office of all Judges and Stewards and Applicant Judges and Applicant Stewards. This file will include all decisions and actions of the committee. This file is confidential, however, upon request, Judges, Stewards and applicants must be shown any material pertaining to them as an individual. However, consistent with Chapter Five. I. B., all information regarding references or questionnaires sent out as part of the application process is confidential and not subject to inspection by individuals.
- E. Develop, implement and maintain an effective feedback system concerning the expertise and ability of Judges to judge according to the breed standard and the rules.



- F. Periodically review files of Judges and Stewards and recommend suspension of, revocation of or refusal to renew the card of a Judge or Steward if considered appropriate. In such instances, the Judge or Steward will be notified in writing of the recommendation and the reasons and be given the opportunity of a hearing by the Association Hearing Committee.

### **Section 7. Membership and Regional Liaison Committee.**

This committee shall consist of 5-7 members of the Association. The duties of the committee shall be as follows:

- A. Receive and review all applications for new Regional Group Affiliation into the Association in accordance with these rules. (See Artic IV, Section 1.)
- B. After review, make a recommendation to the Board of Directors on each application.
- C. Be the liaison committee between the Association and each existing Regional Group.
- D. Collect and develop programs and ideas to stimulate membership growth and disseminate these to the Regions.

### **Section 8. National Show Committee.**

The President shall appoint a National Show Chairperson and as many members as the chairperson deems necessary to organize and conduct the Annual National Show on behalf of the Association. The appointed chairperson must be supplied by the Executive Director with a complete list of responsibilities, duties and official policies of the National Show.

### **Section 9. Personnel Committee.**

This committee shall consist of the President, Treasurer and one member elected at the first Board meeting of the Association year. The Executive Director shall be a non-voting, ex-officio member of this committee. The duties of the committee shall be to review all matters pertaining to the salary, benefits, expenses and welfare of all the Association employees. All recommendations regarding these issues requiring Board of Directors action shall come from this committee.

### **Section 10. Planning Committee.**

This committee shall consist of the President, the immediate past President and two (2) other members appointed by the President. The President, or a member appointed by the President, shall act as

chairperson. The duties of the committee shall be to study and propose to the Board such short- and long-range plans, as it deems appropriate for the furtherance of the goals, aims and well-being of the Association.

### **Section 11. Registration Advisory Committee.**

This committee shall consist 5-7 members of the Association. The Registrar shall be the chairperson of this committee. The duties of the committee shall be as follows:

- A. Advise the Registrar in formulating policies to efficiently maintain the Registry and serve the membership.
- B. Review any matter or controversy concerning the Registry brought before the committee by any member or by the Registrar, but they are not to act as a hearing committee.
- C. Recommend the cancellation of any registration certificate found to be in error or in conflict with existing rules for registration. (See Chapter Eight).
- D. Periodically review the Registry rules to determine if changes are indicated and present such changes to the Rules Committee in accordance with Association Rules.
- E. All appeals of Registration Advisory Committee actions will be heard by the Association Hearing Committee.

### **Section 12. Rules Clarification Committee.**

This committee shall be composed of the Chairs of the Judges and Stewards Committee, the Rules Committee, the USEF Paso Fino Division Committee, the Events Committee and the Registration Advisory Committee. The responsibility of this Committee shall be:

- A. Review, resolve, act upon and decide all the rule clarification requests and check for clarity, proper legal wording (be with the advice of the Association lawyer, if necessary) and for conflicts with existing rules.
- B. Refer rule clarification decisions to the Board of Directors for approval and adoption into Board policy until clarification can be incorporated into the rules.

### **Section 13. Rules Committee.**

This committee shall consist of seven (7) members (no two (2) of which may be members of the same Regional Group) elected by the Board of Directors for a two (2) year term. The President shall appoint a Chairperson from the seven (7) members. The responsibilities of the Rules Committee are as follows:

- A. Receive all proposed Constitution and Rule Book changes from Association members by the deadline specified by the committee.
- B. Review all the proposed changes for clarity, proper legal wording (with advise of the Association lawyer, if necessary) and for conflicts with existing rules.
- C. Refer all the proposed changes for consideration to any committee influenced or affected by the changed.
- D. Present all the proposed Constitution and rule changes, properly worded with remarks concerning the effect on the existing Constitution and Rule Book, to the Board of Directors for amendments.

#### **Section 14. USEF Paso Fino Division Committee.**

This committee shall present updated and amended rules of the Association from Chapter 2 (PFHA Sanctioned Shows), Chapter 3 (Divisions and Classes), and Chapter 4 (Grand National Championship Show) in their entirety for inclusion in the USEF Rule Book under the Paso Fino Division and coordinate Association activities with the USEF. The USEF PF section should always mirror all show rules of the Association. This committee shall perform such other duties as may be assigned on a regular or temporary basis by the President and/or the Board of Directors.

#### **Section 15. Association Hearing Committee.**

The Association Hearing Committee shall be composed of the Chair of the Rules Committee, the Chair of the Judges and Stewards Committee, the Chair of the Events Committee, an Officer of the Association selected by the Board of Directors, and three (3) voting members of the Association at large, (one (1) of which is also a member of the Registration Advisory Committee) appointed by the President, each serving a rotating three (3) year term.

Unless provided otherwise by the Association Board of Directors, Constitution or rules, the Association Hearing Committee shall be responsible to conduct all hearings.

In the event that one (1) or more members of the committee are unable to participate in a hearing for any reason, the President of the Association may appoint another member or members of the Association to temporarily fill the vacancies.

### **Section 16. Youth Committee.**

This committee shall consist of 5-7 members of the Association. The duties of the Committee shall be as follows: To increase youth participation both locally and nationally through organized activities.

### **Section 17. Amateur Committee.**

This committee shall consist of 5-7 members of the Association who hold a current Amateur Card. The purpose of this committee shall be to monitor and evaluate PFHA Amateur programs and show rulings related to Amateur in order to ensure maximum benefits and participation.

### **Section 18. Ethics Committee.**

This committee shall consist of 5-7 members of the Association. The duties will be to develop guidelines for ethical behavior for all members of PFHA in matters relating to all aspects of the Association as related to, but not limited to, training, sales and promotion of Paso Fino horses.

### **Section 19. Recreational Rider Committee.**

This committee shall consist of five (5) or more members of the Association. The duties of this Committee shall be as follows: Identify, develop and maintain recreational programs for the PFHA and its members. Educate members and increase awareness of the recreational programs and activities of the PFHA. Monitor and evaluate PFHA recreational programs in order to ensure maximum benefits and participation. Assist PFHA Regions in their efforts to research, organize and market recreational activities that will bring enjoyment to their members. Encourage participation in interbreed and intersport activities. Protect the welfare of recreational members in regard to PFHA board policies and rules and act as a sounding board for those members.

## **ARTICLE XI. Amendments.**

### **Section 1. At Regular Meetings.**

The Constitution may be amended at any meeting of the Association provided that:

- A. Notice of intention to amend the Constitution shall first be Published on the electronic publication(s) and website(s) or mailed to the membership at least thirty (30) days prior to the convening of the meeting at which the amendment shall occur; and

- B. Such notice shall contain the content of each proposed amendment and state its purpose and intent; and
- C. A two-thirds (2/3) majority of Association voting members of those present, in person, or by representation, shall vote in favor of such amendment.

## **Section 2. At Special Meetings.**

Special meetings to consider Constitutional Amendments may be called by:

- A. Written petition signed by a majority of the Board; or
- B. Written petition signed by current voting members in good standing at least thirty-percent (30%) of the total voting membership.

## **ARTICLE XII. Existence.**

### **Section 1. Dissolution.**

The membership may dissolve the Association by vote at any meeting of the Association and the procedure for doing so shall be the same as to amend the Constitution.

### **Section 2. Assets.**

In the event of dissolution, it shall be resolved that all assets of the Association shall be assigned transferred or set over to a non-profit association with the same or similar objectives, goals or purposes.

### **Section 3. Perpetual Existence.**

Unless dissolved, the Association shall have perpetual existence.

## **ARTICLE XIII. Indemnification.**

### **Section 1. Indemnification.**

The Association shall indemnify and hold harmless every director, officer, committee member, employee and agent, his or her heirs, executors and administrators against all expenses (including reasonable attorney's fees) not covered by any insurance which are incurred by him or her in connection with or arising out of any action, suit or proceeding to which he or she may be made a party by reason of being or having been a director, officer or committee member of the Association, except for matters as to which he or she shall be finally adjudged in such action, suit or proceeding to be liable for negligence or misconduct. The foregoing right of indemnification shall not be exclusive to other rights to which he or she may be entitled.

## **ARTICLE XIV. Conflict.**

### **Section 1. Repeal.**

The adoption hereof of this Constitution shall constitute a repeal of all documents purporting to be Constitutions of this Association and this Constitution shall supersede all others.

### **Section 2. Rules in Conflict.**

All rules or regulations in conflict herewith shall be considered void for all intents and purposes.

# **RULE BOOK**

PASO FINO HORSE ASSOCIATION, INC.

## **CHAPTER ONE**

### **GENERAL RULES**

#### **I. CONSTITUTION AND RULE BOOK CHANGE PROCEDURE.**

The Constitution and these rules may be added to, altered or amended in the manner described below. A current voting member of the Association, a Paso Fino Horse Association Committee (PFHA) (acting through its Chair) and PFHA staff may submit proposals for changes to the Constitution or these rules, in the manner described below.

##### **A. Change Submission Procedure.**

1. All proposals for change from the general membership must be submitted to the Association in writing on or before the date established from time to time by the Rules Committee, on the official PFHA Rule Change Proposal form and must comply with requirements stated on the Rule Change Proposal form.
2. All proposals for rule changes submitted by a committee or PFHA staff must be submitted to the Association in electronic format on or before the date established from time to time by the Rules Committee. If a committee submits a proposed change, the committee chair must represent that the proposed change reflects the decision of a majority of the committee. The Executive Director's authorization is required for a change proposal submitted by PFHA staff.
3. All rule changes proposals will be reviewed by the PFHA staff or referred to PFHA legal counsel for the purpose of reviewing clarity of language and potential for enforceability of the proposed change. Any opinion or comments made shall be included as notes and forwarded with the rule change proposal to the Rules Committee. This review process must be completed as soon as administratively practicable. In addition, PFHA will review each rule change

- proposal for possible financial impact and so note and forward the rule change proposal to the Rules Committee.
4. The Rules Committee may reject a proposal for failure to comply with the requirements of the official form (written or electronically submitted) for lateness, incompleteness, inexact or confusing language, attempts to further amend a rule or rules in effect for less than one (1) year and for any other specified reason at the Rules Committee's discretion. The proponent of the rejected proposal must be notified in writing by the Rules Committee that the proposal was rejected. The proponent of a rejected proposal may revise and resubmit the proposal within the time specified by the Rules Committee in its notice of rejection, but the ultimate decision of the Rules Committee to reject a proposal shall prevail, subject only to review and final ruling by the Executive Committee.
  5. The Rules Committee will designate review of each rule change proposal by any and all committees of the Association, as the Rules Committee deems appropriate.
  6. Each designated committee shall review the proposed rule change and make a recommendation to the Rules Committee as to whether the proposed change should be adopted or should not be adopted, which recommendation shall describe in general terms the basis for the designated committee's recommendation.
    - a. It is appropriate for the designated committee to propose an amendment to the proponent of the proposed rule change; however, the proponent is not obligated to accept such recommendation.
    - b. The recommendation of the designated committee shall be noted in the minutes of the meeting of the committee at which the decision was made.
    - c. The recommendation of the designated committee shall be forwarded to the Rules Committee for input; the date of the decision and the decision made shall be noted.
    - d. If the proposed rule change is amended after review by a designated committee, this will be evidenced by the action date noted in the Committee Action portion of the rule change form. If possible, an amended proposal should be resubmitted to a designated committee for



review and recommendation. If this resubmission occurs, such action shall be noted by the Rules Committee.

7. All new rules added or changes in the Paso Fino Rule Book will be made in bold Italic print.

### **B. Presentation to the Board.**

The Rules Committee shall present all proposed rules to the Board of Directors at a meeting preceding the annual Membership Meeting during which the membership will vote on the proposed changes. The proponent of the change proposal may be present at the board meeting and if present, debate the merit of submission or denial in such manner and within such time frames as the President may establish. The Board may direct the Rules Committee to include a previously rejected rule change proposal.

### **C. Publication, Vote and Posting Approved Changes.**

The Rules Committee shall post all Constitution and rule change proposals in the official PFHA publication no later than the edition of the month preceding the month that contains the date of the Membership Meeting during which the membership will vote on the proposed changes. Passage of rule change proposals will be by simple majority. Passage of changes to the Constitution will be as determined by the Constitution. The Rules Committee shall be responsible for posting all changes adopted by the membership at the membership meeting to the Constitution and rule book and forwarding in electronic format same to the PFHA staff for publication.

### **D. Extraordinary Rule Changes by Board.**

The Board of Directors is empowered to enact extraordinary rules (not the Constitution) under the following definition:

An Extraordinary Rule Change is defined as one that, unless expedited, would create or continue a severe hardship, safety issue or a gross unfairness to the Association, its members or their horses or its competitions. The rule change proposal form **MUST** contain a statement describing clearly how the proposed change meets the above criteria.

1. The Rules Committee must determine that the proposed extraordinary rule change does meet the necessary criteria to bypass the normal rule change process. All proposals shall be published in the Association's official publications, both print (PFHW) and electronic (websites) by or before the

month preceding the month that contains the date of the Board meeting during which the Board will vote on the proposed changes.

2. All proposed changes shall be mailed by U.S. Postal Service or electronic mail to Board members at least thirty 30 days prior to that meeting.
3. Affirmative action by seventy-five percent (75%) of the eligible votes at a Board of Directors meeting shall be required to adopt a proposal.

The effective date of any amendment to the rules shall be part of the proposal.

### **E. Board Policy.**

When the Board of Directors, by positive majority votes to establish policy, this policy shall remain in effect for a period of five (5) years from the date of the meeting unless;

1. An alternate timeline has been provided for within the motion passed.
2. The policy is added to the Constitution and Rule Book via proper Rule Change procedures.
3. The policy becomes null and void due to its relation to a specific event.
4. At such time as any given policy is due to become expired, the policy may be brought back to the Board of Directors for reinstatement in accordance with current procedure.

## **II. GENERAL CODE OF ETHICS.**

### **A. Association and USEF Rules.**

The rules of the Association and relevant sections of the United States Equestrian Federation, Inc. (USEF) Rule Book is hereby adopted by reference as part of this Code of Ethics.

### **B. Welfare of Breed Paramount.**

In every situation, the welfare of the breed shall be paramount over all other considerations. The best interest of the Paso Fino horse must be the only criterion in all actions and decisions of all owners, breeders, exhibitors, trainers, members and employees of the Association.

### **C. Improper Influence.**

It shall be considered unethical practice for any member or non-member involved in any hearing or potential hearing to attempt to

influence the actions of the Association Hearing Committee, the Board of Directors, members, officers or employees of the Association by intimidation of any sort, or threats of any manner, including the threat of legal action.

#### **D. Fair Dealings Concerning Horses.**

Owners, breeders or their agents shall not make, upon threat of suspension, false or misleading statements or advertisements concerning Paso Fino horses offered for sale or breeding. They shall always be fair and honest in all dealings and shall always make full disclosure about any horse under their care or ownership.

#### **E. Use of “Champion” in Promotion of Horse.**

The word “Champion” shall not be used in advertisements or promotion of individual horses unless the horse has earned that title by winning a Championship class. In all claims, such must be defined as to where, when, sponsoring Regional Group, classification of show and in what section or class the Championship was won.

*Examples:* A “National Champion Fino Stallion” must have won First Place in a Fino Stallion class at a PFHA Grand National Championship Show. A third-place winner in this same class would be a Third Place National Champion, etc. For a Championship award at a show sponsored by a Regional Group, the Championships must be listed as follows: Champion (1st Place) Fino Stallion, Show and Date.

#### **F. No Degradation of Other Horses.**

A breeder or owner of Paso Fino horses shall not degrade the horse of another breeder or owner.

#### **G. Tempered Opinion, if Requested.**

A breeder or owner of Paso Fino horses shall not volunteer an opinion of another owner’s horse in any transaction to which he or she is not a party. If a person’s opinion is sought, and that person sincerely feels qualified to answer, that person may, if he or she wishes, give only the requested opinions, always tempered with the strictest integrity, honesty and courtesy.

#### **H. PFHA Publications.**

Any multi-page or single-page advertisement or sponsored content that could be confused for a magazine article shall be clearly marked as “Advertisement” at the top of each page where the advertisement/sponsored content appears.

### **III. RESPONSIBILITY.**

#### **A. PFHA Not Responsible for Civil Disputes.**

The Association will not be responsible for settling any civil dispute involving a horse.

#### **B. Compliance with Request of PFHA.**

No person shall refuse the reasonable request to assist the Association, its officers, committees or agents in locating and identifying, or to answer promptly and truthfully any inquiry concerning a horse or ancestor thereof in his or her ownership or control that has been registered or for which application to register has been made, or to sign requested documentation. A violation of this rule may be grounds for disciplinary action.

#### **C. Courteous Treatment of PFHA Representatives.**

In the furtherance of their official duties, all Association representatives shall be treated with courtesy, cooperation and respect, and no person shall direct abusive or threatening conduct toward them.

#### **D. Providing Truthful Information.**

All information furnished to the Association as a basis for any action by the Association or any of its officers shall be true and correct. This includes, but is not limited to, registration applications, application for show approval and all information in regard to Association investigation of third parties.

#### **E. No Warranty in PFHA Records.**

Accuracy of records furnished by the Association is warranted by the Association only to the extent of using its best efforts in the compilation thereof and then solely for the benefit of the member or party purchasing the record. Reimbursement of the expense of the record on a showing of material inaccuracy is the sole remedy available to anyone receiving inaccurate information from the Association. Consequential damages are expressly excluded. No warranties, express or implied, arise from records issuance, other than as stated therein, as the purchaser receives this record on an "as is" basis. For absolute accuracy, independent verification must be obtained from the current owner or his or her predecessor in title to the subject horse.

## **F. Burden of Registration Questions.**

In all proceedings concerning or affecting the registrations and records of the Association and its disciplinary actions, the burden of resolving any doubt as to the true parentage or identification of a horse, or qualification for registration, shall be upon the applicant, owner, lessee or other member(s) or non-member(s) involved and not on the Association. The determination, decision or action of the Association Hearing Committee upon all such questions shall be final and binding upon all parties. Because the owner has the burden of proof, by failure to present evidence concerning such questions to the Association or at a hearing scheduled to resolve the question, the owner shall be deemed to have waived his or her right to later present such evidence to a court of law, if he or she seeks judicial review of the Association's action.

## **G. Unsportsmanlike Conduct.**

When an exhibitor, owner or trainer is guilty of unsportsmanlike conduct, such person is subject to disciplinary action by the PFHA, including but not limited to, fines or suspensions.

## **IV. NO LIABILITY IN CONNECTION WITH PFHA ACTIVITIES.**

The Paso Fino Horse Association, its officers, directors, members of committees, employees, representatives and agents will attempt to obtain true and complete information in connection with registration of Paso Fino horses, transfer of certificates of registrations, hearings and all other matters relating to Association activities. Except for proven intentional wrongdoing, neither the PFHA nor its officers, directors, members of committees, employees, representatives or agents will be liable in anyway, whether in damages or otherwise, for any activities engaged in, by or on behalf of the Association, or for any alleged failure to act.

## **V. RELEASE OF LIABILITY.**

The Paso Fino Horse Association and co-sponsoring organizations, if any, shall not be responsible for any personal injury, or for loss or damage to property, occurring at any Association activity. Each owner, exhibitor, or handler shall indemnify and hold harmless the PFHA, its officers, directors and employees from and against all claims, demands, causes of actions and expenses of any kind, including attorney's fees, arising out of or related in any manner to the acts or omissions of an owner, exhibitor, or handler, or the

actions of any animal under the care, custody or control of the owner, exhibitor, or handler. Presentation of signed entry forms shall be deemed acceptance of the conditions of this rule. In the event an entry form is not signed or presented, appearance on the grounds of any PFHA activity as an exhibitor, handler or owner shall be deemed to be acceptance of the conditions of this rule.

## **VI. FUNDS DUE TO PFHA.**

Any and all fees or monies due the Association are the property of the Association upon collection by any other person and shall be turned over to the Association within fifteen (15) days of collection. All new and renewal memberships obtained during any horse show and their appropriate fees must be returned to the Association office the day after the last day of the show. The officers of such region, and individuals responsible for the collection and disbursement of such funds shall be personally liable and, in addition, shall be subject to the rules pertaining to violations and disciplinary procedures. Any and all fees or monies due the PFHA must be paid in U.S. funds.

## **VII. VIOLATIONS.**

### **A. General Definition.**

A violation is any act prejudicial to the best interest of the Association including, but not limited to, the following:

1. Acting, inciting or permitting any other person to act in a manner contrary to the rules of the Association, or in a manner deemed improper, unethical, dishonest, unsportsmanlike or intemperate, or prejudicial to the best interest of the Association.
2. Committing any act or making a remark during a show considered offensive or made with intent to influence or cast aspersions on the judging.
3. Physical assault upon a person or cruelty to a horse as defined in USEF Rules.
4. Failure to obey a penalty imposed by the Association.

### **B. General Penalties.**

Every member and every non-member (1) who violates in any manner the Constitution or rules of the Association, (2) whose practices in the breeding of Paso Fino horses or in supplying information for the Association's records are not in compliance with these rules, (3) whose conduct has endangered the good order,

welfare or credit of the Association, or (4) who is convicted for cruelty to animals, upon submission of certified evidence of such conviction from any court, may by action of the Association Hearing Committee, be censured, suspended or, in the case of a member, expelled from membership in the Association and denied all privileges of the Association in accordance with the current PFHA rules. Any member or non-member who is convicted for cruelty to animals, upon submission of certified evidence of such conviction from any court shall be banned for life and in the case of a member, expelled permanently from membership in the association and denied all privileges of the association in accordance with the current PFHA rules. However, the signature of the suspended person and that person's spouse will be honored on transferred reports for the purpose of allowing such disciplined person or spouse to transfer horse recorded in his or her ownership at the time of notice of disciplinary action.

### **C. Yellow Card issued by Competition Officials.**

*A Yellow Card may be issued by a Steward, Judge, or other Competition Official at the competition to any competitor, spectator or participant for improper conduct, or for noncompliance with the rules, provided the issuer considers the conduct not severe enough to cause the issuer to submit the matter to the Association for a Charge.*

- 1. To issue a Yellow Card, the Official must complete and sign the Yellow Card.*
- 2. A copy of the signed Yellow Card must be provided to the alleged offender at the competition, either in person or by any other suitable means. A copy of the Yellow Card must then be sent to the Association with the Steward's Report and noted in the report.*
- 3. Upon receipt of the Yellow Card, the Association will send an acknowledgment of its receipt to the alleged offender advising of the provisions of this Rule. This copy will be kept on file.*
- 4. Immediately following receipt by the Association of a second Yellow Card indicating that a competitor, spectator or participant has been issued two Yellow Cards within a 12-month period, the Executive Director or their designee shall either levy a fine ranging from \$500 to \$1,000 or issue a formal Charge and determine if sufficient cause exists for the violation to warrant a hearing.*

#### **D. Penalties for Unpaid Amounts.**

Any member shall be suspended and denied privileges of the Association, and any non-member shall be denied the privileges of the Association by the Executive Director of the Association, for the failure to pay when due any obligation owing the Association. This includes without limitation any payment due to Paso Fino Horse World, the Association or to a Regional Group in connection with exhibition or stabling of a horse, any office or service charges, including for returned checks or other uncollected funds, or charges for failure to timely file with the Association required annual stallion reports, genetic testing, or any related fees.

The Executive Director shall provide notice of delinquency to the member via email and/or written letter mailed to their address on file with the Association. If the owed fees are not paid within 30 days after the date specified by the Executive Director in the notice of delinquency, the delinquent member shall be suspended from membership, denied privileges in the Association, and assessed an additional penalty fee equal to 10% of the obligation due to the Association.

Any suspension and denial of privileges of the Association under this section shall terminate upon full payment of the obligation due the Association or upon filing of the requisite stallion report, genetic testing results or other requested documents or late fees due, except that individuals suspended for any reason more than twice during a two (2) year period will, on the third suspension, be placed on suspension for a fixed period of three (3) years. When a suspension is based upon nonpayment of fees, all members of a family membership shall be placed on suspension. Suspensions based upon other violations of the rules shall apply only to the offending member.

Following a suspension for nonpayment, any payment made to PFHA during the next calendar year must be in the form of a cashier's check, money order, or credit card. Upon suspension by the Executive Director, the name of suspended member shall be published in the next available issue of the Association's official publication, PFHW, from date of suspension. The complete historical list of all suspended members will be published in the Association's official electronic publication(s) websites).



### **E. Violation Involving Certificate of Registration.**

Ownership of an issued Certificate of Registration remains with the Association. Such Certificate of Registration is issued in reliance upon the information provided on the written application submitted and attested by the owner, and upon the express condition that the Association has the privilege to correct and/or cancel the certificate for cause under its rules. No person shall refuse an Association request for the return of a Certificate of Registration, either before, after, or pending hearing to determine registration participation privilege in Association approved events. The Association may retain possession of a certificate pending resolution of the matter for which the return of the certificate was requested.

## **VIII. FRAUDULENT PRACTICES.**

Practices deemed fraudulent by the Association and other restrictions are described below.

### **A. Misrepresentation Concerning Registered Status.**

No person shall represent any animal owned or managed by him/her to be registered unless the same is registered in the Registry of the Association.

### **B. Misrepresentation Concerning Certificate of Registration.**

No person, firm or corporation shall issue, sell, exchange, give away or receive any false or fraudulent certificate representing same to be a genuine official certificate issued by the Association.

### **C. Improper Use of Registered Name.**

No person shall advertise or enter in any Paso Fino horse event or competition, any horse registered with the Association by a name other than that by which it is registered.

### **D. Alteration of Certificate of Registration.**

No change in or alteration of a certificate of registration or identification required by the Association shall be made except by the Association or its official representative upon proper showing of the necessity for such change or alteration by reason of change in color or markings or mistake or similar reason.

### **E. Alteration of Horse.**

No person shall alter in any way the natural markings of a horse, by surgery, dye or in any other manner.

#### **F. Misrepresentation Concerning Identity of Horse.**

A person shall not represent that a horse is the horse for which a certificate of registration was issued if, in fact, the horse so represented is not the actual horse for which the certificate was issued.

#### **G. No Complaint About Show Veterinarian.**

No complaint may be filed as the result of a determination made by the official show veterinarian that a certain horse should not be permitted to participate in a particular class or the entire respective show due to a physical condition of said horse.

#### **H. No Complaint About Judge's Placement.**

No complaint may be filed as the result of a Judge's decision relating to the numerical placement of a certain horse in the particular show at which said Judge is officiating, unless such protest clearly alleges that the Judge's decision was in violation of the rules.

### **IX. DISCIPLINARY PROCEDURES.**

#### **A. Potential Penalties for Violations.**

Upon the filing of a complaint, protest, or charge resulting in the determination by the Association Hearing Committee, any member may be subject to sanctions as set forth herein which shall include but not be limited to discipline, probation, suspension, fines, censure or expulsion from the Association. This may also include the denial of any and all privileges of the Association for any member or non-member.

Additionally any Certificate of Registration issued to such person may be canceled whenever it has been established by evidence presented at a hearing that such member or non-member has violated any rule or written policy of the Association.

#### **B. Protocol for Hearings.**

1. **General Information:** Any person who believes that any other person has violated any rule or written policy of the Association may file a complaint, protest, or charge requesting a hearing on the violation with the Executive Director or President of the Association. All charges, protests, or complaints must be in writing, signed and dated. The Executive Director and his/her staff shall investigate any charge, protest, or complaint to determine if sufficient cause

exists to convene a hearing before the Association Hearing Committee.

Sufficient cause exists if the investigation shows that it is more probable than not that a violation of a rule or written policy occurred. Once cause has been determined to convene a hearing, no other Association entity may cancel the hearing. The Association Hearing Committee must conduct a hearing.

The individual(s) making the complaint, protest, or charge must be prepared for full disclosure, to the party or parties accused, of all information associated with the charge, protest, or complaint. All parties must be prepared to be present at a hearing either in person or by video conferencing to address all issues presented to the Association Hearing Committee.

## **2. Definitions:**

(1) A complaint is defined as an allegation of a violation of any rule or written policy of the Association brought forward in writing to the Executive Director or President of the Association by any person (i.e. rider, handler, exhibitor, owner, agent, trainer or the parent of a junior exhibitor) provided that the person reporting the allegation is not a Show or Licensed Official in the performance of their duties at a sanctioned show.

A complaint must be:

- a. In writing;
- b. Signed and dated by the person(s) alleging the violation;
- c. Addressed to the Executive Director and President of the Association; and
- d. Received at the Association office within 30 days of the alleged violation.

(2) A protest is defined as an allegation of a violation of any rule or written policy of the Association committed during a sanctioned show or activity brought forward in writing with the Show Committee or the Association Hearing Committee by any person (i.e. rider, driver, handler, exhibitor, owner, agent, trainer or the parent of a junior exhibitor) present at the show or activity.

A protest must be:

- a. In writing;
- b. Signed by the person presenting the protest;
- c. Addressed to the Show Manager of the show or Event Chair at which the alleged violation occurred, or to the Association Hearing Committee, or received by the steward, technical delegate, a member of the Show Committee, the show manager or the show secretary within 48 hours of the alleged violation.
- d. If made directly to the Association Hearing Committee, the protest must be received by the Executive Director and President within 30 days of the last recognized day of the show.

(3) A charge is defined as a report of an alleged violation of any rule or written policy of the Association committed during a sanctioned show brought forward in writing to the Show Hearing Committee or Show Management by a show or licensed official assigned to the said show or activity.

A charge must be:

- a. In writing;
- b. Signed by the person making the charge;
- c. Addressed to Show Management of the show at which the alleged violation occurred, or to the Show Hearing Committee; and
- d. If made to Show Management, it must be received by the steward, technical delegate or a member of the Show Committee within 48 hours of the alleged violation and then forwarded to the Executive Director or President of the Association within 30 days of the last recognized day of the show.
- e. If made to the Show Hearing Committee, it must be received by the Executive Director and President of the Association within 30 days of the last recognized day of the show.

3. **Procedure upon presentation of complaint, protest, or charge:** All complaints, protests, or charges, whether presented by a member of the PFHA, either in a personal capacity, or as a trainer, or owner, or in the capacity as a judge, steward, or other show official shall be filed with the

Executive Director or President of the Association within 30 days after occurrence of incident in question.

The complaint, protest, or charge shall be submitted in writing to the Executive Director or the President of the Association by the person making the complaint, protest, or charge to determine if sufficient cause exists to convene a hearing before the Association Hearing Committee.

The Executive Director, in consultation with the Chair of the Association Hearing Committee, shall have the authority to schedule a disciplinary hearing when he/she determines there is sufficient cause for a hearing. Additionally, a disciplinary hearing shall be held if it is requested by two (2) members of the Executive Committee or by the President.

When it is determined that there is sufficient cause for a hearing, a Letter of Inquiry shall be forwarded to the Respondent and the Complainant from the Chair of the Association Hearing Committee within 30 days after receipt of the complaint, protest, or charge by the Executive Director or President. The Letter of Inquiry shall contain notification of the alleged violation and written notice of the date, time and place of the hearing. A copy of the complaint, protest, or charge which was filed with the Association shall also be included with the notice mailed to each person.

The Respondent shall respond to the complaint, protest, or charge set forth in the Letter of Inquiry no later than 21 days from the date of the Letter of Inquiry. The Respondent shall additionally present any evidence in support of his or her position in response to the complaint, protest, or charge to the Chair of the Hearing Committee.

Each party shall be entitled to request and shall receive one initial continuance at the discretion of the President. All initial continuances by either party must be made within 7 days of date of the Letter of Inquiry. Each party shall also be entitled to request two additional continuances beyond the initial continuance with a \$500 charge for each additional continuance. No more than a total of 3 continuances of a hearing, which shall include the initial continuance, shall be granted to either party.

Each party shall have the right to appear at the hearing and produce witnesses and other relevant evidence on their behalf. The Association Hearing Committee shall have the right to hear and examine witnesses and other relevant evidence relating to the complaint, protest, or charge for the purpose of making a complete determination of the issues.

The hearing shall be held within 90 days from the date of the Letter of Inquiry on the issues set forth in the Letter of Inquiry unless a continuance is requested and granted. The determination of the Hearing Committee shall be based upon a deciding vote of fifty-one percent (51%) by the members hearing the charges.

All exhibits and witness lists shall be exchanged 14 days prior to the hearing by the complainant and the respondent or by counsel representing the complainant and counsel representing the respondent. Any requests for discovery made by the complainant or the respondent or on their behalf shall be answered within 28 days or receipt of same.

Following the hearing, a Determination Letter prepared by the Chair of the Association Hearing Committee shall be forwarded to the Respondent which shall be dated no later than 7 days from the date of the hearing held on the complaint, charge, or protest.

The Chair of the Association Hearing Committee shall prepare a Press Release which shall be forwarded to the PFHA offices for publication in the Paso Fino World.

4. **Hearing Procedure:** Quorum. There must be fifty-one percent (51%) of the members of the Association Hearing Committee for purposes of a quorum for a disciplinary hearing.
  - a. **Testimony via Telephone.** Testimony may be taken at a hearing via telephone or video conference. Any person desiring to present testimony via telephone should notify the Executive Director 14 days prior to the scheduled hearing. This notice should contain the name, address and telephone number of each person who will testify via telephone. This provision is not intended to limit or preclude other appropriate procedures for offering testimony or evidence at hearings.

- b. **Testimony by Notarized Statement.** Testimony may be given at a hearing by notarized statement in writing at least 14 days prior to the hearing. Any person desiring to present testimony in this manner shall notify the Executive Director and provide the written notarized testimony at least 14 days prior to the hearing.
  - c. **Failure of Charged Person to Appear.** In the event the person or persons alleged to have violated a rule or written policy of the Association fails to appear at the scheduled hearing or fails to file a notarized statement of the evidence regarding the alleged violation, a copy of the hearing notice and the date of mailing thereof shall be entered in the record of the proceedings, and the Association Hearing Committee shall then have the right to conduct the hearing and make a final determination of the issues.
  - d. **Decision of Hearing Committee.** The Association Hearing Committee shall decide if a violation of a rule or policy occurred by a determining vote of 51% of the members present at the hearing. Upon the determination of a violation, the Association Hearing Committee shall determine the level of sanction to be issued associated with the violation. The decision and disciplinary action of the Association Hearing Committee shall be final and binding on all parties.
5. **Levels of Sanctions:** A sanction issued by the USEF shall not preclude the Association Hearing Committee from issuing a sanction on the same incident in the event a charge is filed with the PFHA.
- a. **Level I Sanction** – A Level I sanction is associated with a violation involving an action which includes but not be limited to a minor, first time infraction of the PFHA Rules. This would include but not be limited to as an example, a board pass not allowed under the rules; or a failure to pay dues. (Fine of \$100 and Letter of Reprimand)
  - b. **Level II Sanction** – A Level II sanction is associated with a violation involving an action by a member which includes but is not be limited to any act done willfully or with the specific intent to deceive or cheat; or an Intentional action taken by a member to defraud or trick

while knowing the representation made to be false. This would include but not be limited to any fraudulent action taken by a member of the PFHA as defined under General Rules, Sec. VIII. It may also include improper influence; unfair dealings concerning horses; use of performance enhancing drugs with horses; falsifying registrations; falsifying a signature on a stallion report; unfair dealings involving horse sales; and any fraudulent action involving a registration of a horse. (Fine of \$300 to \$2,500; and the committee shall have the right to suspend up to 5 years depending upon the severity of the violation.)

- c. **Level III Sanction** – A Level III sanction is associated with a violation involving an action by a member which includes but not be limited to any action taken by a member who impacts a horse and/or other members. This would include but not be limited to violations as defined under General Rules, Sec. VII(A)(1 – 3). This would also include threats of violence to an owner, horse, trainer, or participant, or rider; and acts of violence or abuse to an owner, horse, trainer, or participant. Violence or abuse to a person is defined as placing someone in fear of imminent serious physical harm, or the act of physical harm to a person.

Violence or abuse of a horse is defined as inflicting physical pain, suffering, or death on an animal, usually a tame one, beyond the necessity for normal discipline. It can include neglect, such as withholding food and water, resulting in the suffering, death, or imminent danger of death to the animal. It may also include the use of banned drugs with a horse. (Fine of \$500.00 to \$5,000.00; and the committee shall have the right to suspend up to 5 years depending upon the severity of the violation.)

