



Members' Handbook

Revised March 2019

All CHAPS UK Members, Judges and Stewards should be aware that subsequent amendments, additions or updates to this Handbook and Guidelines and Rules for Judges will be published, as they occur, in the next available issue of the CHAPS UK Journal, a World of Colour, and/or on the CHAPS UK website – www.chapsuk.com

Please take the time to make yourselves conversant with all the enclosed information and any updates.

**incorporating the
Guidelines
and Rules
for Judges
& Stewards**

**www.
chapsuk.com**



Members' Handbook

Significant changes, updates, additions or amendments have been made to this Handbook and are highlighted in colour. However, for your own benefit you are advised to read this booklet and to be fully conversant with all rulings contained within it.

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CHAPS (UK) MEMBERS' HANDBOOK

Revised March 2019

CHAPS (UK), referred to hereinafter as CHAPS or the Society, is The Coloured Horse and Pony Society (UK), and was established in 1983 with the aim "to promote the Coloured Horse and Pony in all equestrian spheres".

CHAPS (UK) Administration

For all enquiries regarding Memberships, Registrations, Passports and Overstamping, Grading and Stallion I.D.s etc., please send an S.A.E. to:

CHAPS (UK) Administration, Ashgate House, Mole Drove, Gedney Hill, Lincolnshire PE12 0PA.

Tel/Fax: 01685 845045. **Email:** enquiries.chapsuk@gmail.co.uk **Website:** www.chapsuk.com

Show Affiliations and Judges Co-ordinator

For all enquiries regarding CHAPS (UK) Show Affiliations/Judges please contact Show Affiliations Secretary, EMMA HORE, Grange Cottage, North Scarle Road, Wigsley, Notts NG23 7EU.

Tel: 01522 703784. Email: chapsshows@yahoo.co.uk

Society Journal

The Society publishes its own official magazine, *a World of Colour* (2 online and one postally). The magazine contains lists of affiliated shows and qualifiers, results, articles and any updates to this Handbook – please take the time to read it and observe any relevant changes. Any amendments to this Handbook will be published within the Journal and/or posted on the CHAPS website.

CHAPS (UK) Board of Directors

An up-to-date list of Board of Directors is published in each issue of *a World of Colour*, usually on Page 2. All correspondence (other than Journal content, Judges' correspondence, Show Affiliations and Merchandise orders) should be directed to CHAPS Admin ONLY.

Unless and until the Company in General Meeting shall otherwise determine, there shall be no more than 12 Directors, with the provision that a maximum of 3 may be co-opted at any given time.

Directors are elected for a 3-year period, after which time they must stand for re-election if they wish to continue on the Board of Directors. All new nominations for election to the Board of Directors must forward a completed application form and CV to CHAPS Admin to arrive by the copy deadline date specified in the Summer magazine (this is the deadline date for articles to be submitted for the autumn journal), and be proposed and seconded by current paid-up members of CHAPS (UK). All nominees will be placed on the ballot form which will be available to all current CHAPS (UK) Members and will be sent out with the autumn Journal.

If the number of nominees corresponds with, or is less than, the number of vacancies in any one year, there will be no vote but automatic acceptance to the Board.

MEMBERSHIP of CHAPS (UK)

A "member" of CHAPS is categorised as a person who has paid their subscription fees for the current year (with the exception of those paying for "day membership" – see overleaf).

Membership runs from 1st November to 31st October and are renewable on an annual basis. All Judges' memberships MUST be renewed BEFORE 15th October of the current calendar year to enable them to be listed in the following year's Judges' Panel list – all late renewals will not be included and may then miss out on judging appointments. Affiliated shows are only permitted to select judges for CHAPS classes from the relevant year's Judges' Panel list.

Membership has been split into three categories: SHOWING MEMBERSHIPS (for those who wish to compete in CHAPS Affiliated classes [and take qualification for the CHAPS Championship Show] NON SHOWING MEMBERSHIPS, AUXILIARY MEMBERSHIPS and DAY MEMBERSHIPS (for those wishing to compete an exhibit at a CHAPS Regional Show or the CHAPS Championship Show, where the owner is a CHAPS Showing Member but the rider/handler for the day currently holds no CHAPS Showing Membership, or only holds a CHAPS Non-Showing Membership - "Day Membership" will only be valid for the date of the show it was issued for. Where Day Membership is made for the CHAPS Championship Show it will cover all three days of this event for that

current year). Please note, however, you can apply for, and pay for, a full membership on-line and receive your membership number within minutes. Non-showing members may still compete within CHAPS Affiliated classes but will not be able to take any qualifications gained, except where the qualification is for the Winter Restricted Finals.

Within the Showing category, membership may be based on either Family (up to 5 members but a maximum of 2 adults – married, co-habiting or civil partnership; and children of the family); Adult (18 years up to 65 years as at 1st January of the current year); Adult Duo (2 x 18 years up to 65 years as at 1st January of the current year); Adult & Child/Senior (1 Adult plus 1 Junior [UNDER 18 years]; or 1 Senior & 1 Child; or 1 Adult & 1 Senior as at 1st January of the current year); and Junior/Senior Citizen (either UNDER 18 years or 65 years or over as at 1st January of the current year). Anyone who currently holds a Life Membership (as either owner or exhibitor) and who wishes to compete for CHAPS Championship Show qualification must pay an annual SHOWING LEVY for each year they wish to do so; this is renewable annually on 1st November of the current year.

AUXILIARY MEMBERSHIP (not to be used in conjunction with any other membership package) for those who wish to compete in Coloured HOYS qualifiers. An auxiliary membership with no frills: no journal, no handbook, no CHAPS Championship Show Qualifier Card, no CHAPS Championship Show, no right to vote or attend the AGM, no discounted horse registrations. Purely for HOYS qualifiers and HOYS Finals; not for entry to CHAPS Championship Show.

The Non-Showing category membership is now one classification/price band only.

A New Members'/Late Joining Fee must be paid by any NEW members; those who have allowed their membership to lapse, or those who have not renewed their previous year's membership by 1st January of the subscription year. This is a one-off payment in these circumstances and must be paid in addition to the relevant membership fee. This is applicable to Showing, Non-Showing and Auxiliary memberships.

Current membership fees are available on request from CHAPS Admin or from the CHAPS website. Membership forms are downloadable from the CHAPS website (or may be obtained from Admin). **Membership Applications are also available on-line.**

Outstanding Monies: Membership and Registrations will be suspended immediately if cheques payable to CHAPS, the CHAPS Championship Show or any CHAPS Regional Show are not honoured, or if there is any money owing to CHAPS, the CHAPS Championship Show or any CHAPS Regional Show. **A £10 surcharge, to cover administration costs and/or invoicing, will be levied if any cheque payable to CHAPS does not clear.**

In addition, at the discretion of the Board of Directors, anyone issuing a payment which does not clear, or is returned to CHAPS, may be named in the CHAPS Journal, a World of Colour.

AGES

ALL ages, wherever stated, equine or human, are taken to be as at 1st January of the current year.

JUNIOR members are UNDER 18 years of age on the 1st January of the current year. No spurs may be worn by any Junior member in any CHAPS Affiliated class.

For the purpose of Horse and/or Pony Registrations, all owners must be 18 years or over. Junior members may not be listed as the owner of any registered animal.

Riders of stallions must have attained their 14th birthday by 1st January of the current year, or for stallions under 138cms [13.2hh] riders must have attained their 12th birthday by 1st January of the current year.

***N.B.** Riders below the stated ages (minimum of 10 years old) can apply for special permission to ride a specific stallion. A CV should be submitted to Council for the rider and the stallion, then if approved they must come forward as a pair to do a ride assessment in company. If they pass, the exemption will only apply to that combination and if the same rider wants to ride any other stallion the process must be repeated for each stallion. For conformation section: any junior rider must be accompanied in the ring by an adult whilst the stallion is in the line-up.*

WHAT is a “COLOURED” HORSE or PONY?

The definition of a “coloured” horse or pony is one whose coat colour is either white and black (piebald) or white and any other colour (skewbald), e.g. bay, roan, chestnut; with a patch of naturally occurring white coat. This white patch must be on the body above the level of the stifle or elbow, excluding any face markings. Any white marking below this does not qualify. Manes and tails may also be white or have white in them. Appaloosa animals with belly markings do not qualify.

If there is any doubt as to whether an animal is classified as coloured, photographs showing all markings should be submitted to CHAPS (UK) Administration for referral to the Board of Directors at the next

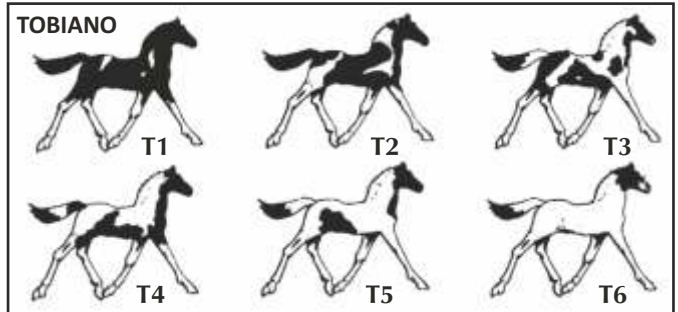
available meeting. If further clarification is required a representative of CHAPS Board of Directors will be required to inspect the animal at a mutually agreed location. Should further verification prove necessary, DNA testing will be required for the presence of the “colour” gene.

Animals with the fading colour gene, common with grey (blue) and whites, when colour definition is not apparent will be known as “historical” coloureds. It is at the discretion of the owner whether or not an animal which is historically coloured should be shown.

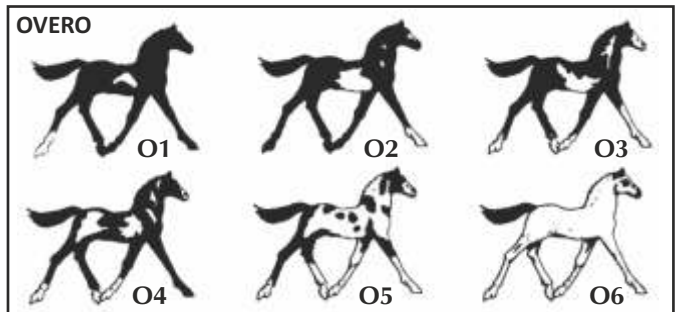
COLOUR MARKINGS

Within the categorisation of what is phenotypically (seen to be or looks) “coloured” CHAPS recognise the following:

TOBIANO (Toh-bee-ah’no) appears to be white with large “spots” (or “patches”) of colour, often overlapping, on animals with a greater percentage of colour than white. Spots of colour, typically, originate from the head, chest, flank and buttock, often including the tail. Legs are generally white, giving the appearance of a white horse with large or flowing spots of colour. Generally white crosses the centre of the back between the withers and tail.



OVERO (O-vairo) appears to be a coloured (where coloured is meant here to signify any other shade of coat than white) horse with white markings. The spots of white appear to be jagged and originate on the animal’s side or belly, spreading towards the neck, tail, legs and back. The colour (any other shade than white) appears to frame



the white spots. An overo often has a dark tail, mane, legs and backline. Faces are often white. Some overos show dark legs with splashy white markings seemingly made up of round lacy white spots. The location of the white never crosses the backline.

