

**2018**

# **The Indiana Dressage Society Handbook**



## **MISSION STATEMENT**

**The Mission of the Indiana Dressage Society is to promote the growth and development of amateur athletes in the sport of dressage, through competition and education.**

The IDS Handbook is prepared by the Membership Officer. Members will receive only one copy via email and shall receive revisions or additions as needed to keep the handbook current. In addition, the Handbook is also available on the IDS website. Members are reminded that they are responsible for knowing all rules and information as published in this handbook, as well as for any revisions which may be published.

**Web Address: [www.indianadressage.org](http://www.indianadressage.org)**

## Indiana Dressage Society 2018 Officers and Directors

### 2018 OFFICERS

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### DIRECTORS January 2018—December 2019

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# **BY-LAWS OF THE INDIANA DRESSAGE SOCIETY, INC.**

## **ARTICLE I - IDENTIFICATION.**

### **1. NAME.**

The name of this corporation is the INDIANA DRESSAGE SOCIETY INC., which is hereinafter referred to as the Society.

### **2. PRINCIPLE OFFICE.**

The address of the principle office of the Society is: The Indiana Dressage Society, c/o the current President of the Society.

### **3. PURPOSES.**

The Mission of the Indiana Dressage Society is to promote the growth and development of amateur athletes in the sport of dressage, through competition and education.

### **4. TYPE OF ORGANIZATION**

The Society is a not for profit corporation incorporated under the laws of the State of Indiana. It is also recognized as a 501 (c) 3 not-for-profit organization by the Internal Revenue Service.

### **5. FISCAL YEAR**

The fiscal year of the Society shall begin at the beginning of the first day of January and end at the close of the last day of December next succeeding.

## **ARTICLE II - MEMBERSHIP**

### **1. QUALIFICATIONS.**

Membership shall be open to any person interested in the purposes of the Society whose membership application is presented at a duly held meeting and approved by the Board of Directors. The Membership Officer shall provide the President a list of all new membership applications received during the period of time from the close of one Directors meeting to the date of the next Director's meeting, in order that all new members may be recognized and formally accepted into the Society.

### **2. TRANSFERABILITY.**

Memberships in the Society are non-transferable, except upon approval of the Board of Directors.

### **3. DUES AND ASSESSMENTS.**

(a) There shall be the following classes of membership in the Society; Junior, senior, family, business/sponsoring, life and emeritus .

A senior membership will have one vote in the Society's business and one group membership with USDF. A family membership entitles each primary and supporting family member(s) to one vote each in the Society's business. Each family member receives a group membership with USDF.

(Note: A family is defined as individuals in an immediate family that either live at the same address or those that have the same legal address. Supporting Family Members receive all Group Member benefits from USDF and IDS, except that they do not receive a personal copy of Connection.

Junior members under the age of 16 shall not have voting rights. Junior members 16 or older shall have one vote in the Society's business. Junior members shall receive one group membership with USDF.

Business/sponsoring membership will receive two votes in the Society's business and two group memberships with USDF.

A life membership shall receive one vote in the Society's business and one group membership with USDF. A certificate and pin shall be given for all life memberships.

(b) The Board of Directors shall set the dues for each classification of membership. The membership year is Dec 1-Nov 30. Dues may be prorated for new members only joining after Sept 1 of the current year for the following year. Dues for each membership year shall be due and payable on or before December 1 of the membership year. Any member failing to pay their dues by February 1 of the current membership year shall automatically be nonrenewed as a member of the society. Any person removed from the Society for nonpayment of dues may be reinstated as a member without approval of the Board of Directors by payment of all delinquent dues and assessments.

(c) The membership may from time to time, as it determines to be in the best interests of the Society for carrying out its purposes, levy special assessments to be paid equally by the members at such times and in such a manner as may be specified by the membership, provided that no special assessment shall inure to the benefit of any creditors of the Society so as to impose personal liability upon any of the members to third parties for any debts or obligations of the Society.

#### **4. EMERITUS MEMBERSHIP.**

Current members having reached the age of 65 who have been a member of the Society for a minimum of fifteen years and having bestowed generous contributions of time or money to the Society may be nominated and voted on by the Board of Directors to receive an emeritus membership to the Society. Emeritus members shall not pay dues but shall have all the privileges of a life member.

#### **5. EXPULSION.**

A member may be expelled from membership for any actions detrimental to the Society or its reputation or for in any way bringing discredit upon the Society as may be determined by a unanimous affirmative vote of the Board of Directors present at a duly held meeting, provided that written notice of the proposed action shall first be given to that person at least ten days prior to the meeting at which such vote is to be taken. Any person subject to expulsion shall have the right to appear at the meeting and present a defense.

#### **6. GENERAL MEMBERSHIP MEETINGS.**

(a) Annual Meeting. An annual meeting of the members shall be held during the last quarter of the year at such time and place as may be set by the President.

(b) Other Meetings. Other meetings of the members may be held each calendar year in addition to the required annual meeting, at such times and place if needed and as may be set by the President. In addition, any other meetings of the members may be called at any time by the President, by the majority of the Board of Directors or by written petition signed by not less than one-tenth of all the members authorized to vote.

(c) Notices. A written or printed notice stating the place, day and hour of the meeting and the purpose for which the meeting is called shall be delivered or emailed by the Secretary or by the officer or person/s calling the meeting, to each member at the postal or email address which appears on the record of the Society at least 30 days before the date of such meeting.

(d) Quorum. Except where otherwise specifically provided, a quorum of members in good standing shall not be required to conduct business at any meeting of the members. A majority vote by the members present shall be required for any official action of the membership binding upon the Society.

(e) Voting. With the exception of junior members under the age of 16, every member whose dues and assessments are fully paid shall be entitled to one vote on any action taken by the general membership. A member must vote in person, proxies not being permitted. A member may not vote more than once.

(f) Conduct of Meetings. All meetings shall be conducted in accordance with Robert's Rules of Order.

## **ARTICLE III - BOARD OF DIRECTORS**

### **1. NUMBER.**

The Board of Directors shall consist of ten members and the five officers of the Society who shall be elected at the annual meeting of the members. Officers of the Society shall serve as Directors during the terms of their respective office. One-half of the Board of Directors shall be elected annually and shall serve a term of two years.

(a) Alternate Board Members. Four or more alternate Board Members shall be duly elected by the Society to attend meetings and vote on the business of the Society in the absence of any regular Board Member. In the event that a regular Board Member is not able to attend a scheduled meeting he/she should contact one of the alternate members to attend in his/her place. Alternate Directors shall be duly elected at the annual meeting and shall serve until the annual meeting one year subsequent to their election. It is suggested that Alternate Board Members attend all regularly scheduled Board of Director meetings.

(b) Junior/Young Rider Director. One of the regular board members may be designated as the Junior/Young Rider director.

### **2. DUTIES.**

The corporate power of this Society shall be vested in the Board of Directors. They shall employ such agents and employees as they deem advisable and fix the rate of compensation of all agents and employees. The President of the Society, or in his/her absence the Vice-President, shall serve as Chairperson of the Board of Directors.

### **3. RESIGNATION.**

A Director may resign at any time by filing his resignation with the secretary.

### **4. REMOVAL.**

Any director who fails to attend 50% of regularly scheduled meetings of the Board of Directors either in person or by an alternate within a calendar year may be removed without notice by a majority vote of the Board of Directors.

At a meeting of the members called expressly for removal of Directors, any and all Directors may be removed with or without cause. Thirty percent of the general membership must be present and a three-fourths vote of the members entitled to vote at such a meeting is required to remove any Director.

Any Director dropped from membership because of non-payment of dues or assessments or expelled from membership for other reasons shall automatically be removed from the Board of

Directors.

## **5. VACANCIES.**

In case of any vacancy in the Board of Directors, for any reason, the remaining Directors by the affirmative vote of a majority thereof, may elect a successor to fill such vacancy until the next annual meeting, when a successor is elected and qualified. If the term of the Director creating such vacancy shall have been for beyond the next annual meeting, the Director elected at said annual meeting shall be elected for the expiration of the term of the Director creating such vacancy. Alternate Directors shall receive priority in filling vacancies.