- d. **Level IV Sanction** – A Level IV sanction would include but not be limited to any action taken by a member involving a continual and total disregard for the rules, policies, and Constitution of the PFHA. This would also include any actions taken by a member which are three or more offenses similar in severity. It may also include any action taken by a member which results in the death of a person or animal. The Association Hearing Committee shall be entitled to consider additional sanctions beyond



the sanctions in Levels I, II, and III, with a mandatory minimum fine of \$1,000 and a mandatory minimum suspension of 1 year.

6. **Notice of Decision:** As set forth above, a Determination Letter shall be forwarded to all parties documenting the decision of the Association Hearing Committee.

During the period of denial of Association privileges, failure to comply with these restrictions and any other express conditions or restrictions of said disciplinary actions may constitute grounds for further disciplinary action.

7. **Effects of Suspension or Denial of Privileges:** On or after such time as any person has been suspended or denied further Association privileges, the following restrictions shall apply:
  - a. **Person may not Participate in Events.** That person shall not participate and shall be ineligible to participate in any Paso Fino Horse Association approved event. Nor shall such person be eligible to hold approved Judge's credentials or any other Association accreditation.
  - b. **Restrictions on Registration and Transfers.** That person or spouse or minor child shall not register any horse with the Association or transfer registered horses into his or her name or that of his or her spouse, child or business in which the person is an owner. However, the signatures of the suspended person and that person's spouse will be honored on transfer reports for the purpose of allowing such disciplined person or spouse to transfer horses recorded in his or her ownership at the time of notice of disciplinary action. In addition, written leases filed with the Association prior to date of notice of suspension, covering horses owned by the suspended member shall be valid and the signature of the lessee shall be accepted during the original term of such lease, but not during the renewal period of such lease,
  - c. **No Registration of Breeding Date During Period of Suspension.** No horse shall be registered which is sired by a stallion, or out of a mare, owned or leased by such person or spouse or business where the breeding date is shown to be on or subsequent to the date of notice of disciplinary action, until fees, penalties, or fines are paid in full to the Association.

- d. **Horses may not Participate in Events.** No horse which is registered in the name of such person or spouse is eligible to participate in any event approved or recognized by the Association.
  - e. **No Recognition of Signatures.** The Association shall not accept the signature of such person, nor such person's spouse, nor that of such person's children under the age of eighteen (18) on any breeder's certificate or stallion reports evidencing breeding taking place on or after the date of notice of suspension.
  - f. **No Advertisement.** No person on suspension or that person's spouse may advertise in *Paso Fino Horse World* during the period of his suspension, nor may that person's name, or that of his/her spouse appear in any advertisements in *Paso Fino Horse World* during the period of suspension.
8. **Probation:** Probation is defined as a period in which the disciplined member's conduct and actions with respect to all Paso Fino Horse Association activities are subject to strict review. A person who violates an Association rule or written policy while on probation is subject to additional disciplinary action.
9. **Additional Violations During Suspension.** Failure to comply with the sanctions issued or any other express conditions or restrictions of the disciplinary action during the period of suspension or denial of Association privileges will constitute grounds for further disciplinary action.
10. **Publication.** When a member is disciplined, suspended, expelled or fined, or a non-member is denied membership privileges, publication of the action shall be made as soon as practical in *Paso Fino Horse World*. The notice shall include the specific violation. The Association office shall also notify the management of every Association sanctioned show by letter of the penalizing of any person and of the person thereof.
11. **Reimbursement for Costs in Unsuccessful Challenge to Association, Venue for Legal Action.** The Association has adopted the following provision for the mutual benefit of the members. The intention is to reduce the Association's litigation expenses, which expenses would ultimately be borne by members and non-members participating in

Association activities. Every member, by joining the Association, or non-member, by purchasing Paso Fino horses, filing a registration application or other documents with the Association, or participating in Association approved events, does thereby agree as follows:

- a. If unsuccessful in an attempt to overturn Association decision, actions, rules or regulations, to reimburse the Association for its reasonable attorney's fees, court costs and other expenses in defense of such suit; and
- b. That he/she will not commence any action, whether in law or equity, against the Association in any courts other than those federal and state courts located in the state of Kentucky.

12. **United States Equestrian Federation, Inc.** On receipt of official notice that disciplinary action has been taken by United States Equestrian Federation, Inc. (USEF), such disciplinary action shall be upheld by the Association in conformity with existing USEF rules regarding such reciprocity.

## **X. TELEVISION AND MEDIA RULE.**

### **A. Authorization.**

Attendance at an Association approved event, in whatever capacity, shall constitute authorization for the Association, its agent, designees or assigns to photograph, video tape, televise or record by other means (hereinafter referred to as “photographic material”) any person or animal on the premises of the approved event, and shall further constitute authorization for the use of such person’s name, voice and biography, or the name, pedigree and performance record of any animal on the premises (hereafter referred to as “related information”) in conjunction with any photographic material.

### **B. Use of Information.**

The photographic material and related information referred to above may be used in any manner that the Association, in its sole discretion, determines would be beneficial to promoting the purposes and goals of the Association provided, however, that no photographic material or related information will be used in conjunction with the endorsement of any product unless prior written consent is obtained.

**C. Release.**

Attendance at an Association approved event shall further constitute agreement to the terms and conditions outlined above, and shall constitute a waiver 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 when such information is obtained at an Association-approved event by the Association, its agents, designees or assigns.

**XI. NOTICE PROCEDURE.**

Any and all notices, except those involving disciplinary actions, which will be mailed Certified Return Receipt, required or permitted under these rules may be served by delivering the notice to the person to be served, in person or by mail to his or her last known address as it appears in the Association records and upon mailing, such notice shall be deemed received by such person when it is deposited in the United States mail.

# CHAPTER TWO

## ASSOCIATION SANCTIONED SHOWS

### **Competition Statement.**

A knowledge of the rules of any sport is required of each participant and the exhibitor at a licensed competition is in no way exempt from the responsibility. A complete knowledge of and compliance with the rules are essential and the exhibitor must be fully cognizant of all the rules as well as class specifications in the divisions in which he or she shows.

It is obvious that however complete rules may be, they can never cover all possible situations which may arise. If a matter cannot be solved by interpreting the rules to the letter, the solution to be adopted by those responsible should lie in a principle which follows as nearly as possible the spirit of the rules.

### **I. REGIONAL GROUP SPONSORED SHOWS.**

#### **A. Classification.**

*These shows must be sponsored by a recognized Regional Group, except as noted in Section 6. These do not include the Association Grand National Championship Show. In USEF-PFHA sanctioned shows when any PFHA Rule conflicts with an USEF Rule, the USEF Rule will prevail. Thus, even if class specifications differ, USEF Rules will be followed and PFHA points will be recorded for that class. Refer to Ch.2.VIII. General Rules. B. Rules Not Found in the Association Rule Book.*

- 1. All Paso (AP) Shows. An All Paso (AP) show shall have at least thirty (30) Association recognized classes taken from Chapter Three. AP Shows may also be sanctioned by USEF. USEF sanctioned AP shows shall be judged by a USEF/PFHA Certified Judge. USEF-PFHA sanctioned shows shall be stewarded by one Steward with both USEF and PFHA certification or by one USEF Steward and one PFHA Steward.*
- 2. PFHA-USEF All Breed (AB) Shows. PFHA-USEF All Breed Shows shall have association sponsored classes which are part of an All Breed USEF regular member show. The co-sponsoring regional group is responsible to make sure that all the required paperwork is received by the association office in the required time. A USEF Licensed Steward may fulfill the requirements and duties at a PFHA/USEF AB Sanctioned*

*Show with thirty-five (35) or fewer horses. The count is to be determined by the previous year's steward's report. This steward must enforce all applicable PFHA rules and submit a PFHA Stewards Report to the Association. A Guest Steward Card is required; application must be made at least ninety (90) days before the show.*

3. *All Breed (AB) Shows. An All-Breed (AB) show shall be:*
  - a. *A show with no more than twenty (20) Association recognized classes, or*
  - b. *A show which is part of an AB show with the majority of the classes being non-Paso Fino classes and said AB show shall not be a USEF sanctioned show.*
4. *Local (L) Show. A Local (L) show shall be either:*
  - a. *A show with (i) no more than twenty (20) Association recognized classes, (ii) which is part of an All-Breed show which the majority of classes are non-Paso Fino classes and (iii) which is not a USEF Regular Member show; or*
  - b. *A show held in conjunction with a Regional Group clinic, an Association Judges and Stewards clinic or a training clinic. There is no limit on the number of classes. There will be no USEF affiliation.*
  - c. *A show with a maximum of thirty (30) Association recognized classes and which is not a USEF sanctioned show. There is no requirement for other breed classes or a clinic to be held in conjunction with this show, although those would be optional. There will be no limit to the number of this type of L show which a region may hold in a given year.*
5. *Local (L) and All-Breed (AB) Shows may be sponsored by an individual, club, group, association or PFHA Regional Group. A steward is not required.*
  - a. *A PFHA judge may be used or a judge sanctioned by any recognized horse organization may be used with approval as a guest judge under these rules.*
  - b. *All other show requirements must be met for points to be awarded for these shows. A clinic may be held in conjunction with a L or AB show. To maximize the benefit of a clinic, the judge may be present on the showgrounds the day prior to the show to conduct the clinic.*
6. *All PFHA sanctioned shows will be judged with one of the following procedures to derive at one decision per class:*

- a. One (1) judge/one decision*
  - b. Two (2) or more conferring judges for one decision*
  - c. Averaged score with 3 or 5 judges deriving at one decision.*
7. *All PFHA sanctioned shows with 250+ horses, based on the previous year's count, must provide 2 Certified Stewards.*

## **B. Show Applications.**

1. **Initial Application.** Before a show date may be sanctioned by the Association, and Reserved, the following must be received by the Association office:
  - a. PFHA Application for Approval, signed by the designated person of the sponsoring Regional Group, obtainable from the Association office, containing the date of the show, location, Show Secretary's name and address, classification (AP, AP/USEF, L, L/AP, AB/USEF) and contact person, sent to the attention of the Executive Director.
  - b. Appropriate show application fees.
2. **Approval of Show.** Before a show date can be approved by the Executive Director, the following must be submitted by the contact person or President of the sponsoring Regional Group and received by the Association:
  - a. The names of the Judge(s) and Steward(s) in writing, and
  - b. List of classes.

The Association must receive the items required under subsections 1 and 2, above, at least sixty (60) days before the scheduled show date; if not received by that date, show fees will be doubled. Notice of show approval or disapproval, signed by the Executive Director, will be sent to the contact person for the sponsoring Regional Group.

3. **Show Date Approval.** To assist in giving each sponsoring Regional Group the same opportunity to receive show date approval, each Regional Group should make application for proposed shows for the current show year by the first Board of Directors meeting of that show year. Approval for AP shows and dates will be granted by the Executive Director.
4. **Limits on Shows.** Each Regional Group shall be allotted two (2) weekends of shows which may be AP shows. Except for the limit on L shows, as provided in subsection A., 3. b., above, there are no limits on L or AB shows. This rule will

only apply to shows for which applications are submitted by the first Board of Directors meeting of the current show year. Regional Groups may apply for additional AP shows after that time and shows may be approved as long as they do not conflict with these rules.

5. **Responsibilities.** Association Regional Groups shall have full responsibility for promoting and conducting all shows sponsored by such organizations.
6. **List of Officials.** The Executive Director shall maintain, at the Association office, a current list of the names and addresses of all Association Certified Judges and Certified Stewards in good standing. This list will be published in the Association's official electronic publication(s) website(s) and updated as it changes. Notification that the full list is available on the website(s), and changes to the list, will be published in the Associations official print publication, *Paso Fino Horse World* (PFHW).
7. **Cancellation of Show.** If the Executive Director has approved a Regional Group show and date and the show is canceled by the Regional Group for reasons other than an act of God, the said region may be penalized by the Executive Director. In the event of cancellation, fees paid to the Association for the show approval are not refundable although they may be applied to the next show sponsored by that Regional Group at the discretion of the Executive Director. Any appeals of these decisions shall be made to the Association Hearing Committee.

If a scheduled show has started and hazardous conditions, for example, flooding, lightening, hail, high winds, fire, etc., threaten the safety of exhibitors, horses, Judges, officials and/or spectators, the show manager and/or Show Secretary shall call a meeting of the show committee and any of the sponsoring Regional Group's Directors present along with the Judge and the Steward. This group shall decide as soon as possible whether to continue the show, delay it or cancel the remaining portion of the show. If the remaining portion of the show is canceled, the Show Committee of the sponsoring Regional Group has the option of applying any entry fees received for the canceled portion to a future show. However, any exhibitor making a written request for a refund within thirty (30) days of the canceled show for



classes paid for but canceled and including a statement as to why he or she cannot attend the designated future show 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 Regional President shall submit a written report to the Steward of the show and shall provide a copy to the Association office within ten (10) days of the show.

The Steward shall note in his or her report on the show any exceptions he or she has to the Show Secretary's report. Fees due to the Association for the show, a portion of which was canceled, shall be in proportion to the portion of the show actually held but shall be a minimum of half of the normal fees based on the number of entries at the time of cancellation.

### **C. Prize Lists.**

Any published show information and prize lists must contain at least the following:

1. **Entry Fees.** While each Regional Group may set its own entry fees, all entries must be charged the same fees. A show may not accord free entries, free transportation or other expenses to one exhibitor unless the same privileges are extended to all exhibitors. However, this restriction shall not apply to Youth and Sub-Junior Youth classes provided that each youth rider is charged the same entry fee for the specified Youth and/or Sub-Junior Youth class.
2. **Stall Fees.**
3. **Post Entries.** Any regulations regarding post entries must be stated. A post entry is any entry made after the advertised closing date for entries.
  - a. If a show does not desire to accept post entries, it shall so state in the published information and no exceptions shall be made.
  - b. If a show will accept post entries, the Prize List shall so state, but post entries may only be accepted before the start of that class.
4. **List of Classes to Be Held.** Recognized classes to be held at a show must be from among those listed in Chapter Three. All classes must be properly labeled and numbered on the

prize list, show report and summary. Classes may be held in any order as determined by Show Management.

5. **List of Officials.** The sponsoring Regional Group will not list a Judge or Steward in the published information before the invitation to serve has been accepted and approval of those officials has been granted by the PFHA.
6. Classification of Show, Date, Location and Starting Time(s).
7. **Health Requirements.** The published information must inform the prospective exhibitors of relevant state laws and/or Show Management requirements regarding health papers, vaccinations and Coggins tests. A show representative shall examine such documentation on all horses entering the show grounds.
8. Emergency Telephone Number(s).

#### **D. Compliance with Show Requirements.**

The Regional Group that sponsors any Association show is required to:

1. Secure all required signatures on entry forms. The owner must sign in the place designated for the trainer's signature if the owner is the trainer.
2. Secure all proper documents specified in Chapter Two. III. D.
3. Have qualified veterinarian present or on call.
4. Pay its indebtedness to the Association.
5. Hold a show if a date has been requested and approved unless notice is given to the Association in writing at least 60 days before the date. (See Section I. B. 7. of this Chapter.)
6. Report the disqualification of a person at the show.
7. Honor written contracts with Judges, Stewards, or other show officials and employees.
8. Use an Association Certified Judge and Steward; *except as noted in Chapter Two., I. A. (page 70).*
9. Designate a Ringmaster. The ringmaster's duties are to assist the Judge in conducting those classes performed for the Judge's opinion and placement and to convey the Judge's card to the appropriate person in the show booth. The ringmaster shall not carry on any conversation or communication with the Judge that could influence the Judge's opinion of any entry in any fashion.
10. Designate a Show Hearing Committee. Such committee shall be empowered to resolve issues at a show regarding the

conduct of that show but shall not be empowered to invoke sanctions against a member of the Association. An issue that is not completely resolved by the Show Hearing Committee will be forwarded to the Executive Director of the Association for consideration under Chapter One.

11. Assume risks of unpaid entries. Any approved show which accepts entries without the payment of the requisite entry fees, etc., does so at its own risk, and the Association will not be responsible for the collection of fees. However, if a person makes payment for entry fees, etc., in the form of a check that is not honored, the President of the Regional Group sponsoring the show shall report the name and address of the person in writing to the Association within sixty (60) days.

On receipt of such notice, the Executive Director of the Association shall notify such person by registered or certified mail of his indebtedness and warn him or her that unless settlement is made within thirty (30) days, he or she and any horses for which the fees remain unpaid will automatically be barred from taking part whatsoever in PFHA shows until settlement is made. The sponsors of all future approved shows will be notified. If a person is reported for issuing a dishonored check in payment for entry fees, etc., to an Association approved show; he/she may be subject to disciplinary action.

12. Show placements from first (1st) through seventh (7th). A seventh (7th) place, also called honorable mention, must be awarded in case of disqualification of any of the top six (6) entries. Ribbons and trophies may be awarded by Show Management to the top six entries in the class. Trophies, ribbons and prize money won by any entry found to be in violation of the rules will be returned.
13. Show Management and/or the Steward have the authority and responsibility to intervene whenever there is deemed to be an unsafe situation anywhere on the show grounds.
14. Designate a Show Secretary. A reputable person may act in the capacity of Show Secretary who is capable through ability and experience and is familiar with PFHA rules. The specific region holding the show is responsible for all actions of the Show Secretary.

It is the Show Secretary's responsibility to:

- a. Accurately maintain and record both entries and show results, including verifying exhibitor and horse eligibility.
  - b. The Show Secretary shall be held responsible for collecting entry fees, office charges, etc., and for any fees collected for membership on behalf of PFHA or the region.
  - c. It is the responsibility of the region to submit complete and accurate show results to the PFHA, postmarked within 15 days from the last day of the show. If Open Classes are held during a show, the Show Secretary must break each entry down by age and sex, and then place the horses into the correct PFHA class number prior to submitting the show results to the PFHA.
  - d. Show results must be identified with Show Number, Judge(s) and the date of the show.
  - e. Show results must contain PFHA class numbers, class placements, horse registration numbers, horse's names, owner's PFHA number, owner's name, exhibitor's PFHA number and exhibitor's name.
  - f. All forms necessary to report show results will be supplied to the Show Secretary upon receipt of the show package.
  - g. Incomplete or inaccurate show results from any show can cause deserving horses and/or exhibitors to lose a part of or all of their points earned at the show.
  - h. In the event the Show Secretary does not fulfill requirements one (1) through eight (8), above, the Regional Group which sponsored the show will be subject to an appropriate fine.
15. Pay to the winning exhibitors at the end of the show, any class awards or pay backs in stakes classes.

## **E. Show Reports.**

1. **Show Summary.** A show summary must be submitted for each show listing class number, class name, horse placements, full registered names of horses, registration numbers of horses, exhibitors' names and membership numbers, current recorded owner(s)' name(s) and/or farm name under which the horses are shown and their membership number(s). All fees due to the Association in connection with the show must either (i) accompany this

summary or (ii) be sent to the Association no later than submission of the summary. (See Subsection E. 3, below, concerning fees due to the Association.)

2. **Record of Points.** The sponsoring Regional Group shall record the points earned during sponsored shows and forward the same together with the Judge's cards, roster and show summary by First Class mail to the Association office, postmarked within fifteen (15) days of the completion of such show. Failure to do so will subject the Regional Group to an appropriate fine and forfeiture of the remainder of the approved shows until compliance with the rule is met. The Association shall maintain a record of points awarded for all horses and riders.
3. **Fees Due the Association.** The Regional Group sponsoring the show shall collect all fees and proceeds of each respective AP show and maintain a record thereof. The Regional Group also shall pay all incurred show obligations and pay to the Association the appropriate fees along with a copy of the accounting of all receipts and expenses due to the Association.
4. **Committee/Officials Reports.** Within thirty (30) days after each approved show, the Show Committee shall file a report on the quality of judging and actions of other show officials on forms provided by the Association. This report is to be mailed to the Association office. Failure to do so can result in a fine.

## **F. Penalties.**

The Regional Group that sponsors an Association approved show shall be subject to a penalty or fine for failure to conduct a show in accordance with Association rules, for failure to meet show requirements or for failure to file the necessary reports in a timely manner. The Executive Director or his or her staff, shall have no authority to waive assessment or payment of any penalty or fine without approval by the Board of Directors.

## **II. ENTRY REQUIREMENTS.**

### **A. Eligibility.**

To be eligible for entry and exhibition in a show, a horse must be registered with the Association or have a valid PFHA Show Validation Certificate and must be entered and exhibited under its

full registered name and registration number or certificate number. All participants (owners, agents, lessees, trainers, riders, exhibitors and handlers) must be current members of, and in good standing with the Association. A PFHA Show Validation Certificate is good for one year and the fee will be determined by the Finance Committee.

1. A cloned horse, as defined in Chapter Eight. **Section IV. B. I.**, is not eligible for participation in any PFHA sanctioned show or event.

### **B. Ownership of Horse by Legal Entity.**

If a horse is registered in the name of a legal entity, such horse must be shown in the name of that entity. A membership in the Association must be in the name of the legal entity with at least one individual specified as agent. Such agent has authority to deal with the Association in regard to showing the horses owned by the entity, but the agent may not exhibit a horse on behalf of that entity unless he/she also is an individual member of the Association.

## **III. DUTIES OF PARTICIPANTS AND REGIONAL GROUPS SPONSORING A SHOW.**

### **A. Knowledge of the Rules.**

All participants are responsible for knowledge of and compliance with these rules and relevant rules of the USEF.

### **B. Signatures.**

Every owner (in the case of multiple owners, only one (1) signature required as owner), or lessee, if applicable, trainer and exhibitor or his or her agent, if applicable, must complete and sign an official Association entry form. In the event of an exhibitor's failure to do so, the exhibitor's first entrance into the ring as an exhibitor shall be construed as the exhibitor's acceptance of these rules and shall render the exhibitor subject to the rules.

### **C. Information.**

All information required under Association rules must be provided on an official Association entry form and must be signed by the responsible parties. Exhibitors are responsible for any errors on entry forms. Each participant is responsible for his or her own errors and those of his or her agents in the preparation of all Association entry forms. Presentation of signed entry forms shall be deemed acceptance of all rules and in the event of failure to sign the entry

form, the first entry into the show ring as an exhibitor shall be deemed to be in acceptance of said rules.

#### **D. Credentials.**

The following credentials must be made available to Show Management and the Association Steward and copies of said credentials must accompany the entry form; however, items 1 and 3 below may be electronically verified where possible by the show secretary through the PFHA and/or USEF website and therefore eliminating the need to produce copies at the show.

1. Each participant's Association membership card and USEF card, if applicable.
2. The participant's Association Amateur card if applicable.
3. A copy of each horse's entry's registration papers or Show Validation Certificate
4. All other papers and health documents required by law or by competition management.
5. Copies of applicable Lease Agreements.
6. Affidavits of Sales Contracts.

If the participant has submitted their entries via the PFHA online entry system then the following credentials must be made available to Show Management and the Association Steward, and copies of said credentials must be presented at time of check in:

1. All other papers and health documents required by law or by competition management.
2. Copies of applicable Lease Agreements.
3. Affidavits of Sales Contracts.
4. Copies of USEF card if applicable.

#### **E. Affidavit.**

If any of the information required in Section D, above, cannot be made available, the participant must sign a statement giving his name, address, the fact that he or she is not in immediate possession of the proper credentials and the reason the information is not available. These statements will be submitted to the Association office with the results of the competition. If a participant files a fraudulent affidavit, the Association shall levy an appropriate fine.

#### **F. Failure to Obtain Credentials.**

If the Regional Group sponsoring the event does not obtain the credentials required at Section D., above, the Regional Group will be fined an appropriate fee. A person or Regional Group who believes

that such a fine is not due may appeal imposition of the fine by requesting a hearing by the Association Hearing Committee within thirty (30) days after receiving notice of such a fine. The request for a hearing must contain a written statement specifying the grounds for the appeal. If no request for hearing is filed, or if the appeal is denied, the fine must be paid within thirty (30) days of the notice or denial. Failure to pay said fine shall result in an automatic suspension from all Association activities until the fine is paid.

***G. Dogs on Premises. Dogs are not permitted to be loose on competition grounds and must be held on a leash or otherwise restrained. Individuals must not lead dogs on a leash while mounted. Dog owners are solely responsible for any damages, claims, losses or actions resulting from their dogs' behaviors. Dog owners failing to comply with this rule will be issued a warning.***

#### **IV. NATURALNESS OF THE BREED.**

The Paso Fino horse shall be exhibited in the most natural way possible.

##### **A. Appearance.**

No artificial appliances, make-up or glitter that changes the appearance of the horse is permitted. Normal grooming preparations are allowed, including the use of black or clear polish on hooves. All horses must be in good condition.

##### **B. Color of Horse.**

The color of a horse or the color of the horse's eyes will not be a consideration in judging a horse in any PFHA class.

##### **C. Shoeing.**

If a horse is shown unshod, hooves will be neatly trimmed to a short natural length, not to exceed four (4) inches. All horses showing in Classic Fino must be shown shod. The length of the shod hooves is not to exceed four and one-half (4-1/2) inches, including shoes.

All four (4) feet must be shod with the same type of shoe of the same material, weight and thickness, although front and back hooves may be shod in different sizes. ***Aluminum shoes and Rim shoes are allowed.*** Each shoe cannot exceed ten (10) ounces. Weighted shoes, trailers, heel caulks, and any style of pads are prohibited. Toe and/or side clips drawn from the shoe are allowed as long as the clips are an



integral part of the plate shoe. Any horse found to have illegal shoe weight (10 ounces) or material will be disqualified from the class.

#### **D. Manes and Tails.**

Manes, forelocks and tails should retain their full status; a short area, not to exceed four (4) inches in length may be clipped from the mane to accommodate the bridle. Horses under one (1) year of age will not be penalized for having clipped manes or tails.

#### **E. Soreing.**

***Soreing of a horse is prohibited. Any physical evidence, including but not limited to scars or blisters, of training with heavy shoes or artificial devices or soreing shall disqualify the horse for the remainder of the competition. Examples - Artificial Devices include, but are not limited to leg/fetlock ankle chains (leather, string, plastic, rubber, chain, wood, etc.), of any weight. These are illegal on the showgrounds and exhibitors using devices are subject to charges, fees and expulsion from the show grounds.***

#### **F. Cruelty and Abuse.**

Any action against a horse or neglect of a horse, by any persons anywhere on the competition grounds which is deemed cruel and abusive by a Judge, Steward or show veterinarian may be punished by an official warning, elimination or other sanctions deemed appropriate by the show committee or Association Hearing Committee.

Acts that are cruel and abusive include, but are not limited to, the following:

1. Excessive use of a whip or spurs on any horse. A whip or spur mark or welt is an inflammation of the skin and subcutaneous tissue resulting in a swelling and in extreme cases in an abrasion or laceration. The signs of inflammation include heat, pain (sensitivity to palpation) and swelling.
2. Use of an electrical device in schooling or the show ring.
3. Excessively tying-down of the horse's tongue or head.
4. Showing a horse with raw or bleeding sores or raw or bleeding abrasions around the muzzle, nose, jaw, chin groove or jaw is considered an act of abuse and must be disqualified from the competition.

## **G. Soundness.**

All horses must be serviceably sound for competition purposes. A horse must not show evidence of lameness, broken wind, animals with complete loss of sight in either eye may be found serviceably sound at the Judge's discretion. Transmissible weakness is a serious fault. Colts and stallions three years of age and older must have both testicles descended, except that a horse with only one testicle can be shown in the colt or stallion class if the other testicle was removed due to accident, illness, injury and if an affidavit signed by the veterinarian is submitted to the Association to become part of the horse's permanent record.

## **H. Inspection.**

At the line-up in all classes, Judges will carefully inspect the horses for artificial devices, training scars, raw or bleeding sores, soundness, marked lameness and welts from whips or spurs in accordance with these rules.

In addition, all horses entered in any classes at the Grand National Championship show shall have their hooves inspected before entering the ring by a committee of three, appointed by the show chairperson, consisting of an impartial farrier, veterinarian and a member of the show committee. Any evidence that the hooves have been trimmed too closely, which is a practice recognized as soreing, shall disqualify the entry for the remainder of the show.

At all other Association approved shows, the Judge may, at his or her discretion, inspect any horse for evidence of soreing. Any evidence of soreing shall disqualify the horse from the class and from the remainder of the show.

## **V. DRUGS AND MEDICATIONS, NON-COMPETING HORSES SUBJECT TO RULES.**

### **A. No Forbidden Substance.**

A horse may not be shown in any show if it has been administered, in any manner, any forbidden substance. A forbidden substance is any stimulant, depressant, tranquilizer or local anesthetic which might affect the performance of a horse. For this purpose, a stimulant or depressant is defined as any medication that stimulates or depresses the circulatory, respiratory or central nervous system. Also prohibited are any drugs, regardless of how harmless they might be

which by their nature, might mask or screen the presence of any forbidden substance or prevent or delay testing procedures.

#### **B. Request for Test for Forbidden Substance.**

If a horse is suspected to be under the influence of a forbidden substance, any request for a drug test is to be made to the show Steward, who will notify the Judge, who will determine whether such a test is warranted.

#### **C. Penalty for Presence of a Forbidden Substance.**

The owner or owners of a horse found to have received a forbidden substance may be required to forfeit all prize money and any trophies, ribbons and points won at the show, and, if so required, the same shall be redistributed accordingly. The owner or owners of the horse will be suspended from showing for the remainder of the show year. Points accumulated toward Horse of the Year awards before the show at which the horse was found to have received a forbidden substance may be nullified and redistributed at the discretion of the Board of Directors.

#### **D. Examination Permitted.**

Horses in competition at an Association sanctioned show, or present at the show grounds, are subject to examination by a licensed veterinarian who must be appointed by the local show committee. Said appointed licensed veterinarian may perform certain duties, including the administration of a drug to induce urination at the trainer's request, or any other test or procedure in the discretion of said licensed veterinarian, necessary to effectuate the purpose of this rule.

#### **E. Health Papers for Horses Not in Competition.**

All health papers required of horses competing at Association shows shall also be required of non-competing horses brought to the show grounds or show arena and kept in adjacent barn area. In addition to current or customary requirements for health papers, Show Management may, based on local, state and/or federal health requirements, require such additional health papers as are appropriate to insure the health of other horses present at the show grounds and in the adjacent barn areas. Whether a horse is in competition or not, refusal to submit the horse for examination or refusal to cooperate is a violation of these rules and will subject the person responsible for such refusal to appropriate penalties.

## **VI. SURGICAL PROCEDURES AND INJECTIONS.**

### **A. General Prohibition.**

Any injection of any foreign substance or drug that could affect the horse's performance or alter its natural conformation or appearance is prohibited. Also prohibited is any surgical procedure that could affect the horse's performance or alter its natural conformation or appearance, except for those surgical procedures performed by a duly licensed veterinarian for the sole purpose of protecting the health of the horse. Upon discovery that prohibited surgery or injection of a foreign substance or drug has occurred, show management shall immediately disqualify the horse and report the matter to the Association. This rule shall not apply to castration or the cosmetic alteration of the horse's tail. However, the horse's tail may not be altered by the insertion of a foreign object, foreign substance or drug. Under no circumstances may a horse with a "dead tail" be shown at a PFHA sanctioned show.

### **B. Barred from Future Participation.**

Such surgical procedures or injection shall, in addition to disqualification by Show Management, be grounds for the Association, by action of its Hearing Committee, to bar the horse from future participation in Association approved events or presence at shows for such period as determined appropriate. Upon request, the owner shall deliver the horse's Certificate of Registration to the Association for such ineligibility to be prominently marked on the face of the Certificate of Registration. Although ownership of the horse may thereafter be transferred to another party, the transfer of ownership will not dissolve or shorten the term of ineligibility. If preliminary examination indicates a violation of this rule and pending final hearing by the Association Hearing Committee, the Executive Director may, by giving written notice of his or her action to the owner of record at his current address as shown on Association records, temporarily suspend the horse from further participation in an Association approved event or show and request the return of its Certificate of Registration.

### **C. Responsibility for Violation.**

The exhibitor and owner are each responsible for a horse's condition, and they are presumed to know all rules of the Association, including the penalty provisions of these rules. Such individual's voluntary act in entering, exhibiting or causing to be exhibited a horse in an approved show that is found to be in violation of this Section VI

makes him eligible for disciplinary action whether or not the owner or trainer had actual knowledge of the surgery or the presence of the foreign substance or drug or directly authorized the surgical procedure or injection. Purchase and subsequent exhibition of a horse that is found to be in violation of this Section VI in an approved show makes the later purchaser and exhibitor also responsible under this rule.

#### **D. Examination of Horse Required.**

Every owner and exhibitor shall, upon request of Show Management, permit examination of a horse for determination of the presence of prohibited surgery or foreign drug or substance. Refusal to comply with such request shall: (1) constitute grounds for disqualification of the horse from further participation at the show or from further approved events pending hearing of the Association's Hearing Committee, (2) bar the horse from participation in future approved events or shows for such period as determined by the Association Hearing Committee and (3) constitute grounds for suspension of Association membership of the owner and trainer.

### **VII. TACK AND ATTIRE.**

#### **A. Metal on Nosepiece/Bosal/Caveson and Alzador/Barbada.**

A curb chain or curb strap is permitted, but shall not be cruelly tight. Bumps, balls and knots are not allowed in either nosepiece or chin pieces in any class. Except for Schooling classes in the Classic Fino and Paso Performance divisions, metal is not permitted in, under, over or attached to the caveson nosepiece except for necessary buckles.

#### **B. Metal on Bridles and Breast Straps/Breast Collars.**

Flat and or engraved metal decoration is allowed on browbands, cavesons and/or cheek pieces of bridles as well as on the straps of breast straps/breastplates.

#### **C. Schooling Headgear.**

Schooling headgear is defined as a bosal and barbada or alzador attached to the correct bridle for that division. Headgear can be any schooling headgear not considered cruel or inhumane by the Judge or show committee in the following classes:

1. Schooling classes,
2. 36-48 months and 49-60 months-old horses in Amateur or Open classes that are not Schooling classes or

3. 36-48 months and 49-60 months-old horses in Youth classes, except Equitation and Horsemanship classes.

In a Schooling class in the Classic Fino and Paso Performance divisions, metal may be used if covered in a nosepiece or under the chin, but it must not be considered cruel or inhumane by the Judge or show committee and be sufficiently covered to ensure comfort to the animal.

#### **D. Saddles.**

1. **English.** In all classes where English tack is designated, the saddle may be of any English type. If a saddle pad is used, it will be conservative in color and conform to the shape of the saddle. Stirrups for classes requiring English tack must conform in overall shape to commonly regarded English tack.
2. **Plantation Saddle.** Pleasure type saddle allowed in all Pleasure classes. If a saddle pad is used, it will be conservative in color and does not necessarily need to conform to the overall shape of the saddle.
3. **Western.** Western saddle with horn. If a saddle pad is used it will be conservative in color and Western type. Western saddles are allowed in those classes requiring Western tack and in Pleasure classes if Western tack is used and Western attire is worn.
4. **Galapagos.** Legal in Fino and Performance classes with English type stirrups and leathers. Legal in Pleasure classes with Western type stirrup. If saddle pad is used, it will be conservative in color and conform to the shape of the saddle.
5. **Side Saddle.** Legal in Pleasure Classes and Costume Class.
6. **Forward Seat.** Legal only where a jump is required.

#### **E. Bridle.**

Bridles can be Colombian- or English-type headstalls, flat, rolled or braided. Bridles must be leather, goatskin, flat rawhide or black or brown synthetic. Twisted rawhide is allowed in Schooling classes only.

Goatskin bridles with white or cream-colored reins matching the bridles may be used. Cheek pieces may be three-eighths (3/8) to five-eighths (5/8) inch with a matching, plain or stitched, caveson and matching browband. The browband and caveson nosepiece may not

exceed one (1) inch in width and must be a minimum of three-eighth (3/8) inch wide or in diameter. Dropped nosebands, tie-downs and martingales are prohibited. Headstalls may have a throatlatch with a pisador. The pisador may be rawhide. Throatlatches may tie rather than buckle.

#### **F. Reins.**

Reins may be leather, flat, rolled or braided. Nylon or other natural or man-made fiber reins may be used (hereafter referred to as “nylon”). When nylon reins are used, they must be the same color as the headstall or conservative in color. Combination leather/nylon buckle-back reins may be used. Snaps that attach the reins to the bit or bosal may be used except in Equitation and Horsemanship classes. Reins with buckle attachments and without snaps must be used in all Equitation and Horsemanship classes.

#### **G. Other.**

An English breast strap or breastplate not exceeding one inch may be used. Flat or engraved decorative metal adornment on the straps is allowed. No vinyl or reflective vinyl is allowed on headgear, breast straps or breastplates.

#### **H. Western Tack.**

In all classes where Western tack is designated, the tack shall consist of a good working stock saddle. Silver equipment is permitted but must not predominate. The headstall shall be of the Western-type customarily used with a stock saddle. Horses under the age of five (5) years may also use a snaffle or bosal. A horse five (5) and over must use a curb bit. Cavesons and nosebands are prohibited. Breastplates are permitted. Western style breastplates, which may exceed one inch, may be used. See specific class descriptions and appointments concerning tack.