CLASSIFICATION of MARKINGS

Tobiano and Overo markings are also classified into six categories, as shown above. The category of markings is detailed at the end of your horse’s CHAPS Registration No, e.g. T2EG where T2 denotes the coat pattern (category of markings, in this case Tobiano type 2), E denotes the estimated adult height (see “Height Categories”) and G denotes the sex (in this case, gelding); or O3CS (which in this case O3 would be Overo pattern 3), C would be estimated adult height and S would denote stallion.

HEIGHT CATEGORIES

Height categories are denoted as follows (and are taken as being at maturity):

Not exceeding 128cms (0-12.2hh) = A.

Exceeding 128cms but not exceeding 138cms (exc 12.2hh but not exc 13.2hh) = B.

Exceeding 138cms but not exceeding 148cms (exc 13.2hh but not exc 14.2hh) = C.

Exceeding 148cms but not exceeding 158cms (exc 14.2hh but not exc 15.2hh) = D.

Exceeding 158cms but not exceeding 168cms (exc 15.2hh but not exc 16.2hh) = E.

Exceeding 168cms but not exceeding 178cms (exc 16.2hh but not exc 17.2hh) = F.

Exceeding 178cms (exc 17.2hh) = G.

These letters form part of each animal's individual CHAPS Registration Number and follow the appropriate code for markings (e.g. T2E where "E" indicates the estimated adult height as shown above (older passport identification numbers would be shown as "/T2E/") which will appear on the Passport.

GENERAL RULES

- 1 Members of this Society, by paying their subscription (membership) fees, agree to abide by (and be bound by) the Rules and Regulations of this Society as laid down in the Memorandum of Articles of Constitution of the Coloured Horse and Pony Society (UK), this Members' Handbook and, from time to time, all updates/amendments which are issued to the pertaining Rules and Regulations – all such updates/amendments will be published in the Society Journal, *a World of Colour*, in the next available issue to whence those updates/amendments were instituted (whether that be as part of the publication itself or as an additional leaflet); and/or published on the CHAPS (UK) website www.chapsuk.com
- 2 Membership Numbers will be issued annually upon payment of appropriate fees (see "Membership of CHAPS" section). Change of address MUST be notified to CHAPS Admin within one calendar month.
- 3 Change of ownership MUST be notified to the Society Administrator, accompanied by the appropriate fee, WITHIN 30 days of the purchase/sale date of all CHAPS Registered horses and/or ponies. It is the responsibility of the new owner to send the passport for updating and the vendor is advised to inform CHAPS of such sale of horse/pony. For change of address only, please notify CHAPS UK in writing giving your name, new address, horse's registered name and CHAPS UK registration number, together with a C5 SAE. A sticker will be forwarded that should then be stuck onto the ownership page within the passport. There is no fee for this procedure.
- 4 Subscriptions (memberships) are renewable annually (see "Membership of CHAPS" section). No refund of subscriptions (memberships) will be paid. No transfer of subscription (membership) is permitted.
- 5 The Society reserves the right to refuse membership without having to give any grounds for such a decision.
- 6 Judges, Graders or CHAPS Members' Stewards have the authority to request the removal from show, competition or evaluation ring any exhibit displaying continued disobedience or unruly behaviour (whether mounted or dismounted). Such exhibit may be suspended from further competition or evaluation by the CHAPS Board of Directors until it has been assessed by their representatives.

CHAPS (UK) POLICY STATEMENT on Child Protection/Vulnerable Adults

CHAPS fully accepts its legal (Children's Act 1989) and moral obligation to provide a duty of care, to protect all children (and vulnerable adults) and safeguard their welfare irrespective of age, any disability they have, gender, racial origin, religious belief and sexual orientation.

In pursuit of this, CHAPS is committed to ensuring that:

- 1 The welfare of young people (and vulnerable adults) is paramount and children have the right to protection from abuse.
- 2 All young people who take part in Equestrian Events should be able to participate in a fun and safe environment and in an atmosphere of fair play.
- 3 It takes all reasonable practical steps to protect children from harm, discrimination and degrading treatment and respect their rights, wishes and feelings.
- 4 All suspicions and allegations of poor practice or abuse will be taken seriously and responded to swiftly and appropriately. It is the responsibility of child protection experts to determine whether or not abuse has taken place, but is everyone's responsibility to report any concerns.
- 5 All employees and volunteers are carefully selected, informed about their responsibilities and provided with guidance and/or training in good practice and child protection procedures.
- 6 High standards of behaviour and practice are demanded through compliance with CHAPS (UK) Codes of Conduct produced for Judges, Stewards, Instructors, Proprietors and Volunteers.
- 7 Everyone knows and accepts their responsibilities and works together: parents, riders, instructors, proprietors, volunteers and professional staff.

CHAPS fully endorse and implement the BEF/BHS code of good practice for the Child Protection & Vulnerable Adults Policy (to be reviewed annually).

EXHIBITS and SHOWING GUIDE

EXHIBITS

- 1 No Palomino, Roan, Dun, Spotted or Appaloosa markings are permitted in Affiliated classes, with the exception of specific classes for "Stud Book 3/Appendix" animals. Roaning within a solid patch, however, is acceptable, and will not be penalised.
- 2 No colour pattern shall take preference over any other colour pattern, and colour and markings shall not be considered whilst judging (except where the class is specifically for "Colour and Markings").
- 3 Clipping, trimming of manes, tails and feathers is acceptable and should not be penalised. However, horses and ponies of Native and Traditional types should be shown as natural as possible (see Show Classification & Turnout).
- 4 Non-Native type exhibits (horses and ponies) are to be shown plaited and trimmed.
- 5 Native and Traditional exhibits (horses and ponies) are to be shown in natural state.
- 6 Show Cob types are to be shown fully trimmed and hogged.
- 7 Where heights are stated they are taken to be "at maturity".
- 8 Wall and blue eyes are acceptable and will not be penalised.
- 9 Ridden classes are open to exhibits (horses and ponies) 4 years old or over, unless stated otherwise. Ridden exhibits MUST be a minimum of 4 years of age as at 1st January of the current year. All exhibits in ridden classes must be ridden/competed under saddle at all times whilst in the ring, with the exception of any separate conformation judging.
- 10 All animals shall be sound in both wind and limb.
- 11 Freezemarking will not be penalised.

HEIGHT CERTIFICATES

- 1 All exhibits wishing to compete in any height restricted CHAPS UK Ridden Qualifiers (non-natives not exc 158cms, and native, cob, traditional exhibits not exceeding 148cms) will be required to lodge an initial JMB measurement with CHAPS UK Admin, and then no further requirement is necessary until the Full Height Measurement is taken. However, if the pony qualifies for HOYS a valid certificate for the year in question will be required. Any exhibit which has been through a spot-check height measurement and flagged up as borderline may be required to carry current year's valid height certificate.
- 2 As from 01/03/2008, all Shetlands and Miniatures are exempt from the JMB Height Certificate requirement. All ponies that are only exhibiting (competing) in IN-HAND classes are also exempt. All other exhibits taking part in RIDDEN HEIGHT-RESTRICTED classes will be required to lodge an initial JMB measurement, and then no further requirement is necessary until the Full Height Measurement is taken or HOYS qualifier gained. Spot checks may be carried out at the CHAPS Championship Show at the discretion of the show committee – a maximum of 3cms will be allowed for shoes and show "hype"; however should any exhibit measure in excess of 3cms above its stated height the exhibit may be required to re-present to JMB for measuring.

EXHIBITS, COMPETITORS and GROOMS

- 1 All exhibitors (riders or handlers) must be correctly dressed in the show ring. The wearing of ear-rings and body piercings are prohibited as a HSE requirement. **The use of Mobile phones in the ring (which MUST be on silent) is prohibited by competitors, grooms, stewards or judges.**
- 2 Riders may be any age, but must be suitable for the size of their exhibit (horse or pony) unless otherwise stated, or riders of stallions, see below.
- 3 **STALLIONS** – riders of stallions must have attained their 14th birthday by 1st January of the current year, or for stallions under 138cms [13.2hh] riders must have attained their 12th birthday by 1st January of the current year.

N.B. Riders below the stated ages (minimum of 10 years old) can apply for special permission to ride a specific stallion. A CV should be submitted to Council for the rider and the stallion, then if approved they must come forward as a pair to do a ride assessment in company. If they pass, the exemption will only apply to that combination and if the same rider wants to ride another stallion the process must be repeated for each stallion. For conformation section: any junior rider must be accompanied in the ring by an adult whilst the stallion is in the line-up.

- 4 All members must carry the qualification cards in the show ring for CHAPS Qualifiers (see relevant class sections). Qualifier cards MUST be signed (in the correct place(s)) in the ring by the judge at the time of qualification only. Please refer to all information on Qualification Cards annually.
- 5 CHAPS Championship Qualification – both the OWNER and RIDER/HANDLER of the horse must be a “Showing” Member of this Society to qualify for the Championship Finals.
- 6 HOYS Qualification – both the OWNER and RIDER/HANDLER of the horse must be a “Showing” or “Auxilliary” Member of this Society to compete in and take qualification for the CHAPS Ridden Finals at the Horse of the Year Show. HOYS I.D. Numbers (for the horse/pony, rider and owner) must be obtained from Grandstand Media and quoted on all entries for CHAPS UK Ridden HOYS qualifiers.
- 7 Exhibitors (riders/handlers) must not exhibit a horse or pony under a judge that would constitute a breach of CHAPS rules as laid down in this Handbook under the “Guidance and Rules for Judges” section, subsection “Rules”, sections a, b, c, d and/or e.
- 8 NO SPURS are permitted to be worn by ANY RIDER of a “restricted height” exhibit (eg, Non Natives 153cms; or Native, Traditional, Cob exhibits 148cms and under) in any CHAPS affiliated class.
- 9 For all Lead Rein exhibits the lead rein must be attached to the noseband at all times during the class. The rein must go directly from the bit to the rider’s hands only. Riders in Lead Rein classes are not permitted to carry whips; if carried, these should be held by the leader only.
- 10 **Body protectors may be worn whilst competing.**

ATTIRE – In-hand Classes

Smart Jacket and Trousers (Cords, Jodhpurs, Slacks); where a class is specifically for Sporthorse/Warmblood animals it is anticipated that exhibitors (handlers) will show in white top, trousers and trainers.

Shirt and Tie. Hat or Cap. Gloves.

Suitable footwear, e.g. jodhpur boots or walking shoes, etc.

ATTIRE – Ridden Classes

Hacking/Tweed Jacket or Blue or Black Show Jacket.

Shirt and tie or stock as appropriate.

Breeches or jodhpurs in canary or beige. White jodhpurs are for show jumping or dressage only.

Brown or black jodhpur boots for Juniors; or long black riding boots for adult riders. Matching short boots and leather gaiters may be worn, but not chaps.

Gloves.

Hair net, with long hair tied back.

Show cane (a plain leather, whangee or covered cane) or whip not exceeding 76cms in length (30”).

Riding Hat or Skull Cap. *When competing in the Ring, the practice or collecting areas, all Riders under 18 years of age; **and** all riders when jumping must wear protective headgear, according to the current standards as listed below:*

All PAS 015; VG1; (BS)EN1384 2017; ASTM F1163 04a onwards; SNELL E2001; SNELL E2016; AS/NZS 3838 2003 onwards; Skullcaps must be of, or worn with, a dark coloured plain peaked cover.