## **6. ANNUAL MEETINGS.**

The Board of Directors shall meet within ninety days of the annual meeting of the membership. Directors may meet immediately following, should it be necessary for the purpose of organization and in consideration of any business. If such a meeting is held in the same location, on the same date as the annual membership meeting, no notice other than the notice of the annual membership meeting shall be necessary for the holding of the Annual Board of Directors meeting. If this meeting is held in a different location and on a different date, notice must be sent to all Directors as provided in Article III, Section 7.

## **7. OTHER MEETINGS AND ACTIONS BY WRITTEN CONSENT.**

(a) Other meetings of the Board of Directors may be held upon the call of the President or of two or more members of the Board of Directors at any place within the State of Indiana upon forty-eight hours notice specifying the time, place and general purposes of the meeting being given to each Director either personally, by telephone, by mail or by email. Notice of any meeting may be waived in writing, or by attendance in person.

(b) Actions by written consent. Any action required or permitted to be taken at any meeting of the Board of Directors, or any committee thereof, may be taken without a meeting if prior to such action, a written consent thereto is signed by a majority of all the members of the Board of Directors or committee, as the case may be and such written consent is filed with the minutes of the proceedings of the board or committee.

## **8. QUORUM.**

A quorum shall be necessary for the Board of Directors to conduct business. A majority of the entire Board of Directors shall be necessary to constitute a quorum.

## **9. CONDUCT OF BUSINESS.**

All business of the Board of Directors shall be conducted in accordance with Robert's Rules of Order unless otherwise specified herein.

## **ARTICLE IV - OFFICERS**

### **1. DESIGNATION.**

The Officers of the Society shall consist of a President, Vice-President, a Secretary, a Treasurer, and a Membership Officer. The Board of Directors by resolution may create and define the duties of other officers in the Society and shall elect or appoint persons to fill all such offices. Election or appointment of an officer shall not in and of itself create any contract rights.

### **2. VACANCIES.**

Whenever any vacancy shall occur in any office for any reason, the same shall be filled by the Board of Directors and the officer so elected shall hold such office until the next annual meeting, or until a successor is chosen and qualified.

### **3. PRESIDENT.**

The President shall manage the day to day operation of the Society, shall preside at all meetings of the members and Directors, discharge all the duties that are the responsibility of the presiding officer, and perform such other duties as this code of by-laws provides or the Board may prescribe.

### **4. VICE-PRESIDENT.**

The Vice-president shall work closely with the President on day to day operations of the Society. (S)He shall perform all duties incumbent upon the President in the absence or disability of the President, and perform such other duties as this code of by-laws may require or the Board of Directors may prescribe.

### **5. SECRETARY.**

The Secretary shall have the custody and care of the corporate records and minutes of the Society. (S)He shall attend all meetings of the members and of the Board of Directors and shall keep, or cause to be kept, in a book provided for the purpose a true and complete record of the proceedings of such meetings, and shall perform a like duty for all standing committees appointed by the Board of Directors when required. (S)He shall attend to the giving and serving of all notices of the Society, shall file and take charge of all papers and documents belonging to the Society and shall perform such other duties as this Code of By-Laws may require or the Board of Directors may prescribe.

### **6. TREASURER.**

The Treasurer shall keep correct and complete records of account, showing accurately at all times, the financial condition of the Society. (S)He shall be legal custodian of all moneys, notes, securities and other valuables which may from time to time come into the possession of the Society. (S)He shall immediately deposit all funds of the Society coming in to their hands in some reliable bank or other depository to be designated by the Board of Directors, and shall keep such bank account in the name of the Society. (S)He shall furnish at meetings of the Board of Directors, or whenever requested, a statement of the financial condition of the Society, and shall perform such other duties as this code of by-laws may require or the Board of Directors may prescribe. The Treasurer may be required to furnish bond in such amount as shall be determined by the Board of Directors. It is required that a review of the IDS financials, as maintained by the Treasurer, shall be conducted every five years by a licensed CPA. The first review was conducted in 2013. The designated CPA must be approved by the IDS Board of Directors. In the event of a newly elected Treasurer, a review shall be required within the first 15 months of the Treasurer's term. The review shall include but is not limited to the following procedures:

1. Review the most current bank reconciliation for accuracy and completeness. Report any deficiencies identified.
2. Verify the accuracy and completeness of the records of a randomly-selected month in the year being reviewed. Report any deficiencies contained therein.
3. Recommend any improvements that could be made to the internal controls of the revenue cycle.
4. Recommend any improvements that could be made to the internal controls of the cash disbursement cycle.

A copy of the review must be made available to all officers and directors and be kept on file with the Treasurer's records.



## **7. MEMBERSHIP OFFICER.**

The Membership Officer shall receive all membership applications and dues and shall keep correct and complete records of all members of the Society. (S)He shall forward, at regular intervals, all checks received with an accurate report of same to the Treasurer and shall forward lists of the current members, at regular intervals, to the Webmaster, the President and the Secretary of the Society. (S)He shall send all membership materials due each member in a timely manner upon receipt of each member's dues and shall report the Society's membership to the USDF by all required times. (S)He shall furnish at meetings of the Board of Directors, or whenever requested, a report in regards to the membership of the Society, any or all records being kept for the same, and perform such other duties as this code of by-laws may require or the Board of Directors may prescribe. (S)He shall have the authority to appoint a Show Records Secretary as an assistant to the Membership Secretary.

## **8. DELEGATION OF AUTHORITY.**

In the absence of any officer of the Society, (or for any other reason that the Board of Directors may deem sufficient), the Board of Directors may delegate the powers and duties of such officer to any other officer or to any Director, for the time being, provided a majority of the entire Board of Directors concurs therein.

The Board of Directors has the authority to create special ad-hoc committees as it deems necessary. The Board of Directors may delegate its powers to an ad-hoc committee as it deems necessary.

## **9. EXECUTION OF DOCUMENTS.**

Unless otherwise provided by the Board of Directors, all contracts, leases, commercial papers and other instruments in writing and legal documents, shall be signed by the President or Vice-President and attested by the Secretary. All checks, drafts, and orders for the payment of money shall be signed by those officers or employees of the Society as the Directors may from time to time designate.

## **10. ELECTION AND TERMS OF OFFICE.**

All of the officers of the Society shall be elected by the members entitled to vote at an annual meeting of the membership. All officers shall take office upon their election and appointment as provided for in this Code of By-Laws and shall serve until their successor is duly elected.

The President and Vice President shall each serve a two-year term and be elected in alternate years. The offices of Secretary, Treasurer and Membership Secretary shall serve two-year terms. No person shall hold any one office more than two consecutive terms without consent of the Board of Directors. Officers may be removed from office in the same manner as provided for the removal of Directors herein in this code of by-laws.

## **ARTICLE V - BOOKS AND RECORDS**

### **1. PLACE OF KEEPING.**

Except as otherwise provided by the laws of the State of Indiana or by these by-laws, the books and records of the Society may be kept at such place, or places within the State of Indiana, as the Board of Directors may from time to time by resolution determine.

## **2.MEMBERSHIP LIST**

The original and duplicate membership lists shall contain a complete and accurate list of members, alphabetically arranged, giving the names and addresses of all members and shall be kept by the Membership Officer.

## **2. DISSOLUTION.**

Upon dissolution, the net assets of the Society shall be transferred to such not-for-profit corporation or corporations which are in existence at such time and which are organized at such time for purposes substantially the same as those of the Society, and which qualify at such time as exempt organizations under Section 501 (c) (3) or Section 501 (c) (4) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States revenue law), as the Board of Directors of the Society may determine. Upon such dissolution, members of the Society shall not be entitled to receive back amounts theretofore paid in by them as membership dues or otherwise, or any interest on such amounts, it being understood by and between the members, and it being an express condition of all such payments of membership dues, that such amounts are given and received as gifts in furtherance of the purposes of the Society rather than as contributions to the capital of the Society.

## **ARTICLE VI - AMENDMENTS.**

### **I. BY-LAWS OF THE SOCIETY.**

By-Laws may be adopted, amended, omitted or repealed at any meeting of the Board of Directors.

**INDIANA DRESSAGE SOCIETY, INC.  
ANNUAL AWARDS PROGRAM  
GENERAL INFORMATION**

All members of the Indiana Dressage Society, Inc. who are junior, senior, family, business/sponsoring, life or emeritus members are eligible to participate, if qualified, in the Society's awards program. Membership dues must be paid prior to the date of the first competition for which scores/points are to be counted.