#### **I. Bits.**

Bits are required in all classes except Schooling classes or other classes as specified. Bits may be of any humane approved type, curb or snaffle. See Paso Fino Tack Guide. There shall be no discrimination against any standard curb bit. A standard curb bit is defined as having a shank with a maximum length overall of 8 1/2”. When a curb bit is used a curb strap or curb chain is required and must be at least 1/2 inch in width.

The mouthpiece will consist of a metal bar 5/16” to 3/4” in diameter as measured one inch in from the shank. The bars may be inlaid but

must be smooth or latex wrapped. Nothing may protrude above or below the mouthpiece (bar) such as extensions, prongs or rivets designed to intimidate the horse. Rollers attached to the center of the bit are acceptable and may extend below the bar. Jointed mouthpieces are acceptable and may consist of two or three pieces and may have one or two joints. A three-piece mouthpiece may include a connecting ring of 1 1/4" or less in diameter or a connecting flat bar of 3/8" to 3/4" (measured top to bottom with a maximum length of 2"), which lies flat in the mouth, or a roller or port as described herein. The port must be no higher than 3 1/2" maximum with roller(s) and covers acceptable. Jointed mouthpieces, half-breeds and spade bits are standard. Straight bar bits must be rounded on edges or wrapped. The diameter or thickness of the bar is not to exceed 3/4." The width (flat surface) of the bar is not to exceed 1." Slip or gag bits, rigid donut mouth- pieces and flat polo match mouthpieces are prohibited. Roping bits with both reins connected to a single ring at center of cross bar shall not be used.

Reins must be attached to each shank. Any rein design or other device which increases the effective length and thereby the leverage of the shank of a standard curb bit is prohibited. Anything that alters the intended use of the equipment as described in the appointments for a given class is considered to be an artificial appliance.

A standard snaffle bit is defined as a center jointed single rounded, unwrapped smooth mouthpiece of 5/16" to 3/4" diameter metal as measured from ring to 1" in from the ring with a gradual decrease to the center of the snaffle. The rings may be from 2" to 4" outside diameter of either the loose type, eggbutt, dee or center mounted without cheeks. The inside circumference of the ring must be free of rein, curb or headstall attachment hooks. Snaffle bits do not require a curb chain. If a curb strap is used it must be attached below the reins.

All bits with shanks must have a curb strap or curb chain attached and used for leverage. Curb chains and leather chin straps must be flat, at least 1/2" in width, and lie flat along the "chin groove" (the part of the jaw just behind the bulge of the chin) of the horse.

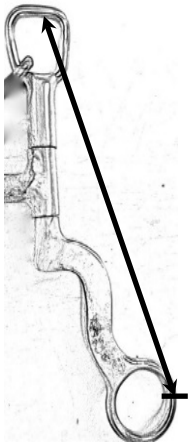
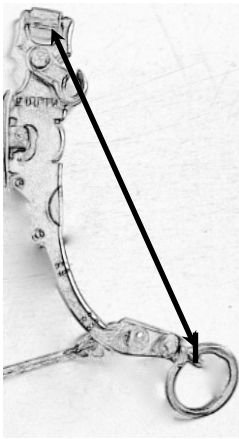
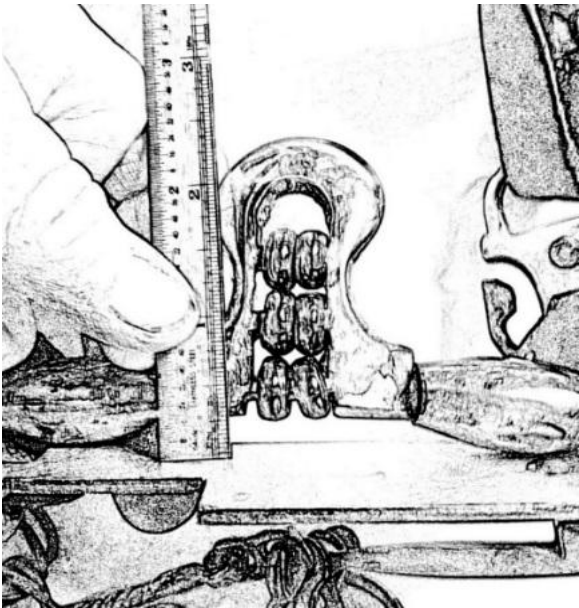
Measurement will be taken by placing a straight edge at the bottom of the bars to have an accurate line as the "bottom" when measuring the height. See drawing. The length of the shank shall be measured in a straight line from the inside of the uppermost part of the



headstall slot to the point on the rein ring where the rein would pull from when pressure is applied to rein. See drawing.

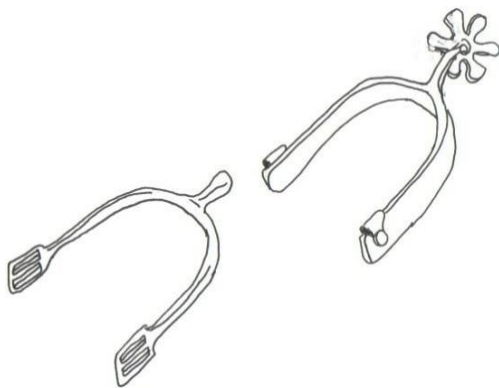
At any PFHA sanctioned show at any time, the show steward may require a rider or riders to dismount and drop their horse's bit(s) for inspection. Show officials may select entire classes or individuals in any division for inspection. In championship classes, the steward or judge may inspect the bits for the horses awarded top placements at the end of the class. This may be done in the ring or as the horses exit the ring. For safety, riders must dismount and drop the horse's bit for inspection. Show officials may determine the level and number of placements to be checked and the location for the inspection.

Proper Way to Measure Bit



## **J. Crops and Spurs.**

Spurs may not be used in any Paso Fino competition except, blunt spurs may be used in Specialty classes. A riding crop not exceeding thirty (30) inches in length may be used.



## **K. Special Tack, Attire or Considerations.**

An individual, requiring special show consideration, shall submit a request to the Show Secretary who will note appropriate Judges' cards accordingly and inform the Steward of same. These special considerations may include the exemption from dismounting and mounting in Paso Pleasure classes.

When a dismount/remount test is called for during the lineup in any pleasure class, any exhibitor may request the use of a mounting block to complete the test. Each show must have a mounting block available at center of ring which will be provided to an exhibitor upon request.

## **L. The Guide to Paso Fino Tack.**

*The Guide to Paso Fino Tack* lists examples of acceptable tack where English and Western tack is designated.

## **M. Exhibitor Attire.**

1. **Official Paso Fino Show Costume.** In classes requiring the official Paso Fino show costume, the attire shall be a long-sleeved jacket of approximate hip-length which does not touch the saddle and full-length riding pants or jumpsuit which cover(s) the boots (see Glossary). The jacket and pant or jumpsuit must be conservative in color and may include contrasting trim and/or embroidery. (see Glossary)

Conservative) Slightly reflective or non-metallic buttons (such as pearl, glass or burnished metal), trim, adornments and/or threading are allowed as long as they do not predominate the attire. Sequins, glitter or other highly reflective, bright and shiny adornment is not allowed on any part of the Official Paso Fino show costume. A long sleeve, short sleeve or sleeveless shirt or blouse may be worn under the long sleeve jacket. Male riders shall wear a bow tie, western bow tie or bolo.

The exhibitor must wear a felt, leather or suede hat with a flat or slightly rolled brim with a matching or contrasting hatband. There may be small adornments on the hatband, such as metallic buttons or symbols. The whole effect of the exhibitor's costume is to be one of good taste which promotes the horse.

2. **Pleasure Attire.** Where English or Plantation type tack is used, the rider's attire shall consist of a long-sleeved shirt, full length trouser, tailored jacket or vest, hat and riding boots. Riders that use English tack cannot wear chaps. Sweater vests are not allowed. A tie is optional. Women riders may wear a skirt, culottes, jodhpurs, breeches, or gaucho pants that are long enough to cover the knees while seated in a saddle along with knee-high boots. Sequins, and rhinestones or other similar reflective adornment, except glitter and mirrors, may be used as an accent or buttons on a jacket, vest, or hat band, but must not predominate. Reflective adornment is not permitted on shirts or blouses, except functional buttons at the cuffs and the front of the garment. Jeans and baseball-style hats are prohibited. No part of the official Paso Fino costume shall be allowed except for riding boots, jumpsuit or pants (exception-tuxedo style pants).
3. **Western Attire.** In classes requiring Western dress, the rider shall wear a Western-type hat, long sleeve Western-type shirt, full-length trouser and Western boot together with chaps, shotgun chaps or chinks. A jacket or vest is optional. When a long sleeve jacket is worn, the rider may wear a long sleeve, short sleeve, or sleeveless shirt underneath.
4. **Safety Headgear.** A safety helmet that carries the message that it meets the American Society for Testing and Materials/Safety Equipment Institute F1163 Standards may

be worn instead of, or under, a hat that is required in a class. In classes that may require a jump, such as Trail and Versatility, such safety headgear is required. All riders/exhibitors twelve (12) years of age and under, including Walk-Corto Leadline riders are required to wear safety headgear at all times while on horseback, or driving or while in the driving cart at any Association authorized function.

## **VIII. GENERAL RULES.**

### **A. Show Year.**

The Association show year runs from September 1 through August 31. Each Grand National Championship show will operate under the rules that were in effect during that show's qualifying year.

### **B. Rules Not Found in the PFHA Rule Book.**

At any horse show if these rules do not apply to a situation that may arise, the following portions of the USEF Rule Book, as amended from time to time will apply: General Rules (GR) and Western Division (WS) as applicable to Paso Fino classes and PF 101-152.

### **C. Horse's Age.**

A horse's age requirement will be counted in months.

For purposes of determining the appropriate class for competition at a specific horse show, a horse's age is determined in months from the foaling date to the last day of the month preceding the month of the show.

### **D. Ring Conduct.**

1. The ring conduct of any exhibitor shall not be such as to affect adversely the exhibition of any other exhibitor's horse in the ring. Horses should be spirited, display refinement and beauty, but must be obedient. Anyone not controlling his mount shall be excused from the ring.
2. In all mounted classes, the riders shall space their mounts in such a manner so as to avoid bunching up and shall maintain such relative positions during such class demonstrations.

### **E. Delay and/or Commencement of Classes.**

1. Show management may choose to apply a timing procedure if a delay occurs, such as follows:

- a. When horses are competing collectively, if the first horse does not enter the in-gate within 1 minute after the in-gate is open the class is canceled.
- b. When the first horse enters the in-gate within 1 minute and there are remaining exhibitors who have not entered the ring, a 3-minute warning may be issued. If the remaining horses do not enter at the end of the 3-minute warning, the gate will be closed.
- c. Judging must commence when the gate is closed

## **F. Time Out.**

A suspension of judging which may be requested by a competitor or directed by the judge(s).

1. A competitor is entitled to request a time-out for a period not to exceed five minutes in aggregate in order to make obvious adjustments or to repair broken equipment or to rectify a similar condition, or to replace a shoe.
2. The competitor may call only two time-outs per class. The penalty for exceeding the allowed time out(s) is for the entry to be excused or disqualified.
3. To request a time-out for any such emergency, the competitor must go to the center of the ring (if possible) and be acknowledged by the judge. The announcer will declare that a request for time-out has been made and permission granted; time will be taken from the moment such announcement is made.
4. If a horse casts a shoe in a class, time starts (after weighing, measuring and/or gauging has concluded, if applicable) when the farrier or his assistant touches the shoe or the horse. No more than three minutes will be allotted to find a shoe; if the shoe is not found, the exhibitor may elect to continue or withdraw. If a horse is removed from the ring for the purposes of shoeing, the steward or judge shall accompany and remain with the horse until it is returned to the ring, excused or disqualified from the class.
5. Two attendants are permitted in the ring to assist a competitor during his/her time-out. If at the expiration of five minutes the repair has not been made, the competitor may proceed as is or be excused or disqualified.
6. The steward or judge is responsible for timing unless an official timer is present.

7. Competitors who are not involved in a time-out may make minor adjustments that can be performed with the assistance of one attendant and not be charged with a time-out. Minor adjustments do not include replacing shoes.
8. At any time the judge(s) considers it necessary he/she may call for a time-out. Said time-out may be charged to a competitor that, in the judge's opinion, is responsible for the suspension of judging as long as the competitor is so informed by the judge prior to calling the class back to order.

### **G. Concurrent Classes.**

1. Competition management may choose to hold classes concurrently (one performance, multiple judges, multiple sets of placings) provided both classes are held in accordance with all applicable rules.
2. Competition management may choose to run two separate classes in the arena at the same time provided:
  - a. There are no duplicate riders;
  - b. The class specifications are the same for both classes;
  - c. The combined class size does not exceed 25 horses;
  - d. The same judges are adjudicating both classes and turn in separate cards for each class.

### **H. Calling Class Placement.**

After a class has been pinned and the Judge's card turned in, any non-placing horses shall be excused from the ring. Non-winners of ribbons in any class should remain in the ring until excused. The placement of the class shall be called starting with honorable mention, seventh (7th) place, and proceeding sixth (6th) place through first (1st) place. ***For Championship classes, placements are called starting with honorable mention (5th), then fourth (4th) place through first (1st) place.*** The first (1st) place horse shall have the option of making a victory ride once around the ring. The first (1st) and second (2nd) places shall have the option of going down the sounding board.

### **I. Jumps.**

In all classes calling for jumps, the jumps may be either horizontal bar jumps or cross rails. The jumps must include two vertical poles, appropriate jump cups, and a bar for a ground line. All material should be white or some other color that is in contrast to the ring. Jump rails for a horizontal bar jump must sit firmly in jump cups and cannot be on the cup edges. Ground lines must be on the approach

side of the jump and no farther than two (2) feet away from the crossbar. The horizontal bar jump will be a minimum of eighteen (18) inches and a maximum of two (2) feet. The height of a cross rail may not exceed 18" and shall be measured at the top of the center of the intersection of the poles. The height of the jump cups should be set so the angle of the poles does not exceed approximately 30 degrees. Hay bales cannot be used as jumps. All jumps in the warm up area also must conform to the above guidelines.

#### **J. Withdrawing from Competition.**

No exhibitor may withdraw a horse from a sanctioned competition after it has commenced, or remove the horse from the competition grounds, without permission of the competition secretary. An exhibitor who has entered the ring may request permission of the Judge to exit the ring before judging is completed. If an exhibitor voluntarily removes a horse from the ring without the permission of the Judge, except in deference to safety, the Show Committee will disqualify the exhibitor and all of his or her entries from all future classes at that competition and all prizes and entry fees for the entire competition will be forfeited.

#### **K. Disqualified/Excused.**

1. **Disqualified from class.** While the class is working, horse is required to leave the ring by the exhibitor or by the judge prior to the lineup. The horse is not qualified for the championship.
2. **Disqualified from competition.** Horse will be disqualified from the entire competition under the following circumstances.
  - a. Horse exits arena without permission.
  - b. Abuse/cruelty.
  - c. Ineligible exhibitor due to relationship with judge.
  - d. Ineligible horse due to relationship with judge
  - e. Undue stress on horse.
  - f. Soreing.
3. **Excused from class.** Exhibitor completes the class and remains in the ring at the lineup. Horse is qualified for the championship.



#### **L. Same Rider on Two Horses/Two Different Riders on Same Horse Prohibited.**

*A rider may not show more than one horse in a class, with the exception of trail class. For trail class, a rider may show more than one horse as long as there is a handler for each horse. When accepting awards for trail class, the rider with multiple horses should ride one horse into the arena and the other horses may be led in by a handler for each horse. In any saddle class, the rider may not be changed during the class.*

### **IX. SCHOOLING CLASSES.**

#### **A. Horse must be thirty (30) Months.**

No horse may be ridden in a saddle class, whether a schooling class or regular class, until it is at least thirty (30) months old, based on the actual date of foaling.

#### **B. Schooling Class Sections.**

*Schooling classes may be offered in the Fino, Performance and Pleasure Divisions, including the Amateur classes. There may be Open Schooling classes for horses 36 to 60 months old.*

*Alternatively, there may be two (2) schooling age sections within a division for:*

- 1. Horses that are 36 to 48 months old.*
- 2. Horses that are 49 to 60 months old.*

*In addition to age splits, classes may also be divided into 2 classes for fillies and colts/geldings, or into 3 separate classes for fillies, colts, and geldings.*

*For show purposes, a horse's age is determined in months from the foaling date to the last day of the month preceding the month of the show.*

#### **C. Crediting of Points.**

In a show that does not offer Schooling classes, a schooling horse may compete in the regular appropriate class and still retain its schooling status, and any show points awarded to such horses shall be computed and credited as points awarded in the appropriate Schooling class.

#### **D. Restriction on Schooling Status.**

*A schooling horse (36-60 months) must be shown in classes appropriate for its age, with the exception of championships or open classes that have no age restrictions. If a show does not offer*

*schooling age classes, a schooling horse may show in open classes at that show without losing its status as a schooling horse.*

## **X. GAIT, SMOOTHNESS AND STYLE.**

In all classes, special attention shall be afforded to the rhythmic consistency and smoothness of the Paso Fino gait. While style of execution may vary with horses, any style of execution that reduces smoothness and consistency shall be penalized. In addition, a horse shall be excused for failure to perform any gait prescribed in a class. Any tendency to mix gaits, the loss of even cadence or lack of smoothness, as evidenced by an up-and-down or side-to-side movement of the horse's croup or of the rider shall be penalized. Horses that fight the bit, flatten their ears, or swish their tails shall be penalized.

In all qualifying gaits, light contact on the reins is required. Horses requiring undue restraint or "holding" in gait or collection shall be penalized. While the degree of collection required varies from class to class, in no gait should the horse go "strung-out" behind, squat down in the rear, jut out his nose, lug or work behind the headgear. Exaggerated leg action (excessive fold, over-reaching, unnaturally high front leg action, etc.) is not desirable. The ideal Paso Fino horse should track straight; however, some slight winging or paddling is acceptable and should be penalized only if it is severe or a result of conformation faults. In all classes and all gaits, the Paso Fino horse should give the appearance of naturalness and ease combined with a degree of pride and elegance that is characteristic of the Paso Fino breed.

## **XI. EXHIBITORS GENERAL CODE OF CONDUCT.**

Owners, handlers and trainers shall, at all times, treat members of the Paso Fino Horse Association and guests with the kindness, respect and affection which our long history deserves. At no time in the training, handling or in the showing of the Paso Fino horse will the horse be subject to mistreatment. Exhibitors should not accuse the Judge of favoritism and should support the Judge and the judging system. If an exhibitor believes that he or she has a legitimate complaint concerning the actions of any show official, he or she should follow the procedures outlined in Chapter One to pursue and resolve the complaint. An exhibitor may not use any type of electronic, mechanical or similar communication or mechanical device in the show ring while being judged, except for an exhibitor

who is hearing impaired and who normally uses a sound enhancing device to achieve normal hearing.

## **XII. AMATEUR AND PROFESSIONAL DEFINITIONS.**

### **A. Definition of an Amateur.**

A person, who is 18 years of age or older, is an Amateur for all competitions conducted under Association rules if he or she has not engaged in any activities that would make him or her professional. (See Section XII.D. Definition of a Professional, below) Spouses of professionals who assist in training or showing are not considered Amateurs. Riders ages 17 and under are automatically considered amateurs.

Each exhibitor in an Amateur class must be an Amateur by the above definition and certified as an Amateur by the Association. In the case of a corporate owner, the stockholders of the corporation shall be considered the owners for purposes of this definition. A horse that is the subject of a lease to an Amateur is not considered owned by that Amateur for purposes of this definition. The purchaser of a horse under an installment method of payment shall be considered the owner of the horse for purposes of this definition if the purchaser, either before or at the time of the competition in question, files an affidavit on a form provided by the Association for this purpose that describes certain relevant information about the purchase.

### **B. Senior Amateur.**

Senior Amateur status provides a separate track for recognition and awards for Association members, age sixty-two (62) years and older. The member must have attained at least age sixty-two (62) at the beginning of the show year to qualify as a Senior Amateur. In order to facilitate recognition of Senior Amateur status, a Senior Amateur must provide his or her date of birth.

### **C. Application for Amateur Status.**

Amateur certification may be applied for on the Membership Application form or on a form obtainable from the Association. A person's Amateur Certification will continue for so long as the person does not engage in activities that would cause him to fail to qualify as an Amateur, as defined in Section A., above. A member who previously received Amateur Certification, but who later engages in activities that cause him to fail to qualify as an Amateur, shall notify the Association in writing of any changes of status as

soon as practical after engaging in those activities. Amateur Certification will be issued only on receipt of a properly signed application, and it is revocable at any time with just cause.

If a person holds a non-revoked Amateur card and does not have it in his immediate possession, the Show Secretary must have the person sign a new Amateur application stating he/she meets all the requirements necessary to be considered an Amateur. This application will be submitted to the Association. If such person violates or does not comply with the above definition of an Amateur and the pertinent rules, but signs the Amateur application, he or she shall be deemed guilty of a violation. In the event a person is found to be a professional as a result of a complaint made in connection with his or her status for a show, all awards won by such person in Amateur classes at such show and any subsequent shows shall be forfeited and returned to the show, and the person shall be subject to disciplinary action. The holding of an Amateur card does not preclude the question of Amateur status being raised.

#### **D. Definition of a Professional.**

A person, who is eighteen (18) years of age or older, becomes a Professional for horse show purposes if the person engages in any of the following activities:

1. Accepts payment for riding, driving, showing in halter, training, schooling or conduction clinics or seminars.
2. Accepts payment for giving instructions in equitation or horse training. Persons acting as counselors at summer camp that are not hired in the exclusive capacity of a riding instructor are excluded.
3. Accepts payment for employment in another capacity, e.g., secretary, bookkeeper, and rides, drives, shows in halter, trains or schools horses, or gives instructions when his employer owns, boards or trains said horses.
4. Accepts payment for the use of his name, photograph or a form of personal association as a horseman in connection with any advertisement or article to be sold.
5. Accepts prize money in equitation.
6. Rides, drives or shows in halter at horse shows, any horse for which he/she or a member of his/her immediate family accepts payment for boarding or training.
7. Gives instruction to any person or rides, drives or shows in halter at horse shows, any horse for which activity another

person in his immediate family or corporation which a member of his family controls will receive payment.

### **E. Activities Not Affecting Amateur Status.**

The following activities shall not affect the Amateur status of a person who is otherwise qualified:

1. Accepts payment for the writing of books or articles pertaining to horses.
2. Accepts payment for judging or stewarding.
3. Accepts reimbursement for expenses without profit. Expense statement is to be accompanied by receipts.
4. Accepts a small token of appreciation, other than money, for riding, driving or showing in halter. For this purpose, payment of horse board, prize money, partial support or objects of more than \$300 in value are considered payment, not small tokens of appreciation.
5. The occupation of veterinarian or farrier, or ownership of a tack shop or breeding or boarding stable, in itself, does not affect the Amateur status of a person who is otherwise qualified.

### **F. Change of Status.**

A Professional continues to be such until he or she has received Amateur rating by a vote of the Board of Directors. Any person who has been a Professional and who desires to be reclassified as an Amateur on the grounds that he or she no longer engages in the activities that made him a professional must reapply for Amateur status by notifying the Association in writing. The Association shall promptly acknowledge receipt of the application in writing. The applicant must then wait a period of time (the "waiting period") equal to the period of time starting from the first day of his Professional activities and lasting until the day his re-application for Amateur status is acknowledged by the Association; provided, however, the waiting period shall not be less than one year and not more than three years.

After the waiting period has expired, the person may submit to the Board of Directors an Amateur application supported by at least two (2) notarized letters from Association members outlining the applicant's activities for said time period and testify the applicant has not engaged in any activities that would make him a Professional, as outlined above during the waiting period.

The burden of proving Amateur status is on the applicant. The Board of Directors may call for and consider any and all further evidence and facts that it deems pertinent. The decision of the Board of Directors on the application shall be final. Any change of status from Professional to Amateur, or vice versa, shall be published in *Paso Fino Horse World*.

#### **G. Disciplinary Action.**

Any person who, under these rules, is a Professional and knowingly and falsely represents himself as an Amateur in order to ride or drive in Amateur classes, and any person who violates any of the provisions of this rule, shall be subject to disciplinary action. An exhibitor who engages a person to ride or drive in an Amateur class and then pays such person above and beyond the extent to which such Amateur is entitled, as provided above, shall be subject to disciplinary action by the Association.

#### **H. Accumulation of Points.**

Points accumulated in Amateur classes and resulting Championship classes are awarded to the horses. In shows not offering Amateur classes the Amateur may compete in the regular appropriate class and any show points awarded to such Amateur shall be computed and credited as Amateur points in the appropriate class if requested in writing by the Amateur. The said written request shall be submitted with the show results and the class placing, with notation by the Show Secretary, when the Show Report and Results are transmitted to the Association office.

# CHAPTER THREE

## DIVISIONS AND CLASSES

### I. YOUTH DIVISION.

#### A. General Rules.

##### Age for Youth

1. **Membership.** All riders and exhibitors in Youth classes (Junior, Sub-Junior and Walk-Corto Leadline) shall be members in good standing of the Association.
2. **Age.** An exhibitor's classes shall be determined by the exhibitor's age on the first day (September 1) of the current show year, and this age shall remain the same throughout the show year.
  - a. **Junior.** Junior exhibitors shall be ages thirteen (13) through seventeen (17) years old.
  - b. **Sub-Junior.** Sub-junior exhibitors shall be ages seven (7) through twelve (12) years old.
  - c. **Walk-Corto Leadline.** Walk-Corto Leadline riders shall be ages three (3) through nine (9) years old.
3. **Safety Headgear.** All riders twelve (12) years of age and under, including Walk-Corto Leadline riders are required to wear Safety headgear at all times while on horseback at any Association authorized function, including while exhibiting in a class. (See Chapter Two. Section VII. M. 4. Safety Headgear.)
4. **Handling Stallions.** A child under thirteen (13) years of age, as determined by the current show year (See Chapter Three. Section I. A. 2.), shall not at any time ride, handle or exhibit a colt or stallion on the show grounds during an Association sanctioned show. This rule applies to all classes, pointed or non-pointed, specifically including Leadline classes. The adult responsible for such a child who violates this rule will be subject to dismissal from the show grounds and forfeiture of any remaining fees.
5. **Points.** In all classes calling for Junior or Sub-Junior riders, points for the class shall be awarded to the rider and not to the horse. Where Equitation Open seven (7) to seventeen (17) years old, Equitation Sub-Junior (seven (7) to twelve (12) years old), Horsemanship Open (seven (7) to seventeen (17) years old) and Horsemanship Sub-Junior (seven (7) to

twelve (12) years old) classes are offered, the points will be broken down into class divisions appropriately by rider's age. Walk-Corto Leadline riders and horses do not receive points.

Points shall be accumulated based on the specific horse a Youth rides in Classic Fino, Paso Performance, Horsemanship and Paso Pleasure Youth classes. The exception to this rule is Equitation and International Equitation classes, points are accumulated in Equitation and International Equitation classes by the rider regardless of the horse ridden and, therefore, a rider in Equitation and International Equitation may ride a different horse in the Equitation and International Equitation Championship classes than in the qualifying class. Points are accumulated in Equitation and International Equitation classes for the rider regardless of the horse ridden and, therefore, qualification for the Association's Grand National Championship show is dependent only on the rider's point count in the Equitation and International Equitation division.

In shows not offering Youth classes, a Youth rider may compete in a regular class and any show points awarded to such Youth shall be computed and credited as Youth points if requested in writing by the Youth or his or her parent or guardian. The said written request shall be submitted with the show results and the class placement, with notations by the Show Secretary, when the show report and results are transmitted to the Association office.

6. **Ineligible for Championship.** Riders in the Youth classes are not eligible for the Open Championship classes because of entry in the Youth division classes. (See this Chapter Three, Section VIII. D. Youth.)
7. **Class Separations.** Any Youth class may be offered as an Open class or may be divided into age groups as follows:
  - a. Divided into Junior Youth (thirteen (13) to seventeen (17) years old) and into Sub-Junior Youth (seven (7) to twelve (12) years old).
  - b. Divided into Junior Youth Level I (thirteen (13) to fifteen (15) years old), Junior Youth Level II (sixteen (16) to seventeen (17) years old), Sub-Junior Youth Level I



(seven (7) to nine (9) years old) and Sub-Junior Youth Level II (ten (10) to twelve (12) years old).

8. **Suitability.** In all Youth classes, special attention should be paid to the suitability of the horse for its rider. Horses should not appear unmanageable or too excitable for their riders, nor should they be unwilling to work for their riders. Good disposition is paramount for a Youth horse.
9. **Youth Championship Classes.** Championship classes may be offered for Youth riders in any division in which two or more qualifying classes are offered at a given show. Youth Championship classes at all PFHA sanctioned shows may be broken down according to years of age of the youth as follows: either Sub-Junior 7-12 and Junior 13-17 or Youth 7-17. To be eligible for entry into a Championship class, a horse/rider combination must have been properly entered, shown and judged in one of the qualifying classes. Exception is an Equitation and International Equitation rider may ride a different horse than in the qualifying class. To be considered shown and judged, a horse must perform all required gaits both ways of the ring in the original class and must remain in the ring until either placed or excused by the Judges.
10. **Junior Riders May be Excused.** A Junior Youth rider may be excused from a class if the rider's horse does not meet the requirements of the class.

## **B. Class Descriptions.**

1. **Walk-Corto Leadline.** This class is open to children three-through nine (9) years of age and to physically or mentally disabled adults or children who are unable to show in other classes. Exhibitors in the Walk-Corto Leadline class shall not cross enter into other classes with the exception of the Costume class. Tack and attire will be the same as that for the Paso Pleasure class except riders are required to wear Safety headwear. No belt or other type implement shall be used to hold a child in a saddle. (See Chapter Two. Section VII. M. 4.)

The horses shall enter the ring with the child mounted and an adult holding a leadline attached to a leather or nylon halter worn over the bridle or holding the pisador attached to the bridle. The leadline is for control only if necessary and

should remain slack during the class, if possible. The child should control the horse.

This class is to be judged the same as the Equitation class (See 2. Paso Equitation) except that no dismount/mount or tests will be asked for and the horses will be requested only to perform at the Paso Corto and at a Walk. All exhibitors shall receive participant ribbons for this class and there shall be no points awarded. In addition, there shall be no point requirement to enter this class in the Grand National Championship show.

2. **Paso Equitation.** The Paso Equitation seat enhances the particular and special style, grace, rhythm and oneness of horse and rider. The class is to be judged 100% on equitation. Results as shown by the performance of the horse are not to be considered more important than the method used in obtaining them. Horses shown in this class will perform the required Paso Fino gaits.
  - a. **Basic Position.** The rider shall convey the impression of effective and complete control at all times, showing both the horses and the rider to the rider's best advantage. A complete picture of the whole is of major importance.
  - b. **Arm and Hand Position.** The arm should hang naturally with the elbows not extending outward beyond a perpendicular line even with the rider's shoulders. The reins shall be held in one of the following manners:
    - 1) The reins should be held by one rein in each hand entering at the bottom below the little finger and extending upward with the bight (excess) of the rein hanging on the off (right) side of the horse.
    - 2) The rein must pass directly from the bit, between the little and third fingers, with the thumb being placed on top. It is important that the third finger holds the edges of the rein in the joints nearest the palm and that the fingers are closed securely, but without tension. Bight (excess) of the rein should be on the off (right) side.

The rider's hands should be held in an easy position, neither perpendicular nor horizontal to the saddle, and should show sympathy, adaptability and control. The height the rider's hands are held above the horse's

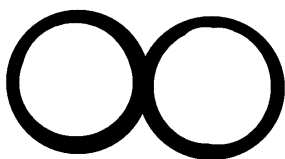
withers as determined by the head carriage of the individual horse. However, extremely high or low hand positions are improper. The rider's hands should not pass over or behind the pommel of saddle. The rider shall make every effort to achieve as straight of a line as possible from the elbow through the forearm, hand and rein to the bit. Hands and wrists should be flexible and not held extremely separated.

- c. **Head Position.** The rider's head should be held erect with the chin up. The rider's eyes should look straight forward.
- d. **Back Position.** The rider's back should be straight, but not stiff. The rider's shoulders should be square.
- e. **Feet and Leg Position.** The rider's leg should hang naturally with a slight bend at the knee. The rider's lower leg should be under the rider's body and not flared outward. Flaring of the lower leg shall be penalized. The rider's feet should be parallel with the horse's body with the heels slightly lowered (approximately one inch). The ball of the rider's foot should rest directly over the stirrup iron with even pressure on the entire iron with heel, hip and point of shoulder in line. The rider's foot position should be natural, neither extremely in nor out.
- f. **Position in Motion.** The rider's position in motion should be natural, coordinated and graceful. The rider should remain almost motionless at all gaits. From the side, a straight line should be able to be drawn perpendicular to the ground through the rider's head, shoulder and ankle. The rider's toe should never be more forward than his knee, thereby keeping his center of balance directly above his feet and ankles. The rider's upper arms should fall naturally from the shoulders toward the hip bones and should be flexible, never clutched to the body, extended forward or spread away from the body. The rider should appear to have a natural flow downward into the saddle and show no side-to-side movement of upper body. At all gaits, the rider should remain in the center of the saddle and not slip back on the cantle.

g. **Tests.** The rider may be required to perform the following tests:

- 1) Ride without stirrups at a Paso Corto, maintaining the proper position. The stirrups may be crossed over the pommel of the saddle if so desired.
- 2) Back his or her horse smoothly and under control. The horse's mouth should remain closed and horse should not throw his or her head.
- 3) Dismount and mount. To dismount, the rider may either step down or slide down. The size of the rider must be taken into consideration. To remount, the rider shall check the curb chain and girth and adjust them if necessary. The rider shall gather the reins in his or her left hand with gentle pressure. The rider shall stand diagonally facing the front of the horse. The rider shall place his or her left hand in front of the horse's withers without holding the mane, turn the stirrup toward the rider with his or her right hand and place his or her left foot in the stirrup. The rider shall place his or her right hand either on the far side of the saddle at the waist or on the front arch (pommel), and spring lightly up, straightening both knees. The rider shall ease into the saddle and place his or her right foot in the stirrup without looking down.
- 4) Perform a figure eight (8) at the Paso Corto. (See Figure Eight Diagram, below, for pattern.) The rider shall always turn and face the Judge unless otherwise instructed. The Judge may tell exhibitors whether he or she prefers large or small diameter circles.
- 5) Move the horse from Paso Largo to Walk on a quiet rein.
- 6) Answer questions on parts of the horse and tack. (See Chapter Three, preceding II. English Tack and Body Parts of the Paso Fino, below.) Judge must refer to these illustrations in asking questions.

Figure Eight Diagram



- h. **Procedures.** The exhibitors will enter the ring to the right at a Paso Corto and circle the arena in a counterclockwise manner until asked to reverse or change gait. Entries will space themselves, maintain the same relative position and avoid bunching up. Entries will be penalized for bunching up or for not working on the rail.

The sequence of the gait will be Paso Corto, Paso Largo, Walk, reverse and repeat. The reverse will be executed toward the center of the ring. A halt will be called at least once during the Paso Corto. Entries will execute the above class requirements and, in addition, Judges are encouraged to call for at least two (2) of the tests provided at Subsection g., above, of the top contestants. Each of the tests is to be performed individually.

- 1) Judges must select only from test numbers two (2), five (5) and/or six (6) for Sub-Junior riders. Junior riders may be asked to perform any of the tests.
  - 2) For the safety of the other entries, Judges are required to excuse any rider who is unable to control his or her mount.
- i. **Appointments.** The tack shall be English type. Schooling tack is not acceptable. The attire shall be the official Paso Fino show costume. (See Chapter Two. Section VII. M. 1.)
- 3. **Classic Fino Youth.** Qualifying gaits, procedures and appointments, except for Safety headgear, if applicable, are the same as described under the Classic Fino Division. (See Chapter Two. Section VII. M. 1, 4.)
- 4. **Paso Performance Youth.** Qualifying gaits, procedures and appointments, except for Safety headgear, if applicable, are the same as described under the Paso Performance Division. (See Chapter Two. Section VII. M.4.)