The most recent updates to the list are the addition of SNELL E2016 and EN1384 (2017); the newest version of the SNELL Standard could have begun to appear in 2017 and is accepted to the list; the newest version of the EN1384 Standard will begin to appear during 2018 and is also accepted to the list. This includes any Evening Performances or Finals. All other competitors must refer to each individual show’s rules pertaining to riding hats. A competitor whose hat comes off or chin strap comes undone whilst competing must replace or fasten it before continuing. He/she may dismount without penalty to recover the hat, or have it passed up from the ground; or may stop without penalty to fasten the chin strap.

Junior riders are not permitted to wear spurs.

NO SPURS are permitted to be worn by ANY RIDER of a “restricted height” exhibit (where “restricted” is taken to be any non-native exhibit not exceeding 153cms, or any native, cob or traditional exhibit not exceeding 148cms) in any CHAPS affiliated class.

ATTIRE – CHAPS Gala Evenings

Competitors who have qualified to compete during any Evening Performance at the CHAPS Championship Show MUST wear Evening Dress. Where a CHAPS Final has been qualified for but does not take place during the Evening Performance, Evening Dress is optional.

WHAT IS EVENING DRESS? The term "Evening Dress" is used to signify:

RIDDEN – Blue or black jackets or tails (red is permitted for gentlemen) worn with a stock. Juniors to wear black or brown jodhpur boots; adults to wear long black riding boots. Matching short boots and leather gaiters may be worn, but not chaps. Canary or beige breeches or jodhpurs. Top hats, hunting caps or bowlers may be worn by ADULT riders (however, this is at the competitor's own responsibility and liability). Correctly fastened 3-point harness riding hats to be worn by JUNIOR riders. No skull caps permitted in evening dress.

IN-HAND – Ladies to wear dark or black suit, or dark or black trousers (or dark, or black skirt) and white or glitzy top (or colour-themed evening dress attire which corresponds with the general colour of printing of the current year's Championship Show schedule), or dark or black dress. Gloves are either dark or black. Suitable shoes. Gentlemen to wear either an Evening (Dinner) Suit or a dark or black suit with shirt and tie; suitable shoes. Juniors to dress as per sex type above or may show in blue or black jacket with stock, canary jods and brown or black jodhpur boots; in which case, a currently "approved standard" riding hat to be worn. No skull caps permitted in evening dress.

ATTIRE – Grooms To wear hats, smart jacket, trousers (cords, jodhpurs, slacks). **Grooms should be suitably dressed and smart to enter the show ring, including the wearing of a hat. No shorts, jeans or strappy tops. Suitable footwear to be worn.**

TACK

Girths should be plain white, brown or black; as should numnahs, if worn.

Running and standing martingales, dropped, flash and grackle nosebands, as well as plain boots, are allowed in Working Hunter Horse, Working Hunter Pony and/or Style & Performance classes.

In all ridden flat classes tack should be a suitable snaffle, pelham or double bridle. Bitless bridles, gags or lever-type bits are not permitted. Flash, grackle or drop nosebands are permissible when used on a novice horse or pony, providing they are used in conjunction with a snaffle bit only. Brass in-hand bridles are not to be used in ridden classes. The judge's decision is final.

No controlling devices whatsoever are allowed; e.g. stallion harness, chifneys, etc.

Cosmetic hoof varnish is to be discouraged.

All Horses, if shod, must be shod in shoes that do not cover the frog; normal shaped open heeled plastic stick-on shoes are permissible. No pads or surgical shoes are allowed; e.g. Bar shoes.

Under no circumstances whatsoever may any item of tack be changed or removed during the judging of a class (with the exception of saddle for separate conformation judging, and boots which may be removed in WH/S&P for the ride/conformation sections). If an exhibit goes forward to compete in a Championship the same tack used in the qualifying class **MUST** be used during the Championship competition (e.g. it is not permissible to compete a class in a snaffle bridle and then go forward to the relevant Championship in a double bridle).

Under no circumstances can any item of tack or clothing be worn in the ring, at the time of competition, which may give any information as to the identity of exhibit, rider, owner or producer.

All exhibits in ridden classes must be competed under saddle; no western or side saddles are permitted unless the class is specifically western or side saddle.

INOCULATIONS

Please refer to each individual show's regulations; however, for the good of your own horse/pony it is advisable to have all inoculations (e.g. Flu & Tet) current and up-to-date.

SHOW CLASSIFICATION and TURNOUT

- 1 **SHOW PONY.** Manes to be plaited and tails pulled or plaited. To be shown in any suitable bridle. Lead Rein and First Ridden ponies to be shown in snaffle bridle only. For Lead Rein ponies a lead rein **MUST** be attached directly to the pony's noseband, the reins must go directly from the bit to the rider's hands with no extra aid or attachment to or on the saddle; handles on saddles are not permitted. Exhibits are required to perform an individual show of approx 1½ minutes.
- 2 **WORKING HUNTER – PONY/HORSE/COB/TRADITIONAL or PERFORMANCE CLASSES.** Manes, tails and trimming to be in accordance with "type"; i.e. Non-native, Nat, Cob, Vanner or Traditional. Plain boots (in the jumping phase only), martingales, dropped, flash and grackle nosebands are permitted.

- 3 RIDING HORSE. Small Riding Horse: exceeding 148cms but not exceeding 158cms. Large Riding Horse: exceeding 158cms. Riding horses should have quality, substance and good action. They must be comfortable rides and be able to gallop if required. Manes to be plaited and tails pulled or plaited. Legs trimmed.
- 4 SHOW HUNTER PONY. Not to exceed 153cms. Should be of middleweight hunter type to be ideal. Short individual show to last approx 1½ minutes with a gallop. Manes to be plaited and tails pulled or plaited. Legs trimmed.
- 5 SPORTS PONY. Not to exceed 148cms. Bred to be an allround performance pony suitable to compete in showjumping, dressage or eventing.
- 6 HACK. Small Hack: exceeding 148cms but not exceeding 154cms. Large Hack: exceeding 154cms but not exceeding 160cms. Hacks are usually small Thoroughbred types with some Arab blood. They must be a pleasure to ride and well schooled. Quality, elegance, smooth and graceful movement coupled with a true pointing of the toe. Manes to be plaited and tails pulled or plaited. Legs trimmed.
- 7 HUNTER. Must possess power, scope and a good length of rein, with a strong back, loins and hocks. Must have a good galloping action, ride with balance and be responsive. Manes to be plaited and tails pulled or plaited. Legs trimmed. To wear either a double or pelham bridle.
- 8 WARBLOODS. To be registered with one of the Warmblood Societies or eligible for registration. Bred to be all-round performance horses to compete in performance disciplines (*i.e.* show jumping, dressage or eventing), with substance, good sloping shoulders and athletic paces. Part-breds having at least 25% recognised and documented Warmblood parentage; to be true to type.
- 9 SPORHORSE. Usually a crossbred carrying a high percentage of TB blood and bred to compete in performance disciplines (*i.e.* showjumping, eventing or dressage); should show athleticism and quality of movement.
- 10 AMERICAN TYPES. Types and breeds to include Part-bred Quarterhorse, Morgan, Saddlebred and American Show Horses. To be shown in natural state as per respective breed standards in any American type class only. As from 1st August 2005 all Pure/Part-bred Saddlebreds are eligible to compete within the Non-Native CHAPS sections – for In-hand classes they may either have a poll plait/braid, OR be shown fully plaited at the discretion of the exhibitor; for Ridden classes they MUST be shown fully plaited, no exceptions will be made.
- 11 ARABS – PURE/PART-BRED. Part-bred Arabs MUST carry a minimum of 12½% verifiable Arab bloodlines. As from 1st August 2005 all Pure/Part-bred Arabs are eligible to compete within the Non-Native CHAPS sections. For In-hand classes they may either have a poll plait/braid, OR be shown fully plaited at the discretion of the exhibitor. For Ridden classes they MUST be shown fully plaited.
- 12 MINIATURES. Pure-bred Miniatures registered with a recognised Miniature society, *e.g.* the BMHS/International Miniature Society/AMHS. To be shown trimmed as breed society guidelines. Miniatures are eligible to compete within the Non-Native CHAPS sections. For In-hand classes they may either have a poll plait/braid, OR be shown fully plaited at the discretion of the exhibitor.
- 13 COB – SHOW. A short-legged animal exceeding 148cms but not exceeding 155cms. The cob should have substance, bone and be able to carry substantial weight. To be shown with a hogged mane and pulled and banded tail with legs trimmed.
- 14 COB – TRADITIONAL. A short-legged animal, open height. The cob should have substance, bone and be able to carry substantial weight. A true traditional type should be shown natural with full mane and tail and feathered legs. Should not be shown with a plaited mane. **Excessively long manes and tails are not encouraged.**
- 15 COB – NATIVE. To be shown as naturally as possible. A Native Cob, *e.g.* Part-bred Welsh Section D, will usually have more quality of coat, less coarse hair and less feathering than a true traditional type animal would. Excessively long manes and tails are not encouraged.
- 16 NATIVE TYPE PONIES. Part-bred British native animals that choose to show in CHAPS Native-type classes should be shown in as natural a state as possible. These animals may not be produced in such a manner that they may be shown in a Native type class, and then produced to enter a Non-native class during the same season. Pure-breds must be shown according to the rules laid down by their parent society. Excessively long manes and tails are not encouraged.
- 17 VANNER. Usually considered the traditional type of a Tradesman's horse of pre-motor days. Of mixed

breeding, active and capable of a good trot. Frequently have upright shoulders. Can be shown traditionally with full manes, tails and feather OR pulled tail and hogged manes. Excessively long manes and tails are not encouraged.

- 18 SHETLANDS. To be shown as per their parent society guidelines.
- 19 YOUNGSTOCK. Open to horse and pony fillies, colts and geldings not exceeding 3 years old. Foals are NOT eligible to compete in Youngstock classes. May be shown in halter, leather headcollar or snaffle bridles; except colts 2 years old or over which MUST be shown suitably bitted. Colts 138cms and under, handlers MUST be 12 years old or over, or 14 years or over for larger colts; the suitability of the handler to the animal must also be considered. Non-native types, manes to be plaited and tails pulled or plaited; legs trimmed. Show cob types to be shown with a hogged mane and pulled and banged tail with legs trimmed. Native and Traditional type to be shown in as natural a state as possible.
- 20 BROODMARES. May be shown in halter, pelham or double bridle. To be shown with either a valid certificate of covering or with foal at foot. Non-native types, manes to be plaited, tails pulled or plaited; trimmed legs. Show cob types to be shown with a hogged mane and pulled and banged tail with legs trimmed. Native/Traditional types to be shown in as natural a state as possible.
- 21 FOALS. Exceeding 3 weeks old and to be shown in halter or leather headcollar.
- 22 STALLIONS. 4 years old or over. MUST be CHAPS Graded. Stallions must be adequately bitted, be well mannered and under control at all times. Judges shall have the power to remove unruly stallions from the show ring. All stallions must wear, in the ring at all times whilst participating, their CHAPS Stallion ID Disc (it is permissible to display only one of these in the ring, however, if this is done, then it MUST be displayed on the OFFSIDE of the bridle). Exhibits without this Disc will be asked to leave the ring. ID Discs are available, from CHAPS UK Administration, upon request with the relevant information (date of grading, name of stallion, stallion licence number, CHAPS Registration Number and name of owner or stud where standing [incomplete applications received will not be processed]). The initial pair of discs will be provided free of charge to eligible stallion applications; if lost, replacement discs can be obtained at a cost of £10 per pair. Broken discs will be replaced free of charge, however, the broken disc MUST be returned to CHAPS Admin for this free replacement.