**GENERAL RULES**

**The award year begins September 1 and ends August 31.**

**The fee for any award that requires special registration must be received by the current Points Person prior to the first competition for which scores/points are to be counted.**

All trophies that were donated by individual persons or participating groups to the membership of this Society were given with rules and specifications set by the donors. When IDS accepted these trophies the Society also accepted the responsibility for following the donor's intentions, having no authorization to make any changes to the original rules without the permission of the donor.

Scores or points received from IDS approved or sponsored competitions and all USEF/USDF competitions will count for qualifying purposes for the IDS Awards Program. (Scores received from Championship classes at the IDS Fall Show and Ride-Offs do not count towards awards for the next year.)

All scores earned by IDS members at the following shows will be automatically recorded by the designated IDS Points Person:

- 1) IDS sponsored USEF/USDF recognized shows.
- 2) IDS sponsored schooling shows
- 3) IDS approved schooling shows

All scores earned by IDS members at USEF/USDF recognized shows NOT sponsored by IDS will be automatically recorded by the designated IDS Points Person ONLY AFTER the member has notified the Points Person of their intention to compete at non-IDS sponsored USEF/USDF recognized shows. After notification is made to the IDS Points Person, scores for the entire competition year will be compiled.

Members should notify the Points Person of their intent to compete at USEF/USDF recognized shows other than IDS sponsored USEF/USDF shows **by email** as soon as possible during the awards year (September 1 – August 31). A member's intent to compete **must** be received by the Points Person by August 1 of the awards year for scores to be automatically recorded and to count for Ride Offs and Year End Awards of the current awards year.

The following are additional exceptions and will not automatically be recorded by the Points Person:

- 1) **Introductory Level** scores for USEF/USDF recognized shows not sponsored by IDS must be submitted to the Points Person on the Show Results Report Form found at the end of this Handbook by September 10 of the current year.
- 2) Scores earned in **Opportunity Classes** at USEF/USDF recognized shows not sponsored by IDS must be submitted to the Points Person on the Show Results Report Form found at the end of this Handbook by September 10 of the current year.

The Points Person shall keep accurate records of points and qualifying scores earned by the members, and publish a report of current standings prior to the IDS Fall Show and Ride-Offs. It is the responsibility of members to keep their own records and check them against the published report. Points shall be posted at the Annual Fall Show and Ride-Offs for verification.

It is the Society's responsibility to have all perpetual trophies returned from the previous year's recipients by the Annual Fall Show and Ride-Offs. These trophies will be suitably engraved for the current year's recipients. It is also the Society's responsibility to notify all donors of the names of the current year's winner to allow the donors time to prepare any permanent trophies that may be provided by them.

It is the recipient's responsibility to return the perpetual trophy in a clean and maintained condition. The trophy must be returned to a representative of the IDS Year End Award Committee at the IDS Fall Show and Ride-Offs. If the trophies must be shipped, they must be received by the IDS Awards Chairperson prior to the date of the IDS Fall Show and Ride-Offs so they can be on display.

### **ANNUAL COMPETITION**

The IDS Fall Show and Ride-Offs will be held in conjunction with an IDS sponsored show in the Fall of each year unless otherwise designated by the IDS Board of Directors. All members will receive proper notice of the location and date of the IDS Fall Show and Ride-Offs, and in entry forms. Qualifying requirements must be completed by August 31. There will be no exceptions.

Current USDF, USEF and WDAA National Tests will be used and the highest test of each level shall be ridden for each level's Championship class. Current USEF Championship Rules shall apply in all cases, i.e., tests are to be ridden from memory, no whips shall be allowed, and at no time during the annual competition may any horse entered in the Ride Offs competition be ridden by anyone other than the rider(s) entered in the Ride Offs competition on that horse (Exception: Grooms riding on loose reins). Competition starts when the Show Secretary opens the show office.

### **YEAR END CELEBRATION**

The following awards will be presented at the Year End Celebration, which is held during the last quarter of the year. It is recommended that the winning member receive the award in person. If attendance is not possible, arrangements must be made to have another person receive the trophy on his/her behalf.

#### **HORSE/RIDER AWARDS**

IDS Championship Trophies

High Percentage Awards

Indiana Dressage Society Kirtley Cup

Imperio Trophy

Indiana Dressage Society Dressage Seat Equitation Championship Trophy

Musical Freestyle Awards

#### **HORSE AWARDS**

White River Stables Novice Horse Trophy

**RIDER AWARDS**

White River Stables Novice Rider Trophy  
Rider Achievement Award  
Master's Award  
Dressage Seat Equitation Championship

**SERVICE AWARDS**

Wicker Award  
President's Award  
Youth Member(s) of the Year

**Members are responsible for knowing all rules and specifications for each award.**

## AWARD RULES AND SPECIFICATIONS

### IDS CHAMPIONSHIP TROPHIES

**HISTORY:** The Training through Fourth Level annual trophies were first established by the IDS in 1980. They were first contested for in the Fall of 1981, and the first trophies were donated by Linda and Nick Heiny. In 1995 the Society assumed responsibility for the IDS Championship Trophies. The FEI Level annual trophies were established in 1987 by Robert Marr and Bonna McCuiston and are now sponsored by IDS. In 2012 Introductory Level was added. In 2018 Western dressage was added.

**PURPOSE:** To provide a single competition where qualified horse/rider combinations meet to determine the champion.

**ELIGIBILITY:** Rider and owner must be IDS members at the time qualifying scores are earned.

**PRE-REGISTRATION:** None

#### **QUALIFYING REQUIREMENTS:**

**Introductory to Fourth Level:** A horse/rider combination must receive two scores of 60.00% or higher in the highest test of the level from two different judges from two different competitions

**FEI Levels:** A horse/rider combination must receive two scores of 58.00% or higher -from two different judges from two different competitions

**Qualifying scores must be earned in each show year. Scores shall not be carried from one show year to the next. The horse/rider combination may not compete at more than one consecutive level above that for which he wishes to be qualified.**

Scores are always for the horse/rider combination, regardless of the class placing. If two or more judges are scoring one ride, the average of the scores will count as one score.

Only scores from regular USDF, USEF, WDAA and FEI (i.e., Intro through Grand Prix) dressage tests will count towards qualifying for Championships. Freestyle scores will not count.

**RIDE OFFS REQUIREMENT:** Only the member who has qualified the horse at a particular level may ride that horse at that level in the championship class. There will be no exceptions. The same horse may be ridden by two different riders in two different championship classes provided they are competing at two different levels, and the levels are consecutive.

In each level's championship class, the highest scoring horse/rider combination shall be declared the winner and will no longer be eligible to compete for that level's championship.

**AWARDS PRESENTATIONS:** Champion and Reserve Trophies will be awarded. Ribbons will be awarded to six places. Ties are to be honored (follow USEF Rules regarding Ties). In the Intro through 4<sup>th</sup> Level Championship classes, the classes will be divided into Adult Amateur, Junior and Open. Each division will be awarded as a separate class. Western Intro through Level 3 and FEI levels will not be divided into divisions.

Qualifying requirements must be completed by August 31. There will be no exceptions.

Current USDF, USEF and WDAA National Tests will be used and the highest test of each level shall be ridden for each level's Championship class. Current USEF Championship Rules shall apply in all cases, i.e., tests are to be ridden from memory, no whips shall be allowed, and at no time during the annual competition may any horse entered in the Ride Offs competition be ridden by anyone other than the rider(s) entered in the Ride Offs competition on that horse (Exception: Grooms riding on loose reins). Competition starts when the Show Secretary opens the show office.

## **HIGH PERCENTAGE AWARDS**

**HISTORY:** Sponsored by IDS. Established by the IDS board in 2003 to replace the previous High Point awards. Effective beginning the 2004 show year.

**PURPOSE:** To reward consistent competitive accomplishment based on median percentage scores

**ELIGIBILITY:** Rider and Owner must be IDS members at the time scores are earned

**PRE-REGISTRATION:** None

**QUALIFYING REQUIREMENTS:**

**For Intro through Fourth Levels and Western Intro through Level 3:** A minimum of 6 scores from 3 different judges, from 3 different competitions, including at least 1 score of 60% or higher from the highest test of the level. Median\* score of 60% or higher required to qualify.

*For example: 60.0 61.0 62.2 63.5 66.8 67.9 Since there is no one "middle" score, you take the average of the two middle scores, in this case 62.2 and 63.5. The average of these two scores is 62.85. Therefore, the median score is 62.85.*

**For FEI Levels:** A minimum of 3 scores, from 3 different judges, from 3 different competitions. Median\* score of 58% or higher required to qualify.