5. **Paso Pleasure Youth.** Qualifying gaits, procedures and appointments, except for safety headgear, if applicable, are the same as described under the Paso Pleasure Division. (See Chapter Two. Section VII. M. 2, 4.)
6. **Youth Horsemanship.** Regional Group shows may offer this class at their discretion. This class shall be judged: 50% on horsemanship of rider, 10% on the suitability of the horse to the rider and 40% on the performance of the horse. An individual test will be performed by each exhibitor. The course pattern shall be posted at least two (2) hours prior to the class.
  - a. **Procedures.** Exhibitors will enter the ring to the right at a Paso Corto and circle the arena in a counterclockwise manner until asked to reverse or change gait. The entries will space themselves, maintain the same relative position and avoid bunching up. Entries will be penalized for bunching up or for not working on the rail. The sequence of the gait will be Paso Corto, Paso Largo, Walk, reverse and repeat. The reverse will be executed toward the center of the ring. A halt will be called at least once during the Paso Corto. Entries will execute the above class requirements. Horses that do not perform the Paso Fino gait will be excused after lining up. Judges will line up exhibitors and require exhibitors to perform the chosen tests individually.
  - b. **Gaits.**
    - 1) Walk. Slightly collected and maintained at an even pace with no hesitations.
    - 2) Corto. Collected, with sustained cadence and rhythm.
    - 3) Largo. Collected, with good transitions to and from Paso Corto, sustained cadence and rhythm.
  - c. **Tests.**
    - 1) **Stop.** The rider should quietly stop the horse and keep the horse still and parallel to the rail.
    - 2) **Serpentine.** At a Paso Corto, the rider will perform a serpentine through cones without touching cones while maintaining gait, cadence and rhythm.
    - 3) **Circles.** At a Paso Corto, the rider will perform two circles through cones while maintaining gait, cadence and rhythm.

- 4) **Figure Eights.** In a distance of nine feet between two cones with the horse at a Paso Corto, the rider will perform the number of figure eights (8s) as described in the designated pattern, while maintaining gait, cadence and rhythm without touching the cones.
- 5) **Back.** The horse shall back four (4) to six (6) steps in a straight line.
- 6) **Sounding Board.** At a Paso Corto, the rider shall ride the horse over the sounding board while maintaining gait, cadence and rhythm. The horse should move straight down the center of the board, tracking straight. The rider shall circle at the end of the board and return over the sounding board.
- d. **Off Pattern.** A rider will not be disqualified for failure to complete the pattern in the correct sequence, but must be placed accordingly.
- e. **Appointments.** The tack shall be English type. Schooling tack is not acceptable. The attire shall be the official Paso Fino show costume. (See Chapter Two. Section VII. M. 1.)
7. **International Paso Equitation.** The Paso Horse Equitation highlights the style, grace, rhythm of the Paso horse, and the special relationship between the horse and rider. Paso Equitation is the art of effectively and correctly riding a horse using effective aids to achieve the best performance of the horse while maintaining correct posture, seat and balance that enhances the oneness between rider and horse. This event is judged 100% on the international equitation parameters and rules as defined herein.

Results as shown by the performance of the horse are not to be considered more important than the method, skills and aids used in obtaining the best performance of the horse.

- a. **Rider's Position While the Horse is in Motion.** The rider's position while the horse is in motion should be natural, coordinated and graceful. From the side, a straight line should be able to be drawn perpendicular to the ground through the rider's head, shoulder and ankle. The center of balance should be kept directly above the feet and ankles. The rider's upper arms should fall naturally from the shoulders toward the hip bones and should appear flexible, never tight against the body,

reaching forward and/or spread away from the body. The rider should appear relaxed, comfortable and natural. The upper body should not appear to be rocking from side to side. The rider must maintain a centered seat on the saddle and not slip backwards on/over the cantle regardless of the modality/gait of the horse being ridden. The rider should appear to have a natural flow downward into the saddle and the body should not interfere with the movement of the horse.

- b. **Posture.** The rider shall have a balanced, natural and correct position on the horse that promotes the best performance of the horse. The rider shall convey the impression of effective and complete control of the horse at all times, handling the horse in the most appropriate/effective manner while maintaining a high degree of elegance, style and oneness with the horse.
- c. **Seat.** The rider's seat should have a natural flow downward into the saddle so that the torso, pelvis and legs are balanced and symmetrical. The body of the rider should not interfere with the movement and balance of the horse, but it should promote a good performance. The rider should be centered on the saddle and aligned with the horse's dorsal line. The seat must appear natural and comfortable at all times, highlighting the union with the horse. The seat should never appear rigid or tense.
- d. **Head.** The rider's head must be held straight at all times, with the chin up, looking forward in the direction of travel so as to maintain full control of the horse while in motion.
- e. **Back.** The rider's back should be straight, but not tense or stiff. The position of the back must look natural and it should not be arched, leaning forward or backward. The rider's shoulders should be square, but not tense or stiff. From behind, the riders back should be aligned with the horse's dorsal line.



- f. **Arms and Hand Position.** The arms should hang naturally with the elbows not extending forward, backward or outward beyond a perpendicular line even with the rider's shoulders. The reins shall be held in one of the following ways:
- 1) One rein in each hand entering at the bottom below the little finger and extending upward with the bight (excess) of the rein hanging to the right side of the horse.
  - 2) The reins must pass directly from the ring of the bit, between the little and ring fingers, with the thumb being placed on top holding down the reins. It is important that the ring finger holds the edges of the rein in the joints (knuckles) nearest to the palm and that the fingers are closed securely, but without tension. The bight (excess) of the rein should hang to the right side of the horse. The rider's hands should be held in an easy and natural position, horizontal to the saddle, and should convey softness, adaptability and control. The appropriate height the rider's hands are held above the horse's withers is determined by the head carriage of the rider's horse. However, it is improper to maintain hands in an extremely high or low position. The rider must make every effort to achieve as straight of a line as possible from the elbow through the forearm; from the forearm to the hand; from the hand to the rein; and to the ring of the bit. The hands and wrists should remain flexible and not too far apart from each other.
  - 3) The rider may also hold both reins in one hand. The other hand should take the reins from over or underneath the first hand so that both hands have control of the reins. The reins should be close together with the bight (excess) of the rein always hanging to the right side of the horse.
  - 4) Options number 1, 2, 3 are acceptable for riders in categories twelve (12) years old and under. Riders 13 years and over must use Option 3.

- g. **Leg and Feet Position.** The rider's leg should hang naturally. The rider's lower leg should be under the rider's body and should not be extended forward or backwards; that is, it should follow a straight line from the knee down to the stirrup. Extending the leg forward, backward or not keeping a straight line from the knee to the stirrup shall be penalized. The rider's feet should be maintained parallel to the horse's body with the heels slightly lower than the toes (approximately one inch). The ball of the rider's foot should rest directly on the stirrup while exerting even pressure on the entire stirrup. The rider's foot position should appear natural and be as parallel as possible to the horse's body. The foot's position should not appear to be forced inwards and/or the toes pointing outwards. Those riders that appear to be forcing the foot position or maintain the toes pointing towards the body of the horse (inwards) or outwards shall be penalized.
- h. **Appointments.** The tack shall be English type. Schooling tack is not acceptable. *The stirrup leathers are not to exceed 5 centimeters (5 cm.) or two inches (2 inches) in width. The stirrups can be metal or leather. These should be symmetrical in all parts, including the footrest. The attire shall be:*
- *black leather boots*
  - *black trousers of which the length does not surpass the heel of the boot while the rider is mounted.*
  - *black jacket*
  - *the hat should be white or cream with black or white ribbon. Any other type of hat is prohibited.*
- i. **Class Separation.**
- 1) *May be offered as an Open class or may be divided into age groups as follows:*
    - a) *International Paso Equitation Mini - from 4 to 5 years. \*\*, International Paso Equitation - from 6 to 8 years. \*\*, International Paso Equitation - from 9 to 11 years, International Paso Equitation - from 12 to 14 years, International Paso Equitation - from 15 to 17 years.*

b) *International Paso Equitation Mini - from 4 to 8 years. \*\*, International Paso Equitation - from 9 to 12 years, International Paso Equitation - from 13 to 17 years.*

*\*\* The “mini” categories must use a protective riding vest. These should not include any posture aids. In the 4 – 5 & 6 – 8 age group, there should be a minimum of 4 helpers in the arena for safety. These persons will be designated by the Technical Committee. To provide safety, it is recommended music be kept low. \*\**

j. Judging Criteria.

This class shall be judged: 60% on horsemanship/riding skills and individual tests, 40% on the equitation posture of the rider as follows:

<b>HANDLING/RIDING SKILLS</b>	
Handling of the horse, control, confidence, focus, skills and ability to maintain the horse in gait throughout the class.	30 points
Effective use of aids	10 points
Individual Tests:	
Figure Eight (including entrance and halt)	7 points
Back	3 points
Serpentine	5 points
Sounding Board	5 points
<b>Subtotal</b>	<b>60 points</b>
<b>POSTURE/EQUITATION</b>	
Head Position	4 points
Seat	8 points
Back	6 points
Arms and Elbows	6 points
Hands	6 points
Legs	6 points
Feet	4 points
<b>Subtotal</b>	<b>40 points</b>
<b>GRAND TOTAL</b>	<b>100 points</b>

1) Notes.

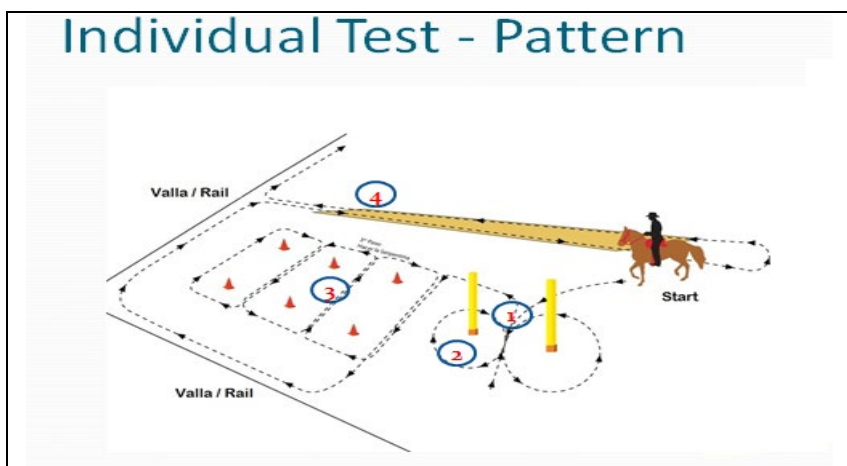
- a) The individual tests start at the Figure Eight and end after completion of the Sounding Board test. The individual test must be completed in its entirety.
- b) Participants that don't follow the sequence of the tests shall be penalized with 15 points under the Handling and Focus area.
- c) In the event that a participant omits or does not complete a test, the participant shall be penalized with up to 5 points under the Focus area plus 5 points for each incomplete test.
- d) The rider's seat should appear centered on the saddle and aligned with the horse's dorsal line. The seat must appear natural and comfortable at all times highlighting the oneness with the horse. The seat should never appear rigid and/or tense. A seat that does not appear to be natural and uneven/off-center shall be penalized with up to 8 points.
- e) The rider's foot position should appear natural and be as parallel as possible to the horse's body. The foot's position should not appear to be forced inwards and/or the toes pointing outwards. The feet position should appear natural. Those rider's that appear to be forcing the foot position, or that maintain the toes pointing towards the body of the horse (inwards) or outwards shall be penalized with up to 4 points.

k. Class Procedures.

All exhibitors must maintain horses at a Corto or Fino while being judged.

Participants shall enter the arena to the right, close to the rail and circle the arena in a counterclockwise manner. Participants should maintain their horses on the rail. The rail should not have any obstacles that may prevent the continuous movement of participants, including personnel and/or judges. At the discretion of the Judges, the participants will be ordered to complete various circles in one direction until instructed to reverse to be evaluated

clockwise. The reverse will be executed toward the center of the ring returning to the rail in the opposite direction. The turn should not exceed an area of three meters. The rider should maintain their horses in gait during the reverse. Judges will observe the rider's skills, focus, handling and ability to maintain the horse in gait during its movement on a straight line as well as during the turns. Participants will then be asked to line up their horses in a predetermined area of the arena where they will wait to be asked to go over the sounding board one by one in both directions and exit to the Holding/Line up area where they will wait for their individual tests.



Regardless of where the participants start from, participants shall approach the Figure Eight from in between the sounding board and the Figure Eight poles. After completing the Figure Eight and Back, the participants shall exit the figure eight in a straight line from the middle of the two poles and head towards the Serpentine test. After completing the serpentine, the riders will head to the rail in a straight line and proceed to the sounding board. The sounding board test must be completed in both directions. Not performing the tests in the sequence established herein shall be penalized with the corresponding loss of points. Participants must maintain the horses in gait at all times.

Each participant will perform individually in order the following mandatory tests:

1. Figure Eight
2. Halt and Back
3. Serpentine
4. Sounding Board

1. Figure Eight.

Participants shall execute three Figure 8s around the poles (two in one direction and one in the opposite direction). The start and end of each figure 8 will be in the center (midpoint) of the two poles. Participants shall enter the figure 8 from in between the sounding board and the first figure 8 pole to cross over the midpoint to the second pole and complete two figure eights in one direction, followed by a straight line (towards the entry point) from one pole to the next and then complete one more Figure Eight in that direction. At the completion of the last Figure Eight, participants will halt in between the two poles facing the judges. Participants that turn in circles around one of the poles during the Figure Eight test to show off shall be disqualified in classes over 9 years of age. Younger ages shall be penalized. Participants shall be penalized if they enter the Figure Eight incorrectly or, perform more or less than three figure eights in the manner described herein.

During the Figure Eight test, the Judges will evaluate the softness of the hands on the reins, the use of aids balancing the body on the horse during the turns, and the rider's ability to maintain the horse in gait throughout the test. Participants shall be penalized if the rider opens and widens the position of the hands and arms while turning (except in classes of youth 12 years old and under), using a leading rein on/or close to the horse's neck, using excessive aids (kicking, slapping the reins, etc.), if their mount veers off track during the turns, or does not maintain gait during the test.

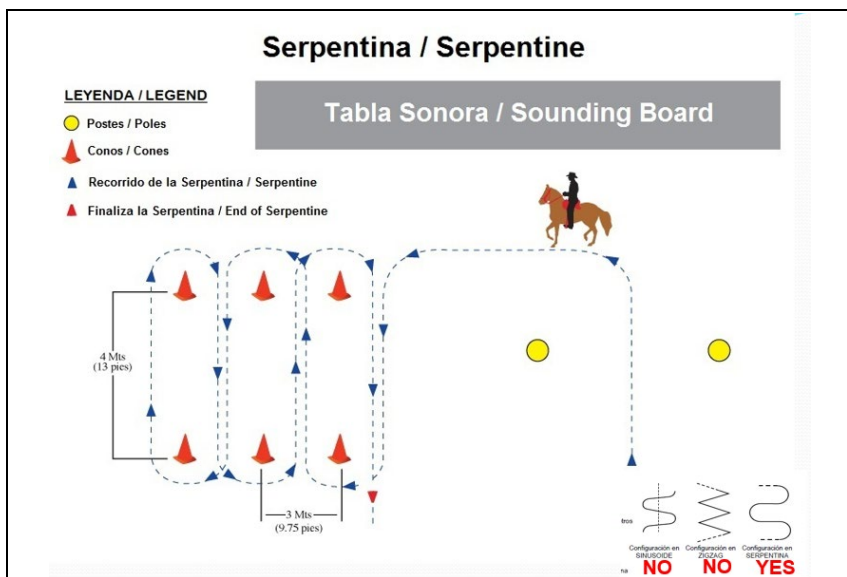
2. Halt and Back.

Once the figure eights are completed, participants must halt in the middle of the two Figure Eight poles and back their horses a minimum of 4 steps and a maximum of 6 steps. Judges will evaluate the smoothness of the

command to halt, the rider's seat (relaxed natural seat, balance, and proper position), the way the rider guides the horse backwards with subtle commands, and in a straight line using even diagonal steps until halting the horse to complete the back. After completing the required back, the participant must come to a full stop and command the horse to move forward with softness, focus and determination. This is accomplished with the use of the proper aids and the rider's balance on the horse. After completing the halt and back, the rider should head in straight line in between the poles towards the serpentine.

3. Serpentine.

After completing the "Halt and Back" test, participants must perform a Serpentine in an area designated for such. This test allows the Judges to evaluate the riders' use of aids and the ability to maintain their horses in gait, with cadence and flexibility during the straight lines and turns. The serpentine test consists of alternating straight-line movements and half circle turns. During the half-circle turns, the horse's body should bend toward the center of the circle. During the transition from straight lines to half-circle turns, the horse must not move over the tangent, in zigzag or sinusoid patterns (Refer to diagram below). The serpentine pattern will be marked with three rows of cones to ensure that the test is performed correctly. The use of bright yellow objects is recommended (refer to diagram below).



#### 4. Sounding Board.

The board shall be placed at ground level. If this is not possible, then there must be access ramps. Once the serpentine test is completed, participants must go over the sounding board in both directions with the horse centered in the middle of the board and straight tracking throughout. Participants must traverse the sounding board in one direction, come off completely (in any direction) and return in the opposite direction. Not performing the test in the manner referenced above shall be penalized. The Judges shall evaluate the rider's ability to maintain the horse in gait, the ability to keep the horse in a straight-line trajectory over the sounding board. Participants shall be penalized for not maintaining their horses in gait; or allowing the horse to move sideways (not straight) over the sounding board; or allowing the horse to step off (one leg) the sounding board. Participants in categories of 9 years of age and older shall be disqualified for turning on the sounding board or stepping more than one leg off the sounding board. Participants in categories under 9 years of age shall be penalized for turning on the sounding board.



## 5. Additional Test/Work Offs.

Judges may request optional tests/work offs between two or more participants. These tests shall be randomly selected (from tests 1, 2, 3, 4) through a lottery system prior to the competition and will be performed independently one at a time until the judges are ready to pin the class.

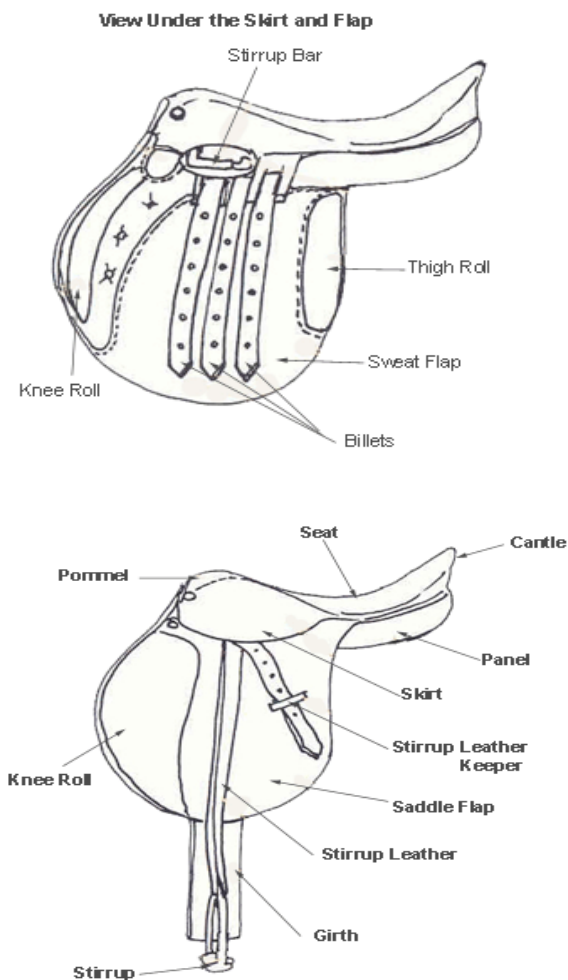
- a. Reverses. Four Calls for Reverse
- b. Parallel. Comparison.
- c. Circles. (three circles around the poles in one direction, reverse towards the pole and 3 circles around the poles in the opposite direction).
- d. Dismount and Remount. (can only be requested for participants 13 years of age and older). Riders must follow the procedure outlined.

### Dismount/Remount Procedure

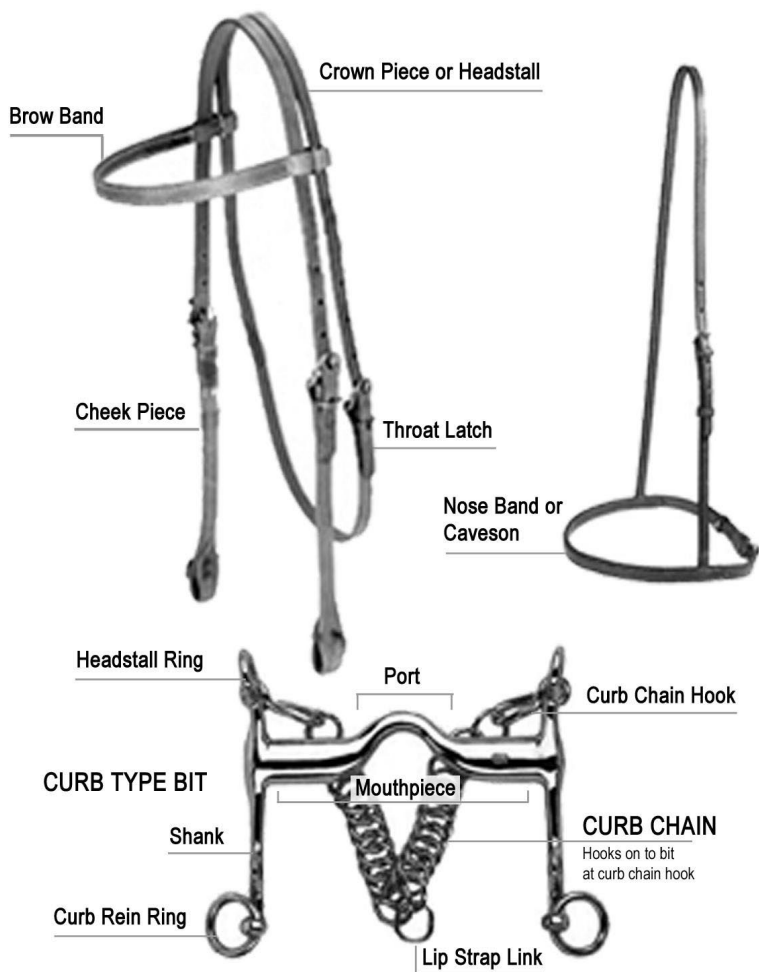
1. To dismount, the rider may slide down off the saddle or use the stirrups. The participant's height must be taken into consideration.
2. Before mounting, the rider must check, and if necessary, readjust the curb chain and the cinch.
3. The rider should hold the reins in the left hand using little pressure on the reins and stand diagonally by the side of the horse facing front and looking at the horse's withers.
4. The participant should then place his or her left hand on the horse's withers while holding on to the mane or the pommel,
5. Turn the stirrup towards his or her body using the right hand and put the left foot into the stirrup.
6. Holding the opposite side of the saddle (cantle) or on the front panel (the pommel or the horn) with the right hand, the rider should smoothly lift him or herself up to the saddle, straighten both knees and cross the right leg over the seat of the saddle, and then ease down into the seat while placing the right foot into the stirrup without looking down.
7. Judges must take into consideration the training and manners of the horse. A participant may not be penalized for the behavior of the horse during the dismount and remount procedure.

# ENGLISH TACK

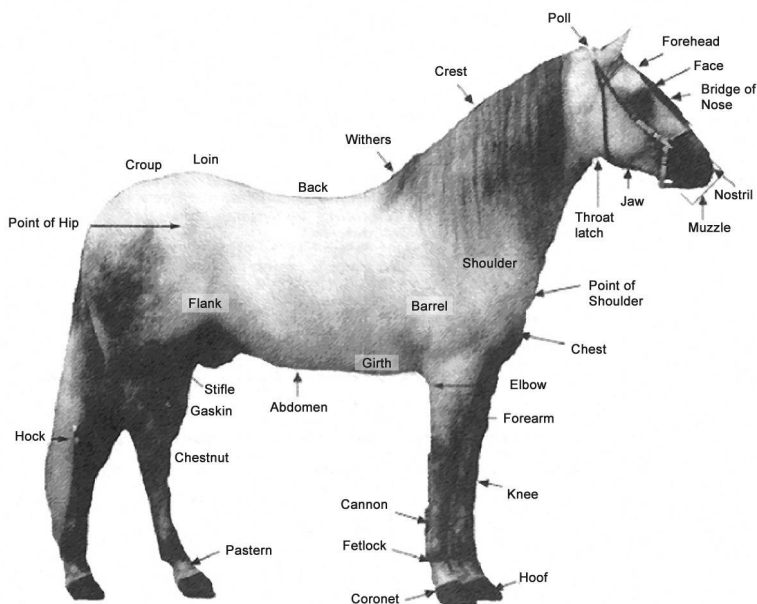
## English Saddle



# English Bridle



## BODY PARTS OF THE PASO FINO HORSE



## II. BELLAS FORMAS DIVISION (CONFORMATION).

### A. Qualifying Gait.

The choice of gait is optional, either Classic Fino or Paso Corto, and one form of the gait shall not be given preference over the other.

Both conformation and gait shall be judged in this class. The Breed Standard, described in Constitution, Article II, Section 2. of the ideal Paso Fino shall be used as the standard for judging. Transmissible faults, such as buck-kneed, calf-kneed, base wide, base narrow, cow hocks, sickle hocks, toe-in, toe-out, offset knees, standing under, camped out in front, too straight behind, etc., shall be counted heavily against breeding stock. A horse with a swayback or fallen crest will be heavily penalized. A horse must be serviceably sound to be considered for placement. Any horse that fails to demonstrate the Paso Fino gait, so that the Judge can evaluate and ascribe gait percentages, shall be disqualified from placement. This class shall be

judged 60% on conformation, 30% on quality and naturalness of gait and 10% on appearance, grooming and manners.

## **B. Procedures.**

Entries of any age may be shown with a halter and single or double lead line. If two (2) lines are used, they shall be long and shall be one (1) on either side of the halter; if two (2) lines are used, the horse may be handled by one (1) attendant holding both lines or by two (2) attendants, one (1) holding each line. If one (1) line is used, only one (1) attendant is allowed. No attendants other than those actually holding the lines are allowed. Lines may end in a smooth link chain which may be crossed over the nose and/or under the jaw at a minimum width of three-eighths inches (3/8"). The horse must demonstrate the Classic Fino or the Paso Corto gait whenever moving. In the lineup, the horse must stand square, not stretched and remain quiet without undue restraint.

Horses shall enter the ring one at a time and in the order that Show Management designates. The horses shall proceed to the right and circle the arena in a counterclockwise direction on the rail.

Quality of gait, which is smoothness, symmetry of action, harmony of cadence and naturalness that is consistent and absent of undue restraint will be judged during rail work. After completing one (1) circle, or when instructed by the ringmaster, the horse will line up in the center of the ring for conformation inspection. The Judge shall penalize a horse if the handler uses his or her hands on the horse's leg, below the knee, to position the hoof in the line-up.

Additional work-offs may be required at the Judge's discretion, including the use of the sounding board to exhibit the horse's cadence of gait. During work-offs, the horses must remain on the rail except to pass.

## **C. Appointments.**

A horse will be shown in a leather show halter without a bit, nameplate or inscription thereon. The halter will be English or Colombian type leather, flat, rolled or braided three-eighths (3/8), one-half (1/2) or five-eighths (5/8) inch) with a matching stitched or plain nosepiece with optional brow band not to exceed one inch in width. A matching leadline, or long lines, as described in Section B. Procedures, above, is required. A riding crop or whip not exceeding thirty (30) inches in length may be carried. No other devices may be used.

Attendants will be attired in the official Paso Fino show costume.  
(See Chapter Two. Section VII. M. 1.)

#### **D. Classes within this Division.**

Classes within this Division may be separated into one (1) of the following categories:

1. Open Bellas Formas (all ages and all sexes).
2. Yearlings up to 23 Months and Older Bellas Formas (may be open or, if divided, must be divided into Colts, Geldings and Fillies), and/or Bellas Formas 24-35 Months Od (may be open or, if divided, must be divided into Colts, Geldings, and Fillies), and/or Bellas Formas 36-48 months old (may be open or, if divided, must be divided into Colts, Geldings and Fillies) and/or Bellas Formas 49 Months Old and Older (may be open or, if divided, must be divided into Mares, Geldings and Stallions).
3. Bellas Formas 49 Months Old and Older (may be open or, if divided, must be divided into Mares, Geldings and Stallions) and/or Bellas Formas 48 Months Old and Under (may be open or, if divided, must be divided into Colts, Geldings and Fillies) or further divided as described above.
4. In a show where Bellas Formas classes are offered by age groups, e.g., 36-48 month old colts, a younger horse must be shown in the class corresponding to its age group and cannot be shown in a mares, geldings or stallions class.

### **III. CLASSIC FINO DIVISION.**

#### **A. Qualifying Gait.**

Classic Fino. An evenly spaced, four (4) beat lateral gait. This gait is smooth, animated, exciting and executed with brilliance and style. The horse must be fully collected and balanced, putting its complete dynamic energy into its carriage and the quickness of its footfall. Flexion and extension should be harmonious in all four legs, and the horse must present a picture of symmetry and fluidness of motion. The horse must perform this highly collected form of the gait naturally and willingly, and any indication that the horse is being excessively restrained or held in gait shall be penalized. A horse that fights the bit, flattens its ears or swishes its tail shall be penalized. Extension is absolutely minimal. The horse's forward speed is extremely slow, whereas the footfall is exceedingly rapid. Any tendency to mix gaits, the loss of even cadence, or lack of

smoothness as evidenced by an up-and-down or side-to-side movement of the horse's croup, or of the rider, shall be penalized. All horses showing in this division must be shown shod.

In this class, horses shall demonstrate the fully collected Classic Fino gait whenever they are being judged. This class shall be judged 65% on execution and naturalness of the Classic Fino gait, 15% on appearance, conformation and way of going, 10% on manners and 10% on sounding board when available.

## **B. Procedures.**

Exhibitors shall enter the ring to the right on the rail and circle the arena in a counterclockwise manner until instructed to reverse or halt. Horses must work both directions, reverse, halt and proceed in gait and traverse the sounding board when available. Breaking gait on reverses, stops or starts shall be penalized. A figure eight (8) may be requested to demonstrate flexibility, responsiveness and steadiness of gait, but diminishing circles are not allowed. Only inanimate objects may be used as "posts" for the figure eight as long as they do not present a danger to horse or rider. A solid, continuous surface allowing no more than one-half inch of space between the boards, ground level, hard surface sounding board forty-eight (48) feet or longer shall be used in this class to clearly exhibit the rhythmic consistency of the horse's cadence and impact when available. The performance of the horse on the sounding board shall not be given preference over the horse's work on the rail. During competition, while being judged, exhibitors are not allowed to turn on the sounding board. Backing of the horses may be requested. Judges may call for horses to work on the parallel at the Classic Fino as an optional test. Judges may call for horses to work in circles at the Classic Fino as an optional test. Judges may call for horses to perform a serpentine at the Classic Fino as an optional test.

## **C. Appointments.**

The tack shall be English type. The attire shall be the official Paso Fino show costume. (See Chapter Two. Section VII. M. 1.)

## **D. Classes within this Division.**

1. **Classic Fino Schooling.** Schooling classes may be offered. These classes are to be conducted in exactly the same manner as the Classic Fino classes except that they will be limited to schooling horses. Tack and attire shall be the same as in Classic Fino with the exception of the headgear, which

may be schooling headgear. (See Chapter Two. Section VII. C.) Schooling classes, if offered, may be separated as follows:

- a. May be Open.
  - b. May be divided into Open Schooling 36-48 months and Open Schooling 49-60 months.
  - c. May be divided into 36-48 months Schooling Fillies, 36-48 months Year Old Schooling Colts and Geldings (or Colts and Geldings also may be separated), 49-60 months Schooling Fillies and 49-60 months Schooling Colts and Geldings (or Colts and Geldings also may be separated).
2. **Classic Fino.** These classes may be separated as follows:
- a. May be Open (includes all ages and all sexes).
  - b. May be divided into Open Schooling 36-48 months and Open Schooling 49-60 months and Classic Fino Open (horses 61 months and older, any sex).
  - c. Schooling classes may be divided as provided in this Section III., E., 1., c., above, and Classic Fino divided into Mares 61 to 84 months, Mares 85 months and older, Geldings 61 and 84 months, Geldings 85 months and older and Stallions 61 and 84 months, Stallions 85 months and older.
  - d. Amateur classes also may be offered. They may be Open or, if divided, they must be divided into Mares, Geldings and Stallions. Amateur Schooling classes may be offered and may be divided the same as provided in this Section III., D., 1., c., above.
  - e. Amateur classes also may be offered. They may be open or, if divided, they must be divided into Mares 61 to 84 months old, Mares 85 months and older, Geldings 61 and 84 months, Geldings 85 months and older and Stallions 61 and 84 months, Stallions 85 months and older. Amateur Schooling Classes may be offered and may be divided the same as provided in this Section III., E., 1., c., above.
  - f. Amateur Owned and Trained Classes also may be offered. They will be open for all age horses. Exhibitor must be Amateur, and horse must not have been trained by a Professional for 6 months. Horse must be owned by exhibitor or their family. This class does not qualify for Amateur Fino Championship.



- g. For regional shows not offering classes as described in d and e above, points accrued by horses of the 61 to 84 months age group will be maintained separately by the association as currently occurs for schooling geldings where no schooling gelding class is offered.

## **IV. PASO PERFORMANCE DIVISION.**

### **A. Qualifying Gaits.**

1. **Collected Walk.** An evenly spaced, four (4) beat gait, cadenced, straight, brisk, animated and rhythmic. This gait is executed with collection, style and brilliance.
2. **Collected Paso Corto.** An evenly spaced, four (4) beat lateral gait with moderate forward speed and extension. This gait is smooth, supple, cadenced, animated and brilliant, with the horse well collected, fully balanced and exhibiting symmetry in flexion and extension. The horse should demonstrate pride, style, elegance and enthusiasm, along with good manners and ready response.
3. **Collected Paso Largo.** An evenly spaced, four (4) beat lateral gait. This gait is smooth, balanced, collected, bold and animated, with rapid forward motion. Extension and flexion must be harmonious with no tendency to become “light” on the front or “strung out” behind. The horse should appear eager and willing to move out, and a definite change of speed from the Paso Corto to the Paso Largo must be observed, yet a willingness to reduce speed on command must be demonstrated. All transitions between gaits should be performed evenly and smoothly. An even, four (4) beat cadence must be maintained, together with style, presence, boldness and brilliance. Loss of form, cadence or smoothness due to excessive speed shall be penalized.

In this class, the horse should combine style and spirit along with obedience and good manners. The horse should move out willingly, and stand quietly when requested.

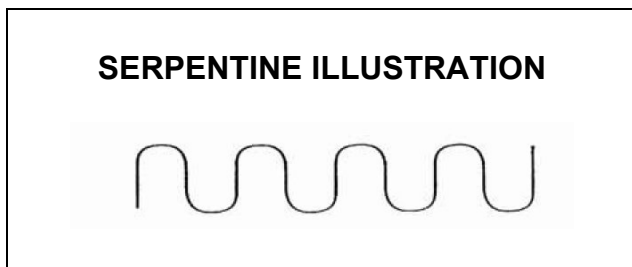
This class shall be judged 30% on the collected Paso Corto; 30% on the collected Paso Largo; 10% on the collected Walk. 20% on appearance, conformation, manners and way of going and 10% on sounding board when available. Special attention shall be afforded to brilliance, form, smoothness and rhythmic consistency of the gaits.

## **B. Procedures.**

Exhibitors shall enter the ring to the right on the rail at a collected Paso Corto and circle the arena in a counterclockwise manner. The sequence of gaits shall be collected Paso Corto, collected Paso Largo to show the marked difference in speed, Collected Walk, reverse and repeat.

While executing the Collected Walk, entries should space themselves to avoid bunching up and maintain their relative positions on the rail. In the collected Paso Corto and collected Paso Largo, entries shall maintain a position on the rail except to pass.

A solid, continuous surface, allowing no more than a one-half inch of space between the boards, ground level, hard surface sounding board 48-feet or longer shall be used when available. However, the Judges may require horses to perform only the Paso Corto gait over the sounding board. Judges may call for a serpentine at a collected Paso Corto and/or a figure eight at a collected Paso Corto as requirements for a work off of horses in close competition. At a very minimum, a serpentine should consist of half circles with one-hundred eighty (180) degree turns.



## **C. Appointments.**

The tack shall be English type. The attire shall be the official Paso Fino show costume. (See Chapter Two, Section VII. M. 1.)

## **D. Classes within this Division.**

1. **Paso Performance Schooling.** Schooling Classes may be offered. These classes are to be conducted in exactly the same manner as the Paso Performance classes except that they will be limited to schooling horses. Tack and attire shall be the same as in Paso Performance with the exception of the headgear, which may be schooling headgear. (See Chapter

Two. Section VII. C. Schooling Headgear.) Schooling classes, if offered, may be separated as follows:

- a. May be Open.
- b. May be divided into Open Schooling 36-48 months and Open Schooling 49-60 months.
- c. May be divided into 36-48 months Schooling Fillies, 36-48 months Schooling Colts and Geldings (or Colts and Geldings also may be separated), 49-60 months Schooling Fillies and 49-60 months Schooling Colts and Geldings (or Colts and Geldings also may be separated). Geldings will be split out from colts at the Grand National Championship show.