For age restrictions for riders/handlers of stallions please refer to the "AGES" section as detailed in this Handbook.

Failure to comply with any stallion ruling will result in disqualification from class/event.

YOUNG JUDGES' COMPETITION

Open to young judges not to have attained their 23rd birthday before the 1st January of the current year. The competition will be run in two sections - team and individual. In the Individual section rosettes will be awarded for Best Judge under 10 years, Best Judge 11-16 years and Best Judge 17-22 years. The Individual Champion will receive the Tara O'Hara Trophy. In the Team section 3 competitors from the above section can nominate themselves as a team. All team members can be from the same or different age groups. The team's individual scores will be added together. Highest overall score will win. Please check website for further information.

PERFORMANCE AWARDS

Open to all CHAPS UK Registered exhibits owned and competed by CHAPS UK Showing Members. Awards are calculated throughout the season and awarded based on a points system being split into various disciplines. Contact details for the Administrator can be found in the current issue of *a World of Colour* or on www.chapsuk.com

ADDITIONAL RULES

Show organisers have the power to order competitors to leave the show ground for unruly behaviour either inside or outside the ring.

NO horse or pony shall be allowed to enter the ring once the exhibits present have commenced into trot in ridden classes; or for in-hand classes, after the last exhibit already present in the ring has commenced its initial trot-out. At riding club level judges may use their discretion.

No horse, pony or rider may leave the ring or return without the judge's permission.

If an exhibit leaves the ring for any reason it (or a representative) must be present during the final walk-round in order to be placed.

All trophies donated to the Society are perpetual challenge trophies and are perceived as being the property of CHAPS UK from such time onwards and cannot be returned to the donator. Such trophies won must be returned to the Show Secretary one month prior to the respective show date in the immediate following year. Failure to return trophies in time, and in good, clean condition, will result in the loss of any deposit paid and will incur a fine and be published in the Society Journal, *a World of Colour*.

The judge's decision is final.

Anyone who feels they have legitimate grounds for complaint MUST follow the Complaints Procedure as set down in this Handbook (see "Good Conduct, Discipline & Complaints - Disciplinary Committee" section).

BAD BEHAVIOUR. In extreme cases of bad behaviour in ridden or in-hand classes where other competitors or animals are at risk, the steward may be instructed to ask the exhibitor to leave the ring. Stallions should have no exception made for them and riders/handlers should be in control at all times.

DISCLAIMER OF LIABILITY

Save for death or personal injury caused by the negligence of the Show Organiser(s) or anyone for whom they are in law responsible, neither the organiser(s) of any show to which these rules apply, nor The Coloured Horse and Pony Society (UK), nor any agent, employee or representative of these bodies, accepts liability for any accident, loss, damage, injury or illness to horses/ponies, owners, riders, handlers, spectators, producers, land or any other person or property whatsoever, whether caused by negligence, breach of contract or in any way whatsoever.

YOUNGSTOCK EVALUATIONS

Open to CHAPS UK registered horses and ponies. Owners/exhibitors must be CHAPS UK Showing Members.

Exhibits will be assessed In-hand only at Halt and Walk/Trot on the Triangle. At some venues loose assessment may be required.

Youngstock will now be able to be assessed via two possible routes:

Breeding Potential (stallion/mare) - for Colts and Fillies **only**;

Potential Performance. Colts, Fillies and Geldings.

It will be the owners' discretion as to the choice of route, but Youngstock can be assessed through either or both (with the exception of Geldings).

Exhibits are only permitted to enter ONE section (Breeding or Potential Performance) at each Evaluation they attend.

Separate Mark Sheets are available reflecting the differences in requirements for each route.

There is no limit to the number of times Youngstock can be presented throughout a season, with the exception of those intended as Breeding Potential, where there will be a maximum of two permissible.

The highest score, per year, of Youngstock will count in relation to Sire/Dam Breeding and/or Performance values; and also for entry of highest result, per year, into the horse's/pony's Passport.

It is also envisaged that Youngstock evaluated through the Potential Breeding route, who gain a First Premium, will be allocated a pre-determined percentage (1%) towards their final score when coming forward for full Grading.

'Performance' 3 year olds MUST be seen loose and will therefore be limited to certain venues with indoor facilities.

First Premium: Awarded to 8 marks and above

Second Premium: 7.5-7.99 marks

Third Premium: 7.0-7.499 marks

BREEDING EVALUATIONS - Yearlings, 2 or 3 Year Olds

Section A **Native, Cob, Traditional, Vanner type.** CHAPS Registered Colts and Fillies, any height.

Section B **Non-Native types.** CHAPS Registered Colts and Fillies, any height.

PERFORMANCE EVALUATIONS - Yearlings, 2 or 3 Year Olds

Section A **Native, Cob, Traditional, Vanner type.** CHAPS Registered Colts, Fillies or Geldings, any height.

Section B **Non-Native types.** CHAPS Registered Colts, Fillies or Geldings, any height.

ALL animals which are awarded a 1st Premium throughout each calendar year are invited forward to compete for the Youngstock Evaluations Supreme Championship which will take place annually at the CHAPS UK Championship Show. Those who intend to compete for this title at the Championship Show MUST declare their intention in the Championship Show Office before 3.00pm on the day on competition.

Passports should be returned to CHAPS Admin at the end of each calendar year (during which an animal has taken part in any Youngstock Evaluations) in order for the highest result to be entered up and verified. Photocopy of relevant Evaluation Form to accompany passport for verification.

CHAPS (UK) GRADING SCHEME

For full details of the CHAPS UK Grading Scheme, please send an SAE to CHAPS UK Administration or can be downloaded from the website.

GUIDELINES FOR OWNERS

Owners presenting animals (mares and/or stallions) for Grading do so accepting the views of the Grading Panel. CHAPS UK would wish to endorse those views/opinions and urge stallion owners to act in accordance with the views of the Grading Panel.

From 01.01.1995 it was stated that all colts and stallions must go through the Grading Scheme, and from 2001 be DNA'd. From 01.01.2001 grading is optional as a 3 year old but mandatory as a 4 year old or over. Once graded, stallion owners are encouraged to send stud details for advertisements, plus the appropriate fee, for inclusion in *a World of Colour* the Society journal (which is distributed to the current membership). Please enquire to the journal Editor.

To retain graded status and also continuity of supply of covering certificates it is stipulated that the stallion owner's/manager's membership must be maintained which is renewable on an annual basis.

Random blood samples may be taken at veterinary or Society discretion.

All animals forward go through a vetting and should be capable of being lunged on both reins.

Once graded, whatever category the animal graded as is how the Society states it be advertised in the future.

Failure to comply with this rule when advertising will revoke the graded status. Any stallions graded with CHAPS UK from 2013 must also include the Level at which they graded.

Horses and ponies should be well handled and the handlers be in control at all times.

Members wishing to grade a stallion or colt (optional as a three year old but mandatory as a four year old), may do so by requesting the Stallion Grading forms from CHAPS UK Administration or downloadable from the CHAPS website. All relevant information will accompany the forms.

Animals with their own breed society must go through their own licensing procedure successfully before being presented for the CHAPS UK Grading. **Shetlands/Miniatures are not required to go through the CHAPS Grading procedure; but will be accepted as "cross-over" stallions; however they will not be entitled to stud book status, nor will they be permitted to issue CHAPS UK Covering Certificates.**

All stallions, coming forward for Grading with this Society will be required to undergo a full vetting on the day of the Grading by the CHAPS UK appointed vet.

All graded stallions wishing to participate within CHAPS affiliated classes/events MUST apply for a pair of Stallion ID Discs after their relevant grading; either one or both Discs MUST be worn in the ring during any CHAPS affiliated competition(s); if only one disc is worn this **must be displayed** on the **offside** of the bridle.

MARE ONLY GRADINGS

A system has been put into place to encompass the grading of mares to facilitate these animals who may either be in foal at the time of a grading or be located a considerable distance from their nearest venue. Essentially a minimum of 6 mares would need to be guaranteed at a set local venue; for further details please refer to the Grading Handbook.

STALLION ADVERTISING

Owners of graded stallions, who are current members of this Society, are encouraged to send stud details for advertisements (and the current fee) for inclusion in *a World of Colour*. All stallions MUST be advertised under the same "type" category as to that which they were presented for, and passed, their grading. Any stallions graded with CHAPS UK from 2013 must also include the Level at which they graded.

Stallion advertising emails/letters will be sent out by CHAPS UK Admin during November each year to those stallions eligible to advertise within *a World of Colour* (i.e. those which are Graded). If you think you are eligible to advertise but have not received your application form by the beginning of December each year please contact CHAPS Admin requesting a copy immediately. Copy deadlines for advertising will be strictly adhered to. Advertising within *a World of Colour* is a direct route to those wishing to breed from or to coloured stock – don't miss out on this valuable opportunity.

COVERING CERTIFICATES

Single year-dated and numbered Covering Certificates are available to stallion owners/managers (FREE OF CHARGE) from CHAPS UK Administration and should be used for all mares covered by CHAPS UK Graded and Licenced stallions. Application forms for ordering Covering Certificates are available from Admin/website.

The Certificates are 3-part, self-carbonated: the YELLOW Stallion Return must be sent to CHAPS UK Admin **BEFORE 30th November of the covering year**; the WHITE copy is given to the mare owner (please point out that this must be kept safe and used for registration of the foal); and the PINK copy remains with the stallion owner/stud manager for their records.

Stallions that successfully Grade (with CHAPS UK) may have covering certificates issued for any mare covered at any time during that same calendar year of grading.

For Stud Book entry and verification of parentage, ALL foals must by law be passported before they are 6 months of age or by the end of the **year in which they were born**, whichever is the later; or, if leaving their place of birth permanently, using the WHITE copy as the registration application form. From the 1st July 2009 all foals **MUST** be microchipped before applying for registration/passport. Stallion owners are requested to inform mare owners of these requirements. Any foal registration sent after the year of birth should follow the instructions given in the section “Late Registrations” on the covering certificate.

DNA verification will be required for any foals conceived via AI or Embryo Transfer (see below).

A.I. & EMBRYO TRANSFER

Nomination Agreement Forms are available from CHAPS UK Admin for CHAPS UK licensed and graded/relevant first stage approved stallions. The Society must have a copy of the certificate that verifies both semen origin and mare description. The Nomination Agreement Form is to be completed and attached to the YELLOW section of the covering certificate and returned to CHAPS Admin by the semen owner. DNA testing is required on resultant progeny gained via A.I. or Embryo Transfer for verified parentage to be recorded. Failure to notify the Society that A.I. or Embryo Transfer has been used will nullify the Registration until DNA parentage testing has been proven.

It is highly recommended that stallion owners/managers ensure that the stallion’s DNA is on file for verification of progeny.