*For example: 72.0 73.3 74.5 The median score is 73.3 because it is the "middle" number of the three numbers.*

If more than the required minimum number of scores is submitted, the top 80% of the submitted scores will be used to determine the median score.

*For example: 58.0 59.3 60.0 61.0 62.2 63.5 66.8 67.9 68.1 68.5*

*To determine the median in this case, take the top 8 scores (.80 of 10 = 8) and average the two middle scores which are 63.5 and 66.8. The average equals 65.15. Therefore, the median scores is 65.15.*

**Scores from all regular USDF, USEF, WDAA and FEI tests will count towards High Percentage awards as well as the following:**

**FEI Children's Team and Individual Tests are equal to Second Level Test 3**  
**FEI Pony Team and Individual Tests are equivalent to Second Level Test 3**  
**FEI Junior Team and Individual Tests are equivalent to Third Level Test 3**  
**FEI Young Rider Team and Individual Tests are equivalent to Prix St. Georges**  
**USEF Developing Horse Prix St. Georges Test is equivalent to Prix St. Georges**  
**USEF National Young Adult "Brentina Cup" Test is equivalent to Intermediare II**  
**FEI Young Rider Grand Prix 16-25 Test is equivalent to Grand Prix**

**Freestyle scores will not count towards High Percentage awards**

**RIDE OFFS REQUIREMENT:** None

**AWARDS PRESENTATION:** Awards to six places will be presented in the following categories:

Intro through Fourth Level:	Junior, Adult Amateur, Professional
Western Intro through Level 3:	Open
Prix St. Georges:	Open
Intermediare I:	Open
Intermediare II:	Open
Grand Prix:	Open



## **INDIANA DRESSAGE SOCIETY KIRTLEY CUP**

**HISTORY:** This perpetual trophy is sponsored by IDS. Established by the IDS Board in 2005 and became effective for the 2006 show year. The vintage trophy was originally won by Dan Kirtley and his horse, Imperio, in Columbia, and subsequently donated to IDS by Melba Kirtley.

**PURPOSE;** To recognize the achievement of the horse and rider combination winning the IDS High Percentage Award at the highest level. This is in keeping with Dan Kirtley's purpose for the Imperio Trophy which is "to encourage persons to compete at their highest level of competency".

**ELIGIBILITY:** Rider and Owner must be IDS members at the time points are earned.

**PRE-REGISTRATION:** None

**QUALIFYING REQUIREMENTS:** All scores recorded for the High Percentage Award will be used. Please see section on High Percentage Award for details.

**RIDE OFFS REQUIREMENTS:** None

**AWARD PRESENTATION:** Trophy to be awarded each year to the first-place winner of the IDS High Percentage Award at the highest level.

## **IMPERIO TROPHY**

**HISTORY:** This perpetual trophy was donated by Dan and Melba Kirtley, two of the founding members of IDS. The trophy was first established in 1974 as a challenge trophy and was given in remembrance of an American horse, Imperio, of unknown ancestry. This horse, through training and handling, did compete and win the Silver Medal in the National Dressage Championships of 1964 in Escuela de Caballeris, Bogota, Columbia. Imperio was one of a shipment of 850 horses exported from the United States to Columbia in 1968 for service with the Polida Nationale "Cababomeros" de Columbia, and died in 1975 at the age of 21 years after having rendered long and faithful service.

**PURPOSE:** To encourage persons to compete at their highest level of competency.

**ELIGIBILITY:** Rider and Owner must be IDS members at time qualifying points are earned.

**PRE-REGISTRATION:**None

**QUALIFYING REQUIREMENTS:**

- Horse may not have competed above the FEI Prix St. George Level
- Horse/Rider combination may not compete for trophy after having won it twice.
- Horse/Rider combination must accumulate 15 points in one show year.

Points will be recorded in the following manner and are not affected by the show rating or the number of entries in each class.

First Place	3 points
Second Place	2 points
Third Place	1 point

Points are awarded for the first three places in all dressage classes, Training through Prix St. George, including Novice Rider and Novice Horse classes, USEF qualifying classes, regardless of the score received. Points for the following classes will not count: Freestyle (Kur), Pas de Deux, Suitability, Equitation, Prix Caprilli, Driving, Walk/Trot, Side Saddle, other dressage societies medal classes and F.E.I., classes above Prix St. George.

**RIDE OFFS REQUIREMENT:**

The member must ride in the Imperio Class to compete for this award. Riders may not request that a score from any other Fall Show and Ride Offs class be recorded for their Imperio score.

A rider is allowed to enter multiple horses at the annual competition if the rider has received qualifying points riding those horses. An exception can only be allowed by the Chairperson of the IDS Fall Show and Ride-Offs and only for a good reason. Such exceptions must be posted on the day of Ride-Offs for all members. The member shall ride the highest test of the level of his/her choice, USEF Training-Fourth levels only. The member will be required to inform the Ride-Offs committee at the time entries are due of their choice of level to be ridden.

The scoring of all tests shall include an added coefficient, as was established by the donor, "to correctly reward the rider by recognizing the added degree of difficulty that is inherent in each successive level".

To determine the winning score the actual score earned will be multiplied by the following coefficients:

Training Level	Real score X	1.0
First Level	" " "	1.1
Second Level	" " "	1.2
Third Level	" " "	1.3
Fourth Level	" " "	1.4

**AWARDS PRESENTATION:** The highest scoring horse/rider shall receive the Imperio Trophy, to be retained for one year, and a permanent keepsake trophy.

## **Musical Freestyle Award**

**HISTORY:** Established in 2016 to become effective for the 2017 competition year.

**PURPOSE:** To reward excellence in the performance of musical freestyles.

**ELIGIBILITY:** Rider and owner must be IDS members at the time qualifying scores are received. To show proficiency, the rider/horse combination must have received a score of 60% or better from the highest test of the level for which the rider is declaring.

**REGISTRATION:** \$5.00 Annual registration fee along with IDS musical freestyle form submitted to Points Person for each level declaring prior to receiving the first qualifying score of that year. The form and fee must be accompanied by a copy of a test from an IDS sponsored or approved schooling show or any USEF/USDF recognized show that demonstrates that the eligibility requirements have been met for the freestyle level being shown. This test must be for the rider/horse combination declaring. Also acceptable is a document from USDF Score Check, showing that the score has been received at the required level.

**QUALIFYING REQUIREMENTS:**

Rider/horse combination must receive two scores of 60% or better from two different judges at two different IDS sponsored or approved or USEF/USDF competitions during the competition year at the level they have declared for.

**RIDE OFFS REQUIREMENTS:**

Rider/horse combination must compete at the IDS Fall Championships in the Musical Freestyle Championship classes at their declared level. In each level's championship class, the highest scoring rider/horse combination shall be declared the winner and will no longer be eligible to compete for that level's championship.

**AWARDS PRESENTATION:**

Champion and Reserve Trophies will be awarded at each USDF Freestyle Level, Training through Fourth and at each FEI level. The levels will not be divided by divisions. Ribbons will be awarded to sixth place.

## **WHITE RIVER STABLES NOVICE HORSE TROPHY**

### **Registration must be completed before or at the time the first score is earned**

**HISTORY:** This annual trophy was first donated by Nick and Linda Heiny of White River Stables, Carmel, Indiana in 1980. It is continued by Suzanne Artale following her purchase of White River Stables in 1984.

**PURPOSE:** To provide a separate competition division for horses new to dressage.

**ELIGIBILITY:** Rider and Owner must be IDS members at time qualifying scores are earned.

**PRE-REGISTRATION:** One-time registration fee of \$5 must be received by the Points Person prior to earning the first qualifying score.

#### **QUALIFYING REQUIREMENTS:**

A Novice Horse is one which has NEVER been shown above the First Level and which has not received three scores of 55.00% or better in classes at Training Level only using current USEF National Tests in an IDS approved or sponsored competition. Each of the three scores must be received from three different judges from at least two different shows.

A Novice Horse may be shown in Novice Horse classes by any IDS member. A Novice Horse may also be entered in a Novice Rider Class ONLY if the rider is also a Novice Rider by IDS definition.