2. **Paso Performance.** These classes may be separated as follows:

- a. May be Open (includes all ages and sexes).
- b. May be divided into Open Schooling 36-48 Months and Open Schooling 49-60 Months and Paso Performance Open (horses 61 months and older, any sex).
- c. Schooling classes may be divided as provided in this Section III., D., 1, c., above, and Performance divided into Mares 61-84 Months, Mares 85 months and older, Geldings 61-84 months, Geldings 85 months and older and Stallions 61-84 months, Stallions 85 months and older.
- d. Amateur classes also may be offered. They may be Open or, if divided, they must be divided into Mares, Geldings and Stallions. Amateur Schooling classes may be offered and may be divided the same as provided in this Section III., D., 1., c., above.
- e. Amateur classes also may be offered. They may be Open or, if divided, they must be divided into Mares 61-84 months, Mares 85 months and older, Geldings 61-84 months, Geldings 85 months and older and Stallions 61-84 months, Stallions 85 months and older. Amateur Schooling classes may be offered and may be divided the same as provided in this Section III., D., 1, c., above.
- f. Amateur Owned and Trained Classes also may be offered. They will be OPEN for all age horses. Exhibitor must be Amateur, and horse must not have been trained by a Professional for 6 months. Horse must be owned by

exhibitor or their family. This class does not qualify for the Amateur Performance Championship

- g. For regional shows not offering classes as described in d and e above, points accrued by horses of the 61- 84 months age group will be maintained separately by the association as currently occurs for schooling geldings where no schooling gelding class is offered.

## **V. PASO PLEASURE DIVISION.**

### **A. Qualifying Gaits.**

1. **Flat Walk.** A true, evenly spaced, four (4) beat, flat-footed and smooth gait executed with mild collection. The horse's head carriage is natural and relaxed.
2. **Paso Corto.** A smooth, steady, unbroken, evenly spaced, four-beat lateral gait, rhythmic, executed with moderate extension and mild collection. Forward speed is ground covering, but unhurried. Movements should be fluid, willing, relaxed, balanced and free moving. The horse's head carriage is natural and relaxed.
3. **Paso Largo.** A smooth, evenly spaced, four (4) beat lateral gait, fluid and rapid, showing no tendency to labor or become "strung out." Collection is mild. Both extension and rapidness of cadence are increased over the Paso Corto and a definite change of speed must be observed. The evenly spaced, four (4) beat cadence must be maintained at all times and loss of cadence, form or smoothness due to excessive speed shall be penalized, but extension and speed in gait shall be rewarded.

This class is to demonstrate the more relaxed manner of movement of the Paso Fino horse. Collection is mild. For this reason, manners and obedience of the horse are particularly important, and any indication of bad manners shall be heavily penalized. The horse should be controlled with minimal restraint and the rider should appear to be enjoying himself. Gait transitions should be made in a smooth, relaxed and willing manner, and the horse's attitude should be calm, pleasant and cooperative. A horse that fights the bit, flattens its ears or swishes its tail shall be penalized.

The horse will be required to flat Walk, Paso Corto, Paso Largo, line up and back. The back should be straight, calm

and controlled, and refusal to back excuses the horse from placement. Riders may not ride without stirrups.

This class shall be judged 20% on the Paso Corto, 20% on the Paso Largo, 20% on the flat Walk, 5% on the back and 25% on manners, conformation, attitude and way of going and 10% on the sounding board when available.

## **B. Procedures.**

Exhibitors shall enter the ring to the right on the rail at a Paso Corto and circle the arena in a counterclockwise manner. The riders shall space themselves while executing the flat Walk so as to avoid bunching up and shall maintain their relative positions on the rail. In the Paso Corto and the Paso Largo, entries shall maintain a position on the rail except to pass.

The sequence of gaits shall be Paso Corto, Paso Largo to demonstrate the marked difference in speed, flat Walk, reverse and repeat and traverse the sounding board when available.

Each rider shall be asked to demonstrate the back from the line-up. In the back, the horse shall maintain proper head position, show evidence of a good mouth, back in a straight line and be readily responsive.

At the Judge's discretion, riders may be asked to perform individually. The required test should show the submissive manners, willingness and quiet temperament. Some of the request may be as follows:

1. Dismount and remount from the left side, either in the line-up or along the rail, except in Youth classes. Rider's style of dismount and mount is not to be emphasized; rather, emphasis is placed on the horse's willingness to stand quietly.
2. Perform a serpentine at the Paso Corto gait.
3. Perform the Paso Corto gait over the sounding board.
4. Back on the board.
5. Back on the rail.

Any combination of the above may be used for a work-off.

## **C. Appointments.**

The tack and headgear for the horse must be English or Western as described in Section VII. Tack and Attire, D. and E. including, without limitation, a sidesaddle or a plantation saddle with leather

covered stirrups. A bit is not required. A head riser made of plain leather or otherwise capable of being shaped or bent by hand pressure is permitted. In any case, metal is not permitted in, under, over or attached to the cavesson nosepiece or head riser except for necessary buckles.

Attire shall be in keeping with the type of tack used. Where Western-style tack is used, riders shall dress as specified under requirements for Western attire, described in Chapter Two. Section VII, I. 2., with the exception that chaps or chinks are optional in this class. Where English or Plantation type tack is used, the rider's attire shall consist of a long-sleeved shirt, full-length trouser, tailored jacket or vest, hat and riding boots. When a long sleeve jacket is worn, the rider may wear a long sleeve, short sleeve, or sleeveless shirt underneath.

Riders that use English tack cannot wear chaps. Sweater vests are not allowed. A tie is optional. Women riders may wear a skirt, culottes, jodhpurs, or gaucho pant that are long enough to cover the knees while seated in a saddle along with knee-high boots. Sequins, and rhinestones or other similar reflective adornment, except glitter and mirrors, may be used as an accent or buttons on a jacket, vest, or hat band, but must not predominate. Reflective adornment is not permitted on shirts or blouses, except functional buttons at the cuffs and the front of the garment. Jeans and baseball-style hats are prohibited. No part of the official Paso Fino costume shall be allowed except for riding boots, jumpsuit or pants (exception-tuxedo style pants). (See Chapter Two. Section VII. J. 1.)

Exhibitors should remember that even though this is a Pleasure class, it is a horse show class and not just a ride for pleasure.

#### **D. Classes within this Division.**

1. **Paso Pleasure Schooling.** Schooling classes may be offered. These classes are to be conducted in exactly the same manner as the Paso Pleasure classes except that they will be limited to schooling horses. Tack and attire shall be the same as in Paso Pleasure. Where Western-style tack is used, riders are allowed to use two hands when using schooling type headgear. (See Chapter Two. Section VII. C.)

In addition to a standard curb bit, Colombian and Western hackamores, mecates, side pulls and snaffle bits may be used. Schooling classes, if offered, may be separated as follows:

- a. May be Open.
  - b. May be divided into Open Schooling 36-48 months and Open Schooling 49-60 months.
  - c. May be divided into 36-48 months Schooling Fillies, 36-48 months Schooling Colts and Geldings (or Colts and Geldings also may be separated), 49-60 months Schooling Fillies and 49-60 months Schooling Colts and Geldings (or Colts and Geldings also may be separated). Geldings will be split out from colts at the Grand National Championship show.
2. **Paso Pleasure.** These classes may be separated as follows:
- a. May be Open (includes all ages and all sexes).
  - b. May be divided into Open Schooling 36-48 months and Open Schooling 49-60 months and Paso Pleasure Open (horses 61 months and older, any sex).
  - c. Schooling classes may be divided as provided in this Section III. D. 1. c. above, and Pleasure divided into Mares 61-84 months, Mares 85 months and older, Geldings 61-84 months, Geldings 85 months and older and Stallions, 61-84 months, Stallions 85 months and older.
  - d. Amateur classes also may be offered. They may be Open or, if divided, they must be divided into Mares, Geldings and Stallions. Amateur Schooling classes may be offered and may be divided the same as provided in this Section III., D., 1., c., above.
  - e. Amateur classes also may be offered. They may be Open or, if divided, they must be divided into Mares 61-84 months, Mares 85 months and older, Geldings 60-84 months, Geldings 85 months and older and Stallions 61-84 months, Stallions 85 months and older. Amateur Schooling classes may be offered and may be divided the same as provided in this Section III., D., 1, c., above.
  - f. Amateur Owned and Trained Classes also may be offered. They will be OPEN for all age horses. Exhibitor must be Amateur, and horse must not have been trained by a Professional for 6 months. Horse must be owned by exhibitor or their family. This class does not qualify for the Amateur Pleasure Championship
  - g. For regional shows not offering classes as described in d and e above, points accrued by horses of the 61-84

months age group will be maintained separately by the association as currently occurs for schooling geldings where no schooling gelding class is offered.

## VI. AMATEUR CLASSES.

### A. Country Pleasure

1. Qualifying Gaits.
  - a. **Flat Walk.** A true, evenly spaced, four (4) beat, flat-footed and smooth gait executed with mild collection. The horse's head carriage is natural and relaxed.
  - b. **Paso Corto.** An evenly spaced, four (4) beat lateral gait with the horse going forward with free and moderately extended steps. The steps should be even and the whole movement balanced and unconstrained. A definite change of speed from the flat Walk must be observed. While maintaining light contact on the reins, the rider allows the horse to carry its head somewhat in front of the vertical while also allowing a slightly lower head and neck. The horse should demonstrate pride, style and enthusiasm along with good manners and ready response.
  - c. **Paso Largo.** An evenly spaced, longer stridden, four (4) beat lateral gait with considerably more speed than the Corto, but a greater difference will be rewarded. The whole movement should be well balanced and the transition from Corto should be executed with fluidity. A definite change of speed from the Paso Corto must be observed. While maintaining light contact on the reins, without leaning or pulling on the reins, the rider allows the horse to lengthen his frame and to gain ground. Extreme speed, loss of form, cadence or smoothness shall be penalized.
2. Class Description.

The Country Pleasure horse should be a calm, mild mannered and safe-using pleasure horse maintaining balance, ease and freedom of movement. It must demonstrate flawless manners. It must be absolutely agreeable to the commands and directions of the rider. It is imperative that the horse give the distinct appearance of being a pleasure to ride with emphasis on the flat Walk and smooth transitions. At all times, it must work on a very light rein without resistance and, although it should be athletic, it



may be energetic and should combine style and spirit. At all times, it must demonstrate a quiet, calm and extremely tractable attitude. It must stand quietly and back readily when requested. Horses indicating aggressiveness, over-collection or excessive animation shall be severely penalized. This class is open to amateurs. Cross entering in any other class is permitted. This class shall be judged 20% on the flat Walk, 20% on the Paso Corto, 20% on the Paso Largo, 10% on the back, 10% on appearance and way of going and 20% on manners. Special attention shall be afforded to form, smoothness, rhythmic constancy of the gaits and tractable attitude.

3. Procedures.

Exhibitors shall enter the ring to the right on the rail at a Paso Corto and circle the arena in a counterclockwise manner. Sequence of gaits will be Paso Corto, Paso Largo, Flat Walk, reverse, repeat and then line up. When the Judge requests, the rider will back the horse out of the line-up, dismount from the left side, walk around to the front of the horse checking the headgear and/or bridle appointments, remount from the right side and return to the line-up. A rider's style of dismount and mount is not to be emphasized; rather, emphasis is placed on the horse's willingness to back in a calm and controlled manner and to stand quietly. While executing all gaits, entries should space themselves from other exhibitors to avoid bunching up and maintain their relative positions on the rail except to pass. When western style tack is used, the rider may use either one or two hands.

4. Appointments.

Tack and attire are to be appropriate for the Paso Pleasure class and neat, clean and in good taste at all times. Bits are not required in the Paso Fino Country Pleasure class. The horse's tack and headgear may be of any variety that would be appropriate and practical for pleasure riding. Attire shall be in keeping with the type of tack used. Where Western-style tack is used, riders shall dress as specified under requirements for Western attire with the exception that chaps or chinks are optional in this class. (See Chapter Two. Section VII. J. 3.)

Where English or Plantation type tack is used, the rider's attire shall consist of a long-sleeved shirt, full-length trouser,

tailored jacket or vest, hat and riding boots. When a long sleeve jacket is worn, the rider may wear a long sleeve, short sleeve, or sleeveless shirt underneath.

Riders who use English tack cannot wear chaps. Sweater vests are not allowed. A tie is optional. Women riders may wear a skirt, culottes or gaucho pant that are long enough to cover the knees while seated in a saddle along with knee-high boots. Jeans and baseball-style hats are prohibited. No part of the official Paso Fino costume shall be allowed except for the riding boot. (See Chapter Two. Section VII. M. 1.) Exhibitors should remember that even though this is a Paso Country Pleasure class, it is a horse show class and not just a ride for pleasure.

5. Classes within this Division.
  - a. **Country Pleasure Schooling.** A schooling class may be offered. This class is to be conducted in exactly the same manner as the Country Pleasure classes except that the class will be limited to schooling horses age 36-48 months or 49-60 months, all sexes. Tack and attire shall be the same as in Country Pleasure. Where Western-style tack is used, riders are allowed to use two hands when using schooling type headgear. (See Chapter Two. Section VII. C.)
  - b. **Country Pleasure.** These classes may be separated as follows:
    - 1) May be Open (includes all ages and sexes).
    - 2) May be divided into Schooling (36-60 months all sexes) and 61 months and older all sexes.
    - 3) May be divided into Schooling (36-60 months, all sexes) and Country Pleasure Mares (61 months and older), Country Pleasure Geldings and Stallions (61 months and older).
  - c. If at least two qualifying classes are offered at a given show, an open Country Pleasure Championship Class may be offered

## **B. Amateur Adult Equitation.**

**Paso Equitation.** The Paso Equitation seat enhances the particular and special style, grace, rhythm and oneness of horse and rider. The class is to be judged 100% on equitation. Results as shown by the performance of the horse are not to be considered more important

than the method used in obtaining them. Horses shown in this class will perform the required Paso gaits.

1. Basic Position.

The rider shall convey the impression of effective and complete control at all times, showing both the horses and the rider to the rider's best advantage. A complete picture of the whole is of major importance.

2. Arm and Hand Position.

The arm should hang naturally with the elbows not extending outward beyond a perpendicular line even with the rider's shoulders. The reins shall be held in one (1) of the following manners:

- a. The reins should be held one (1) rein in each hand entering at the bottom below the rein hanging on the off (right) side of the horse.
- b. The rein must pass directly from the bit, between the little and third fingers, the thumb being placed on top. It is important that the third finger holds the edges of the rein in the joints nearest the palm and that the fingers are closed securely but without tension. Bight (excess) of the rein should be on the off (right) side. The rider's hands should be held in an easy position, neither perpendicular nor horizontal to the saddle and should show sympathy, adaptability and control. The height the rider's hands are held above the horse's withers as determined by the head carriage of the individual horse. However, extremely high or low hand positions are improper. The rider's hands should not pass over or behind the pommel of the saddle. The rider shall make every effort to achieve as straight a line as possible from the elbow through the forearm, hand and rein to the bit. Hands and wrists should be flexible and not held extremely separated.

3. Head Position.

The rider's head should be held erect with the chin up. The rider's eyes should look straight forward.

4. Back position.

The rider's back should be straight, but not stiff. The rider's shoulders should be square.

5. Feet and Leg Position.

The rider's leg should hang naturally with a slight bend at the knee. The rider's lower leg should be under the rider's body and not flared outward. Flaring of lower leg shall be penalized. The rider's feet should be parallel with the horse's body with the heels slightly lowered (approximately one (1) inch.) The ball of the rider's foot should rest directly over the stirrup iron with even pressure on the entire iron with heel, hip and point of shoulder in line. The rider's foot position should be natural (neither extremely in nor out.)

6. Position in Motion.

The rider's position in motion should be natural, coordinated and graceful. The rider should remain almost motionless at all gaits. From the side a straight line should be able to be drawn perpendicular to the ground through the rider's head, shoulder, hip and ankle. The rider's toe should never be more forward than his knee, thereby, keeping his center of balance directly above his feet and ankles. The rider's upper arms should fall naturally from the shoulders, toward the hip bones and should be flexible never clutched to the body, extending forward, or spread away from the body. The rider should appear to have a natural flow downward into the saddle and show no side to side movement of upper body. At all gaits the rider should remain in the center of the saddle and not slip back on the cantle.

7. Tests.

The rider may be required to perform the following tests:

- a. Ride without stirrups at a Paso Corto, maintaining the proper position. The stirrups may be crossed over the pommel of the saddle if so desired.
- b. Back his or her horse smoothly and under control. The horse's mouth should remain closed and the horse should not throw his or her head.
- c. Dismount and mount. To dismount, the rider may either step down or slide down. The size of the rider must be taken into consideration. To remount, the rider shall check the curb chain and girth and adjust them, if necessary. The rider shall gather the reins in his or her left hand with gentle pressure. The rider shall stand diagonally facing the front of the horse. The rider shall place his or her left hand in front of the horse's withers

without holding the mane, turn the stirrup toward the rider with his or her right hand and place his or her left foot in the stirrup. The rider shall place his or her right hand either on the far side of the saddle at the waist or on the front arch (pommel), and spring lightly up, straightening both knees. The rider shall ease into the saddle and place his or her right foot in stirrup without looking down.

- d. Perform a figure eight (8) at Paso Corto (see diagram for pattern.) The rider shall always turn and face the Judge unless otherwise instructed. The Judge may tell exhibitors whether he or she prefers large or small diameter circles.
- e. Move his or her horse from Paso Largo to a Walk on a quiet rein.
- f. Answer questions on parts of the horse and tack. See line drawings. Judge must refer to these drawings in asking questions.

8. Procedures.

The exhibitors will enter the ring to the right at a Paso Corto and circle the arena in a counterclockwise manner until asked to reverse or change gait. Entries will space themselves, maintain the same relative position and avoid bunching up. Entries will be penalized for bunching up or for not working on the rail. The sequence of the gait will be Paso Corto, Paso Largo, Walk, reverse and repeat. The reverse will be executed toward the center of the ring. A halt will be called at least once during the Paso Corto.

Entries will execute the above class requirements and, in addition, Judges are encouraged to call for at least two (2) of the tests provided at subsection 7 above, of the top contestants. Each of the tests is to be performed individually.

For the safety of the other entries, Judges are required to excuse any rider who is unable to control his or her mount.

9. Appointments.

The tack shall be English type. Schooling tack is not acceptable. The attire shall be the official Paso Fino show costume.

10. Age requirement.

The rider must be considered an Adult for the show year.

### **C. Amateur Adult Horsemanship Class.**

Regional Group shows may offer this class at their discretion. This class shall be judged: 50% on horsemanship of rider, 10% on the suitability of the horse to the rider and 40% on the performance of the horse. An individual test will be performed by each exhibitor. The course pattern shall be posted at least two (2) hours prior to the class.

1. **Procedures.**

Exhibitors will enter the ring to the right at a Paso Corto and circle the arena in a counterclockwise manner until asked to reverse or change gait. The entries will space themselves, maintain the same relative position and avoid bunching up. Entries will be penalized for bunching up or for not working on the rail. The sequence of the gait will be Paso Corto, Paso Largo, Walk, reverse and repeat. The reverse will be executed toward the center of the ring. A halt will be called at least once during the Paso Corto. Entries will execute the above class requirements. Horses that do not perform the Paso Fino gait will be excused after lining up. Judges will line up exhibitors and require exhibitors to perform the chosen tests individually.

2. **Gaits.**

- a. Walk. Slightly collected and maintained at an even pace with no hesitations.
- b. Corto. Collected, with sustained cadence and rhythm.
- c. Largo. Collected, with good transitions to and from Paso Corto, sustained cadence and rhythm.

3. **Tests.**

- a. Stop. The rider should quietly stop the horse and keep the horse still and parallel to the rail.
- b. Serpentine. At a Paso Corto, the rider will perform a serpentine through cones without touching cones while maintaining gait, cadence and rhythm.
- c. Circles. At a Paso Corto, the rider will perform two circles through cones while maintaining gait, cadence and rhythm.
- d. Figure Eights. In a distance of nine feet between two cones with the horse at a Paso Corto, the rider will perform two figure eights while maintaining gait, cadence and rhythm without touching the cones.
- e. Back. The horse shall back four to six steps in a straight line.

- f. **Sounding Board.** At a Paso Corto, the rider shall ride the horse over the sounding board while maintaining gait, cadence and rhythm. The horse should move straight down the center of the board, tracking straight. The rider shall circle at the end of the board and return over the sounding board.
4. **Off Pattern.**  
A rider will not be disqualified for failure to complete the pattern in the correct sequence, but must be placed accordingly.
5. **Appointments.**  
The tack shall be English type. Schooling tack is not acceptable. The attire shall be the official Paso Fino show costume. (Chapter Two. Section VII. M. 1.)

#### ***D. Amateur Adult International Equitation Class.***

***Regional Group shows may offer this class at their discretion. The class specifications, judging criteria, procedures and appointments will follow International Equitation, Ch 3.I.B.7. a through k.***

##### ***A. Class Separations***

- 1. May be offered as Adult Open 18 & Older.***

### **VII. Specialty Classes.**

These classes are open to all horses regardless of age or sex unless otherwise prohibited in these rules.

#### **A. Paso Versatility Class.**

##### **1. Qualifying Gaits.**

- a. **Flat Walk.** An evenly spaced, four (4) beat gait.
- b. **Paso Corto.** An evenly spaced, four (4) beat lateral gait with moderate forward speed and extension. This gait is smooth, supple and cadenced with the horse mildly collected, balanced and exhibiting symmetry in flexion and extension. The horse should demonstrate pride, style, elegance and enthusiasm, along with good manners and ready response.
- c. **Paso Largo.** An evenly spaced, four (4) beat lateral gait. This gait is smooth and balanced with rapid forward motion. Extension and flexion must be harmonious with no tendency to become “light” on the front or “strung out” behind. The horse should appear eager and willing to move out and a definite change of speed from the Paso

Corto to the Paso Largo must be observed, yet a willingness to reduce speed on command must be demonstrated. All transitions between gaits should be performed evenly and smoothly. An even, four (4) beat cadence must be maintained, together with style. Loss of form, cadence or smoothness due to excessive speed shall be penalized.

- d. **Canter.** A true, three (3) beat gait, cadenced, straight on both leads, smooth and unhurried with no tendency to increase speed or to mix gaits. This gait is executed with collection. The horse's movements are light and airy with natural elevation. The horse should exhibit style and presence, along with good manners and steadiness.

In this class, the horse will be asked to demonstrate balance, flexibility, coordination and manners while performing the various gaits, tests and maneuvers. Manners and willingness are very important. The back must be controlled and smooth. Failure to properly execute the Paso Corto and Paso Largo, demonstrating an evenly spaced, four-beat lateral gait, will automatically disqualify the horse and it will not be asked to do the individual work out to execute a figure eight maneuver at a Paso Corto and taking the jump from a Canter. Failure to take the correct lead in the Canter shall be penalized. The figure eight is to be performed at the Paso Corto and should be smooth, consistent in gait and supple. A jump that is a minimum of eighteen (18) inches and a maximum of two (2) feet will be taken from the Canter. One (1) refusal to jump will cause a lowering of the horses standing within the competition. Two (2) refusals to take the jump will automatically disqualify the entry from the competition. The class shall be judged 20% on the Paso Corto, 20% on the Paso Largo, 10% on the Flat Walk, 10% on the Canter and 40% on the back, jump, manners and figure eight.

## 2. **Procedures.**

Exhibitors shall enter the ring to the right on the rail at a Paso Corto and circle the arena in a counterclockwise manner. The sequence of gaits shall be Paso Corto, Paso Largo, Flat Walk, Canter, Flat Walk, reverse and repeat. While executing the Walk, riders shall space themselves to



avoid bunching up and maintain their relative positions on the rail. In the remaining gaits, exhibitors shall remain on the rail except to pass. Riders shall be asked, individually, to back, execute a figure eight (8)maneuver at a Paso Corto and take a jump from the Canter.

3. **Appointments.**

The tack and headgear are to be English type, with a bridle and cavesson. Forward-seat saddles also are allowed. Attire is to be English type as described in the Section V. Paso Pleasure Division, C. Appointments, above. Safety headgear is required. (See Chapter Two. Section VII. M. 4.)

4. **Class Separation.**

Shall be offered as Open and Amateur.

**B. Paso Western Pleasure.**

1. **Qualifying Gaits.**

- a. **Flat Walk.** A true, evenly spaced, four (4) beat, flat-footed and smooth gait executed with mild collection. The horse's head carriage is natural and relaxed.
- b. **Paso Corto.** A smooth, steady, unbroken, evenly spaced, four (4) beat lateral gait, rhythmic and executed with moderate extension and mild collection. Forward speed is ground covering, but unhurried. Movements should be fluid, willing, relaxed, balanced and free moving. The horse's head carriage is natural and relaxed.
- c. **Lope.** A true, three (3) beat gait that is slow, cadenced, smooth and straight on both leads. Movements are less elevated than in the Canter and the horse's head is carried somewhat lower. The horse should be balanced and going with mild collection. Movements are free, relaxed and easy, and the horse should not show a tendency to increase speed or mix gaits.

In this class, the horse should move as in the image of a working cow horse while still retaining the air of pride and grace that is typical of the Paso Fino horse. In all gaits, the horse must be smooth and responsive and both horse and rider should appear comfortable and relaxed. The horse must work on a very light rein, but some contact should be maintained. Gait transitions should be taken on the first stride and the horse should maintain his

speed and cadence without restraint by the rider. Failure to take the correct lead in the Lopec shall be penalized. This class shall be judged 35% on the Paso Corto, 30% on the Lopec, 10% on the flat Walk and 25% on manners, attitude and way of going.

## **2. Procedures.**

The exhibitor will enter the ring to the right on the rail at a Paso Corto and circle the arena in a counterclockwise manner. Horses under the age of five (5) years may use a snaffle or bosal and may be ridden with two hands. Horses five (5) and over must use a curb bit. Only one hand may be used on the reins when using a curb bit, and hands must not be changed. If hands are changed or if two (2) hands are used with a curb bit, the exhibitor shall be penalized. If the left hand is used with reins, the bight must drape to the left side of the withers. The only exception to this is if long reins or a romal are used. In that case, one hand may be used to carry the excess rein, but the hands must be at least twelve (12) inches apart. All horses being considered for an award are required to back in a straight line for placement. Refusal to back disqualifies the horse from placement.

The sequence of the gaits shall be Paso Corto, flat Walk, Lopec, flat Walk reverse and repeat.

Riders should space themselves while executing the flat Walk to avoid bunching up and maintain their relative positions on the rail. In the Paso Corto and Lopec, entries shall remain on the rail except to pass.

The Judge may require each rider to dismount and remount in the line-up from the left side. The rider's style of dismount and mount is not to be emphasized; rather, emphasis is placed on the horse's willingness to stand quietly. The Judge also may require any of the following tests to any or all entries:

- a. Demonstrate a straight back for up to fifteen (15) feet.
- b. Lopec and stop, either on the rail or down the center.
- c. Perform the figure eight (8) at the Lopec on the correct lead demonstrating a simple change of lead. One or two figure eights may be required. In a simple change of lead, the horse is brought back to the halt and restarted into the Lopec on the opposite lead from the halt or flat Walk.

- d. Perform the Paso Corto over the sounding board.
- 3. **Appointments.**  
The tack and attire are to be Western-style. Horses under the age of five (5) may use a snaffle or bosal. Horses five (5) years old and older must use a curb bit. See the Guide to Paso Fino Tack for the description of legal bits. Australian stock saddles are prohibited but western saddles made in Australia (with horn) are allowed. (See Chapter Two. Section VII. H.)
- 4. **Class Separation.**  
Shall be offered as Open and Amateur.

### **C. Paso Trail.**

- 1. **Qualifying Gaits.**
  - a. **Flat Walk.** A true, evenly spaced, four (4) beat, flat-footed and smooth gait executed with mild collection. The horse's head carriage is natural and relaxed.
  - b. **Paso Corto.** A smooth, steady, unbroken, evenly spaced, four (4) beat lateral gait, rhythmic and executed with moderate extension and mild collection. Forward speed is ground covering, but unhurried. Movements should be fluid, willing, relaxed, balanced and free moving. The horse's head carriage is natural and relaxed.
  - c. **Paso Largo.** A smooth, evenly spaced, four (4) beat lateral gait that is fluid and rapid, showing no tendency to labor or become "strung out." Collection is mild. Both extension and rapidness of cadence are increased over the Paso Corto and a definite change of speed must be observed. The evenly spaced, four (4) beat cadence must be maintained at all times and loss of cadence, form or smoothness due to excessive speed shall be penalized.
- 2. **Procedures.**  
Each horse shall be asked to negotiate through obstacles. Obstacles are to be negotiated individually, by the exhibitor, with only one (1) horse in the arena at a time. This class shall be judged 100% on the obstacle course; there is no rail work. The course will specify how a horse is to negotiate or travel between obstacles that seems appropriate. This includes the distance from the beginning of an obstacle to the beginning of the next obstacle. Pertaining to the posted trail pattern, any horse not properly performing the gait required between the obstacles, or any horse that fails to

follow the prescribed obstacle, or follow the prescribed course of travel through the obstacle, should be penalized in the same manner as not completing the obstacle. A drawn course will be provided by Show Management, reviewed for compliance with required procedures and approved by the Judge(s) and Steward(s). The trail pattern shall be posted at least two (2) hours prior to the class. An exhibitor in this class cannot design or set up the course. The course will show the line of travel through obstacles and the gait required to perform obstacles. Changes or revisions will not be permitted after posting. The course will specify how a horse is to negotiate or travel between obstacles that seems appropriate. It is not required to use all of the qualifying gaits.

Tests that may be required include negotiating a gate, carrying an object from one part of the arena to another, riding through water, over logs or simulated brush, riding down into, up and out of a ditch without lunging or jumping, crossing a bridge, backing through obstacles, side passing, mounting and dismounting from either side and performing over any reasonable conditions along the trail. Any coat or jacket to be put on by the rider must be open in front and not be an item which must be put on over the head. The Canter or Lope is not to be called for in the class procedure. However, if a jump is called for in the class, the rider has the option of cantering, loping or using any other gait that is listed as a qualifying gait to negotiate the jump. Unnatural obstacles, such as fire extinguisher, perforated plywood in water boxes or exotic animals should be avoided.

The course is to include a minimum of six obstacles and a maximum of eight obstacles (See USEF Western Division, Dimensions of Trail Obstacles WF. 126), as it may be amended from time to time, for dimensions of trail obstacles only, does not include USEF section on Unacceptable obstacles.

Horses are to be penalized for any unnecessary delay while approaching the obstacles. Judges are encouraged to advance on to the next obstacle any horse taking excessive time at an obstacle. Entry will be evaluated on willingness, responsiveness, correctness and general attitude while

negotiating through the obstacle course. Obstacles occurring in a natural trail environment only are to be used to break a tie.

3. **Appointments.**

The tack and type of attire are optional; tack and attire as described for either the Paso Western Pleasure or the Paso Pleasure classes are permitted. Safety headgear is required if a jump is included in the class. (See Chapter Two. Section VII. M. 4.)

If Western tack and attire are used, the bit requirements are as stated for the Paso Western Pleasure class. (See this Section VII. B. Paso Western Pleasure. 3. Appointments., above.) Only one (1) hand may be used on the reins except that both hands may be used to negotiate an obstacle.

4. **Class Separation.**

Shall be offered as Open and Amateur. Classes may be run concurrently but judged separately.

**D. Paso Costume.**

The purpose of this class is to create interest in the Paso Fino breed by establishing and demonstrating its Latin American or Spanish origin by means of the various costumes for the rider employed in the respective countries of origin, for the diversion and enjoyment of the public. In this class, horses will be required to demonstrate their favorite Paso Fino gait (Classic Fino, Paso Corto, Paso Largo) and stand in a line-up on display. They shall be judged 80% on attractiveness of costuming and appropriateness of same to the horses and the completeness of the costuming idea, 10% on the brilliance of gait and on the carriage of the horse and 10% on manners of the horse. Points in this class shall be assigned to the rider. Riders entering the Costume class must be members in good standing of the Association.

1. **Procedures.**

Entries must submit a brief statement of approximately one hundred (100) words, or a maximum of two minutes, on the cultural significance of their costume. This will be read as each entrant, one (1)-by-one (1), enters the ring in his or her favorite Paso Fino gait. Every exhibitor must circle the ring once, in a counterclockwise manner, and line up head to tail in the center of the ring. An attendant/handler is allowed. Such attendant/handler must be appropriately attired and in

keeping with the costume of the rider. The rider's attire will not be offensive or detract from the main purpose of the class.

2. **Appointments.**

No specific tack for the horse is required, but all should be in keeping with the costume of the rider. Costume of the rider must be Latin American or Spanish related, but no specific country of origin need be identified.

**E. Paso Pleasure Driving Class.**

This class is open to Paso Fino horses thirty-six-months (36) old or older, as determined by the actual date of foaling.

In this class, the horses should combine style and spirit along with obedience and good manners. They should move out willingly and stand quietly when requested. The horses will be required to perform at the Walk, Paso Corto and Paso Largo. The gait should be smooth in each speed, evidenced by a lack of an up-and-down movement of the horse's croup. This class shall be judged 30% on the Paso Corto, 30% on the Paso Largo, 10% on the Walk, 15% on appearance and 15% on manners.

To avoid accidents, carts must reverse by turning to the center of the ring and angling to the opposite side.

In the Walk, the horse shall be smooth, alert and graceful. In the Paso Corto, the horse shall move at a moderate rate of speed and the carriage of the horse should be proud, with only mild extension and the gait should be smooth and steady without hopping or breaking of rhythm. In the Paso Largo, the horse shall move more rapidly and evidence a readily detectable, marked difference in speed from the Paso Corto. Excessive speed, however, that might tend to create a safety hazard may, at the discretion of the Judge, be penalized. The footfall must remain a four-beat lateral gait and pacing and/or trotting will be penalized.

1. **Procedures.**

The exhibitors will enter the ring to the right and circle the arena in a counterclockwise manner until the Judge requires a reverse or change of gait. Sequence of the gaits shall be Paso Corto, Paso Largo, Walk, reverse and repeat. All horses being considered for an award are required to back in a straight line.

2. **Appointments.**

The horse is to be shown in light driving harness and bridle (blinkers, overcheck and overcheck-bit are optional) and hitched to a two- or four-wheeled vehicle suitable to the horse. Bits may be of the snaffle-type, either regular, straight bar or jointed, or liverpooles. Liverpooles may be used "in the half cheek" or one hole only below. The check rein should not interfere with the free way of going. The horse's foretop may be braided. Sulkies will not be allowed. Definition of a sulky is a two-wheeled vehicle with no place for the driver's feet except in stirrups. A basket will be allowed for the feet. A standard buggy whip will be allowed in this class.

The attire of the driver in the Driving class shall be the same as that prescribed for in the Paso Fino Pleasure class. (See Chapter Two, Section VII, J. 2.) A driving apron may be used. One attendant without a whip is permitted to head each horse during the line-up. Attendants will be neatly attired and a groom's smock is optional. The attendant may uncheck the horse and then must stand back at two paces.

Only the driver is permitted in the cart except when a Sub-Junior is showing the entry, in which case an adult must accompany the Sub-Junior driver.

All exhibitors, twelve (12) years of age and under are required to wear safety headgear at all time while driving or while in the driving cart at any association authorized function.

## **VIII. CHAMPIONSHIP CLASSES.**

Championship classes for Mares/Fillies, Stallions/Colts and Geldings for each division may be offered.

### **A. Eligibility.**

To be eligible for entry into a Championship class, a horse must have been properly entered, shown and judged in one (1) of the qualifying classes. To be considered shown and judged, a horse must perform all required gaits, both ways of the ring (See exception, Chapter Five, Section VII., G. Class with Single Entry.), in the original class and must remain in the ring until either excused or placed by the Judge. An entry disqualified by the judge for any reason may not use that class as a qualifier for the championship class. Entries qualified

for Championship classes in Amateur classes must compete in the Amateur Championship classes in that Division, if offered. If Amateur Championship classes are not offered, an entry that qualifies for the Championship class in the Amateur class may compete in the regular Championship class in the Division for which they are qualified. From these entries, a Champion, Reserve Champion, Third (3rd) Champion and Fourth (4th) Champion shall be chosen. A Fifth (5th) Place, also called honorable mention, may be awarded in case of disqualification of any of the top four placing champions.

### **B. Procedures.**

Championship classes shall be conducted in the same manner as the qualifying class. Horses will be required to perform in the gait of the qualifying class in both directions of the ring, execute the maneuvers of the qualifying class and line up, as requested by the Judge. Horses will remain in the ring until excused by the Judge.

### **C. Classes Offered.**

Except in an All-Breed show, Championship classes shall be offered in a Division when at least two qualifying classes have been offered at a show.

If Bellas Formas classes are divided into Colts/Stallions, Geldings and Fillies/Mares classes, only the following Bellas Formas Championship classes can be offered:

1. Fillies and Mares, All Ages.
2. Geldings, All Ages.
3. Colts and Stallions, All Ages.

In shows where there are only Open Bellas Formas classes, there can be only an Open Championship.