HORSE REGISTRATIONS

All horses and ponies are eligible for entry in the CHAPS UK Studbook 3 or if they meet the criteria for “Coloured” as described in “What is a Coloured Animal” section of this Members’ Handbook. The registered owner must be 18 years old or over at the time of registration.

The procedure is to request a registration form from CHAPS Admin, 1 McLaren Cottages, Abertysswg, Rhymney, Tredegar NP22 5BH; enclosing an SAE; or download a copy from the CHAPS website www.chapsuk.com

A drawing of the animal’s markings is required on the form; this **MUST** be completed by your veterinary surgeon. As from 1st July 2009 DEFRA/EU regulations stipulate it will be mandatory to have ALL horses/ponies microchipped prior to registration.

Once the form(s) have been received (or downloaded), ensure all the details of your horse or pony are included. The name that you use on this form is the one that will be registered (or for overstamps where the horse/pony already carries another society’s passport, the name which it has already been registered as; see “Passports” section below). Once registered, a horse or pony **cannot** have its name changed.

A Prefix (or Suffix) cannot be used on any bought-in stock and must be the property of the person using it. See “Directives for Prefixes”.

The Registration is a one-off fee and is for the life of the horse or pony; however, if there is a change of ownership, the **Passport** **MUST** be returned to CHAPS UK Admin (WITHIN ONE CALENDAR MONTH of the purchase date), with the relevant fee (for change of ownership) – the change of ownership will be documented and the passport returned to the new owner.

Each horse or pony will be given a unique Equine Life Number (Basic Identity Number) which will appear in the animal’s Passport.

On completion of the Registration Application Form, return it to CHAPS UK Admin, with relevant fee. The animal’s passport will be forwarded to you in due course. For entry into the CHAPS UK Stud Book, the horse

or pony must meet the required criteria described in the Stud Book Eligibility section of this Members' Handbook.

FOAL REGISTRATIONS

Firstly, CHAPS will passport ALL equines, coloured or not. All foals should hold a passport before they are six months old or by the end of the calendar year in which they are born, whichever is the latter. However, for verified pedigree to appear on the passport, the following must be completed:

- (a) A CHAPS (UK) Covering Certificate for a natural covering. If the mare is not CHAPS registered, a copy of her registration and pedigree must be forwarded. Foal to be registered before the end of the calendar year in which it is born; applications received outside of this time window will be required to provide DNA verification.
- (b) A CHAPS (UK) Covering Certificate for AI covering (or any other artificial means) + DNA samples (kits can be purchased from CHAPS (UK), refer to www.chapsuk.com for DNA application form downloads). CHAPS will accept sire side only DNA verification, but you should be aware that (depending on what you want to do with your foal in future years) some societies will only accept FULL DNA verification.
- (c) A Covering Certificate issued by any other recognised breed society. In this case, as required by Minimum Operating Standards for UK Approved Passport Issuing Organisations, [1st January 2016, page 4, \(3.2.2\)](#), " must also include guidance that where an equine is of a specific breed, its owner must be informed about the appropriate breed society". If the owner subsequently agrees in writing to proceed with a CHAPS issued passport, copies of registration/passport and pedigrees of both stallion and mare if she is also not CHAPS registered will be required. As in (a) above, applies to applications received before the end of the calendar year in which it is born; applications received outside of this time window will be required to provide DNA verification, as will any AI (or any other artificial means) coverings.
- (d) In the case where the breed society does not issue passports, but does issue a certificate of registration (*i.e.* APHA) this will be accepted.
- (e) DNA of all three animals. This might be in situations where the stallion is not recognised breeding stock, but it must hold a passport where the UELN number can be quoted. In such cases, it would be recommended that the mare's breed society be approached first of all if she holds any verified pedigree herself.
- (f) As required by Minimum Operating Standards for UK Approved Passport Issuing Organisations, [1st January 2016, page 4, \(3.2.2\)](#); "For identification only passports, the PIO cannot verify the breeding of the equine. In these instances the "BREED" may only be listed as "breed-type" and other parts of Section V (Certificate of Origin) must NOT be completed." For animals that have been issued an ID only passport that may have a lost pedigree, this can be rectified by DNA verification: please contact CHAPS (Admin) for help on this matter. The UELN issued will always remain with that animal, but the passport can be rescinded in favour of a verified pedigree passport.

If none of the above is forwarded, an ID only passport will be issued. The above guidelines are in addition to guidelines given on the website for the general issue of passports as required by the Minimum Operating Standards, [1st January 2016](#). Please contact CHAPS (UK) Administration if you have any doubts or queries about registering your foal!

PASSPORTS

(Please refer also to Horse Registrations and Foal Registrations above).

As from 01/06/2004, DEFRA ruled that every equine MUST hold a Passport, and whilst, by law, each horse or pony is only allowed to hold ONE passport, this may be over stamped by as many societies as that animal is eligible for registration with. A registered name may NOT be changed.

Passports are NOT deeds of ownership.

It is strongly recommended that when posting any registration passports/documentation to CHAPS UK, that this is done by recorded delivery using a padded envelope.

Up-to-date passports hold the pages entitled Section IX, **or II in passports issued since 1st January 2016**, Medicinal Treatments. This is the section where the declaration is made as to whether the horse is intended for human consumption or not. Any passports still held without this page should be forwarded to CHAPS UK Admin for updating, together with the appropriate fee. Any old card registration documents should now have been forwarded, with a current CHAPS (UK) horse registration application form completed in full and the appropriate fee, to have been made up into a passport.

Registrations are available to both members and non members of the Society, the former paying a lesser fee as a benefit of membership.

The correct fee must accompany all Registrations.

It is required by legislation that all transfers of ownership should be notified to the issuing office of the passport within 30 days of purchase.

The issuing office of the passport should be notified of the death of an animal immediately and the passport returned to the office for cancellation. The passport can be returned to the registered owner on request after it has been cancelled. It is appreciated, however, that in cases of insurance claims, the passport will be forwarded by the insurers once the claim has been dealt with.

Lost passports should be reported immediately. For a duplicate passport, the registered owner (and only the registered owner) must **complete lost passport form (downloadable from CHAPS website), and forward to CHAPS Admin with** the fee of £50.00.

CHAPS (UK) issue passports depending on the category of horse or pony, giving them DEFRA approved passports as required by legislation –

STUDBOOK 1

For Coloured Equines with 3 or more generations of verified parentage and whose sire or dam is graded/approved by a recognised society

STUDBOOK 2

For Coloured Equines with less than 3 generations of verified parentage, whose sire or dam is graded/approved with a recognised society; or for id passported animals that have subsequently graded with CHAPS(UK).

STUDBOOK 3

For any Equine, (other than defined in Page 3, paragraph 1 of the CHAPS(UK) Handbook). To include offspring of animals in Studbooks 1 & 2, that do not fulfil the criteria of those Studbooks.

- Register 1: 3 generations of verified pedigree
- Register 2: less than 3 generations of verified pedigree

Identification Document

For equines that are ungraded, or unregistered with any other PIO & no verified pedigree.

Notification of DEFRA Minimum Operating Standards for UK approved passport issuing organisations.

Please be advised of the following, effective **1st January 2016**, to which all PIOs must adhere: Organisations are expected to report any offence under or breach of the Regulations cited to the horse passport enforcement authority for the area that the organisation is based so that they can decide whether enforcement action is needed. This includes where an organisation has received information suggesting that any of the following may have occurred:

- i) Where a passport is applied for outside of the statutory time limit (6 months of birth or before 31st December in the year of birth, whichever is the later). This is with the exception of rescued equines and those who have purchased a horse without a passport.
- ii) Where a passport is applied for when one already exists for that animal.
- iii) Failure of a new owner to update owner details within 30 days. This applies regardless of the length of time the person was in possession of the equine. This includes notification of loan/lease or similar (be reminded that a passport is NOT a deed of ownership), and notification of death of the animal.
- iv) Failure of an owner to return a passport for updating within 6 weeks of notification that the passport does not meet the current legal requirements.
- v) Signs of unofficial changes to passport details, tampering or fraud should be discussed with the enforcement authority for that territory.

Any CHAPS issued passports that do not contain Section IX or II in passports issued since 1st January 2016 should be returned to CHAPS (UK) Admin office as soon as possible: without this update the passport is no longer valid. Fee for this update is £15.00 which includes VAT and recorded delivery return. All such passports will be returned with Section IX or II in passports issued since 1st January 2016 signed and stamped to declare the equine is not intended for human consumption.

All Duplicate and Replacement passports will have Section IX or II in passports issued since 1st January 2016 signed and stamped as equine not intended for human consumption, as will all passports where a loss of ownership history is apparent.

In all cases where a passport is updated or issued for an equine whose original transponder (applicable to equidae identified after 30.6.2009) has failed will be signed and stamped in Section IX or II in passports issued since 1st January 2016 by the organisation to declare the equine as not intended for human consumption.

SOLID COLOURED FOALS

Solid coloured (or spotted) foals which are the result of a CHAPS UK graded stallion covering any mare will be entered into the appropriate Stud Book 3. The CHAPS UK covering certificate for registration to be filled out in the normal manner.

LATE RETURNS

All foals must be passported by 6 months of age or BEFORE 31st December of the year of birth, whichever is the later, at the fee given. It is advised that foals should initially be passported by the Society that issued the covering certificate.

The criteria for animals registered with covering certificate requiring verified parentage, and stud book entry after this deadline is:

Yearlings and above: DNA SAMPLING; however, should the owner elect to pay solely for registration (*i.e.* no stud book entry nor verified parentage) then a CHAPS UK Registration Application Form should be used instead of the covering certificate and returned to CHAPS Admin together with the applicable fee. Covering certificate to be attached for support.

Stallion owners must return covering certificates by 30th November of the covering year; failure to do so will result in mandatory DNA testing of the foal for verified parentage passports.

DIRECTIVE FOR PREFIXES

CHAPS UK is affiliated to the Central Prefix Register (CPR), an organisation set up in 1978 by the British Palomino Society in order to prevent the duplication of breeders' prefixes by different breed societies.

By the use of a registered prefix, a breeder may derive credit and advertisement from winning stock. Registered prefixes are protected from duplication within the other affiliated breed societies, except where a duplicate is presented at the time of a breed society affiliating to CPR. When duplicates arise, they may be changed free of charge.

If you are a breeder, and wish to register a prefix/suffix, please send an SAE to CHAPS UK Admin for a prefix application form. You will need to submit three choices of between 3 and 25 characters with no spaces, apostrophies or hyphens, together with the current fee. Initial acceptance is at the discretion of CHAPS UK followed by CPR. Prefixes must be registered in the name of a principal owner with additional secondary owners so that, in the event of any dispute, the title remains with the principal owner. Once registered, your prefix may be extended for use with other breed societies for the current fee. All societies concerned must be notified of any changes and it is highly recommended that an heir be named. In the event of your death when no heir is named the prefix will be frozen for a period of 10 years. ***Prefixes may not be used on any bought in stock.***

Allowing other breeders to use your registered prefix is not permitted.

DOPING and DOPE TESTING

In common with other similar bodies, CHAPS (UK) takes a very serious view of doping, whether intentional or unintentional, having particular regard to the safety of children and vulnerable adults. Members should be aware that many proprietary feeds and preparations contain Prohibited Substances (as defined below) as do many foods such as chocolate. Prohibited Substances can be absorbed through the skin and they are also contained in some homeopathic and herbal remedies including calmers.