If a Novice Horse has been entered in a show prior to receiving the third qualifying score at a different show they may still compete in Novice classes entered in good faith, without having to cancel classes which may cause the member to lose entry fees.

If a Novice Horse is entered in an USEF sanctioned competition, the USEF definition and rules governing Novice Horse classes shall take precedence over the IDS definition. The USEF definition of a Novice Horse is a horse which has not won three first place ribbons at Regular Member Shows of the Association or the Canadian Equestrian Federation in the particular division in which they are shown. A novice entry is such from the date of closing of entries.

Once three qualifying scores of 55.00% or better (from three different judges from 2 different shows) are received by the horse, it is no longer considered to be a novice and is no longer eligible to enter Novice Horse classes (as defined by IDS) at any IDS approved or sponsored competition, except to ride in the trophy class at the Fall Show and Ride Offs. Scores do not need to be earned in Novice Horse classes to count for the award.

**RIDE OFFS REQUIREMENT:** Must compete in the White River Stables Novice Horse class at the Fall Show and Ride Offs in the year the third qualifying score is earned. Test ridden will be the highest Training Level test.

**AWARDS PRESENTATION:** The winner will receive a permanent keepsake trophy.

## **WHITE RIVER STABLES NOVICE RIDER TROPHY**

**Registration must be completed before or at the time  
the first score is earned.**

**HISTORY:** This annual trophy was first donated by Nick and Linda Heiny of White River Stables, Carmel, Indiana in 1980. It is continued by Suzanne Artale following her purchase of White River Stables in 1984.

**PURPOSE:** To encourage and reward the efforts of novice riders in the art of dressage and their support of Indiana Dressage competitions.

**ELIGIBILITY:** Rider must be a member of IDS. Owner is not required to be a member of IDS.

**PRE-REGISTRATION:** One-time registration fee of \$5 must be received by the Points Person prior to earning the first qualifying score.

### **QUALIFYING REQUIREMENTS:**

A Novice Rider is one who has NEVER shown above the First Level and who has not received three scores of 55.00% or better in classes at Training Level only using current USEF National Tests in an IDS approved or sponsored competition. Each of the three scores must be received from three different judges from at least two different shows. The Novice Rider is allowed to compete in Novice Rider Classes on horses that have not competed above the Fourth Level.

A Novice Rider may also be entered in a Novice Horse Class ONLY if the horse is also a Novice Horse by IDS definition.

If a Novice Rider has entered in a show prior to receiving the third qualifying score at a different show, they may still compete in novice classes entered in good faith, without having to cancel classes which may cause the member to lose entry fees.

Once three qualifying scores of 55.00% or better (from three different judges from two different shows) are received by the rider, he/she is no longer considered to be a Novice and is no longer eligible to enter Novice Rider classes (as defined by IDS) at any IDS approved or sponsored competition, except to ride in that year's White River Stable Novice Rider trophy class at the Fall Show and Ride Offs.

**RIDE OFFS REQUIREMENT:** Must compete in the White River Stables Novice Rider class at the Fall Show and Ride Offs in the year the third score is earned, using the highest Training Level test.

**AWARDS PRESENTATION:** The winner will receive a permanent keepsake trophy.

## **RIDER ACHIEVEMENT AWARDS**

HISTORY: Established in 1988 by the IDS Board.

PURPOSE: To award consistent riding excellence.

ELIGIBILITY: Rider must be a member of IDS.

PRE-REGISTRATION: None

### **QUALIFYING REQUIREMENTS:**

To qualify for a Rider Achievement Award a rider must receive **four** scores of 60% or better at each level, Training through Fourth levels or Western Basic Level through Level 3. These scores must be earned at a minimum of two different competitions from four different judges for four different rides. F.E.I. Rider Achievement Awards require three scores of 58% or better from each level, Prix St. George through Grand Prix. These scores must be earned at a minimum of two different competitions, and from three different judges for three different rides. If two or more judges score one ride, the average of their scores will count as one score. Scores for Musical Freestyles do not count. Rider may receive an award one time for each level. Scores may be earned at any USEF/USDF recognized show or any IDS sponsored or approved schooling show.

Scores are cumulative and do not need to be earned in one year. Awards will be presented at the Year End Celebration in the year the final score is earned.

RIDE OFFS REQUIREMENTS: None

AWARDS PRESENTATION: Stock Pins will be awarded for each level: Training through Grand Prix and Western Basic through Level 3.

## MASTERS AWARD

**HISTORY:** Established by Elinor Darbshire-Weith

**PURPOSE:** The purpose of this award is to encourage older members to keep competing and recognize these members along with encouraging continuing dressage education for horses in training with these members. This award also gives older members the opportunity to compete directly against each other while in open competition with all other exhibitors.

**ELIGIBILITY:** Rider must be a member of IDS and must be 45 years of age or older as of December 31 of the year prior to the competition.

**PRE-REGISTRATION:** A one-time fee of \$5 must be received prior to the first qualifying score.

**QUALIFYING REQUIREMENTS:** A minimum of three scores must be earned to be eligible. The highest straight average of three scores at any one level will be used. Scores may be received for any USEF, USDF or IDS competitions in any geographic region. **The same horse/rider combination cannot compete for this award at any given level for more than one year, with the exception of Grand Prix.** Scores may be accumulated on more than one horse.

**RIDE OFFS REQUIREMENT:** None

**AWARDS PRESENTATION:** Scores will be calculated with a coefficient to reward the greater effort and difficulty of the higher levels. Coefficients will be the same as the Imperio Award,\* with an additional decimal coefficient of the riders age, i.e., 45 years = .45, 50 years = .50, etc. FEI coefficients will continue on in progression from the Imperio Award, i.e. PSG = 1.5, I-I + 1.6, I-II + 1.7, GP + 1.8. The rider with the highest combined score will receive a permanent trophy.

*For Example:*

*For Training Level*      $60\% \times 1.0 \times .65 \text{ (years old)} = 39.0$

*For First Level*          $60\% \times 1.1 \times .65 \text{ (years old)} = 42.9$

*For Second Level*        $60\% \times 1.2 \times .50 \text{ (years old)} = 36.0$

\*Coefficients of the Imperio Award

- Training Level             Real score X    1.0
- First Level                 " " "            1.1
- Second Level               " " "            1.2
- Third Level                 " " "            1.3
- Fourth Level               " " "            1.4

## **Indiana Dressage Society Dressage Seat Equitation Championship Trophy**

The annual trophy was donated by Stuart and Ann Boehning to promote the excellence in position as an effective rider in honor of their oldest daughter Kennedy participating in the 2014 USEF National Dressage Seat Medal Finals.

**PURPOSE:** To recognize and encourage youth to develop a solid dressage seat for being an effective rider.

**ELIGIBILITY:** Rider and Horse Owner must be IDS members at the time qualifying scores are earned.

**PRE-REGISTRATION:** NONE

**QUALIFYING REQUIREMENTS:**

Proof of participation in 2 equitation classes at any IDS approved or sponsored competitions.

Must meet JR/YR age requirements as designated by USDF.

An individual may only win this award twice. Rider is ineligible after their second win to participate in this class at championships. If the rider competes and is named the USEF National Dressage Seat Champion or Reserve they will become ineligible for this class.

**Qualifying requirements must be earned in each show year.**

**RIDE OFF REQUIREMENTS:** Must compete in the Dressage Seat Equitation Championship class at the Fall Show and Ride Offs.

**AWARDS PRESENTATIONS:** Champion will have their name added to a perpetual trophy, champion ribbon, and permanent keepsake trophy. Reserve Champion will receive reserve ribbon and a keepsake trophy. Rider must be present at the annual awards banquet to receive their prizes.



## **THE WICKER AWARD**

**HISTORY:** This annual trophy was donated by Wendell and Wendy Boesche in 1978 and "given in memory of an honest, forgiving and much-loved horse that due to tragic circumstances, did not live to fulfill his promise." Wickersham, a talented thoroughbred gelding, died in 1978 at the age of five. It is for his tremendous attitude and courage that he is so fondly remembered.

**PURPOSE:** The Wicker award was established to reward and encourage IDS members who possess the qualities and characteristics of service and good sportsmanship, to the benefit of all members as well as the Society's programs and purposes.

**ELIGIBILITY:** Open to IDS members in good standing who are not currently serving as an IDS Officer or Director.

**PRE-REGISTRATION:** None

**QUALIFYING REQUIREMENT:** To qualify a member must possess and demonstrate those qualities of service and support necessary to benefit the Society. He/she must also demonstrate the quality of good sportsmanship.