### **D. Youth.**

Entries in a Youth class do not qualify that exhibitor for a Championship class. They must otherwise qualify to exhibit in a Championship class, in accordance with this Chapter Three. Section I. A. 6.



## **CHAPTER FOUR**

### **GRAND NATIONAL CHAMPIONSHIP SHOW**

#### **I. SPECIFICATIONS.**

##### **A. Date and Location.**

The date and location of the Association's Grand National Championship show, hereinafter referred to as "National Show," are to be selected by the Association Board of Directors. The National Show dates must commence within one of the following months: July, August, September or October.

##### **B. Selection of Judges.**

The selection of the National Show's judging system shall be made for the next National Show at the January Board of Director's meeting and the Judges shall be selected at the Spring Board of Director's meeting. The selection of Judges shall be made from a list of qualified Judges supplied by the Judges and Stewards Committee. Conferencing of Judges shall be allowed if desired by the Board of Directors. However, Judges will individually present their placements on a Judge's card. Each Judge shall be a Certified Judge of the Association and hold a USEF recorded "r," registered "R" or a Guest Judge card.

No Judge shall be eligible to judge two, consecutive, National Shows. Those Judges selected must be in good standing with the Association at the time of selection and at the time of the National Show. Judges that submit their names for consideration to officiate at the Grand National Championship Show will provide a resume for the Board of Directors through the Judges and Stewards Committee.

***Divisional judging may be used for the National Show if approved by the Board of Directors.***

##### **C. Selection of Stewards.**

The selection of the National Show Stewards shall be voted on by the Board of Directors from a list of names submitted for consideration along with resumes and photos. A minimum of three Stewards will be used. All Stewards shall be PFHA Senior Certified or USEF recorded "r" or registered "R." Those Stewards selected must be in good standing with the Association at the time of selection and at the time of the National Show.

#### **D. USEF Sanctioned.**

The National Show shall be an “A” rated US Equestrian Federation sanctioned show.

#### **E. Eligibility.**

*An entry must have accumulated, in a specific division, it/he/she is entering, a minimum of (twenty) 20 points in Association sanctioned shows during that show year. The Walk-Corto Leadline class, Costume class and the Paso Pleasure Driving class have no entry requirements. The specific eligibility requirements for classes held only at the National Show are provided in Section II, Special National Show Classes, below. See Chapter Three, Section I., A., 5, for specific details on Youth Division entries that have horse/rider combination requirements on point tabulations.*

#### **F. Hoof Inspection.**

All horses entered in classes at the National Show shall have their hooves inspected before entering the ring by a committee of three appointed by the Show Chairperson, consisting of an impartial farrier, veterinarian and a member of the Show Committee. Any evidence that the hooves have been trimmed too closely, which is a practice recognized as “soreing,” shall disqualify the entry for the remainder of the show.

## **II. SPECIAL NATIONAL SHOW CLASSES.**

#### **A. Get of Sire and Produce of Dam.**

These classes may be offered at the National Show only. In order to be eligible, horses must be qualified for the National Show in another class. Emphasis shall be placed on reproductive likeness, uniformity and quality of breed characteristics, conformation, gait, finish and manners. This class shall be judged 20% on reproductive likeness, 20% on uniformity and quality of breed characteristics, 20% on conformation, 30% on gait and 10% on finish and manners. Transmissible weaknesses and/or unsoundness shall be heavily penalized.

1. Get of Sire Class. Horses shall be entered in sets under the name of the sire. Three (3) offspring of a given sire shall constitute a set. The sire is not to be exhibited. The entry fee shall be double that of a regular class entry fee.
2. Produce of Dam Class. Horses shall be entered in sets under the name of the dam. Two (2) offspring of a given dam shall

constitute a set. The dam is not to be exhibited. Entry fee shall be double that of a regular class entry fee.

**B. Paso Costume Class**

*This class shall be offered at the National Show. There is no eligibility requirement for this Costume class at the National Show.*

**C. Paso Pleasure Driving Class.**

This class shall be offered at the National Show. There is no eligibility requirement for this class at the National Show.

**D. Walk-Corto Leadline.**

This class shall be offered at the National Show. There is no eligibility requirement for this class at the National Show.

**E. Grand National Champions.**

Grand National Championships will be divided by gender (Stallions, Mares, Geldings) in the Classic Fino, Paso Performance and Paso Pleasure Divisions in both Open and Amateur classes. To be eligible for entry into the Grand National Championship class, a horse must have been properly entered, shown and judged in one of the qualifying classes.

# **CHAPTER FIVE**

## **JUDGES AND STEWARDS**

### **I. JUDGES AND STEWARDS**

Designation as a Paso Fino Horse Association (PFHA) approved Judge and/or Steward is a privilege, not a right, bestowed by the Judges and Stewards Committee according to procedures formulated by it, to individuals whose equine expertise and personal character merit the honor.

### **II. APPLICATION PROCEDURE.**

Individuals wishing to become a Certified Judge or Steward must make application as follows:

#### **A. Application Forms and Fees.**

Application forms are available from the Association office and, when filled out, are to be returned to the Judges and Stewards Committee care of the Association office. Each application must be accompanied by the appropriate fee. The Judges and Stewards Committee shall act upon every application for enrollment, annual renewal, promotion and classification of Judges and Stewards. Upon completion of all of the requirements, the Chairperson of the Judges and Stewards Committee shall notify the person making the application or request of acceptance or denial of the request. In addition to those references listed on the Application Form, the Judges and Stewards Committee may send out questionnaires concerning the application to others it may select. All information regarding references or questionnaires received, as part of the application process, is confidential and not subject to inspection or review by the individual applying.

#### **B. Applicant Judge and Steward Initial Criteria.**

The following criteria must be met before an application to become a Judge or Steward is accepted:

1. Except as provided in the next sentence, the applicant must have been a member of the Association, continuously, for a minimum of five years and have no record of suspension, probation or reprimand by the PFHA for the five (5) year period immediately preceding application. USEF Judges and Stewards must have been members of USEF with no record of suspension, probation or reprimand. They must have held a USEF Judge or Steward card for at least five years. Judges

or Stewards, holding a card in a Paso Fino horse association of a foreign country, must have held Judge's credentials for five (5) years with no record of suspension, probation or reprimand. An individual, who has held a Judge's or Steward's certificate or license in another breed for at least five (5) years, without any violations in that breed, also may apply to become a Judge or Steward. All officials, including Applicants, shall be members of the PFHA.

2. The applicant must be at least twenty-five (25) years of age.
3. The applicant must have been active in the Association as a trainer, breeder or active competitor five (5) years before application. However, USEF Judges or Stewards, foreign Judges and Judges or Stewards who are certified in another breed are exempt from this requirement.
4. The application must be endorsed through a written and signed questionnaire by five licensed officials (Judges and Stewards) and five members of the Association who are not members of the applicant's family. Questionnaires should be answered in the excellent and good categories, in all areas, for the application to be accepted.
5. The applicant must be sponsored in writing by a Judge, Steward, member of the PFHA Board of Directors or Regional Director.
6. The applicant must pass a written, open-book test with a score of at least eighty-five percent (85%). This test must be administered within sixty (60) days of application.

### **C. Approved Applicant Judge – Additional Requirements.**

After a review of the application and satisfactory scoring of the open-book test, an applicant becomes an approved applicant and will be required to:

1. Attend the next scheduled PFHA Judges Clinic and at this Clinic:
  - a. Pass a written, open-book test with a score of eighty-five percent (85%) or better, on the current PFHA Rule Book, and
  - b. Pass a gait test (live or via video) with a score of eighty-five percent (85%) or better.
2. If the test administered in 1a and 1b, above, is not met with a satisfactory score of eighty-five percent (85%) or better, the applicant is denied and will be required to reapply.

If the tests referred to in number 1a and 1b, above, are passed satisfactorily, then the applicant becomes a Learner Judge candidate. The candidate is required to serve as a “Learner Judge” with a minimum of three (3) Senior Certified Judges *in three (3) different regions* within twenty-four (24) months of attending a certified clinic. The Learner Judge candidate *must* pass all three learner-sessions with excellent or good in all categories. *All sessions will be approved in advance by the Judges and Stewards Committee.* The applicant is encouraged to learner judge as much as possible in order to gain experience *and may request additional assignments. All Learner expenses are the responsibility of the individual and not the region providing the learner opportunity.*

3. The Learner Judge must attend the next Judges Clinic after all three (3) learner sessions have been satisfactorily completed and;
  - a. Pass a written, open book test with a score of eighty-five percent (85%) or better, on the PFHA Rule book, and
  - b. May make a presentation on a topic selected by the Judges and Stewards Committee.
4. An applicant Judge may be required to participate in a series of lectures throughout the year and be tested concerning those lectures as determined by the Judges and Stewards Committee after attending the first mandatory clinic and before the completion of the three Learner Judge assignments. The curriculum and tests are to be determined by the Judges and Stewards Committee in conjunction with the Education and Clinic Committee.

#### **D. Approved Learner Judge – Additional Requirements.**

After successful completion of the above requirements, the Learner Judge will be granted PFHA Certified Judge status and issued a PFHA Judge’s “card” by the Judges and Stewards Committee.

#### **E. Approved Applicant Steward – Additional Requirements.**

After a review of the application and satisfactory scoring of the open-book test, an applicant becomes an approved applicant and will be required to:

1. Attend the next PFHA Steward’s Clinic and at this Clinic pass with a score of eighty-five percent (85%) or better, a

written, open-book test based on the PFHA Rule Book. If the test referred to is not met with a satisfactory score of eighty-five percent (85%) or better, the applicant is denied and will be required to reapply.

2. If the Clinic and test in item 1, above, are passed satisfactorily with a score of eighty-five percent (85%) or better, the applicant becomes a Learner Steward candidate. A Learner Steward must:
  - a. Serve as a Learner Steward with a minimum of three Senior Certified Stewards within twenty-four (24) months of initial Steward clinic attendance. A Learner Steward session is considered the entire weekend of shows, not just one (1) day.
  - b. The Learner Steward candidate should pass all three (3) learner-sessions with an excellent or good in all categories of evaluation. The Learner Steward is encouraged to attend as many learner-sessions as possible in order to gain experience.
  - c. The Learner Steward must attend the next Stewards Clinic immediately following the successful completion of all three (3) learner-sessions and satisfactorily complete and pass with a score of eighty-five percent (85%) or better a second (2nd) open-book test based on the current *PFHA Rule Book and the Judges and Stewards Handbook*.

After successful completion of the above requirements, the Learner Steward will be granted Certified Steward status and issued a PFHA Steward “card” by the Judges and Stewards Committee.

### **III. CLASSIFICATIONS.**

#### **A. Senior Certified Judge or Steward (SC).**

A Judge or Steward can be classified as Senior Certified (SC) by the Judges and Stewards Committee in accordance with these rules. A Senior Certified Judge or Steward must hold a current Judge or Steward card. Only Senior Certified Judges are eligible to judge at any international competition. Only Senior Certified Stewards may steward at the National Show or international competition. Senior Certified officials will be allowed to evaluate, teach or assist applicants during their learning stages and certify officials through their promotion stages.

## **B. Certified Judge or Steward (C).**

A Judge or Steward can be classified as Certified (C) by the Judges and Stewards Committee in accordance with these rules. A Certified Judge or Steward must hold a current Judge or Steward card.

## **C. Learner Judge or Steward.**

An individual can be so classified by the Judges and Stewards Committee after having applied for a Judge or Steward card in the Association. Learner Judges and Stewards are not eligible to officiate at Association sanctioned shows alone. Certified Judges or Stewards having Learner Judges or Stewards working with them shall send their findings on the qualifications of the Learner Judge or Learner Steward to the Judges and Stewards Committee within fifteen (15) days after said show. Failure to do so shall subject the Certified Judge or Steward to an appropriate fine. The Learner Judge's judging cards shall be sent to the Committee by the officiating Judge.

## **D. Guest Judge.**

An individual of special talent and judging experience may be granted a special Guest Judge card by the Judges and Stewards Committee. This Judge may not officiate at more than two (2) shows in a five (5) year period and must officiate with a PFHA Senior Certified Judge, (except at an AB Show). Guest judging may count as Learner judging provided a questionnaire is completed by a Senior Certified Judge observing the Guest Judge. Each application for a Guest Judge card must be made to the Judges and Stewards Committee at least ninety (90) days before the show in which the Guest Judge will officiate.

## **E. Guest Steward.**

A USEF Licensed Steward may fulfill the requirements and duties at a PFHA/USEF AB Sanctioned Show with thirty-five (35) or fewer horses. The count is to be determined by the previous year's steward's report. This steward must enforce all applicable PFHA rules and submit a PFHA Stewards Report to the Association. A Guest Steward Card is required; application must be made at least ninety (90) days before the show.

## **F. Judges/Stewards Emeritus.**

To award Paso Fino Horse Association Judges and Stewards the title of Judge/Steward Emeritus in recognition of their services to the Paso Fino Horse Association after their retirement as such.



1. Eligibility:

- a. Minimum of 4 of the following must be met:
- b. Senior Certified Judge/Steward active for a minimum of 10 years. (Active may be waived for individuals who previously went inactive).
- c. Have demonstrated excellence in his/her performance as Judge or Steward.
- d. Have actively participated in different PFHA Committees (Judges and Stewards, Clinic and Education, Hearing).
- e. Have actively participated in PFHA education and clinics.
- f. Have published articles, books, etc. related to the Paso Fino breed.
- g. Have international judging or stewarding experience.

Curriculum vitae needs to be submitted for the consideration of the Judges and Stewards Committee which the Board of Directors will ratify.

2. Privileges:

- a. Listed in the Judges/Stewards list with their title. (Emeritus)
- b. Assigned office facilities and support for research, if available.
- c. Invitation to participate in Seminars, clinics, lectures and adhoc committees.
- d. Library privileges.

**G. Inactive Judge or Steward.**

A Judge or a Steward may request to be placed in an inactive status. This request should be made by the individual should they be unable to attend a required clinic due to conditions beyond their control, such as medical injury, death in immediate family and etc. The request must be made prior to the date of the required clinic. After review of the request, the Judges and Stewards Committee may grant approval. The Judge or Steward is then required to attend and successfully complete a written, open-book test with a score of eighty-five percent (85%) or better at the next scheduled PFHA Judges and Stewards Clinic before requesting reinstatement to their previous classification. Judge/Steward dues must be maintained. A Judge or Steward that is delinquent in the payment of dues, after October 31 of any given year, will be removed from the list of

approved Judges/Stewards and be required to reapply for inclusion to the list of approved Judges/Stewards under the current procedures for new applicants.

#### **H. Reinstatement of a Judge or Steward that has Voluntarily Rescinded PFHA Certification.**

A Senior Certified Judge or Steward that has voluntarily rescinded their PFHA Certification and has been inactive for a period of three years or less may request reinstatement to a certified classification after attending a PFHA Judge and Steward Clinic, satisfactorily passing a written test with a score of eighty-five percent (85%) or better and paying a reinstatement fee.

A Certified Judge or Steward who has voluntarily rescinded their PFHA Certification and been inactive for a period of three (3) years or less may request reinstatement to their former classification after attending a PFHA Judges and Steward Clinic, satisfactorily passing a written test with a score of eighty-five percent (85%) or better, serving in a Learner capacity with a Senior Certified Official at one (1) PFHA recognized show with passing results and paying a reinstatement fee.

Reinstatement of an official will only take place should the individual have no record of suspension, probation or any other disciplinary action from the Association.

#### **I. List of Judges and Stewards.**

Lists of current Judges and Stewards will be available through the Association office at all times. This list will be published in the Association's official electronic publication(s) website(s) and updated as it changes. Notification that the full list is available on the website(s), and whenever changes occur to the list, will be published at least annually in the Association's official publication, *Paso Fino Horse World* (PFHW).

#### **J. Requirement to Re-Apply.**

Judges and Stewards who do not officiate at a PFHA recognized/sanctioned show within three (3) consecutive years after obtaining a license or for any other (3) year consecutive period thereafter will be required to re-apply for their license.

## **IV. PROMOTION.**

A Certified Judge or Steward that wishes to become a Senior Certified Judge or Steward must meet the following requirements for promotion:

### **A. Application and Fees.**

An application must be submitted that includes five (5) references from the last five (5) Regional Group Show Managers where the applicant officiated. It must be accompanied by the appropriate fee.

### **B. Experience.**

The applicant must have officiated at a minimum of ten (10) Association-authorized Class AP shows sponsored by at least three (3) different Regional Groups.

### **C. References.**

The Judges and Stewards Committee shall seek information from members of the Association and from Regional Groups where the applicant has officiated. Responses on questionnaires should be excellent or good in all categories. The Committee shall publish the names of those individuals seeking promotion in *Paso Fino Horse World*. In addition to those references listed on the application form, the Judges and Stewards Committee may send out questionnaires concerning the applicant to others it may select. All information regarding references or questionnaires received, as part of the application process, is confidential and not subject to inspection by individuals.

After reviewing all information concerning the Certified Judge or Steward application for promotion, the Judges and Stewards Committee shall approve or deny the application and notify the applicant accordingly.

## **V. ANNUAL RENEWAL.**

### **A. Notification and Fee.**

Judges and Stewards wishing to renew their certification must notify the Association office by September 30 of each year. Each request must be accompanied by the appropriate fee. The Judges and Stewards Committee may refuse to renew a Judge or Steward card. In such instances, the fee will be returned to the applicant. The Committee must inform the person in writing within thirty (30) days of the reason for the refusal. The Judge or Steward in question shall

have the right to appeal or may make application again at a later date in the manner prescribed by these rules.

### **B. Due Date.**

All the Judge and Steward annual renewal dues must be paid not later than September 30 each year. If the Judge or Steward does not pay the renewal dues by September 30, then the renewal will be permitted only if the Judge or Steward pays the renewal dues and application late fee by October 31 of that year. In no case will a Judge or Steward card be issued for that show year if dues and fees are not paid by October 31 of that year.

### **C. Code of Ethics and Conflict of Interest Policy.**

Judges/Stewards renewing their certification each year must submit a signed Code of Ethics and Conflict of Interest Policy Statement with their appropriate renewal fee

### **D. Clinic Requirement.**

A Senior Certified Judge or Senior Certified Steward is required to attend a clinic at least once every three (3) years. A Certified Judge or Certified Steward is required to attend a clinic at least once every two (2) years. A Judges and Stewards Clinic will be held annually.

## **VI. Complaint.**

Any member may file a complaint with the Association office alleging that a Judge or Steward failed to attend a show, failed to conduct a class in accordance with the specifications or in violation of the rules and/or failed to perform their duties according to the rules. On receipt of such a complaint, the Executive Director or Judges and Stewards Committee shall investigate the complaint. Any complaint must be made and handled in accordance with the procedures described in Chapter One. Section IX. B., with the exception that either the Executive Director or the Judges and Stewards Committee may determine that sufficient cause exists to schedule a hearing on the matter.

The Judges and Stewards Committee can issue a written warning to the official if the Judges and Stewards Committee deems necessary. A warning card will be issued for issues not severe enough for a Hearing. If the official receives three warning cards in a one (1) year period, the matter will be referred to the Hearing Committee.

## **VII. RESPONSIBILITY OF A JUDGE.**

### **A. Standard of Integrity.**

A Judge must exhibit the highest standard of integrity at all times and avoid decisions arrived at by influence, bias or ignorance. Good judging depends upon a correct observance of the fine points and the selection of best horses for the purpose described by requirements of the class. A Judge serves three (3) interests: the Judge's own conscience, exhibitors and spectators.

### **B. Acceptable Dress.**

Judges will dress in a serious and professional manner to show respect for their position as a show official. Men will wear a suit, or a trouser with shirt and sports jacket; ties are not required. A traditional formal Guayabera shirt may be worn. In all cases, all shirts or Guayaberas must be long sleeved. Women will wear a skirt or dress of floor-length or just above the knee, blouse and/or vest, slacks or two-piece suit. Revealing fabrics and necklines must be avoided. Good taste and propriety are expected. Jeans are not acceptable.

### **C. Placement.**

A Judge shall decide the placement of horses in a class and state his or her decision on the Judge's card issued by the Association for this purpose. Judge's cards will include procedures on the card as called for in the Association Rule Book for each individual class. A Judge, through his or her placement, is in a position to influence the direction of the breed. It is the primary responsibility of a Judge to contribute to the preservation of the breed standard and to discourage any tampering with the naturalness of the breed.

If, in the opinion of the Judge, six (6) horses and an alternate in a particular class are not performing as required, a Judge is not required to place six (6) horses and an alternate. If the Judge elects not to place six (6) horses and an alternate, he or she must excuse those horses not performing as required and place any remaining horses starting with first (1st).

#### **D. Work Off.**

If in the process of making judgement during a class, it becomes necessary to entertain a work off between any groups of horses, the Judge shall place those horses consecutively in final placement. The Judge may add horses to any group prior to the final placement.

A work off does not necessarily mean that the contestants are vying for first (1st) place. Any horse that becomes unruly, ill-mannered or unsafe shall be excused from the ring.

#### **E. Disqualify, Soundness.**

A Judge must order from the ring any unruly horse or one whose actions threaten to endanger other exhibitors or their entries. A Judge may disqualify any contestant for excessive abuse to a horse. At their discretion, the Judge may refuse entry into the arena or remove an entry from a class for improper attire and/or equipment. The Judge or official veterinarian of the show shall make appropriate decisions concerning a horse's soundness, as defined in Chapter Two. Section IV. G.

#### **F. Divide Classes with More Than 40 Horses.**

When over forty (40) horses or riders are entered in a class in which horses compete together, a Judge must divide the class and work it in groups of less than forty (40). Unless individual tests are required in the class routine, the Judge shall bring the top contestants from each group back into the ring for the Judge's final decision.

#### **G. Class with Single Entry.**

Except in a Youth class, if a class has only one entry, a Judge may send the entry once around the ring and pin it or excuse it, in accordance with the rules. In a Youth class, the class shall be worked as if there were several horses.

#### **H. Required Gaits.**

Judges shall require horses to perform only those gaits required in that class.

#### **I. Use of Sounding Board.**

Judges may use the sounding board in Classic Fino, Paso Performance, Paso Pleasure and Bellas Formas classes or as a test in Western Pleasure and, after prior consultation with Show Management, as an obstacle in a Paso Trail class. The Judge may not require a horse to perform the Paso Largo on the sounding board.

## **J. Enforce General Rules; Report Violations and Facilitate Correction.**

The Judge shall have the responsibility to enforce the General Class and Show Rules, and also rules relating to the soundness of horses at any show at which they are judging. The rules are to be enforced by any of the following means:

1. Requiring the violation to be corrected.
2. Excusing the horse and exhibitor from the class.
3. Prohibiting the horse and exhibitor from participating in the class.
4. Other appropriate action.

It is the purpose and intent of this rule to permit and further competition. Therefore, correction of violations should be permitted where practical and where correction may be done without undue delay of the show and without being unfair to other competitors.

The Judge shall report to the Steward any violations noted under this rule. See Section VIII, below, concerning the Steward's responsibility to report said violations to the Show Committee.

## **K. Show Management Direction: Effect of Judge's Decision.**

A Judge works for Show Management and is under direction of that show committee. The decisions of each Judge constitute solely the Judge's individual preference and not a verdict by the Association. The decision of either the Judge or the official show veterinarian regarding the soundness a horse cannot be protested.

## **L. Continuing Education.**

The Education committee in conjunction with the Judges and Stewards Committee shall develop, implement, and enforce a continuing education program for Licensed Officials. All Licensed Officials are required to comply to maintain their license.

# **VIII. RESPONSIBILITIES OF A STEWARD AT THE SHOW.**

## **A. General Responsibilities.**

The Steward is the representative of the Association and should point out in a diplomatic manner any instance where Association rules are not followed. The Steward shall not dictate to the Judges or Show Management but should immediately report to the appropriate

officials any violations of the rules that might invalidate a class. The Steward should be available to Judges, exhibitors, and Show Management at all times to clarify the application of Association rules and investigate any situation where rules are not upheld. A Steward shall clearly understand that they have no authority with the management or the judging of a show.

#### **B. Acceptable Dress.**

Stewards will dress in a serious and professional manner to show respect for their position as a show official. Men will wear a suit or a trouser with shirt and sports jacket; ties are not required. A traditional formal Guayabera shirt may be worn. In all cases all shirts or Guayaberas will be long sleeved. Women will wear a skirt or dress of floor-length or just above the knee, blouse and/or vest, slacks or two-piece suit. Revealing fabrics and necklines must be avoided. Good taste and propriety are expected. Jeans are not acceptable.

#### **C. Effect of Decisions.**

The decision of each Steward constitutes solely that Steward's individual interpretation and not a verdict by the Association.

#### **D. Protect Interests.**

A Steward shall protect the interests of exhibitors, Judges and Show Management.

#### **E. Report to Show Committee and Judge.**

A Steward shall report to the Show Committee:

1. Any misrepresentation or substitution of an entry without waiting for a complaint, and
2. Any exhibitor or trainer who has failed to file a statement with the Steward after the administration of drugs. The Steward also shall report to the Judge or Show Committee, as appropriate, any offense or violation of the rules and file a complaint against the violator if the violation is not properly handled by the Show Committee. Any complaint must be made and handled in accordance with the procedures described in Chapter One. Section IX. B.

#### **F. Determine Judge's Status.**

A Steward shall ascertain that the Judge is Certified and in good standing.



### **G. Conference with Judge.**

A Steward will facilitate a conference with the Judge as requested by an exhibitor or other person (See Section XI. J. in this Chapter). The Steward will make themselves available and remain in the presence of the Judge and other person when such person requests a conference with the Judge either during or after the show.

### **H. File Report.**

After each show, the Steward will file a report on the show on an Association supplied form with the Judges and Stewards Committee. This report is due within seven (7) days after completion of the show. Failure to comply shall subject the Steward to the appropriate fine and other actions as deemed appropriate by the Judges and Stewards Committee.

### **I. Enforce General Rules; Report Violations.**

A Steward shall have the responsibility and duty to enforce the General Class and Show Rules at any show at which he or she is stewarding. The rules are to be enforced by any of the following means:

1. Requiring the violation to be corrected.
2. Prohibiting the horse and exhibitor from participating in the class.
3. Other appropriate action.

If a violation comes to the attention of the Steward after a horse and exhibitor have entered the ring for a class, the Steward shall call the violation to the attention of the Judge for the Judge to exercise enforcement responsibility as provided in this Section VII., J., above.

It is the purpose and intent of this rule to permit and further competition. Therefore, correction of violation should be permitted where practical and where correction may be done without undue delay of the show and without being unfair to other competitors.

The Steward shall report to the Association office for appropriate action all violations (unless said violations are minor in nature and are not repetitious) enforced by the Steward under this rule, or reported to him or her by the Judge pursuant to this Section VII., J., above.

## **IX. GENERAL CONFLICTS OF INTEREST RULES GOVERNING SHOWING UNDER JUDGES.**

### **A. Judges May Not Compete.**

A Judge may not compete in any class at a show where he or she officiates.

### **B. Ineligible Exhibitors Due to Relationship to Judge.**

None of the following may compete as exhibitor, rider, driver, handler, owner or lessee in any PFHA class or show at which such person has the following relationship to the Judge or other listed persons:

1. Any member of the Judge's family (See Glossary: Family) and any of the Judge's clients, unless the relationship was terminated thirty (30) days before the competition.
2. The Judge's trainer and any of the Judges' trainer's clients, unless the relationship was terminated thirty (30) days before the competition. The payment of stud fees and board is excluded for this purpose.
3. Clients of a member of the Judge's family may not compete as exhibitor, rider, driver, handler, owner or lessee unless the relationship is terminated thirty (30) days before the competition.

### **C. Ineligible Horses.**

A horse may not be shown before a Judge if that horse was sold, purchased or trained by the Judge or by his or her employer or employee within a period of thirty (30) days before the competition.

### **D. Ineligible Exhibitor Due to Judge's Payment.**

An exhibitor may not show before a Judge if the Judge, with respect to the exhibitor, received or contracted to receive any payment in connection with the sale of a horse, the purchase or lease (to or from) of a horse or otherwise for the account of the exhibitor within a period of thirty (30) days before the competition unless the sale or purchase was made at public auction.

### **E. Ineligible Exhibitor Due to Judge's Activities with Respect to Exhibitor's Horse.**

An exhibitor may not show before a Judge if the Judge boarded, exhibited (handles on lines or rides) or trained for horse show purposes any horse under the exhibitor's ownership or lease within a period of thirty (30) days before the competition. The payment of stud fees and stud/broodmare board is excluded for this purpose.

#### **F. Ineligible Exhibitors Due to Judge's Payment to Exhibitor.**

An exhibitor may not show before a Judge if the Judge paid the exhibitor for the board or training of any horse for horse show purposes within a period of thirty (30) days before the competition. The payment of stud fees and stud/broodmare board is excluded for this purpose.

#### **G. Ineligible Exhibitor Due to Lease from Judge.**

An exhibitor may not show before a Judge from whom he or she leased a horse unless the lease is terminated at least thirty (30) days before the competition.

#### **H. Restrictions on Equitation Exhibitors.**

No rider may compete in an Equitation class before a Judge with whom he or his parent, guardian or instructor has any financial transaction in connection with the sale, lease, board or training of a horse within thirty (30) days of a competition unless the sale or purchase was made at public auction. No rider may compete in an Equitation class before a Judge by whom he or she has been instructed, coached or tutored with or without pay within thirty (30) days of the day of the competition. For this purpose, the conducting of clinics or assistance in group activities, unless individual instruction is given, will not be considered as instruction, coaching or tutoring.

#### **I. Geographic/Time Restrictions on Judging.**

A Judge may not officiate more than once within two hundred (200) road-miles during any thirty (30) day period as determined in accordance with the Rand McNally Road Atlas.

#### **J. Exhibitor May Approach Judge Only with Steward's Permission.**

No one shall approach a Judge with regard to a decision unless he or she first obtains permission from the Steward, who shall arrange an appointment with the Judge at a proper time and place. An exhibitor may inspect the Judge's cards only with the Judge's permission.

#### **K. Restrictions Apply to All Judges in Ring.**

When two (2) or more Judges are in the ring and are judging separate classes, for example, at a show where two (2) or more shows are being held simultaneously, all the restrictions of this section shall apply with respect to all Judges.

## **L. Judge's Conduct Toward Ineligible Horse.**

If a horse is presented to a Judge by an exhibitor whom the Judge believes is ineligible to compete under these rules, the Judge may either:

1. Advise the ringmaster that he or she believes the entry is ineligible and request that the entry be excused.
2. Proceed to judge the entry and file a complaint under the rules alleging violation of the rules by the exhibitor.

If a Judge has any doubt as to the eligibility of any entry, he or she should judge the entry and file a complaint alleging possible violation of the rules, but if the Judge fails to file a report and the entry proves to have been ineligible, the Judge may be subject to disciplinary action.

## **M. Easing of Restrictions for Substitute Judge.**

If a Judge is substituted for one who is officially designated in the prize list and catalog and who is unable to serve due to circumstances beyond their control, the restrictions in Section IX, C through I, shall not apply with respect to the show.

## **X. Additional Conflict of Interest and Similar Rules Governing Judges and Steward.**

### **A. Restriction on Judge or Steward under Suspension, Etc.**

A Judge or Steward may not officiate at a show if the Judge or Steward has been suspended, expelled or denied privileges from the Association.

### **B. Amateur Status of Judge or Steward.**

Fees and expenses paid to a Judge or Steward shall not affect the Amateur status of the recipient as an owner or exhibitor.

### **C. Applicants Subject to Same Rules.**

All rules of conduct for Certified Judges and Certified Stewards also shall apply to Applicant Judges and Applicant Stewards.

### **D. Responsibility for Knowledge of Rules.**

Judges and Stewards are responsible for a thorough knowledge, understanding and appreciation of general rules of the Association and of USEF, when applicable, as well as the specifications of each class that is to be judged. Each is obligated to officiate in each class

in conformity with the rules and specifications of that class as they appear in this Rule Book.

#### **E. Shoe Weight.**

In classes that have maximum weight for any shoes, the Judge or Steward must immediately weigh any shoe that is cast.

#### **F. Steward May Not Compete In Certain Shows.**

An owner or lessee who is serving as PFHA Steward may not compete as a rider, driver, handler, or be the announcer, gatekeeper or ringmaster in any PFHA class or show at which he or she is officiating.

#### **G. Judge Cannot Have Interest in Horse, etc.**

A Judge may not be an owner of an interest in a horse, including, but not limited to, syndicate or partnership shares, a lessee or lessor, an exhibitor, rider, driver, halter handler, steward or manager at any show at which he or she is officiating including classes that do not count for PFHA points.

#### **H. Family, Clients, Etc. of a Judge.**

A Judge shall not adjudicate in any show in which a member of the Judge's family, clients (current within the last thirty (30) days), trainer, trainer's family or trainer's clients are competing. The Judge shall not adjudicate in any class in which clients of a member of the Judge's family are competing.

#### **I. Judge as Houseguest Restricted.**

A Judge shall not, during the period of a show at which he or she is judging, be the houseguest of a person who is exhibiting before that Judge at such show, or whose family is exhibiting at such show, without the express request or consent of the Show Committee of such show.

#### **J. Judge's Obligation of Separation.**

Judges should make every effort to separate themselves from exhibitors and handlers, and aid Show Management and the Steward by complying with the Association rules in this regard. Judges may conduct a question and answer forum with exhibitors prior to a show as long as the show Steward is present.

#### **K. Judge's Obligation to Report Improper Advance.**

Judges should report to the Steward or Show Management any improper approaches by exhibitors.

#### **L. Prohibition on Sales Discussion.**

A Judge shall not discuss with an exhibitor the purchase, sale or lease of any horse during a show at which the Judge is officiating.

#### **M. Restriction on Judge's Presence.**

At back-to-back shows, that is, two (2) or more shows occurring at the same time over the same set of contiguous days involving PFHA approved classes; a Judge may not be present on the show grounds at any time before the day he or she officiates. This includes both move-in days that precede the set of shows, as well as any show days that precede the day he or she officiates.

#### **N. Restriction on Judge's Conferring.**

At shows where two (2) or more Judges are judging independent classes at the same time, (two (2) shows occurring on the same day at the same time) the Judges shall separately decide the class. Any communication regarding work offs or class procedures must be made through the ringmaster.

#### **O. Judge's Use of Microphone.**

Each Judge, before the commencement of the show, will be informed by the Show Committee of the Regional Group sponsoring the show whether he or she will be allowed to use the microphone or natural voice to discuss the classes, explain his or her decisions or make general comments of any kind. If comments are allowed, they must be positive in nature. Nothing derogatory may be said about any horse.

#### **P. Applicant Judge Is Not Involved in Class Placements.**

An Applicant Judge shall not take action which could influence the Judge's decision on any entry being judged in a class. Discussion about horses, procedures and applying of the rules may take place during the course of the class, but are encouraged to leave the majority of the conversation until after the class has been pinned. At the discretion of the Senior Certified Judge and under his/her supervision, the Applicant Judge may be required to call a class per Division.

#### **Q. No Right to Judge or Serve as Steward.**

Designation as a PFHA approved Judge or Steward is a privilege, not a right, bestowed by the Judges and Stewards Committee according to procedures formulated by it, to the individuals whose equine expertise and personal character merit the honor. An individual's conduct as a Judge or Steward must be exemplary and is subject to

constant review and such designation is revocable for cause by the Judges and Stewards Committee.

**R. Judges Attendance.**

Judges may attend any Regional and National events while accompanied by a Steward.

# **CHAPTER SIX**

## **AWARDS AND POINTS**

### **I. GENERAL RULES.**

#### **A. Awards.**

The Association provides High Point Horse of the Year awards in numerous categories, as well as other Association awards as described herein. The purpose of these awards is to encourage participation by its members at approved shows and to stimulate interest in the Paso Fino breed. Awards may be offered in any division or section in classes recognized by the Association. The Board of Directors will determine the classifications in which Association sponsored awards will be offered.

#### **B. Eligibility.**

The following are eligible to compete for Association sponsored awards:

1. All PFHA registered horses, the owners of which are members in good standing with the Association.
2. Riders who are members in good standing with the Association. Points earned during the entire show year count toward a horse's or individual's lifetime points.

#### **C. Point Award System.**

All classes recognized by the Association will have points awarded to the entries placing first through sixth in regular classes and first through fourth in Championship classes unless the class is specified as non-pointed. If a horse is disqualified, it is not to be placed, regardless of the number of horses in the class, but counts as an entry in the class.