It is the responsibility of the Member having custody of a pony, particularly in the twenty four hours before a Show, to ensure that nothing is fed, administered or applied to a pony that contains a Prohibited Substance. Ignorance is not an adequate defence.

CHAPS (UK) is not authorised to give guidance by the CHAPS Office follows the Equine Prohibited Substances List (EPSL) as published from time to time by the Federation Equestre Internationale (FEI). Where appropriate CHAPS (UK) will adopt threshold levels published in the EPSL. Please note that the EPSL includes any other substance with a similar chemical structure or similar biological effect(s) as substances specifically mentioned on the list. All substances on the list, whether indicated as 'Banned' or 'Controlled', are prohibited substances under CHAPS (UK) Rules. Also prohibited are 'Metabolites' of the substances and 'markers', both terms being defined below.

- 1a) Any pony taking part in classes judged under CHAPS Rules will be liable to Dope Testing (as defined below) in accordance with the Dope Testing procedure laid down by this Rule. A refusal to submit a horse/pony for Dope Testing shall constitute a breach of this Rule.
- b) The presence in the tissues, body fluids, excreta, hair or skin of a pony of a Prohibited Substance (as defined below) shall constitute a breach of this Rule by the Owner and/or Producer and/or any other person within Rule 1(e).
- c) "Dope Testing" means the examination of a horse/pony by a duly qualified person appointed by CHAPS (UK) and includes the taking of samples for subsequent analysis of all or any body fluid, tissue, excreta, hair or skin scrapings at the discretion of the person conducting the examination.
- d) "Prohibited Substance" means any quantity of any substance listed as a 'Banned' or 'Controlled' substance on the Equine Prohibited Substances list (EPSL) as published by the Federation Equestre Internationale (FEI) and in force from time to time excluding any quantity of any substance with a similar chemical structure or similar biological effect(s) as any substance on the EPSL and also including any metabolites of such substances and any markers. The terms metabolite and marker shall have the same meaning as in the FEI Anti-Doping and Controlled Medication Regulations as published by the FEI from time to time.
- e) Any person who administers or attempts to administer or allows or causes to be administered or connives or promotes or encourages at the administration to a pony of a Prohibited substances shall be guilty of a breach of this Rule.
- f) i) Whenever a positive dope test occurs, the matter shall be referred to the Disciplinary Committee of CHAPS (UK) within 14 days of either the expiration of the period for requesting confirmatory analysis of Sample B or the receipt by the CHAPS (UK) of a positive analysis of Sample B whichever is the later.
ii) The Disciplinary Committee shall investigate the matter and decide within fourteen days of referral pursuant to Rule 1(f) (i) [above], whether or not to institute disciplinary proceedings for a breach or breaches of this Rule against the Owner and/or producer and/or any other person within Rule 1 (e) [above].

SAMPLING PROCEDURE

- a) Dope Testing should take place as soon as possible after the participation of the horse/pony in its class provided that it does not interfere with its programme in which case the Dope testing should take place as soon as possible after the horse/pony has completed its programme.
- b) It is the responsibility of the person in charge of the horse/pony whether it be the Owner or the Producer or other person to supervise the horse/pony from the time of notification of selection for Dope testing until completion of the Dope Testing.
- c) The Owner, Producer or other person responsible for the horse/pony or his representative shall be entitled to witness the Dope Testing from outside the loose box, horse box or testing area without disturbing the horse/pony but if any such person is not present the Dope Testing will proceed in any event.

- d) All samples taken must be kept in a secure place and dispatched to the laboratory selected by CHAPS (UK) as soon as reasonably possible after collection.
- e) The sample must be divided into two parts hereinafter referred to as Sample A and Sample B and the initial analysis of Sample A must be completed within 21 days of receipt of the sample by the laboratory. If the initial analysis produces a suspicious positive result then CHAPS (UK) may grant such extension as the laboratory requires to complete the analysis.
- f) If the result of the analysis of Sample A is negative then the laboratory may forthwith destroy Sample B.
- g) If the result of the analysis of Sample A is positive then the Owner or Producer may require confirmatory analysis of Sample B, by any laboratory approved by The Horseracing Forensic Laboratory provided that a written request for such confirmatory analysis is received by CHAPS (UK) within 14 days of dispatch by CHAPS (UK) of notification of a positive analysis of Sample A.
- h) The Owner or Producer may request that findings be made in respect of particular matters during the analysis of Sample B on the basis that they will be responsible for all additional costs incurred whatever the result of the analysis of Sample B.
- i) Upon receipt of a valid request for confirmatory analysis of Sample B, CHAPS (UK) shall inform the laboratory immediately and the laboratory shall carry out the analysis of Sample B as soon as reasonably possible.
- j) If the result of the analysis of Sample B is positive then the person requesting the analysis shall reimburse CHAPS (UK) the cost of the analysis of Sample A and Sample B forthwith on demand.
- k) If the result of the analysis of Sample A is positive and no valid request for confirmatory analysis of Sample B is received, the Owner shall reimburse CHAPS (UK) the cost of the analysis of Sample A forthwith upon demand.
- l) Any person who administers or attempts to administer or allows or causes to be administered or connives at the administration to a horse/pony of a prohibited substance shall be guilty of a breach of these Rules.

CRUELTY or OTHER MISCONDUCT

- 1 Any act towards any horse or pony which is considered as “cruelty” may give rise to a disciplinary hearing against the member(s) involved.
- 2 No member of CHAPS shall conduct himself/herself in a manner, or be guilty of behaviour, which is derogatory to the character or prejudicial to the interest of CHAPS UK. No member shall behave in an offensive or abusive or unpleasant manner to any person at any show or event. Such behaviour may result in a disciplinary hearing.
The procedure will follow the guidelines laid down in the Disciplinary section below - all complaints of cruelty must be submitted in accordance with the guidelines below.

SOCIAL MEDIA and INTERNET POLICY

1 INTRODUCTION

CHAPS acknowledges the importance of the internet and social media sites such as Facebook, Twitter, Linked In, home web-pages, chat rooms, BBM and all other forms of electronic communication and the role which “social media” plays in the day to day lives of members.

This policy note is to remind members that the Rules of CHAPS (UK) apply to Members when using social media and the internet. Failure to adhere to this policy note could lead to disciplinary action being taken against a member.

2 USING SOCIAL MEDIA

- 2.1 You should be aware that CHAPS may from time to time carry out internet searches to identify postings which include references to CHAPS (UK) and its members.
- 2.2 CHAPS (UK) produced images are the subject of copyright and should not be copied or used in social media save as provided in the CHAPS (UK) website used terms and conditions.
- 2.3 You should ensure that any material that you transmit nor post to social media is clearly stated to be your personal view and is not held out to be, or could be mistaken as, the view of CHAPS (UK).
- 2.4 You must not post or transmit any material which could damage the name or reputation of CHAPS (UK), its members or former members, or which is derogatory to the character of or prejudicial to the interests of CHAPS (UK).

- 2.5 You must not post or transmit any material relating to CHAPS (UK), members or former members or their horses or ponies, or which could otherwise be associated with or which may reasonably be attributed as coming from CHAPS(UK):
- 2.5.1 that is threatening, defamatory, obscene, indecent, seditious, offensive, pornographic, abusive, liable to incite racial hatred, discriminatory, menacing, scandalous, inflammatory, blasphemous, in breach of confidence, in breach of privacy or which may cause annoyance, distress or inconvenience; or
- 2.5.2 which constitutes or encourages conduct that would be in breach of CHAPS (UK) Rules, or constitutes a criminal offence, or which could give rise to civil liability, or otherwise be contrary to the laws of, or infringe the rights of any third party in the UK or any other country in the world.
- 2.6 Any breach of this policy may constitute a breach of CHAPS (UK) Rules and could also lead to civil and/or criminal proceedings being brought against you.

GOOD CONDUCT, DISCIPLINE & COMPLAINTS – DISCIPLINARY COMMITTEE

- 1 A complaint may be forwarded to the Secretary (CHAPS Admin), in writing (**no electronic communication, e.g. email, text, etc**), by recorded delivery, within 10 (ten) days of the alleged incident by:
- i) an Official of the Society;
 - ii) an Official appointed by the Society;
 - iii) an Official ‘CHAPS Members’ Steward’;
 - iv) a Representative of an Affiliated Show;
 - v) a Member of this Society.

CHAPS UK Admin will send a written confirmation of receipt of complaint by return. Additionally, written notification will be sent of how the complaint is going to be dealt with [within 15 days of receipt of complaint] (this may be included with the confirmation of receipt); and, will also send written confirmation of the outcome of the complaint.

- 2 Any complaint so submitted shall be investigated by either the National Chairman, Judges’ Selection Chairman, Disciplinary Chairman, Grading Chairman or Show Committee Chairman. If the complaint can be settled to the satisfaction of all parties concerned that will be the end of the matter. If the complaint cannot be settled satisfactorily then it will be referred to either:
- i) The Disciplinary Chairman, the National Chairman and the CHAPS Secretary;
 - ii) The CHAPS Board of Directors;
 - iii) The Disciplinary Committee
- 3 The Disciplinary Committee shall be appointed by any two of the following: the CHAPS UK Chairman, CHAPS UK Vice Chairman, Judges’ Selection Committee Chairman, Disciplinary Chairman, Grading Chairman or Show Committee Chairman and shall consist of a minimum of 2 members of the Board of Directors.
- 4 The Disciplinary Chairman (or any other official appointed by the Board of Directors) shall chair the Disciplinary Committee Meeting as a non-voting Chairman.
- 5 The Disciplinary Committee will deal with any complaint by way of written submissions only and no party shall be entitled to attend in person or be represented.
- The Disciplinary Committee shall determine whether there has been a breach of the rules of this Society and, if, in its opinion, there has been such a breach, it will decide to:
- i) admonish such person and caution him/her as to his/her behaviour;
 - ii) fine such person up to a maximum of £5,000;
 - iii) direct that such person shall be suspended from all rights and privileges of membership of CHAPS for such period as it shall determine;
 - iv) disciplined competitors shall not enter any pony/horse at any CHAPS affiliated show or event, or otherwise take part in any CHAPS affiliated show/event for such period as it shall determine;
 - v) direct that any pony/horse belonging to such person at the time of the offence shall be disqualified from the class from which it was taking part;

- vi) direct that any pony/horse belonging to such person at the time of the offence, or at any time during any suspension, shall (whether or not still belonging to that person) be suspended from entering, showing or otherwise taking part in any CHAPS affiliated show or event for such period as may be determined; even if the owner ceases to be a member of CHAPS, or the pony/horse ceases to be a registered (from the perspective of competition, not passport registration) pony/horse, at any time prior to the end of the period of suspension;
- vii) in the case of a positive dope test, direct that the said pony/horse shall be disqualified from any class, championship or show in which it took part on the day of the dope testing, any subsequent class, competition or championship for which it qualified and any class, competition or championship in which it took part at any CHAPS affiliated show taking place between the date of the dope testing and the date of the hearing of the Disciplinary Committee; and, furthermore, the said pony/horse shall forfeit its placings, awards and prize money amassed during that same period;
- viii) in the case of a complaint against a Judge, the Disciplinary Committee may decide:
 - a) to admonish such person and caution him/her as to his/her future conduct;
 - b) demote the said Judge to a lower panel;
 - c) instruct the CHAPS Board of Directors not to re-elect the Judge onto any, or all, of its Judges' Panels;
 - d) suspend the said Judge for a period of time to be determined.