Any IDS member in good standing may submit a letter of recommendation to nominate any other qualified member, addressed to the president by September 1. The letter must include the name of the proposed recipient, reasons why he/she should be considered for the award and the signature(s) of the submitting member(s).

**RIDE OFFS REQUIREMENT:** None

**AWARDS PRESENTATION:** The selection committee, comprised of the IDS Board, shall review all nominations. If no nominations are submitted, the Board will nominate qualified potential recipients. The winner will be decided by a majority vote of the Board and announced at the Year End Celebration. The winner will receive the suitably engraved Wicker Award, to be retained for one year, and a permanent keepsake.

## **THE PRESIDENT'S AWARD**

**HISTORY:** This award was instituted in 1992 and awarded for the first time in 1993. The award was initially donated by Neil and Bobbi Balgobin in memory of a Jack Russell Terrier Labrador Retriever mix who was owned by Mrs. Balgobin and met with an untimely death. This particular dog exhibited both the tenacity and determination, which so characterizes the Jack Russell Terrier along with the exuberance and loyalty attributed to the Labrador Retriever. It is those characteristics: tenacity, determination, exuberance and loyalty which this award seeks to reward

**PURPOSE:** This award is meant to be the President's recognition of a board member who went particularly out of their way to make a difference to IDS during the past year. It is given to the board member(s) who as determined by the president has displayed outstanding loyalty and exceptional service to the club.

**ELIGIBILITY:** The recipient must be a current Officer or Director of the IDS.

**PRE-REGISTRATION:** None

**QUALIFYING REQUIREMENTS:** None

**RIDE OFFS REQUIREMENT:** None

**AWARDS PRESENTATION:** In 2005, a vintage trophy originally awarded to Dan Kirtley and his horse, Imperio, and subsequently donated to IDS was designated to be a perpetual trophy for the President's Award. In addition, the president of the club is to select and purchase a keepsake award which he/she deems suitable to acknowledge the commitment of an outstanding board member(s) during the past 12 months of their term.

## **YOUTH MEMBER(S) OF THE YEAR AWARD**

Established in the fall of 2014 and to be presented during the first competition year of 2014/2015. IDS will recognize any JR/YR member who displays exemplary sportsmanship, participation, and volunteerism to the sport of dressage. The honor of being named a Youth Member of the Year will be awarded to any JR/YR fulfilling all of the qualifying requirements.

**PURPOSE:** To promote dressage riding, training and competitive excellence in the young rider as well as to develop an interest in and appreciation for the organizational aspect of The Indiana Dressage Society.

**ELIGIBILITY:** JR/YR must be an IDS member before January 15th of each year.

**PRE-REGISTRATION:** none

**QUALIFYING REQUIREMENTS:**

Volunteer a minimum of 8 hours at any IDS sponsored show

Attend a minimum of 1 IDS Board of Directors Meeting or the Annual IDS Meeting

Participate in or audit a clinic sponsored by IDS or by an IDS member.

Write an article of choice with approval from the Newsletter Editor about an IDS clinic, show, or educational experience.

Ride in at least 1 equitation class, or show in a class 2nd level or above with a score of 60% or higher. If member does not have a horse on which to compete in shows he/she may write an essay on a topic chosen annually by the JR/YR committee.

**\*\*JR/YR's are responsible for providing documentation of their riding requirement only if they have not participated in an IDS sponsored event, which we would have record of their show history\*\***

**QUALIFICATION REQUIREMENTS** will be tracked by the JR/YR committee as long as membership in this category remains less than 30. If membership grows an application will be designed for members to track their own participation.

**AWARDS PRESENTATION:** Awards to be determined by the board on an annual basis and will be given at the Annual Awards Banquet.

## IDS SHOW APPROVALS AND RATINGS

### RULES AND INFORMATION

#### IDS APPROVED AND SPONSORED COMPETITIONS:

**IDS Approved** competitions are shows which are approved by the Board of Directors for the purpose of having the points or scores received by the IDS member recorded for the IDS Awards program. Each show requesting show approval must pay a fee. IDS shall not be entitled to financially benefit from or be held responsible for approved shows in any way other than those responsibilities as stated in the approval agreement. USDF/USEF recognized shows are automatically approved by IDS.

**IDS Sponsored** competitions are presented by the IDS Board for the same purpose as the approved shows in regard to the Awards program. IDS will be legally and financially responsible for a sponsored show and entitled to financially benefit from it in accordance with purpose of said show.

All IDS approved and sponsored competitions are listed on the calendar on the IDS Website.

**Established IDS Approved Shows** are those competitions who renew approval annually and have their respective dates and comparative dates held from year to year.

**Score Reporting:** All IDS member scores from IDS sponsored shows will be automatically reported to the IDS Points Person. Results from all IDS approved schooling shows must be submitted to the Points Person within two weeks of the date of the show.

**Applications:** Any dressage competition requesting IDS approval must complete an application form and remit with the proper fee to the Designated Show Approval Contact (DSAC) a minimum of 60 days prior to the competition date. The **show contact** must be a current IDS member.

Established IDS Approved Shows will be contacted at the end of the IDS show season and will receive information needed to apply for show approval for the upcoming season. A preliminary calendar will be posted on the IDS Website by February 1<sup>st</sup> provided applications have been received.

**Established IDS Approved Shows** will receive approval if:

1. The show is in good standing with the IDS
2. Applications and fees are received by March 1.
3. Results are submitted within two weeks of the date of the show.

Established IDS Approved Shows cannot change dates for their annual show without renewed Board approval.

**New shows** requesting approval will be granted approval if:

1. There is no other IDS approved or sponsored show being held on that same date within a 50 mile radius of show grounds.
2. Application for approval with all the required information and fees is received a minimum of 60 (sixty) days before the show date.

Exceptions to the mileage distance required between shows on the same date can only be allowed by the Board of Directors. In addition, both show committees must agree and permission must be granted by the show manager of the competition which has held the date for the longest period of time.

## Approval Fees:

The approval fee covers:

- 1) Listing on the calendar on the IDS website and Newsletter
- 2) Link to the prize list on the IDS website;
- 3) Link to the show results on the IDS website
- 4) Prize list e-blasted to current IDS membership.

The correct approval fee must be sent with the application to the current Designated Show Approval Contact (DSAC); Checks are to be made payable to the **Indiana Dressage Society**. All fees received will be forwarded to the IDS Treasurer.

The Show Contact does not have to be the show secretary. The Show Contact is the person listed in the IDS Calendar of Approved and Sponsored Competitions to receive all inquiries in regards to the show. The Show Contact will receive all of the Society's communication concerning the show. The Show Contact will assume all responsibility for the show. **The Show Contact must be a current IDS Member.**

## IDS Approved Schooling Show Program

The IDS schooling show program has been designed to provide the dressage enthusiast interested in competition the opportunity to become familiar with the increasing complexity of rules and regulations governing dressage shows through a system of standards established for a variety of types of schooling shows.

The "**Entry Level \*\***" show is meant to be a casual, informal introduction to the process of entering and riding in a dressage competition. A non-standard size arena may be used (eg indoor arena). Schooling attire is permitted. No managerial experience is required and an IDS Technical Advisor will be available to assist.

The "**Intermediate Level \*\*\***" show is a more formal show with higher requirements as to facility provisions, range of classes offered and managerial experience. Dress pursuant to USEF DR 120 but schooling attire is permitted.

The "**Advanced Level \*\*\*\***" show is very close to a recognized competition with even higher standards and requirements as to facility provisions and managerial experience. Dress pursuant to USEF DR 120 required for Championship classes. Schooling attire permitted for non-Championship classes. Braiding of horses not required but is customary.

See chart for further details as to requirements for shows at various rating levels

- New shows will be considered "Entry Level " and will be required to have an IDS Technical Advisor (TA) for two consecutive years. Approved shows maintaining the same Management Entity, which have been approved for two consecutive years, will not be required to have an IDS TA. The prize list must contain the name of the IDS Technical Adviser, if one is required.
  - (1) An exception to the size of the arena can only be allowed by the current Competition Chairperson or the show TA and only for special and unusual reason.
  - (2) Only an IDS TA or USEF TD may be employed. IDS will supply a list of all current IDS technical advisors.