Points shall be awarded at all Association sanctioned shows and the Association's Grand National Show according to the placement of the horse and/or rider as follows:

<b><i>POINTS AWARDED</i></b>				
<b><i>Placement</i></b>	<b><i>National Show</i></b>	<b><i>All-Breed Show</i></b>	<b><i>Any USEF Show</i></b>	<b><i>All Paso/local Show</i></b>
<b><i>First</i></b>	<b><i>12</i></b>	<b><i>12</i></b>	<b><i>12</i></b>	<b><i>12</i></b>
<b><i>Second</i></b>	<b><i>10</i></b>	<b><i>10</i></b>	<b><i>10</i></b>	<b><i>10</i></b>
<b><i>Third</i></b>	<b><i>8</i></b>	<b><i>8</i></b>	<b><i>8</i></b>	<b><i>8</i></b>
<b><i>Fourth</i></b>	<b><i>6</i></b>	<b><i>6</i></b>	<b><i>6</i></b>	<b><i>6</i></b>
<b><i>Fifth</i></b>	<b><i>4</i></b>	<b><i>4</i></b>	<b><i>4</i></b>	<b><i>4</i></b>
<b><i>Sixth</i></b>	<b><i>2</i></b>	<b><i>2</i></b>	<b><i>2</i></b>	<b><i>2</i></b>

Points awarded in Youth and Championship classes shall be double the points shown above.

Classes shall conform to the list and specifications in these rules.

In any show or class in which points are awarded to a horse and/or rider and that horse and/or rider is subsequently disqualified, then each horse and/or rider that placed below the disqualified horse and/or rider, including a horse and/or rider receiving an honorable mention award, shall be moved by one placement and shall be awarded points according to the new placement.

The points received by a horse that placed in an Open class at a show at which a separate class would have been permitted under these Rules, but was not offered, will be recorded as awarded in the appropriate separate class.

#### **D. Transfers.**

Ownership of a horse may be transferred during the show year without affecting the horse's points. A horse will not be eligible to receive points under its new ownership until entry requirements in Chapter Two. Section II. A. and B. are met.

All awards shall be presented in the name of the recorded owner(s) shown in the Association records at the time the award was earned.

## **II. AWARDS.**

### **A. Society of Merit Awards.**

The Society of Merit shall consist of horses and riders who achieve one of the awards listed in this part. Association registered horses and riders in the Costume class may accumulate points toward the Title of Proficiency, Legion of Merit and Supreme Merit awards. Association Youth members may accumulate points toward the Rider of Merit award in Equitation, Horsemanship and other Youth classes. Also, Adult Equitation and Adult Horsemanship may accumulate points towards the Rider of Merit Award. They may ride any horse to accumulate these points. Records for the Society of Merit awards shall be kept by the Association. The following awards shall be offered:

1. Title of Proficiency (T. O. P.). An appropriate award shall be presented to a horse or Costume class rider who has accumulated at least five-hundred (500) show points in recognized classes in any Association sanctioned shows, Sport Horse, and sanctioned trail rides.
2. Legion of Merit (L. O. M.). An appropriate award shall be presented to a horse or Costume class rider who has accumulated at least one-thousand (1,000) show points in recognized classes in any Association sanctioned shows, Sport Horse, and sanctioned trail rides.
3. Supreme Merit. An appropriate award shall be presented to a horse or costume class rider who has accumulated at least one thousand, five-hundred (1,500) show points in recognized classes in any Association sanctioned shows, Sport Horse, and sanctioned trail riders.
4. Rider of Merit (R. O. M.). An appropriate award shall be presented to any Youth or Amateur member who has accumulated at least five-hundred (500) show points in any Youth division classes, Adult Equitation and Adult Horsemanship at any Association sanctioned show, Sport Horse and sanctioned trail rides.

## **B. National Championship Show Titles and Awards.**

1. **Class Awards.** The Association offers annual awards at the National Show. The Board of Directors will determine the classifications in which Association sponsored awards will be offered.
2. **Titles.** A horse that wins any class at the National Show shall be the National Champion of that respective class for the designated show year; if thereafter such horse competes in the Division Championship class at that show and is awarded First place, the horse shall then be the Grand National Champion of that Division for that year.
3. **High Point Horse/Rider of the Year Awards.** Awards will be presented to the horses and/or riders having the highest total number of points during the show year in classes recognized by the Association. The Board of Directors will determine the classifications in which the Association sponsored awards will be offered. All awards for 48 months old and younger will be designated by year, e.g. 2006 Filly, and so on.
4. **High Point Horse of the Grand National Show.** The horse that accumulates the highest total number of points at the Association's National Show shall be awarded the title of High Point Horse of the (year) PFHA Grand National Championship show along with an appropriate award attesting to the achievement. Costume, Equitation and Youth class points do not count in the point total for High Point Horse of the National Show or High Point Horse/Gelding of the Year awards.

## **C. High Point Horse of the Year – Overall.**

The winner shall be the horse that accumulates the highest number of total points in all recognized classes at Association sanctioned shows during the course of the show year, not including the National Show.

Points won in classes where the points are awarded to the rider do not count toward the High Point Horse of the Year or High Point Gelding of Year awards.

#### **D. High Point Gelding of the Year.**

The winner shall be the horse that accumulates the highest total number of points in all recognized classes at Association sanctioned shows during the course of the show year, not including the National Show. If the horse was gelded during the current show year, points earned before gelding will not be counted.

#### **E. High Point Trail Horse Awards of the Year.**

*Three High Point Trail Horse Awards will be offered in each of the following categories:*

1. *High Point Competitive Trail Riding Horse of the Year,*
2. *High Point Endurance Trail Riding Horse of the Year and*
3. *High Point Pleasure Trail Riding Horse of the Year.*

*The winners shall be the horses that accumulated the highest total number of points in the designated category in Association approved rides during the course of the event year.*

#### **F. High Point Amateur of the Year.**

The winner shall be the Amateur who accumulates the highest total number of points in all recognized Amateur classes at Association sanctioned shows during the course of the show year, not including the National Show.

#### **G. High Point Senior Amateur of the Year.**

The winner shall be the Senior Amateur who accumulates the highest total number of points in all recognized Amateur classes at Association sanctioned shows during the course of the show year, not including the National Show

#### **H. High Point Youth of the Year.**

The winner shall be the Youth, either Junior or Sub-Junior, who accumulates the highest total number of points in all recognized Youth classes at Association sanctioned shows during the course of the show year, not including the National Show.

#### **I. High Point Specialty Horse of the Year.**

The winner shall be the horse that accumulates the highest total number of points at Association sanctioned shows during the course of the show year competing in Specialty classes, as defined in Chapter Three. Section VII., not including the National Show.

## **J. Special Awards.**

1. **Special Awards Generally.** The Association will, from time to time, present special awards to registered Paso Fino horses and/or members of the Association in recognition of their promotion of the Paso Fino breed.
2. **Top Ten (10) Sires and Dams Awards.** A special ribbon and certificate shall be presented to the Top Ten Sires and Top Ten Dams of the year. Recipients of these awards will be determined by the Association year-end show points, including the National Show, of all the Association registered offspring of Association registered sires and dams. Sires and dams shall be eligible to receive this award for five (5) years after their death. The Top Ten (10) Sires awards will be announced in the annual stallion issue of the official Association publication, *Paso Fino Horse World*, and the Top Ten (10) Dams awards will be announced in the annual mare issue of the official Association publication, *Paso Fino Horse World*.
3. **Top Ten (10) Gelding Awards.** A special ribbon and certificate shall be presented to the Top Association registered geldings of the show year. Recipients of these awards will be determined by the total number of show points earned by each gelding at Association sanctioned shows during the course of the show year, including the National Show. If the horse was gelded during the current show year, points earned before date of gelding will not be counted. Points won in classes where the points are awarded to the rider do not count toward Top Ten (10) Gelding awards. The Top Ten (10) awards will be announced in the annual gelding issue of the official Association publication.
4. **Top Ten Youth Horses.** A special ribbon and certificate shall be presented to the Top Association registered horses shown in Youth classes of the show year. Recipients of these awards will be determined by the total number of show points earned in all Youth classes by each horse, regardless of sex, at Associations sanctioned shows during the course of the show year, including the National Show. The Top Ten (10) awards will be announced in the annual Youth issue of the official Association publication.
5. **Amateur of the Year Award** may be given annually to a member. Nominations may be submitted by any PFHA member and will be voted on by the membership. Winners

will receive an appropriate award and be listed on the PFHA website.

6. **Hall of Fame Awards** may be given annually to a horse and to a member. Nominations may be submitted by any PFHA member *in writing on or before the date established by the board of directors, on the official Nomination form and comply with the following requirements as listed on the form. This includes a written biography to be submitted at the time of the nomination form.*

**HORSE BIOGRAPHY:**

*Nomination should be accompanied by a list of horse's eligible show offspring and/ or accomplishments in the show ring or competitive trail competition. Also include a narrative on how this horse has influenced the breed in a positive manner as well as any other supporting information. Please attach a separate page for this information.*

**HORSE CRITERIA:**

1. *The horse must be registered with the Paso Fino Horse Association, Inc. and have been inactive in PFHA sanctioned events and breeding activities for a period of FIVE years; inactive in competitive trail riding or Sport Horse program for TWO years; OR must be age 20 or older as of September 1st of the nominating year. Breeding activities will be tracked using stallion breeding reports.*
2. *The horse and recorded owner(s) must be in good standing with the Paso Fino Horse Association, Inc. and if deceased, must have been in good standing at the time of death.*
3. *A horse must meet at least one of the following criteria:*
  - a. *Must have produced eligible show offspring.*
  - b. *Demonstrated outstanding prowess in PFHA sanctioned events or in competitive trail competition or Sport Horse competition.*
4. *The horse must have influenced the breed in a positive manner.*

**MEMBER BIOGRAPHY:**

*Nominee's biography should accompany this nomination that lists accomplishments and contributions to the breed. It should include PFHA related activities, offices, and*

*honors, civic activities and honors, and other supporting information. Please attach a separate page for this information.*

**MEMBER CRITERIA:**

- 1. A nominee must be in good standing with the Paso Fino Horse Association and must have been inactive in PFHA sanctioned events for a period of FIVE years OR must be age 60 or older as of September 1st of the nominating year.*
- 2. If deceased, the nominee must have been in good standing at the time of death.*
- 3. Nominee must have invested a minimum of FIVE years, regionally or nationally, in helping to promote the Paso Fino breed. (e.g., National and/ or Regional Officer, Delegate, Trainer, Exhibitor, or Committee Chair)*

Winners will receive an appropriate award and be listed on the PFHA website.

# **CHAPTER SEVEN**

## **EVENTS**

### **I. PASO FINO SPORT HORSE PROGRAM (PFSH).**

#### **A. General Rules**

1. The Paso Fino Sport Horse (PFSH) rewards both Riders and Horses that excel in all-breed competitions outside of the traditional Paso Fino horse community.
2. The horse must be registered with the Paso Fino Horse Association (PFHA) and Owner and Rider must be current members of PFHA for points to count.
3. An application form must be submitted each year prior to competing. A yearly fee per horse must accompany the application. The show year will be the same as the PFHA show year September 1 – August 31.
4. A Sport Horse Entry Form must be filled out for each event and be postmarked to the PFHA office within 20 days of the competition. It must be specified if the points are to go toward the Open division or Youth. Youth division points will be accumulated based on specific horse a Youth rides. Overall Youth points will be a combination of all horses ridden by the Youth that year. A copy of the prize list or program from each Sanctioned or Non-Sanctioned show entered must be submitted with your PFSH entry. A show prize list should include: rules and class specifications, dates, times, names of judges/officials and show secretary name and contact information, fees (entry fees, late fees, stall fees, etc.) and prizes. Please attach each prize list to the entry sheet for that show.
5. Shows may be Sanctioned or Non-Sanctioned (4-H and schooling shows are eligible), but shows and classes must be open to all breeds or all gaited breeds. Sanctioned shows shall be National Hosting Organizations (this list can be added to at any time by PFHA Board of Director approval) Sanctioned Organizations will be listed on the back of the entry form.
6. Shows open only to or adjudicated by facility owners, family members, employees, boarders, or owners of horses in training at a single facility are not eligible for points.



7. Open points earned will go toward the horse's Lifetime Achievement Awards and Youth/Horse combination points will go toward Rider of Merit Awards and will be retroactive to November 1, 2014.

## **B. Point Award System**

1. **Show and Speed Events:** All classes, except fun classes, shall have points awarded to the entries placing first through sixth in regular classes and first through fourth in Championship classes. Points shall be doubled at Sanctioned shows.
2. **Sanctioned Points:** 1st – 12 points, 2nd – 10 points, 3rd – 8 points, 4th – 6 points, 5th – 4 points and 6th – 2 points.
3. **Sanctioned Championships:** Champion – 24 points, Reserve Champion – 20 points, 3rd Champion – 16 points, 4th Champion – 12 points
4. **Non-Sanctioned Points:** 1st – 6 points, 2nd – 5 points, 3rd – 4 points, 4th – 3 points, 5th – 2 points and 6th – 1 point.
5. **Non-Sanctioned Championships:** Champion – 12 points, Reserve Champion – 10 points, Third Champion – 8 points and Fourth Champion – 6 points.

## **C. Year-End Awards**

1. The purpose of these awards is to encourage participation by PFHA members in open breed competitions and to stimulate interest in the Paso Fino breed. Year-End Awards will be presented to Paso Finos who accumulate the most points in each of these divisions, both Youth and Open in each category:
  - a. Gymkhana or Speed Events (Barrel Racing, Pole Bending, Flag Race etc.)
  - b. Trail Challenge (ACTHA, Extreme Cowboy Race, Ultimate Horse Challenge, etc.)
  - c. Arena Trail – Western, English and In Hand
  - d. Open Shows – Western Pleasure, English Pleasure, Halter, Hunter/Jumper, Equitation (English or Western)
  - e. Working Western (Reining, Cutting, Sorting, Team Penning, Reining Cow Horse, Cowboy Mounted Shooting)
  - f. Dressage – Western or English

- g. Driving (Obstacle Driving, Pleasure Driving, Combined Driving)
  - h. Working Equitation
  - i. Agility
2. **Overall Open High Point.** The horse with the highest overall points for the year will have their horse's name engraved on a Perpetual Trophy and a smaller trophy will be given to the Overall Open High Point to keep.
  3. **Overall Youth High Point.** The Youth with the highest overall points for the year will have their name engraved on a Perpetual Trophy and a smaller trophy will be given to the Overall Youth High Point to keep.

## **II. DEFINITION OF TRAIL RIDES.**

For the purpose of this rule, a ride is defined as any scheduled, organized function involving the riding of a horse over a pre-determined trail or course and which takes place within a period of time not to exceed one twenty-four (24) hour period. So called multi-day rides may be counted, but on a daily basis, i.e. one (1) day equals one (1) ride.

## **III. SANCTIONED TRAIL RIDES.**

### **A. Approval.**

In the Competitive Trail and Endurance Ride categories, the Association will acknowledge only rides conducted by organizations utilizing guidelines similar to those established by the North American Ride Conference and the American Endurance Ride Conference, which rides are pre-approved by the Association. All Competitive Trail and Endurance Ride organizations must meet a minimum of the following criteria to be considered for approval by the Association as evidenced by each organization's rulebook that is to be submitted with the request for approval:

1. The age of horses competing in rides less than forty (40) miles will be no less than four (4) years old. The age of horses competing on rides of forty (40) or more will be no less than five (5) years old. This is to be actual birth date age, not the age of the horse will be during the year effective each January 1.
2. All horses on the ride will be under the control of a veterinarian(s) experienced in the care of horses and in the sports of competitive trail and/or endurance.

3. There will be no less than three (3) vet-checks for metabolic and general condition. These are a pre-ride check, a mid-ride check and a post-ride check.
4. Scores and other official information pertaining to metabolic and condition will be written on a score or rider's card by the veterinarian, ride Judge, trail Judge or their designees.
5. All Juniors (people aged sixteen (16) years and younger) are required to wear a safety helmet approved for use while riding horses.
6. All requests for approval must be written and submitted by a member in good standing with the Association. The request will contain, at minimum, the name of the requester, the membership number, the name of the organization requesting sanctioning, the type of ride(s) it offers, competitive trail or endurance or both and a copy of the organization's rule book. The Association, as needed, may request other information.

Requests should be submitted to the Association, Attention: Trail Rides. Every request will be forwarded to the Recreational Rider Committee Chairperson who will then send it to the rest of the Recreational Rider Committee members for discussion and for their approval or rejection by majority vote. Approval or rejection notification will be communicated by the Recreational Rider Chairperson in writing to the person or persons submitting the request. Points will be awarded to horses on a Pleasure Long Distance Trail Ride only if the ride has been pre-approved by the Association personnel at the Association office no later than ten (10) business-days prior to ride date. All requests for approval must come from a member in good standing with the Association and the information about the ride should include, at a minimum, the date of the ride, the name of the ride (if applicable), the club or organizational group putting on the ride, a ride contact person with contact phone number and the length of the ride. The Association, as needed, may request other information. Requests may be made either by phone or by email.

## **B. Points.**

The Association shall award points toward annual high point trail horse for each point category as specified below for Competitive Trail, Endurance Rides, and Pleasure Long Distance Trail Rides. The Association shall award points toward a horse's lifetime total for

each point category as specified below for Competitive Trail, Endurance Rides and Pleasure Long Distance Trail Rides. Points from the pre-approved organizations' rides shall qualify the horse and/or rider for Society of Merit awards.

### **C. Procedures.**

Each member who seeks the awarding of points for a Trail Ride is required to:

1. Ensure that the organization sponsoring the event for which points are sought is approved by the Association.
2. Get the appropriate Association Trail Ride Point Application form filled out and acknowledged by the ride management of the organization.
3. Send the following to the Association, postmarked within twenty (20) days of the date of the ride:
  - a. The original of the appropriately titled Association Trail Ride Application form.
  - b. For an endurance ride or a competitive trail ride, a copy of the ride management vet/ride book or score card.
  - c. Any fees assessed by the Association.

## **IV. Types of Rides and Points Awarded.**

### **A. Competitive Trail Rides.**

The Association shall award points for miles ridden, for final impression score and judging categories in a Competitive Trail Ride at the following rate:

One (1) point shall be awarded for each five (5) mile increment completed of the competitive trail ride for rides of twenty five (25) through twenty-nine (29) miles; two (2) points for each five (5) mile increment for rides of thirty (30) miles up to an including forty (49) miles; three (3) points for each five (5) mile increment for rides of fifty (50) miles up to an including seventy four (74) miles; four (4) points for each five (5) mile increment for rides of seventy-five (75) miles up to an including ninety nine (99) miles; and (5) five points for each five (5) mile increment for rides of one-hundred (100) miles. For example: A horse that completes a seventy-five (75) mile ride will be awarded sixty (60) points for mileage.

The Association also shall award points for placement in the following categories established by the competitive trail ride management, as shown below:

In addition to points already awarded to Competitive Trail Rides for mileage, points also shall be awarded for the average of the final overall impression scores from the veterinary and trail/lay Judge(s) as follows:

- Ninety-eight (98) to one-hundred(100): eighteen (18) points,
- Ninety-five (95) to ninety-seven (97): sixteen (16) points,
- Ninety-two (92) to ninety-four (94): fourteen (14) points,
- Eighty-nine (89) to ninety-one (91): twelve (12) points,
- Eighty-six (86) to eighty-eight (88): ten (10) points,
- Eighty-three (83) to eighty-five (85): eight (8) points,
- Eighty (80) to eighty-two (82): six (6) points,
- Seventy-seven (77) to seventy-nine (79): four (4) points and
- Seventy-four (74) to seventy-six (76): two (2) points.

If the average of the scores comes out to 96.5, for example, the points shall be rounded up to the next highest number, in this case, 97. If the ride does not have a trail/lay component, then the overall score from the veterinarian will be used. If a ride uses a score other than 100 (such as 200, 300, 400, etc.) then the final score will be divided by two, three, four, etc., to obtain a number between zero and 100. For example: Ride A uses 200 as its top score. Applicant Paso Fino scores 160. Divide 160 by two, which equals 80, which equals six PFHA points. Ride B uses 400 as the top score. Applicant Paso Fino scores 380. Divide 380 by four, which equals 95 or 16 PFHA points.

If the score comes to 95.5, for example, the score will be rounded up to 96. If the score comes to 95.4, it will be rounded down to 94.

## **B. Endurance Rides.**

The Association shall award points for miles ridden and completed with a fit horse with an 'official completion' recorded by a veterinarian on Vet Ride Book/Card, and Post-Ride Vet Check Overall Impression Score at the following rate:

One (1) point shall be awarded for each five (5) mile increment completed on the endurance ride with a fit horse earning a completion recorded as such on the veterinarian ride book or card for a ride of twenty-five (25) through twenty-nine (29) miles; two (2) points for each five (5) mile increment for rides of thirty (30) miles up to and including forty-nine (49) miles; three (3) points for each five (5) mile increment for rides of fifty (50) miles up to and including seventy-four (74) miles; four (4) points for each five (5)

mile increment for rides of seventy-five (75) miles up to and including ninety-nine (99) miles, and five (5) points for each five (5) mile increment for rides of one-hundred (100 ) miles.

For example, horse that completes a fifty (50) mile ride will be awarded thirty (30) points for mileage.

The Association also shall award points for Placement for Post-Ride Vet Check-Overall Impression Score. Points for scores are as follows:

- A+: eighteen (18) points
- A: sixteen (16) points
- A-: fourteen (14) points
- B+: twelve (12) points
- B: ten (10) points
- B-: eight (8) points
- C+: six (6) points
- C: four (4) points
- C-: two (2) points

The Association shall also award eighteen (18) points to a horse that is awarded Best Conditioned Horse (BC) on any approved limited distance ride (ride of twenty-five through thirty-five miles). The Association shall award thirty-six (36) points to a horse that is awarded Best Conditioned Horse (BC) on any approved endurance ride (ride of fifty through one-hundred miles).

### **C. Pleasure Long Distance Trail Rides.**

The Association shall award points to the horse for each five (5) mile increment completed on a pre-approved trail ride sanctioned by the Association. Points will be awarded for rides of ten (10) miles or more. The Association will award points as follows: One (1) point for each five (5) mile increment of a ten (10) mile ride; two (2) points for each five (5) mile increment for a ride in excess of ten (10) miles up to and including twenty ( 20) miles; three (3) points for each five (5) mile increment for a ride in excess of twenty (20) miles up to and including thirty (30) miles and four (4) points for each five (5) mile increment for a ride exceeding thirty (30) miles.

For example, a horse that completes a twenty (20) mile ride will be awarded eight (8) points.

# **CHAPTER EIGHT**

## **REGISTRATION RULES**

### **I. INTRODUCTION.**

#### **A. Maintain Registry.**

One of the principal objectives of the Association is to register and maintain an official Registry (hereafter referred to as the “Registry”) of purebred Paso Fino horses as defined by the Breed Standard of the Association.

#### **B. Prescribe Procedures.**

The Association may prescribe whatever procedures are necessary to carry out the rules related thereto.

#### **C. Binding Use of Privileges.**

All members of the Association and all non-members who utilize the privileges of the Association, for example, by signing any portion of any document required for the registration of a horse or for the transfer of a Certificate of Registration into or out of their ownership:

1. Agree to be bound by, obey and follow all provisions of the rules of the Association and all decisions and actions of the Association; and
2. Acknowledge and agree as follows:
  - a. Pursuant to Chapter 1. Section VIII, D. of the Rule Book, ownership of an issued Certificate of Registration remains with the Association;
  - b. The Association’s Registry selection criteria protect and maintain the integrity of the Registry and the natural characteristics and heritage of the Paso Fino horse. Any past or future unauthorized use of Registry information, including, without limitation, the use of any Certificate of Registration to register a horse with a registry that has not been approved by the Board of Directors as an “Accepted Registry” pursuant to Chapter Eight. Section IV. B. of the Rule Book is prejudicial to the best interests of the Association and constitutes a violation of Association rules; and
  - c. The Association’s Registry is protected under U.S. and foreign copyright laws. Accordingly, any unauthorized reproduction of the Registry, creation

of derivative works, distribution of the Registry or copies thereof, display of the Registry, or other action described in 17 U.S.C §106 is strictly prohibited and constitutes a violation of the Association rules.

## **II. Responsibility.**

### **A. Registry is a Service.**

The Association maintains the Registry as a service to its members and is in no way liable for any misrepresentation of a horse to a buyer or to the public.

### **B. Burden of Proof of Authenticity.**

The burden of proof for the authenticity of the background information of a horse is upon the breeder and subsequent seller, as well as upon the owner who applies for registration of such horse.

### **C. Furnish Correct Information.**

All information furnished to the Association in connection with any Registry transaction or activity must be true and correct.

### **D. Role of Association in Dispute.**

The Association does not mediate disputes or settle controversies of any nature that may exist or arise between Association members or others; however, the Association may refuse to perform any Registry transaction of which the Association has actual knowledge of any dispute or controversy by way of having been provided legal documentation supporting the controversy by or between various parties and affecting the horse(s) involved.

### **E. No Liability.**

Neither the Registry, the Association, any of its Directors, officers, employees, nor members of its Committees shall be answerable in damages for the good faith performance of Registry responsibilities or transactions.

### **F. Responsibility to Provide. Documentation.**

Any owner is required to supply such additional information and documentary evidence as the Association may determine is necessary. Primary responsibility for obtaining and submitting any paperwork required to complete a business transaction with the Registry rests with the owner of the horse. Where additional information from prior owners is necessary, the current owner is



responsible for all contact and correspondence with those prior owners.

#### **G. Registration Numbers.**

The Association will issue registration numbers in consecutive order, based upon the order in which the Registration Applications are processed. Under no circumstances will registration numbers be assigned until all registration requirements are fulfilled and all fees relating to the registration are paid in full.

#### **H. No Telephone Processing.**

No procedure will be affected based on telephone communication.

#### **I. Delivery of Certificates of Registration.**

All Certificates of Registration are mailed from the Association office by First Class mail to the last known address as it appears in the Association records and, upon mailing, shall be deemed received by the intended recipient.

An owner may request that a Certificate of Registration be mailed by Certified Mail and pay the mailing charge. The Paso Fino Horse Association, Inc. assumes no responsibility for safe arrival, and a fee will be charged to replace a lost Certificate of Registration, whatever the reason.

### **III. REGISTRATION APPLICATIONS.**

Registration Applications must be submitted on the Registration Application form provided by the Association or via the official Paso Fino Horse Association website. Online registration must be properly completed. A registration application filed electronically will require either an original written signature or a legal signature which has been faxed or scanned and emailed to the PFHA Registration Department for any person(s) who is the recorded owner of the sire or dam at the time of breeding and/or foaling if this is not the person submitting the registration or is not an authorized agent for the recorded owner or an authorized person for the sire and/or dam.

On the Registration Application form, written signatures may be original and submitted by FAX or scanned and emailed to the PFHA Registration Department. Appropriate fees and clear, discernible color photographs of the horse for which the application is being made (hereafter referred to as the “applicant horse”) must accompany the application. Faxed and scanned signatures may be

submitted for all registration documents unless a witnessed or notarized signature is required by law.

In order to show all markings, photographs must include all four legs, left and right-side views of the body, front view of the head and rear view of the hindquarters. The photographs must be labeled with the horse's proposed name and the date the photographs were taken. All photographs must be a minimum of 4 x 3-1/2 inches. Anything smaller will not be utilized.

Any changes on the Registration Application form, such as erasures, strikeouts or whiteouts will delay the registration process.

All Registration Applications become a part of the permanent records of the Association.

#### **IV. REQUIREMENTS FOR THE REGISTRATION OF PASO FINO HORSES.**

The following requirements must be met for registration of a horse with the Association. Deceased horses are not eligible for registration.

##### **A. Microchip**

All horses being registered with PFHA after 2018 shall be microchipped.

##### **B. Pedigree Eligibility.**

1. Pure Paso Fino Required. The horse must be of pure Paso Fino blood as verified by its pedigree. The burden of proof that a horse is a purebred Paso Fino rests solely with the person applying for registration. Horses produced by any cloning process are not eligible for registration. Cloning is defined as any method by which the genetic material of an unfertilized egg or an embryo is removed, replaced by genetic material taken from another organism, added to /with genetic material from another organism, or otherwise modified by any means in order to produce a live foal.
2. Registration of Sire and Dam. Both the sire and genetic dam (hereafter referred to as "dam") of the applicant horse must be registered with the Association or with an entity recognized as an accepted registry by the Association's Board of Directors (hereafter referred to as an "Accepted Registry").

- a. If an applicant horse and/or its sire and/or dam are registered with an Accepted Registry other than the Paso Fino Horse Association, copies of their Certificates of Registration from the accepted registry must accompany the Registration Application. The Certificate of Registration of the sire and dam may be utilized in processing a Registration Application in lieu of signed Breeder's Certificates or the Stallion Breeding Report. If copies of the Certificates of Registration of the sire and/or dam, but not the applicant horse, cannot be obtained, a signed statement will be required from the Accepted Registries verifying the registration and pedigree of the sire and/or dam.
- b. When copies of Certificate of Registration or statements indicating the pedigree from an Accepted Registry are utilized in lieu of a Stallion Breeding Report and Breeder's Certificate, the pedigree in which the horses listed in the second generation (grand sire and grand dam) or beyond differ from the pedigrees previously recorded with the Association, the lower case letters "stb" meaning "said to be" will be placed after those names that differ.
- c. Only a purebred Paso Fino horse will be accepted from an Accepted Registry. If the applicant horse, sire and/or dam are registered with an Accepted Registry, the modality of the applicant horse, sire and dam must be listed as "Paso Fino" on their certificates of registration utilized in lieu of a Stallion Breeding Report and Breeder's Certificate for registration purposes. If the Accepted Registry designates partial percentage blood as purebred Paso Fino, that registry will be excluded as an Accepted Registry.
- d. A list of Accepted Registries will be provided by the Association upon request and will be published periodically.
- e. The offspring of a cloned horse as defined in Chapter Eight. Section. IV. B. 1., above, is not eligible for registration.

### **C. Other Registries.**

The Association may also, upon the direction of the Board of Directors, establish and maintain additional registries of other breeds of horses provided that:

1. These horses shall not be part of the Association's Paso Fino registry.
2. The record of Registration of these horses will be maintained separately within the Association's information system.
3. The horses will be issued a registration number prefixed specifically to identify their specific breed.
4. A procedure is established to specifically process these registrations and any associated transactions.
5. The other registry will develop and maintain its own specific breed standard.
6. Registration of crosses of pure bred Paso Fino horses to any other breed for which the Association maintains a registry will be strictly prohibited.

Once any additional registries are determined to be established, all Association registration rules and requirements will pertain to said registry.

### **D. Cryptorchid Stallions.**

The use of cryptorchid stallions for breeding is prohibited. No offspring from a cryptorchid stallion will be accepted for registration.

### **E. Breeder and Breeder's Certificate.**

#### **1. Completed Certificate.**

A completed Breeder's Certificate signed by the recorded owner, lessee or authorized agent of the sire and dam at the time of breeding must accompany the Registration Application.

#### **2. Owner or Lessee as Breeder.**

The breeder of a horse shall be the recorded owner(s) of the dam at the time of service, except when a mare is held under lease at the time of breeding, in which event the lessee shall be considered the breeder. Such lease agreement, signed by the lessor and the lessee, must be filed with the Association on a form provided by the Association and accompanied by the appropriate fee. A Lease Agreement form is available from the Association.

**3. Required Signatures.**

The required signatures on a Breeder's Certificate for a sire or dam that has been sold or leased will be determined by the transfer date of sale on the Certificate of Registration of the sire or dam or the effective and termination date of the lease.

**F. Stallion Breeding Report.**

**1. Stallion Breeding Report on Record.**

A Stallion Breeding Report for each registered Paso Fino stallion that is the reported sire of the applicant horse must be on record with the Association for the year in which the applicant horse was conceived and all applicable Stallion Breeding Report fees must be paid. The fee will be based on the current membership status of the recorded owner(s) of the stallion at the time of the breeding.

**2. Stallion Breeding Report: Requirements.**

A Stallion Breeding Report must:

- a. Be accompanied by the appropriate filing fee. All filing fees are the responsibility of the stallion owner or lessee at the time of breeding, except where indicated elsewhere in this Rule Book.
- b. No refunds will be given for breeding in which a foal does not result from the breeding after the stallion breeding report has been filed.
- c. Be postmarked on or before January 31, following the calendar year to which it relates. If report is filed late, the appropriate late filing fee must be paid.
- d. List the registered name and registration number of all registered Paso Fino mares that have been exposed to the stallion.
- e. List the names of all grade mares or mares of other breeds, or other registries, at no charge.
- f. List the name of the recorded owner of each mare at the time of service.
- g. List the method of service, that is, Natural Service, Pasture Exposed, Artificial Insemination via semen available on site or via shipped semen or Embryo Transfer.
- h. List all dates of service and/or semen shipment dates.

- i. Be signed by the recorded owner, lessee or authorized agent of the stallion at the time of service. The required signature(s) for a stallion (sire) that has been sold or leased will be determined by the transfer date of sale on the Certificate of Registration of the stallion (sire) or the effective and termination dates of the lease.

An amended Stallion Breeding Report shall be filed, and an amended fee must be paid, to list a mare not previously listed on a Stallion Breeding Report or to otherwise change or add to the breeding dates for a listed mare.

The stallion owner may be charged for any reasonable costs and expense that the Association incurs in investigating the accuracy of the Stallion Breeding Report and may also be subject to other penalties or disciplinary action.

If no mares are serviced during the calendar year, the stallion owner, lessee or authorized agent, for their own benefit, should file a Stallion Breeding Report, at no charge, stating that no mares were bred.

### **G. Stallion Report Substitute.**

If a Stallion Breeding Report has not been filed at the time the Registration Application is submitted, the Breeder's Certificate will be considered by the Association to be a Stallion Report. The recorded owner of the stallion at the time of breeding or the recorded owner of the gelding at the time of castration (if frozen semen from a horse registered as a gelding has been used for the purpose of the breeding), shall be billed for a Stallion Report.

### **H. Failure to File Stallion Breeding Report.**

Failure to file a Stallion Breeding Report or to pay any required fees will subject the recorded owner of the stallion at the time of breeding or the recorded owner of the gelding at the time of castration, (if frozen semen from a horse currently registered as a gelding has been used for the purpose of the breeding) to disciplinary action as provided by the Association rules.

### **I. Genetic Testing and Parentage Verification.**

The genetic information for stallions and mares should be on file with the Association before they are used for breeding.

1. **General Rule Regarding Genetic Testing.**

Each applicant horse must be genetically tested in the method as prescribed by the Association and qualifies as an offspring of the reported sire and dam by written analysis from a laboratory approved by the Association. This information must be on file with the Association or with a lab accepted by the PFHA and used by an accepted registry of the PFHA before the applicant horse will be considered for registration and a Certificate of Registration issued.

2. **Association's Right to Resolve Parentage Issues.**

The Association has the right to use any and all means necessary, including genetic testing of any nature and parentage verification, to resolve any question of true parentage.

3. **Furnishing Genetic Information.**

The Association may furnish genetic information on specific horses in response to legal process, court order, requests from other recognized breed registries and requests from other individuals or entities if the individual or entity states in writing the purpose of the inquiry and the Association determines the request to be reasonable.

4. **Testing Kits.**

Genetic testing kits and material should be obtained from the Association. The required fee must be paid to the Association at the time the genetic testing kit is requested. If these items are obtained other than from the Association, additional fees may be charged.

**J. Record of Ownership, Authorizations and Signatures.**

1. **General Rule:**

Applicant Horse is Registered in Name of Owner or Lessee of Dam. The applicant horse must be registered in the name of the recorded owner or lessee of the dam at the time of foaling or at the time of breeding if the foal is the result of an embryo transfer. The recorded owner, lessee or authorized agent's signature and membership number must appear on the registration application in the appropriate space in the Ownership Section of the Registration Application.

2. **No Exception if Foal Transferred.**

- a. If the foal is sold before birth, but before registration of the foal, the dam's recorded owner or lessee will be considered the first owner of the foal, pursuant to

the rule provided in Subsection 1. above, and a transfer at time of registration to the new owner is required. The dam's recorded owner, lessee or authorized agent's signature and membership number must appear in the Transfer Section of the Registration Application.

- b. If, pursuant to the general rule provided in Subsection 1. above, the ownership of the applicant horse at the time of foaling, or at the time of breeding if the foal is the result of an embryo transfer is listed in two or more names, the recorded owners of the foal will be listed as owners in the conjunctive by use of the ampersand symbol, for example, John Smith & Jorge Rodriguez & Donna Jones. All owners' signatures and membership numbers will be required to complete a transfer or sale of the foal to the new owner at the time of registration. The complete name, membership number and address of the person to whom the Certificate of Registration will be issued must be provided.

**3. Payment of Fees.**

Registration fees and any applicable fees must accompany the Registration Application.

**4. Format of Ownership of Horse.**

Ownership of a horse may be recorded in one of the following applicable formats:

- a. Individual Ownership. If ownership of a horse is recorded in the name of one person, the person must be a current member of the Association to qualify for the membership fee scale. This individual's signature, or the signature of an authorized agent on file with the Association, must appear on all Registry related documents.
- b. Multiple Ownership.
  - 1) If ownership of a horse is recorded in the names of two (2) or more persons using the word "and" or the ampersand (&) symbol, for example, "John Doe and Mary Doe," or if noted as "Donna Jones & David Smith," all the individuals must be current members of the



Association to qualify for the membership fee scale. All of their signatures must appear on all Registry related documents.