Any person who fails to pay a fine imposed pursuant to these regulations, within 28 days of notification, of such fine shall:

- a) if a member, be suspended automatically from all or any rights and privileges of membership;
- b) if not a member, any pony/horse belonging to such person at the time the fine is imposed, or at any time thereafter, during the period of non-payment of the fine (whether or not still belonging to such person) be suspended from being entered or shown or taking part in any CHAPS UK affiliated show/event until such time as the fine has been paid.

Any person upon whom a penalty is imposed may, by notice in writing (sent recorded delivery), appeal to the Secretary of the Society within 10 (ten) days of the decision, together with a deposit of £300 which shall be forfeit unless the Appeal is successful.

The Appeals Committee shall consist of a minimum of 3 persons and a maximum of 5 persons appointed by any 2 of the following: the CHAPS UK Chairman, CHAPS UK Vice Chairman, Judges' Selection Chairman or Disciplinary Chairman.

The Disciplinary Chairman (or any other official appointed by the Board of Directors) shall chair the Appeals Committee Meeting as a non-voting Chairman.

The Appeals Committee shall proceed by way of written submissions only and no party shall be entitled to attend in person or be represented.

The Appeals Committee may increase, decrease, or leave the same, the penalties imposed by the Disciplinary Committee and the findings of and penalties imposed by the Appeals Committee shall be final and binding on all parties in every case.

Any decision of the Disciplinary Committee or Appeals Committee may be published in any newspaper or periodical; and/or on the CHAPS website/Facebook pages.

If any complaint is not submitted in accordance with the regulations it may still be investigated by the CHAPS Board of Directors who may refer it to the Disciplinary Committee.

Any rider, owner, producer or horse/pony that is banned for any period of time as a result of any disciplinary action taken by the BSPS, BSHA, SHB GB or NPS may not compete in CHAPS Affiliated classes at the discretion of the CHAPS Board.

CHAPS MEMBERS' STEWARDS

In emergency or extreme cases any CHAPS Board of Directors member may appoint an assistant to immediately act as CHAPS Members' Stewards on behalf of this Society.

- 1 CHAPS may appoint a minimum of two CHAPS Members' Stewards to attend any affiliated show or event, the appointment to be made by two of the following: the National Chairman, National Vice Chairman, the Judges' Selection Chairman, the Grading Chairman, the Show Committee Chairman or the Disciplinary Chairman.
- 2 These Stewards shall ensure that classes are conducted in accordance with the CHAPS rules.
- 3 These Stewards may investigate any infringements of the CHAPS rules observed by them or any alleged infringement reported to them by a show official, a judge, a member or any exhibitor.
- 4 When an infringement or possible infringement has taken place the CHAPS Members' Stewards shall investigate and if they conclude that an infringement has indeed taken place, shall impose one of the penalties set out in No 5 of this section.
- 5 The following penalties may be imposed on the person committing the infringement:
 - i) caution and admonish such person as to their future conduct;
 - ii) direct that any pony/horse belonging to such person or produced by such person or ridden by such person shall be disqualified from the class or further competition in any CHAPS classes at the affiliated show/event.
- 6 If these Stewards decide a penalty greater than that permitted in No 5 is required then they may refer the matter to the Board of Directors or Disciplinary Committee by submission in writing to the Secretary within 14 days of the affiliated show/event.
- 7 The decisions of the CHAPS Members' Stewards shall be final and binding on all parties. However, any party aggrieved by the decision may appeal in writing to the CHAPS Secretary within 14 days of the date of the show/event in question, together with a deposit of £300. If the appeal is unsuccessful then the deposit is forfeit.
- 8 CHAPS Members' Stewards may appoint such assistants as they deem necessary.
- 9 No CHAPS Members' Stewards shall judge or exhibit at the same show.
- 10 CHAPS Members' Stewards shall have control over and free access to all places used for the purpose of CHAPS at an affiliated show/event but only enter a horsebox or stable in the presence of the pony's/horse's owner or other person responsible, or veterinary surgeon.

The Rules of this Society are intended to ensure that Members compete against each other under the fairest possible conditions, but inevitably situations will arise which are not precisely covered. In such circumstances the spirit of the rules will be followed to produce the fairest result for the members.

The following section is expressly relevant to both JUDGES and COMPETITORS

– please take the time to make yourselves FULLY CONVERSANT with this section in its entirety

THE JUDGING of SHOWING CLASSES is as follows –

In RIDDEN QUALIFIER classes:

Non-Native ponies not exceeding 153cms will perform an individual show, they will not be ridden by the judge nor the judge's representative.

Non-Native horses exceeding 153cms should be ridden by the judge or the judge's representative wherever possible.

Native, Cob or Traditional type ponies not exceeding 148cms will perform an individual show, they will not be ridden by the judge or the judge's representative.

Native, Cob, Traditional type horses exceeding 148cms should be ridden by the judge or the judge's representative wherever possible.

N.B. At Championship Show further height splits and sections are applicable as and when appropriate.

Where a class is perceived as "open" and contains a mixture of "not exceeding" and "exceeding" heights, NO exhibit will be ridden by the judge or his/her representative. All exhibits will perform an individual show.

In this context the term "representative" or "judge's representative" is taken to be a current CHAPS (UK) Panel Judge (or Probationary Judge).

When a horse or pony appears before the same judge in two classes at the same show the exhibit MUST be ridden (or allowed to perform its own individual show, as relevant above) again; this is because each class must be judged separately and a horse/pony could give a different ride/show on the second occasion which could affect its placing. This also applies to the judging of conformation – each time an exhibit appears before a judge it must be assessed as a separate exhibit. Again, this will apply for any subsequent Championship(s).

In all classes, horses/ponies are to be judged according to their type.

In all ridden classes the fall of horse or rider will result in disqualification and the rider must leave the ring dismounted.

Bitless bridles and Running Gags are NOT permitted in any class. The use of the Swales bit is discouraged in all classes. Judges are requested to take into account the suitability of bits and mark down accordingly severe or unsuitable bits as per the class.

JUDGING and SCORING CRITERIA

CHAPS In-hand including Qualifiers and Youngstock classes. Exhibits will perform an initial trot and then be asked to line up or be pulled in. Each exhibit will present itself in front of the judge for appraisal and will then walk away and trot back towards the judge in a straight line, continuing past the judge.

In-hand classes will be judged **60% conformation, correctness to type and movement; and 40% manners and way of going.**

Warmblood/Sporthorse/Pony. In-hand classes: To be judged on the triangle. Exhibits will enter the arena on an individual basis and present themselves at the top of the triangle in front of the judge. Exhibits will then walk all three sides of the triangle and proceed immediately to trot on reaching the apex of the triangle and will continue around all three sides; coming to a halt in front of the judge. All exhibits will enter the arena together for the final walk round. **Both In-hand and Ridden:** Warmblood/Sportshorse/Pony classes are to be assessed on athleticism, power, regularity of movement and way of going as suitable for disciplines of showjumping, eventing or dressage. Qualification for these Finals at the Championship Show can be taken from any CHAPS UK Ridden or CHAPS UK In-hand class at any CHAPS UK Regional or Affiliated Show.

CHAPS (UK) Ridden including Ridden Qualifier classes. All exhibits will enter the ring together and take part in the initial go-round before being lined up or being pulled in, to either be ridden by the judge (or his/her representative) or perform an individual show, as relevant. The individual show should not exceed 1½ minutes and should include walk, trot and canter on both reins, change of rein, halt and stand, and if required by the judge, a gallop. **50% ride, manners and way of going; 50% type and conformation.**

CHAPS (UK) Junior Rider of the Year Qualifier/Finals classes. Open to Non-Native and Native, Cob, Traditional types, 4 years old and over. Not exc 148cms. Riders to be 18years and under. Two highest placed from the Non-Native Section and the Native, Cob Traditional Section will qualify. Great attention to be paid to suitability, manners, temperament and partnership between rider and pony. The Finals of which will be judged **60% ride, manners, temperament, suitability and partnership; 40% type and conformation.** Qualification may also be taken from any CHAPS open Ridden qualifier class.

CHAPS (UK) Intermediate Rider of the Year Qualifier/Finals classes. Open to any type of exhibit up to and including 158cms. Riders to be 14 yrs or over, up to 25 years of age. Two highest placed from Non-Native Section and Native, Cob, Traditional Section will qualify. Great attention to be paid to suitability, manners, temperament and partnership between rider and pony. The Finals of which will be judged **60% ride, manners, temperament, suitability and partnership; 40% type and conformation.** Qualification may also be taken from any CHAPS open Ridden qualifier class.

Exhibitors 14years up to 18 years MAY compete in either or both the Junior and/or Intermediate qualifiers, but may not compete the same animal in both section. At the Finals both the Junior and Intermediate sections will be split into a flat class and a performance class (two jumps) – those who qualify for either the Junior or Intermediate Final may choose to enter either OR both the flat and/or performance Finals as they so wish (for their relevant qualification age).

CHAPS (UK) Working/Performance Classes

Classes to be judged: Phase 1 - 50% jumping; 20% style whilst jumping; Phase 2 - 20% conformation, type and freedom of action; 10% manners during show. Penalties will be incurred as follows: knock down, 10

points; first refusal, 15 points; 2nd refusal, 20 points; third refusal, elimination; and these will be deducted from the jumping marks. Fall of horse or rider will result in elimination. All horses/ponies, unless eliminated, will come forward for Phase 2 judging. In the event of a tie in marks the marks must not be altered, the total marks from Phase 1 will take precedence followed by the manners mark and then the conformation mark. If there is still a tie the judges decision will be final. Plain boots are permitted in phase 1 only; this being the only permitted change of tack between phases. Official marks sheets to be used.

Classes shall be categorised into the following jump heights where the class is a CHAPS (UK) specific class (course to consist of a minimum of 7 fences including a double; one fence must be a spread and a change of direction must be included).

Jump heights will be as follows:

Where classes are mixed height they will run in height sections as follows (**the jump heights stated are given as maximum heights and it should be noted that the first three fences of the course must be below these heights, with a minimum of 2 fences at maximum height**):

Open Non-Native (plaited): Not exceeding 13hh, 70cms; 14hh, 80cms; 15hh, 85cms; exc 15hh, 90cm.

Open Native, Cob, Traditional, Vanner: Not exceeding 13hh, 60cms; 14hh, 70cms; 15hh, 80cms; over 15hh, 85cms.

Where a class is a combined open class (i.e. both native and non-native types) the above height guides will still apply).

NOVICE heights will be set at 5cms LOWER than the above stated heights for the relevant “type” category.

At Championship Show heights may be set at up to 10cms HIGHER than the above stated heights for the relevant “type” category.

CHAPS (UK) Show Jumping

Where classes combine height categories the class will be jumped in height sections. Jumping classes will be judged under BSJA Table A6 format “first round not against the clock; those jumping clear in the first round go immediately to the jump-off section of the course.”