IDS approved and sponsored competitions must use the current USEF or F.E.I. or USDF tests.

## Indiana Dressage Society Approved Schooling Show Ratings

Criteria	Entry Level *	Intermediate Level **	Advanced Level ***
Classes offered	Intro and Training levels, NH, NR, DSEq. Additional classes at discretion of management	Intro-Training with JR/AA/Open divisions at each level; First-Second level open, Third & above TOC, NH, NR, DSEq, Western, Gaited, MFS	Intro-GP with JR/AA/Open divisions at each level; NH, NR, DSEq, Western, Gaited, MFS, Materiales; Championship classes
Arena type and footing	Non-standard arena size permitted (must be stated in prize list); perimeter may be marked by ground poles or ties (solid or open); sand or grass	Standard 20 X 60 or 20 X 40 with solid perimeter fence minimum 12" high; all weather, sand or grass	Standard 20 X 60 or 20 X 40 with solid perimeter fence minimum 12" high; all weather footing
Warm-up area	Some area provided if possible	Footing same as competition arena; minimum size of standard arena	Footing same as competition arena; minimum size of standard arena
Lunging area	Not permitted in areas with riders	Separate, designated area required; not permitted in areas with riders	Separate, designated area required; not permitted in areas with riders
Footing Maintenance	Preferred but not required	Ability and equipment to water and groom arena(s) before start of competition and at least mid-way through competition	Ability and equipment available to water and groom arena(s) before and during competition as needed depending on weather conditions and number of rides
Stabling	Optional	Required on grounds, convenient access to water, electrical outlets, and lights	Required on grounds, convenient access to water, electrical outlets, and lights
Judge ratings	"L" Grad or above	USEF "r" or above; additional judge(s) must be "L" Grad or above	USEF "R" or above; additional judge(s) must be "L" Grad or above
Secretary/Manager	No experience required	Minimum 2 years of experience with dressage shows at Entry level; may be one person or two	Minimum 3 years of experience with dressage shows at Intermediate level; may be one person or two

IDS Technical Advisor	Required first 2 years	Required first year moving up in rating or first 2 years if new show	Not required
Scoring/results	Electronic scoring not required; prompt posting of results	Electronic scoring required; prompt posting of results	Electronic scoring required; prompt posting of results
Facility	Water, electric service; minimum one rest room	Adequate space and location for show office; lights, electrical outlets, water, rest rooms	Adequate space and location for show office; lights, electrical outlets, water, rest rooms
Announcer/PA system	Not required	Required if musical freestyle classes offered	Required
Communications	Not required	Radio or cellphone between all staff	Radio or cellphone between all staff
Staff	Scribe, scorer	Scribe, scorer, ring steward	Scribe(s), scorer(s), ring stewards (warm-up & competition; tack checks required for Championship classes) runner(s); Volunteer Coordinator
Concessions	Minimum arrangements to provide for staff and officials; must state in prize list if none	On grounds or nearby (stated in prize list)	Required on grounds

### **RULES GOVERNING IDS APPROVED SHOWS:**

An IDS Approved or Sponsored show **MUST** adhere to the rules in accordance with the designated rating. Failure to comply with any rule may result in withdrawal of IDS approval.

1. A prize list must be sent to each current member of the IDS at least thirty days prior to the competition's date and a minimum of two weeks prior to the closing date for entries. Either by direct mail or via email.

**EXCEPTION:** A show which presents more than one schooling show in consecutive weekends or months may elect to send just one prize list for all shows.

2. If an approved or sponsored competition is canceled after prize lists have been sent, the show must send notice to all IDS members by direct mail or through email. If canceled before the prize lists have been sent, an announcement must be sent to the IDS Webmaster as soon as possible. If canceled after entries have been received, all IDS members whose entries were received **MUST** be contacted by phone or email immediately.

3. The prize list of all IDS approved and sponsored competitions **MUST** include a disclaimer of liability in regard to the Indiana Dressage Society's responsibility for the same.

4. The prize list must state that **ASTM/SEI helmet with fastened chin strap must be worn at all times when mounted.**

5. The prize list must state clearly that the show is IDS approved and must indicate the rating, printed in a prominent place, i.e., IDS \*\*

6. The prize list must contain all necessary information and class specifications, such as:  
a. Arena size and footing,

- b. Stabling availability
- c. Facilities available (concessions, telephones, rest rooms)

7. The prize lists must state clearly, "IDS Members are responsible for knowledge of and adherence to all IDS rules that govern competitors and the IDS approved competitions.
8. The Prize list must list the names of the Show Secretary, Manager, Judge(s) and IDS TA, if one is required
9. IDS membership applications must be available at the show office.
10. Show results must be submitted to the IDS Points person within 2 weeks of the show date
11. Show results will be posted on the IDS website when received by the Webmaster within two weeks of the show. Results must be submitted in a readily printable format, (contact Webmaster for advice)
12. Any exceptions to the approval rules may only be allowed by the IDS Board of Directors.
13. Competitors who have had clinics or lessons with the presiding judge within the 30 days preceding the show must show H. C. (Hors Concours scores do not count). Scores will not count for awards either at that show or for the year-end awards.



## **COMPLAINT PROCEDURES:**

**Members are responsible for knowledge of all rules governing the Approved and Sponsored Competitions and may file a formal complaint (or protest) with the IDS Board if the member feels that the show was not held in accordance with the rules and specifications of the approval agreement. A complaint (or protest) may only be considered by the IDS Board if all of the following requirements are fulfilled:**

1. A formal complaint (protest) must be filed with the IDS, in c/o the current IDS President, within ten days of the competition's date.
2. The complaint (protest) must be submitted in writing and signed by the member.
3. The member must have been a properly entered competitor of said show and must have fulfilled all his/ her obligations, financial and otherwise.
4. The member must have first addressed the problem to the show management for answers, explanations, or solutions.
5. The member must have also notified the T.D. or IDS T.A. (if present) of the problem/s and his/her intent to file a protest with the IDS Board.

In all cases the IDS Member is asked to conduct himself/herself in accordance with USEF rules and guidelines governing a competitor's proper conduct and due courtesy with regards to complaints against a specific show or its committee. It is always correct to address the problem, questions, or suggestions to a member of the show Committee first, and only when no satisfaction is received, then to proceed with a formal complaint.

It is most important that IDS members keep in mind that show committees presenting IDS Approved and Sponsored Competitions provide much needed shows for the dressage discipline as well as benefiting the Society's awards and trophy programs. Without said shows, the IDS programs could not exist.

## **MISCELLANEOUS INFORMATION FOR IDS APPROVED SHOWS:**

In addition to regular National and FEI tests shows are requested to offer Suitable to Become a Dressage Horse classes (open to all horses under 7 years of age that have not been shown above First Level; not to be restricted to just Novice horses), Dressage Equitation classes, Dressage Rider tests, Western and Gaited dressage classes.

IDS Novice Horse and IDS Novice Rider classes are not to be combined. These classes shall be held separately.

Show managers/secretaries may not compete in schooling shows at which they are working.

## **REGULATIONS FOR DRESSAGE ARENAS: (ACCORDING TO USEF SPECIFICATIONS)**

The standard arena is 60 meters (198 feet) long and 20 meters (66 feet) wide. The following must be held in a standard dressage arena: First Level through F.E.I. Level tests, USEF Qualifying tests, and all Championship Classes.

The small arena is 40 meters (132 feet) long and 20 meters (66 feet) wide. Only Introductory and Training Level tests may be ridden in a small dressage arena.

IDS requires that Intermediate and Advanced level shows adhere to the USEF's arena specifications, with exception to be allowed by the IDS Show Competition Chairperson or the TA only for special and unusual reason.

## INDIANA DRESSAGE SOCIETY TECHNICAL ADVISORS

### Rules Governing IDS Technical Advisors

1. A Technical Advisor must be a current member of the IDS and have been approved by the Board of Directors. Board Approval should be renewed annually.
2. The Technical Advisor cannot be a member of the Show Committee for the competition at which he is to act as show T.A.
3. The Technical Advisor may not compete in competitions at which he/she is working.
4. A Technical Advisor may charge a fee for his/her services. Any financial arrangement shall be considered a private matter, to be established between show management and the T.A. prior to the show and to both parties' satisfaction. It is suggested that at a minimum the show committee offer to reimburse the T.A. for travel and meal expenses. The Technical Advisor should expect to be provided meals and beverages necessary during the hours that he/she is on duty.
5. The Technical Advisor must have a copy of the current IDS Handbook with him on the date of the show. The T.A. must be knowledgeable of all sections of the Handbook and any revisions that have been published.
6. The T.A. must have a copy of the current USEF Dressage Competition Rules with him on the date of the show. However, the T.A. does not have to be a current member of the USEF.
7. The Technical Advisor must report any major problems or infractions of the IDS rules governing a (\*\*) rated, approved show. The report must be made to the current Competition Chairperson within 10 days of the date of the show. This is to provide notice of any impending complaints that the President or the Board may receive from competitors at the show.