- 2) Ownership will not be issued and a horse cannot be registered in the name of two or more persons, including business entities, using the word “or.” For example, ownership of a horse may not be recorded as “John Doe or Mary Doe.” This rule shall apply to all new registrations and to all transfers and changes of ownership of currently registered horses. Registrations established before this rule was amended do not have to be changed unless and/or until there is a change of ownership.
- 3) Ownership will not be issued and a horse cannot be registered in the names of two or more persons, including entities, using the phrase “and/or.” For example, ownerships cannot be listed as “John Doe and/or Mary Doe,” or to two (2) people using the words “Mr. and Mrs.” or “Mr. or Mrs.”
- 4) If the laws of the any state, county or other jurisdiction permit joint ownership in the form or nature of “Joint Tenants,” “Tenants by the Entireties,” “Community Property,” and/or “General” or “Limited Partnerships,” a horse may be registered and a Certificate of Registration may be issued designating that particular form of ownership on the Certificate and in the record of the Association. In these types of joint ownership, all owners must be current members of the Association and all living owners must sign any Registry related documents. If ownership of a horse is in joint names whereby, upon the death of one or more owners, title automatically passes to the survivor(s) under the right of survivorship by law. An Affidavit of Heirship shall be required. This rule shall not prevent one or more joint owners from authorizing another party to sign Registry related documents if a proper Signature

Authorization form has been completed and is on file with the Association.

- c. Ranch, Farm, Partnership, Syndicate or Corporate Ownership.
  - 1) If ownership of a horse is recorded in the name of a legal entity, for example, a ranch, farm, partnership, syndicate or corporation, the entity must be a current member of the Association to qualify for the membership fee scale.
  - 2) The Association must have a written Signature Authorization form on file indicating who may sign documents for that entity, and the names of all owners for such entity. A signature Authorization form is available from the Association.
- d. **Ownership by a Child.** If a horse is recorded in the name of a child younger than eighteen (18) years of age, the Association requires a Signature Authorization form to be on file with the Association that states the birth date of the child. A Signature Authorization form is available from the Association. The child must be a current member of the Association to qualify for the membership fee scale.
- e. **Signature Authorization.** Any recorded owner may authorize another person to sign Registry related documents on such owner's behalf. Such an authorization will be recognized when a Signature Authorization form has been completed and is on file with the Association.

All Signature Authorization forms must have an ending date to define the period of authorization; however, the termination date may be stated as "until further notice," in which case the authorization will extend until the Association receives written notice of revocation or replacement of the authorization. The Association may request verification of a signature authorization at any time.

- f. **Death of Owner.** When the recorded owner of a horse is deceased, the Association must have legal documentation on file appointing the representative for the estate, for example, Letters Testamentary or Letters of Administration. If there is no probate of the estate, a notarized Affidavit of Heirship must be completed by the

heir(s). An Affidavit of Heirship form is available from the Association.

- g. Deceased Members. Membership continues through the end of the current membership year in which the member dies. Any horse registration transactions for deceased members will be allowed at membership rate.
- h. **Name as Used in Membership; Promotional Materials.** Names used as owners, lessees, or authorized agents in any Registry transaction must be exactly the same as that in which the person's membership is issued.
  - 1) All advertisements and promotional materials for a horse shall include the name(s) of the owner(s) as recorded with, and recognized by, the Association and shall list their current telephone number(s).
  - 2) In the event a horse is represented by a duly authorized and recognized agent or manager, all advertisements and promotion materials must list his or her name with the owner(s) and may list that Agent's/Manager's current telephone number(s) in lieu of that of the recorded owner(s).
- i. **Original Signatures.** Signatures must be original, written signatures. Printed signatures and copies of signatures are not acceptable. Documents submitted by facsimile transmission are acceptable, but the original documents must be received before finalization of the transaction. Personal identification number (PIN), issued by the Association may be utilized in lieu of original signatures for documents received electronically.
- j. In the event of a name change such as marriage or voluntary change, members shall fill out a name change form and submit the corresponding legal documentation certifying the legal name change. This will document the change of names in our files. The members legal name will then be changed in PasoKey and corresponding notes and transactions entered in the system. The name will update across the database including the online membership card and ownership of the horses within the PasoKey system will reflect the member's name. No fee will be applicable in this case. Unless specifically requested by the member, PFHA will not issue new Registration or Duplicate Certificates. In the event the

owner wants new ownership certificates issued reflecting the change in legal name, the owner must return the original certificates to the Association along with the corresponding form requesting new ownership certificates along with the corresponding fee.

- k. **Application of Non-Member Fee.** If the owner of a horse is not a current member of the Association at the time of request for a Registry transaction, the non-member fee will be charged for the transaction.
- l. **Certificate is Not Title.** A Certificate of Registration of the Association is a certificate of information contained in the records of the Association. It should not be interpreted as “title” to a horse.

## **K. Naming a Horse.**

### **1. General Rules.**

A horse will not be registered in a name that has exactly the same spelling as the name of a horse that is already registered, either living or dead, that has numerical prefixes or suffixes, that includes symbols, or that includes the words “Sr.” or “Jr.” A horse will not be registered by any name that contains numerals or is more than thirty-five (35) spaces in length.

If a name has not been provided to the Association within ninety (90) days of receipt of a registration application, and all other registry items have been received, the Association will provide a name to complete the registration of an applicant horse. If the owner of the horse would like to choose another name after the horse is registered, the applicable name change fee will be charged.

### **2. Previous Registry Name Conflict.**

At time of registration with the Association, the name of a horse previously registered with another registry will not be changed or added to, except when such name conflicts with the name of a horse currently registered with the Association or conflicts with Associations rules. In such a case, the name of the sire or dam will be added to the original name of the horse, subject to the limit of thirty-five (35) spaces in length. A prefix or suffix may not be added.

### **3. Permitted Name Change.**

A horse’s name may be changed by the recorded owner if:

- a. The horse has not been shown.
  - b. The horse has no registered offspring.
  - c. A registered prefix or suffix is not removed or added.
  - d. The horse has not been previously registered with another registry.
  - e. The original Certificate of Registration is returned along with name change request and applicable fee.
  - f. The new name meets the requirements of Subsection 1. above.
4. **Association Reserves Right Concerning Name.**  
The Association reserves the right to approve or disapprove any name whether or not it falls under any of the specific prohibitions set forth in these rules.
5. **Prefixes and Suffixes.**
- a. No prefix or suffix will be reserved for the exclusive use of one owner unless such prefix or suffix was registered with the Association before October 1, 1983 or is registered with the U. S. Patents and Trademarks office and a copy of such registration has been filed with the Association.
  - b. Protected prefix or suffix that is not registered with the U.S. Patents and Trademarks office will no longer be listed as protected by PFHA, if the protected prefix or suffix has not been utilized by the owner(s) of the prefix or suffix in more than ten (10) years and has less than fifteen (15) horses registered in which the prefix or suffix was used by the owner(s).
  - c. A registered prefix or suffix may be made part of a horse's name only at the time of first registration, after which it is a permanent part of that horse's name.
  - d. A registered prefix or suffix may be used only by the recorded owner of that prefix or suffix; however, the recorded owner of a prefix or suffix may grant permission to designated person(s), in writing, allowing use of the prefix or suffix. This statement must accompany the Registration Application.
  - e. There will be no exact duplication of registered prefixes or suffixes, whether used in front, behind,

or within a name. However, the Association is not liable for partial duplication of such names.

#### **L. Importation.**

The Registration Application for any horse(s) required to undergo quarantine procedures by the United States Department of Agriculture or Agriculture Canada must be accompanied by the declaration of importation and/or the official release from quarantine.

### **V. ARTIFICIAL INSEMINATION (AI) AND TRANSPORTED SEMEN.**

#### **A. Types.**

On-Premise and Off-Premise (transported Semen) Artificial Insemination includes the use of fresh cooled and/or frozen semen.

#### **B. Transported Semen.**

Breeding by the use of transported semen refers to any breeding by artificial insemination that takes place at a location other than the premises where the stallion whose semen is used is standing.

#### **C. Falsifying Records; Failure to Report.**

Falsifying transported semen records and failing to report a breeding by use of transported semen are considered as violations of the rules of the Association, and any person found to be guilty of such violations shall be subject to disciplinary action and penalties as provided in these rules. Members are advised that the United States Department of Agriculture (USDA) requires a permit before importation of semen.

#### **D. Frozen Semen of Deceased Stallion.**

##### **1. Use Permitted.**

The use of frozen semen of a deceased stallion is permitted indefinitely. The stallion must be registered with the Association before his death. The owner of the stallion must provide the date of death along with the original Certificate of Registration to the Association or face disciplinary action. The original Certificate of Registration will be returned to the owner after the back of the certificate is marked "Deceased."

##### **2. Only Registered Mares May Be Used.**

Only mares registered with the Association at the time of breeding will be eligible for breeding with frozen semen from a deceased stallion.

3. **Owner of Stallion at Death Responsible for Stallion Breeding Reports Involving Frozen Semen.**  
The owner of the stallion at the time of death is responsible for the filing, and the fees associated with, the Stallion Breeding Report for any breeding in which frozen semen is used. All other rules governing Stallion Breeding Reports apply.
4. **Signature of Breeders Certificate Involving Use of Deceased Stallion's Frozen Semen.**  
The signature of the owner or authorized agent of the owner of the stallion at the time of death will be required on the Breeders Certificate portion of a Registration Application. The owner or authorized agent of the owner of the stallion at the time of death is the only person allowed to sign the Stallion Breeding Reports.
5. **Genetic Information on File: Qualification of Offspring.**  
Genetic information must be on file for the deceased stallion and any mare bred using the frozen semen of the deceased stallion. An applicant horse must qualify as an offspring of both the reported sire and dam as determined by a laboratory approved by the Association.

## **E. Frozen Semen of Gelding.**

1. **Use Permitted.**  
The use of frozen semen of geldings will be permitted indefinitely after the date of castration. The gelding must be registered with the Association before castration. The original Certificate of Registration, along with the date of castration, must be submitted to the Association. Proper notation will be made to the Certificate of Registration and returned to the recorded owner showing the horse as a gelding. Failure to provide this information to the Association will result in disciplinary action.
2. **Only Registered Mares May Be Used.**  
Only mares registered with the Association at the time of breeding will be eligible for breeding with frozen semen from a gelding.
3. **Signature of Stallion Breeding Report and Breeder's Certificate Involving Use of Gelding's Frozen Semen.**  
The signature of the recorded owner of the gelding at the time of castration will be required on the Stallion Breeding

Report and the Breeder's Certificate portion of a Registration Application. The owner of the gelding at the time of castration will be responsible for the filing of the Stallion Breeding Report and any associated fees.

4. Genetic Information on File: Qualification of Offspring. Genetic information must be on file for the gelding and any mares bred using frozen semen. An applicant horse of the gelding must qualify as an offspring of both the reported sire and dam as determined by a laboratory approved by the Association.

## **VI. EMBRYO TRANSFER/OOCYTE TRANSFER.**

### **A. General Definition.**

A horse foaled by a mare that is not its genetic dam but transferred to her by embryo/oocyte transfer technique, shall be eligible for registration. In addition to other Association registration rules, the offspring shall not be eligible for registration unless:

1. It has had its pedigree verified through genetic testing of foal, sire and donor mare, and by such other testing as the Association deems reasonably necessary, to verify the validity of the genetic testing; all expenses of which shall be the responsibility of the registration applicant.
2. The owner of the genetic dam at the time of breeding shall sign the registration application as the owner of the dam at the time of foaling. An Embryo/Oocyte Transfer Permit must be filed with Association or accompany any registration of a foal as a result of an embryo/oocyte transfer. There will be a fee to file this permit. The Board of Directors will determine the fee.
3. A foal produced by embryo/oocyte transfer will have such fact listed on its registration certificate. The burden of verifying true parentage is that of the registration applicant and any question of parentage shall be resolved against the registered horse carried by a recipient mare through embryo/oocyte transfer.

### **B. Use of Frozen Ovum Permitted.**

The use of frozen ovum, or egg, of a deceased mare is permitted indefinitely. The mare must be registered with the Association before her death. The owner of the mare must provide the date of death along with the original Certificate of Registration to the Association



or face disciplinary action. The original Certificate of Registration will be returned to the owner after the back of the certificate is marked "Deceased."

### **C. Only Registered Stallion May Be Used.**

Only stallions registered with the Association at the time of breeding are eligible for breeding with the frozen ovum of a deceased mare.

### **D. Signature of Breeder's Certificate Involving Use of Frozen Ovum.**

The signature of the recorded owner of the deceased genetic dam at the time of breeding will be required on the Breeder's Certificate portion and Ownership section of a Registration Application. If there is a Transfer of Ownership of the foal at the time of registration, the recorded owner of the deceased genetic dam will be required in the Transfer Section of the Registration Application.

### **E. Genetic Information on File: Qualification of Offspring.**

Genetic information must be on file with the Association for the deceased mare and any stallion breeding to the frozen ovum of the deceased mare. An applicant horse must qualify as an offspring of both the reported sire and dam as determined by a laboratory approved by the Association.

## **VII. LEASES.**

### **A. Written Notice of Lease.**

For the lease of a horse to be recognized by the Association, a written notice of such lease shall be filed with the Association on a form provided by the Association. This form will be signed by the lessor and the lessee. A copy of the Certificate of Registration of the horse to be leased and the appropriate recording fee must accompany the written notice of the lease. A Lease Agreement form is available from the Association.

### **B. Duration of Lease.**

The notice shall provide the effective date of the lease and may provide the termination date. The termination date may be stated as "until further notice," in which case the Association will recognize the lease agreement until the Association receives written notice of termination. The lease agreement may be terminated before the original termination date by written notice signed by both the lessor and the lessee. No additional fee shall be charged for termination. A Lease Cancellation form is available from the Association.

### **C. Recording.**

Recording a Lease Agreement with the Association authorizes the lessee to execute all Registry documents relating to the horse listed on the lease until the stated termination date in the notice of lease or, if earlier, if the initial notice of lease did not provide a termination date, the Association receives written notice of the termination of the lease. Any other limitations on the use of the horse and/or any other terms of the lease agreement are the sole responsibility of the lessor.

## **VIII. COURT ORDER OR JUDGEMENT, GOVERNMENT SALE, FORECLOSURE OF A STABLEMAN'S LIEN OR OTHER INTEREST.**

An applicant horse acquired pursuant to a court order or judgement, government sale, foreclosure of a stableman's lien or other security interest must meet the following requirements for registration with the Association, in addition to meeting the requirements set out in Section II, III, and Section IV, A, G, H, and I of this Chapter.

### **A. Certified Copy of Order.**

If ownership of the applicant horse was acquired pursuant to a court order or judgement, a certified copy of the order or judgement must be provided to the Association.

### **B. Non-Judicial Foreclosure or Other Acquisition.**

If ownership of the applicant horse was acquired pursuant to a non-judicial foreclosure of a stableman's lien, a government sale or other security interest, the following requirements must be met:

1. The Association must be provided with a copy of the Federal or State statutes and/or the documentation which authorized the foreclosure or sale.
2. The Association must be provided with documentation evidencing compliance with the applicable statutes and/or other documentation.

### **C. Documents Used In Lieu of Breeder's Certificate.**

The documents furnished pursuant to Subsection A and B, above, as appropriate, will be used in processing a Registration Application in lieu of the Breeders Certificate.

### **D. Owner of Horse So Acquired.**

A horse registered with the Association pursuant to the provision of this Section VIII, stated above, will be registered in the name of the applicant owner.

### **E. Registration Application Required.**

A Registration Application described in Section III, above, must be provided for a horse registered with the Association pursuant to the provision of Section VIII, stated above.

### **F. Pertinent Information May Be Noted on Certificate of Registration.**

If the Association is required to register a horse by court order, the Certificate of Registration may so note pertinent information concerning the court order.

## **IX. GENERAL PROCEDURES FOR HANDLING REGISTRATIONS APPLICATIONS.**

### **A. Action by Association on Registration Application.**

When a Registration Application is received from any person, hereafter referred to as the “applicant,” the Association may take one of the following actions:

1. Approve the Registration Application if all requirements have been met.
2. Request additional information.
3. Deny the Registration Application if all requirements have not been met.
4. Refer the Registration Application to the Registration Advisory Committee for consideration.

### **B. Action by the Registration Advisory Committee Following Referral.**

If the Registration Application is referred to the Registration Advisory Committee, the Committee will review the request for registration and instruct the Association to take one of the following actions:

1. Approve the Registration Application.
2. Request additional information.
3. Notify the applicant in writing that the horse is not eligible for registration, specifying the reasons for the denial.

### **C. Applicant May Request Hearing Following Denial.**

Within thirty (30) days after the mailing of the notice of the decision to deny registration, the applicant may make a written request for a hearing regarding the decision. A hearing will be held by the Association Hearing Committee. The applicant seeking registration of a horse will have the burden of proving that the horse qualifies for

registration. The decision of the Association Hearing Committee will be final. If a request for a hearing is not made within thirty (30) days after the mailing of the notice, the denial of the registration will be final.

## **X. TRANSFER OF RECORD OF OWNERSHIP.**

### **A. Documents for Transfer.**

To transfer the recorded ownership of a registered horse, or to transfer the record of ownership of a horse at time of registration, the Association must receive the following.

1. Certificate of Registration.  
The original Certificate of Registration properly endorsed; or to transfer the record of ownership of a horse at the time of registration, the signature of the owner(s) applying for registration must appear as the seller in the transfer section of the Registration Application.
2. Buyer's Information.  
The buyer's name, address and membership number, if applicable.
3. Date of Transfer.  
For this purpose, the postmark date or other recognizable date of transmission of the endorsed Certificate of Registration to the Association, if such date is legible or, if not, the date of receipt by the Association, will be utilized as the date of sale on all transfers, unless a transfer is the result of a court order or judgement, death of the recorded owner(s), divorce, non-judicial government sale or foreclosure of a stableman's lien or other security interest.
4. Payment of the Applicable Transfer Fee.  
The fee will be based on the date of sale, the date the papers are postmarked and the membership status of the buyer(s) or seller(s). Either the buyer(s) or the current recorded owner(s) must be member(s) of the Association to qualify the membership fee scale.

Seller(s) should provide membership application for first time Paso Fino horse owners.

### **B. Transfer by Court Order or Death.**

In order to transfer ownership and/or issue a Duplicate Certificate of Registration of a registered horse as a result of a court order or judgement or by reason of death of the recorded owner, the

Association may issue a Duplicate Certificate and/or transfer the registration of such horse to the new owner when presented with the following:

1. A certified copy of the order of a court of competent jurisdiction or other satisfactory proof of authority for the transfer such as a divorce decree, will or legal documentation appointing the representative for the estate, for example, Letters Testamentary or Letters of Administration. If there is no probate of the estate, a notarized Affidavit of Heirship form must be completed by the heirs. An Affidavit of Heirship form is available from the Association.
2. A signed Statement of Indemnity on a form provided by the Association indemnifying the Association from claims by all prior owners. A Statement of Indemnity form is available from the Association.
3. Current photographs of the horse that must match the photographs submitted with the original Registration Application.
4. Verification of parentage by genetic testing of the subject horse, its sire and dam, if living, may be required.
5. Payment of all Duplicate Certificate fees, if applicable, and all transfer fees and any expenses of investigation.
6. The original Certificate of Registration, if available.
7. Compliance with any other requirements as may be defined by the Association.

### **C. Transfer Due to Non-Judicial Foreclosure or Other Acquisition.**

In order to transfer ownership and/or issue a Duplicate Certificate of Registration for a registered horse as a result of a non-judicial government sale, foreclosure of a stableman's lien, or other security interest, the following must be provided to the Association.

1. A copy of the applicable Federal and/or State statutes and/or other documentation authorizing such foreclosing.
2. Copies of all documentation evidencing compliance with the applicable statutes.
3. A signed Statement of Indemnity on a form provided by the Association indemnifying the Association from claims by all prior owners. A Statement of Indemnity form is available from the Association.
4. Current photographs of the horse.

5. Verification of parentage by genetic testing of the subject horse, its sire and dam, if living, may be required.
6. Payment of all Duplicate Certificate fees, if applicable, and all transfer fees and any expenses of investigation.
7. The original Certificate of Registration, if available.
8. Compliance with any other requirements as may be defined by the Association.

#### **D. Association Cannot Intervene.**

The Association cannot legally intervene in ownership or other types of disputes between a buyer and a seller of a registered Paso Fino horse. Where properly completed and signed documents and appropriate fees are presented, the Association shall process the transaction. When a buyer and seller cannot resolve an ownership or other type of dispute between themselves, they are advised to seek legal counsel.

#### **E. Record Transfers.**

Each transfer of ownership of a Paso Fino horse should be recorded by the Association. Failure to properly record transfers of ownership of a horse can jeopardize registration of its future offspring. Once the Transfer Section has been filled out, the transfer to the individual(s) will be processed as indicated. If the transfer should not be processed for some reason, it will require a notarized statement from the person(s) whose name(s) appear in the Transfer Section explaining why the transfer into their name should not be processed. This notarized statement must accompany the original Certificate of Registration. If a notarized statement does not accompany the Certificate of Registration, a memorandum will be sent from the Association requiring the signature of the person(s) listed in the Transfer Section agreeing the transfer into their name(s) should not be processed.

#### **F. Alteration Not Acceptable.**

Alterations on transfer forms are not acceptable. Any erasure or alternation on this form will necessitate properly signed verification.

#### **G. New Certificate of Registration.**

After all requirements have been met, the transfer of ownership will be recorded and the Certificate of Registration will be mailed to the new recorded owner.

## **XI. DUPLICATE CERTIFICATE OF REGISTRATION.**

### **A. Requirements.**

The following requirements must be satisfied in order to obtain a Duplicate Certificate of Registration.

1. The recorded owner must request a Duplicate Certificate in writing explaining the loss or destruction of the original Certificate of Registration. A form is available from the Association. The signature of the recorded owner must be notarized.
2. Current photographs of the horse must be submitted.
3. Verification of parentage by genetic testing of the subject horse, its sire and dam, if living, may be requested.
4. Payment of Duplicate Certificate of Registration fee must be made.

Readable remnants of a Certificate of Registration may be used instead of requiring submission of the photographs referred to in Subsection 2, above, and the genetic testing referred to in Subsection 3, above.

### **B. Prior Certificate Void.**

By the issuance of a Duplicate Certificate of Registration, all prior Certificates of Registration of the horse are declared null and void.

## **XII. CHANGE IN ORIGINAL CERTIFICATE OF REGISTRATION.**

### **A. Return Certificate for Required Changes.**

No changes, additions or deletions should be made to the Certificate of Registration by the owner of the horse. Should changes, additions or deletions be required, the Certificate of Registration must be returned to the Association.

1. **Color or Markings.** To record a change in the color or markings of a horse, the original Certificate of Registration must be returned to the Association, accompanied by current photographs clearly showing the color and markings, and such additional information as may be required by the Association. Upon approval by the Association, an amended Certificate of Registration will be issued to the recorded owner.

2. **Castration.** After a stallion is castrated, the date of castration and the Certificate of Registration must be submitted to the Association. Proper notation will be made and the Certificate of Registration will be returned to the recorded owner showing the horse as a gelding.
3. **Name Change.** A horse's name may be changed by the recorded owner if the requirements of Section IV. K. of this Chapter are met.
4. **Foaling Date**  
*Foaling Date change will only be permitted if:*
  - a. *The horse has not been shown.*
  - b. *The horse has no registered offspring.*
  - c. *The horse has not been registered with or homologated with another registry.*
  - d. *A properly completed Registration Application must be submitted.*
  - e. *A properly completed Breeders Certificate must be submitted.*
  - f. *A properly completed Stallion Breeding Report must be submitted.*
  - g. *A statement from the owner of the dam at the time of foaling, or from the person applying for registration, giving details as to why the horse was incorrectly registered must be submitted.*
  - h. *The genetic information of the subject horse, its sire and dam must be placed on permanent record with the Association and the foal must be qualified genetically as the offspring of the reported sire and dam.*
  - i. *The original Certificate of Registration is returned along with the foaling date change request and applicable fee.*
5. **Change of Sire or Dam.**
  - a. A change of sire or dam will require the following requirements be met, except as described in Subsection 5. b., below.
    - 1) A properly completed Registration Application must be submitted.
    - 2) A properly completed Breeders Certificate must be submitted.
    - 3) A properly completed Stallion Breeding Report must be submitted.



- 4) A statement from the owner of the dam at the time of foaling, or from the person applying for registration, giving details as to why the horse was incorrectly registered must be submitted.
  - 5) The genetic information of the subject horse, its sire and dam must be placed on permanent record with the Association and the foal must be qualified genetically as the offspring of the reported sire and dam.
  - 6) Payment of any applicable fees in effect at time of change.
- b. When the correct parentage has been established by genetic testing and parentage verification, the Registration Advisory Committee may, in the interest of fairness and equity towards an innocent third party, authorize the corrected Certificate of Registration and/or Stallion Breeding Report, if these documents cannot be reasonably obtained under the particular circumstance.
6. **Death.**
- a. Upon the death of a registered horse, its Certificate of Registration and a statement by the owner indicating the date and cause of death should be sent to the Association for recording. The Association will return the Certificate of Registration to the owner.
  - b. All registered Paso Fino horses will be presumed to be deceased thirty (30) years after their recorded date of birth. The responsibility to notify the Association if any horse over thirty (30) years of age is living rests with the owner.

#### **B. Failure to Return Certificate.**

Suspension of membership and denial of privileges to non-members may be recommended for failure to comply with the written request to return a Certificate of Registration for changes deemed necessary by the Association.

### **XIII. CANCELLATION OF A CERTIFICATE OF REGISTRATION BY THE RECORDED OWNER.**

#### **A. Return Original Certificate.**

If the recorded owner wishes to withdraw the Certificate of Registration of a registered Paso Fino due to any reason, the

recorded owner must return the original Certificate of Registration to the Association accompanied by a signed statement explaining the matter. This action is irreversible, but does not automatically affect offspring born or conceived before cancellation. The Association will retain the Certificate of Registration unless the recorded owner requests its return.

### **B. Publication.**

Any cancellation of a Certificate of Registration by the recorded owner will be published in the Association's official publication and on the official Association website.

## **XIV. CANCELLATION OF A CERTIFICATE OF REGISTRATION BY THE ASSOCIATION.**

### **A. GROUNDS FOR CANCELLATION.**

The Association may cancel the Certificate of Registration of a horse if it is found that there is reasonable ground to believe that a horse identified as the subject of a Certificate of Registration is not the subject of that Certificate of Registration. In addition, Certificate of Registration may be cancelled;

1. For nonpayment of fees associated with that specific certificate; or
2. If the Association has reason to believe that the Certificate of Registration was used to register the horse with a registry that is not an Accepted Registry in violation of Chapter Eight, Section I, C. 2. of the Rule Book. A member may avoid cancellation of a Certificate of Registration if, within forty-five (45) days after the effective date of this rule, the member provides the Association with proof that the subject horse has been withdrawn from the non- Accepted Registry.

### **B. Resolution of Parentage Question.**

Any question of true parentage will be resolved by all means available to the Association including genetic testing of the horses involved. Any recorded owner of a horse must agree to permit such tests which will be at the expense of the owner.

### **C. Owner may Request Hearing Following Notice of Cancellation.**

If the Association determines that there is reasonable ground for cancellation of the Certificate of Registration of a horse, the owner will be notified. Within thirty (30) days after the mailing of the

notice of the decision to cancel a Certificate of Registration, the owner may make a written request for a hearing regarding the decision. A hearing will be held by the Association Hearing Committee. The Association will have the burden of proving that the Certificate of Registration of the horse should be cancelled. The decision of the Association Hearing Committee will be final. If a request for a hearing is not made within thirty (30) days after the mailing of the notice, the decision to cancel the Certificate of Registration will be final.

#### **D. Disciplinary Action.**

If the Association determines that violations of the current rules have occurred, disciplinary action will be taken as set forth in these rules.

#### **E. Publication.**

Notice of cancellation of a Certificate of Registration and any disciplinary action taken will be published in the official Association publication and on the official Association website.

### **XV. RECORD KEEPING RESPONSIBILITY.**

Any person subject to these rules may be required to supply such information and documents as the Association may determine to be necessary with respect to the registration of horses or the transfer of ownership of Certificate of Registration. Complete and accurate records of breeding, including hand breeding, artificial insemination, pasture, and embryo transfer, foaling and ownership must be kept in permanent form by the owner of a horse, and these records must be available at all reasonable times for inspection by representatives of the Association. If the Association determines that no systematic and satisfactory plan for keeping records is in use, or if no records are made available upon request, the Association, after requesting compliance in a written notice mailed to the person, may refuse to issue a Certificate of Registration or to transfer a Certificate of Registration from such owner until the records are made available. If the owner fails to demonstrate that they have complied with the Association's request, the Association may proceed against the owner as provided in these rules.

## **XVI. FEES.**

### **A. General Rules.**

Fees are set by the Board of Directors and are subject to change. All fees due to the Association must be paid in U.S. funds. No transaction will be processed unless the appropriate fees are paid in full. Deposit by the Association of any fee paid is not deemed to be acknowledgment that the documentation submitted is in proper order.

### **B. Research Fee.**

Research by the Association will be available at the hourly charge. The requested research will be done at the convenience of the staff in order not to delay daily Registry transactions.

### **C. Rush Fee.**

Any Registry transaction requested to be completed in less than ten (10) days from the date the Association receives the request will be considered "rush work." Completion of the requested transaction will be made on a rush basis if all requirements have been met and a rush fee for each transaction, in addition to the regular fees, is paid. The rush fee is not refundable if the requested transaction is not completed due to the fact that all requirements have not been met.

### **D. Processing Fee.**

If a Registry transaction is received, researched and/or processed by the Registration Department before receipt of notice to discontinue the transaction, or if all requirements cannot be met, an office processing charge will be withheld from the requested refund.

### **E. Forfeiture of Fees.**

Failure of any person to acknowledge any Association correspondence relative to Registry transactions within thirty (30) days of the correspondence will result in the file being close and forfeiture of all fees.

### **F. Non-Member Fees.**

Non-Member fees will be determined by the Association. Non-member fees will be assessed to all persons who are not current members of the Association with the exception of DNA kits ordered. Those non-member fees will reflect the members' fees. The DNA kits fee will be the same for members and non-members.

## **XVII. RE-ACTIVATION OF CLOSED MATTER.**

If an Association file for a Registry transaction has been closed because all requirements have not been met, the file may be reopened by submitting payment of the appropriate fee and any documents required to complete the transaction based on current fees and rules in effect at the time of resubmission.

## GLOSSARY

**Agile** – Readily able to move with quick, easy grace, nimble.

**Animated** – Precise movements executed with style and excitement.

**Appearance** – The special beauty and vitality that radiates from the horse as a result of good health, well-being and physical fitness.

**Association** – Paso Fino Horse Association, Inc.

**Balance** – Equalization of weight or proportion, not light or heavy in one area at the expense of another.

**Barbada** – A piece of schooling headgear attached to a bosal that goes under the chin. Used to raise the head of the horse.

**Bight** – Excess rein which falls to the right side of the horse.

**Boots (Official)** – An English type riding boot with a rounded toe and walking heel not a Western-type, decorated cowboy-style heel. Boots/shoes must have a distinguishable heel. Laced or zipped paddock boots, lacers, or elastic-sided jodhpur boots are allowable when English tack is required as long as they have a rounded toe, are plain in color, have no fringes or tassels and conform to the heel requirement. Laced paddock boots are not allowed in classes calling for Western attire. In the Paso Pleasure class, they are allowed if other than Western attire is worn.

**Bosal** – The noseband piece of a hackamore.

**Brilliance** – High spirits and dynamic energy that is so abundant it can scarcely be contained—sparkling, in attitude and performance.

**Brio** – A natural energy.

**Cadence** – The rhythmic recurrence of a sound; the beat, time or measure of rhythmical activity.

**Censure** – An expression of disapproval: an official rebuke.

**Collection** – The position of a horse in which it is attentive, responsive to the headgear, has its neck arched at the poll and the hocks well under the body so that the weight is shifted toward the rear and the hindquarters are engaged toward the center of gravity.

**Conservative Colors** – Conservative colors (including trim) are black, white, off white, darker/muted shades of grey, blue, green, red, brown and purple. Bright shades of any color (hot pink, lime green, fuchsia, fluorescent orange, etc.) are not conservative. Reflective stitching and fabric with reflective glitter threads are not conservative.

**Constitution** – The document that describes the overall purposes of the Association and that contains general rules concerning governance of the Association.

**Culottes** – A form of attire worn below the waist that has the appearance of a skirt but that actually has openings for placement of the rider's legs, as with pants.

**Disqualification from Class**

Horse will be disqualified from the entire competition under the following circumstances.

- a. Horse exits arena without permission.
- b. Abuse/cruelty.
- c. Ineligible exhibitor due to relationship with judge.
- d. Ineligible horse due to relationship with judge.
- e. Undue stress on horse.
- f. Soreing.

**Excused from Class** – Exhibitor completes the class and remains in the ring at the line up. Horse is qualified for the championship.

**Extension** – The total distance which a leg extends forward.

**Family** (as defined by USEF) – For competition purposes the term “family” includes spouse, parent, child or spouse of a child, brother, sister, spouse of a brother or sister, a cohabiting companion, or any other individual with significant familial or familial like relationship. (Step-parents or step children, half-siblings, grandparents, aunts and uncles, nieces and nephews, and in-laws of the relationship stated above.)

**Flexible** – Capable of moving the muscles so as to cause the full bending of a joint between the bones which allows a supple, fluid motion. Usually applies to neck, spine or leg joints.

**Flexion** – A forward raising of the leg by movements from the shoulder or the hip joint.

**Forehand** – All portions of the horse's body from the withers forward.

**Hackamore** – Bosal rounded in shape and constructed of flexible braided rawhide or leather, which must have a flexible nonmetallic core, attached to a suitable headstall with maximum diameter of three-quarters inch (3/4) at the cheek. No other material of any kind is to be used in conjunction with a bosal, e.g., steel, metal or chains.

**Harmony** – Balanced interrelationships/pleasing relationship of body parts to one another.

**Hindquarters** – All portions of the horse's body that lie behind the flanks.

**Impact** – The contacting or striking of the hoof to the ground.

**Legal Entity** – A person other than an individual human being, such as a ranch, farm, partnership, syndicate or corporation.

**Martingale** – A device designed to keep a horse from carrying its head too high or throwing its head, or otherwise to achieve proper headset. This includes a standing martingale or a running martingale.

**Mecates** – The rope tied to the bosal or snaffle bit to form a rein. The excess length may be used as a leadline or to hobble a horse.

**Midsection** – The portion of the horse's body that lies between the forehand and the hindquarters.

**Owner**– The owner of any horse shall be defined as (1) any individual, (2) any member of a farm, ranch, partnership or syndicate, or (3) any stockholder of a corporation. In the case of 2 and 3, above, all persons wishing to be considered owners by the Paso Fino Horse Association must be listed on the Signature Authorization form for such entity.

**PFHW** – *Paso Fino Horse World* magazine is the Association's official publication.

**Pisador** – The leadline portion of a hackamore that holds the throat latch of the headstall and serves to lead or tie the horse.

**Presence** – A proud carriage and alert attitude that causes a horse to “stand out in the crowd.”

**Proportion** – Balance, symmetry; harmonious relation of parts to each other or to the total horse.

**Refined** – Free of coarseness, heaviness or bulk. Clean and well defined.

**Registry** – The records of the Association that list each horse that has demonstrated entitlement to be labeled of “pure Paso Fino blood.”

**Rhythm** – Movement marked by the regular recurrence of related actions.



**Romal** – (pronounced ro-MAHL), is a type of long quirt attached to the end of a set of closed reins that are connected to the bridle of a horse.

**Schooling Horse** – A horse that is eligible exhibited in a Schooling class. See Chapter Two. Section IX., for the description of Schooling Classes.

**Side-pull** – A bit-less bridle that allows the reins to be attached to the headstall on the side of the horse's face.

**Snaffle Bit** – A bit described as a Snaffle Bit in the *USEF Guide* by Ronald J. Rhodes.

**Step** – The forward distance between the footprints of the two corresponding legs, forefeet and hind feet.

**Stride** – The distance between successive imprints of the same foot.

**Supple** – Flexible and fluent in movement without awkwardness or stiffness.

**Symmetrical** – Affecting corresponding parts similarly—harmonious and balanced.

**Synchronous** – Recurring at exactly the same even intervals.

**Tie downs** – Any type of device that serves to prevent the horse from raising its head above a certain level.

**USEF** – United States Equestrian Federation, Inc.

**Way of Going** – Individual style typifying the class requirements, as well as symmetry of movements and correct tracking.

**Well-sprung** – Curving outward from the spine and angled toward the (ribs) rear of the horse so as to allow ample room and expansion for the heart and lungs as well as protection for other vital organs.

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