The Technical Advisor shall be considered, a representative of the IDS Board of Directors and shall act in the best interest of the Society to assure that the original intentions for IDS (\*\*) rated shows are met, which is to provide a correct learning experience, short of an USEF sanctioned show, for the competitor as well as for the show committee.

### Duties of the IDS Technical Advisor (TA)

1. To assist and advise the show committee with respect to the preparation of their prize list, classes to be offered, selection of judges and any other assistance as may be needed.
2. To check the prize list to assure that it has all required information of (\*\*) rated shows: arena size, footing, stabling information and description (if available), T.A.'s name and phone, at least one USEF rated judge, proper class specifications, IDS rules where applicable and other competitor information as may be deemed appropriate and desirable.
3. On date(s) of show and preferably prior to the start of the show, to check that all statements made in the prize list were correct pertaining to: Arena size and footing, facilities available, classes/prizes to be offered, judges, etc.
4. It is advised that the T.A. be on the show grounds a minimum of 60 minutes prior to the start of the show. The T.A. should not leave the show grounds until after the last class has been completed and pinned.
5. To assure that all IDS rules governing a (\*\*) rated show are followed on the date/s of the show, which includes following all USEF rules governing dressage competitions, wherever possible and to every reasonable extent.
6. To inform the show committee of any errors or problems discovered prior to the start of the show or that may occur during the show, that could be corrected immediately without major difficulty to the show committee.
7. To assist management with decisions that may require major changes in class scheduling or ring changes, should weather conditions/etc., make it necessary to do so. As the IDS representative, the T.A. shall have complete authority to waive particular IDS rules regarding (2) rated shows, including USEF rules that may be affected by the need to make major adjustments to accommodate unplanned-for situations.
8. The TA may assist management in the show office with any jobs if requested.
9. To arbitrate any disagreements that may arise between show management and competitors fairly in the best interest of the show overall.
10. To be able to answer any questions that a competitor may have pertaining to the IDS and any of the

Society's programs, or dressage competition in general, as the purpose of the schooling shows is to be educational.

11. Following the show, the T.A. should inform the show committee of any minor errors, or make suggestions that could improve the competition in the future. In a like manner, the T.A. should report to the IDS Competition Chairperson within a reasonable time, any problems that the show committee may have had with IDS members, competitors or the IDS show approval program.

#### **QUALIFICATIONS TO BECOME AN IDS APPROVED TECHNICAL ADVISOR**

Any IDS member interested in becoming a Technical Advisor (TA) should submit a written application listing the required experiences and to indicate their willingness to abide by the rules as stated in the IDS Handbook, as well as to attend any required forum. Applications should be sent to the current Competitions Chairperson. Applications will be checked against the membership records and forwarded to the IDS Board of Directors for consideration and approval.

1. Must be a current IDS member in good standing.
2. Must have experience in show management, serving on committees of USEF dressage shows, or at least IDS schooling shows with a (2 or \*\*) rating, in such capacities as Chairman, Show Secretary, Show Assistants, etc. Experience must be with dressage competitions.
3. Must be well acquainted with USEF dressage competition rules and IDS rules.
4. Must be very knowledgeable of the IDS programs.
5. Must be willing to attend a Technical Advisor's and Show Management Forum should one be offered by IDS.

#### **USEF/USDF TESTS, WDAA WESTERN DRESSAGE TESTS AND INFORMATION:**

The USEF National Tests, Training-Fourth Levels, are only available through the USEF. United States Equestrian Federation, Inc., 4047 Iron Work Parkway, Lexington, Kentucky, 40511. PHONE (859) 258-2472. [www.usef.org](http://www.usef.org)

United States Dressage Federation, Inc., 220 Lexington Green Circle, Lexington, KY 40503. Phone: (859) 971-2277, FAX: (859) 971-7722 [www.usdf.org](http://www.usdf.org)  
For Introductory Level tests

Western Dressage Association of America, P O Box 2343, Parker, CO 80134. Use the permission form from their website, [www.westerndressageassociation.org](http://www.westerndressageassociation.org). Tests may be downloaded from the website.

# Indiana Dressage Society Schooling Show Approval Application

Name of show \_\_\_\_\_ Date \_\_\_\_\_

Name and address of facility \_\_\_\_\_  
\_\_\_\_\_

Show contact (must be current IDS member) \_\_\_\_\_

Address \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Show Manager \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Show Secretary \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Arena size and perimeter fencing \_\_\_\_\_

Footing: all weather \_\_\_\_\_ sand \_\_\_\_\_ grass \_\_\_\_\_

Separate warm-up and lunging areas Y \_\_\_ N \_\_\_

Stabling type \_\_\_\_\_

Judge(s) name and rating \_\_\_\_\_

IDS TA \_\_\_\_\_

Classes offered (please attach show bill) \_\_\_\_\_

Concessions available: on grounds \_\_\_\_\_ nearby \_\_\_\_\_ none \_\_\_\_\_

Rating requested: Entry Level\* \_\_\_\_\_ Intermediate Level \*\* \_\_\_\_\_ Advanced Level \*\*\* \_\_\_\_\_

\_\_\_\_\_  
Signature of applicant Date \_\_\_\_\_

Application must be received by March 1 for existing shows; new shows 60 days prior to show date. Show approval fee(s) must accompany application--\$25 per show

Mail to: Barb Levy, 330 N. Mill Creek Rd, Noblesville, IN 46062  
317 773-4532 [babsl330@yahoo.com](mailto:babsl330@yahoo.com)

# Indiana Dressage Society Award Registration Form

Owner Name: \_\_\_\_\_

Rider Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Horse Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Registration Number \_\_\_\_\_

Breed: \_\_\_\_\_

**Musical Freestyle Only** - Level to be ridden: \_\_\_\_\_

<u>Please fill in all that apply</u>	<u>Registration Fee</u>	<u>Total</u>
White River Novice Horse Trophy	\$5.00	_____
White River Novice Rider Trophy	\$5.00	_____
Masters Award (Must include date of birth)	\$5.00	_____
Musical Freestyle Award**	\$5.00 (annual)	_____

**Grand Total** \_\_\_\_\_

**Please use one form for each Rider/Horse Combination.**

Refer to current rule book for awards descriptions and eligibility requirements.

Make all checks payable to The Indiana Dressage Society.

Registration must be received prior to earning the first qualifying score or points.

\*\*Include copy of eligibility test (60% at highest test of level declared for)

**Mail all forms to the current Points Person:**

Linda Kimbell  
3940 W 121<sup>st</sup> Street  
Zionsville, IN 46077



**INDIANA DRESSAGE SOCIETY**  
Expense Reimbursement Form

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP \_\_\_\_\_

Phone: \_\_\_\_\_

Amount	Category (see below)	Project	Description
\$	Total Amount		

Signed: \_\_\_\_\_

Attach original receipts (if possible) or other substantiation and send to:

Indiana Dressage Society  
Barb Levy, Treasurer  
330 North Mill Creek Road  
Noblesville, IN 46060  
[babsl330@yahoo.com](mailto:babsl330@yahoo.com)  
317.773.4532

**Category List**

- |                       |                                     |            |
|-----------------------|-------------------------------------|------------|
| Administrative        | Annual Awards                       | Newsletter |
| Education             | Equipment                           | Marketing  |
| Membership Office     | Annual Meeting/Year-End Celebration |            |
| Horse Shows:          |                                     |            |
| May Schooling         | Indiana Dressage Festival           |            |
| July Schooling        | Sept Schooling/Ride-Offs            |            |
| Indy Dressage Classic |                                     |            |

For IDS Staff Only:

Amount Paid \$ \_\_\_\_\_ Check # \_\_\_\_\_ Date: \_\_\_\_\_

AUTHORIZED BY: \_\_\_\_\_