CHAPS UK CHAMPIONSHIP SHOW QUALIFIERS /QUALIFICATION CARDS - IMPORTANT

CHAPS Qualification Cards are available, free of charge, from CHAPS Admin to CHAPS Registered eligible exhibits only; and will only be issued providing the animal is owned by a CHAPS Showing Member. YOU MUST provide CHAPS Admin with the following information in order to obtain your card: Type of exhibit (Non-Native or Native, Cob, Traditional, Vanner type); and whether you would like an In-hand (only) Qualification Card or an In-hand/Ridden Qualification Card. If you request a Ridden/In-hand Qualification Card and your exhibit will compete within the restricted height sections (for Non-Natives this will be exhibits 158cms and under; and for Native, Cob or Traditional types this will be 148cms or under) you must also provide a copy of a valid JMB Height Certificate for that specific animal. In addition, you must also provide the horse/pony’s CHAPS Registered Name and its CHAPS Registration Number, its age, height and the name of its owner and current CHAPS Showing Membership Number of the owner.

Effective immediately, a revised qualification card system is now in place with a new procedure.

Qualification for ALL sections (with the exception of Lead Rein/First Ridden - see below) can now ONLY BE GAINED AT CHAPS AFFILIATED SHOWS, CHAPS REGIONAL SHOW or the CHAPS CHAMPIONSHIP SHOW itself (in eligible classes).

Where an exhibit in an Open qualifier (where the height or type is not split into pony/horse or Non-Native/Native, Cob, Trad) the exhibit may take qualification for any other Final it is eligible for - (e.g. Veteran, Novice, Junior Rider etc) provided it is the highest exhibit (from within the rosette placings).

ALL CHAPS Affiliated Shows will be allocated a unique “CHAPS Affiliated Show Number” (which will be located on the front cover of the show’s schedule and/or with the relevant classes) - **YOU MUST** write this specific number in the space provided on the CHAPS UK Qualification Card [marked * on the Qualification Card] for any class/sections you qualify for from that show. You will need this number to make your entry for the CHAPS UK Championship Show; irrespective of whether you send a postal entry, enter on the day or make an on-line entry (the only exception to this will be for Lead Rein/First Ridden Qualification/entry - see below). In addition you will also need to quote the CHAPS Qualification Card Number [marked ** on the Qualification Card].

Unless stated within the following class descriptions, **qualification will be awarded** to the highest placed CHAPS UK Registered eligible exhibit, which has not already qualified, from within the rosette placings, with their CHAPS Qualification Card present in the ring at the time of competition.

When you receive your CHAPS Qualification Card **you** MUST tick ALL eligible sections on it which you would like to try to qualify for. This is to enable the judge in relevant sections (Ridden, In-hand or Youngstock) to sign all sections you are eligible for at the Championship Show and to save time in the ring. Once the judge has signed these sections please remember to complete the CHAPS Affiliated Show Number in the space in EACH box you have had signed at that event. **It is YOUR responsibility to ensure you ask the judge to sign ALL relevant boxes and to check this has been done - a qualification is only deemed as valid if the correct box(es) have been signed and the Aff Show Number completed.**

QUALIFICATION can be GAINED FOR:

Any eligible CHAPS RIDDEN FINAL (as listed on the CHAPS Qualification Card) from ANY CHAPS Affiliated Ridden qualifier class (for LR/FR see below).

Any eligible CHAPS IN-HAND FINAL (as listed on the CHAPS Qualification Cards) from ANY CHAPS Affiliated In-hand qualifier class.

Any eligible CHAPS YOUNGSTOCK FINAL (as listed on the CHAPS Qualification Cards) from ANY CHAPS Affiliated Youngstock qualifier class.

LEAD REIN/FIRST RIDDEN (LR/FR) FINALS - qualification may be taken from the rosette placings in ANY Lead Rein or First Ridden (or Lead Rein/First Ridden) class at ANY SHOW - but you must still get the card signed by the judge, in the ring, at the time of qualification; you must also complete the name of the qualifying show and the date it was held on in the space provided on the Qualification Card.

QUALIFYING INFORMATION

- 1 Affiliated shows may hold one or more CHAPS UK Affiliated Qualifier class(es) (from the categories listed below) but should refer to the current Affiliation Guide for information on which classes should be held which will be qualifiers for the Finals to be held at the Championship Show held annually.
- 2 In all CHAPS UK Affiliated classes, both members and non-members are eligible to compete, but in order to qualify BOTH the owner and the rider/handler must be "Showing" members of this Society and the horse/pony CHAPS Registered; qualification cards must be carried at the time of competition and signed in the ring, by the judge at the time of qualification. The exception to this is at the CHAPS Championship Show itself, where all exhibits must be CHAPS Registered and shown/owned by current CHAPS UK Showing Members [this rule does not apply to the "World Breeds" or "Experimental/Traditional Cob" section classes at the CHAPS Championship Show, these classes are open to both "coloured" and "non-coloured" (solid) horses/ponies [those within CHAPS Appendix/ Studbook 3]; membership of CHAPS UK is not compulsory at this show for these classes only].
- 3 For each Final any exhibit is eligible to qualify for, that exhibit may only qualify ONCE per qualifying year (as per the qualification card pertaining to the Championship Show).
- 4 Where a class is a CHAPS qualifier, the exhibitor may take any/all qualifications they are eligible for within either the Ridden, In-hand or Youngstock sections on their qualification card, pertaining to the type of class they are competing within (*i.e* ridden, in-hand or youngstock). For LR/FR qualification please refer to information within "QUALIFICATION CARDS" section.
- 5 In order to take any relevant CHAPS UK qualification(s) on offer in any of the following classes, where appropriate, any non-affiliated classes (as stipulated in 4 above) CHAPS UK Qualification Card must be present in the ring at the time of competition, and must be signed by the Judge, in the ring, during the relevant qualifying class, for qualification to be valid. If the card is not in the ring at the commencement of the class it is not permitted to have it passed or brought in from outside the ring.
- 6 Exhibits in all classes to be shown according to show classification for specific types.
- 7 Qualification is made by the horse or pony, not the rider/handler (with the exception of the CHAPS Restricted Ridden Finals, Junior Rider of the Year and Intermediate Rider of the Year which are "as a combination"); should the exhibit be sold the new owner is eligible to compete in the Final qualified for (with the exception of the Restricted Final, the Junior Ridden Pony of the Year Final and the Intermediate Rider of the Year Final) and their and CHAPS **Showing** Membership is in place.
- 8 Members' Award Rosettes may be requested by following the information set down on the Qualification Card itself.

Please Note: “CHAPS UK Registered” refers to coloured horses and ponies as per our criteria. Appendix stud book animals are exempt but are permitted to compete within the “World Breeds” section at the CHAPS Championship Show or any “Appendix” classes at CHAPS Regional, Spring or Championship Shows.

QUALIFIER CLASS DESCRIPTIONS

Non-Native ponies not exceeding 153cms will perform an individual show, they will not be ridden by the judge nor the judge’s representative.

Non-Native horses exceeding 153cms should be ridden by the judge or the judge’s representative wherever possible.

CHAPS (UK) Non-Native Open. Open to non-native exhibits, any height, 4 years old or over. Rider any age but suitable for height of exhibit (except for stallions). Lead Rein exhibits are not eligible for this class. Qualification will be awarded to the highest placed CHAPS UK Registered eligible exhibit not exc 153cms and the highest placed CHAPS UK Registered eligible exhibit exc 153cms, which have not already qualified.

Native, Cob or Traditional type ponies not exceeding 148cms will perform an individual show, they will not be ridden by the judge or the judge’s representative.

Native, Cob, Traditional type horses exceeding 148cms should be ridden by the judge or the judge’s representative wherever possible.

CHAPS (UK) Native, Cob, Traditional Open Ridden Qualifier. Open to Native, Cob, Traditional, Vanner type exhibits any height, 4 years old or over. Rider any age but suitable for height of exhibit (except for stallions). Qualification will be awarded to the highest placed CHAPS UK Registered eligible exhibit not exc 148cms and the highest placed CHAPS UK Registered eligible exhibit exc 148cms, which have not already qualified.

CHAPS (UK) Lead Rein/First Ridden Final. Lead Rein, riders 3-8 years, ponies not exc 122cms. First Ridden, riders 10 years or under, ponies not exc 128cms. Competitors will not be asked to canter in qualifier. No stallions allowed. **Qualification may be taken from ANY LR/FR class at ANY show.**

CHAPS (UK) Restricted Ridden Finals Qualifier. Open to any type of CHAPS UK Registered horse or pony, 4 years old or over, owned and ridden by current CHAPS UK Showing Members. Exhibits not to have qualified for HOYS in the current and previous year in which the Finals will be held (*e.g.* for 2016 Finals the horse or pony must not have qualified for HOYS in either 2015 or 2016). Qualification will be awarded to the highest placed eligible exhibit [horse or pony]. The qualifying horse or pony and rider combination must be the same in the Finals as in the Qualifier classes; no qualification may be passed to any other rider in this Final. Where a qualifier is in an Open Ridden Coloured Class, qualification will be awarded to the highest placed eligible Non-Native type AND the highest placed eligible Native/Cob/Traditional/Vanner type. Where a qualification is obtained in a CHAPS Ridden qualifier for a Ridden Final, eligible exhibits may request the judge to sign the Restricted box IN ADDITION to the original qualification obtained (or where the animal does not take the Ridden qualifier - *e.g.* is not the winner of the class - but is the highest placed eligible exhibit for the Restricted Finals from within the rosette placings [providing the rider of the horse or pony taking the qualification has not requested their card to be signed for the Restricted Final as well], they may then request the judge to sign the qualification card). If a qualification for HOYS is obtained BEFORE the relevant year’s CHAPS Restricted Final, then the qualification for the CHAPS Restricted Final will be forfeited. There will be no separate qualifiers for the CHAPS Restricted Finals; qualification may be taken from ANY CHAPS UK Ridden qualifier class at any CHAPS UK Affiliated show. The Restricted Ridden box on the qualification card **MUST** be signed by the judge, in the ring, at the time of qualification, for the qualification to be valid. At the Championship, Finals will be split into relevant type/height sections as set down in the Championship Show schedule.

CHAPS (UK) Ridden Novice Qualifiers. Qualifiers for these Finals are offered FREE OF CHARGE to shows and qualify for the CHAPS (UK) Championship Show; please ask your local show secretaries to contact CHAPS Show Affiliations for further details.

Novice ridden horse - any type, 4 years old and over. Not to have won an Open class before 1st January in the current season (year). To be shown in any suitable bridle.

Novice ridden pony - any type, 4 years old and over. Not to have won an Open class before 1st January in the current season (year). To be shown in any suitable bridle.

Where ring space/time prevents shows from hosting additional (separate) qualifiers for CHAPS UK Novice Ridden Championships qualifiers these will be amalgamated into the CHAPS UK Championship Show qualifier classes. Qualification will go to the highest placed NOVICE exhibits in the ring during suitable CHAPS

affiliated ridden qualifiers (suitable bridles must be worn); and the highest placed in CHAPS affiliated in-hand classes. It must be made clear on the schedule if these qualifiers are on offer and in which classes. However, it is preferable to hold separate qualifiers.

Where separate Novice Ridden classes are held, if the class is not split into non-native and native, cob, traditional or vanner type exhibits, (*i.e.* both types are competing in the same class) the highest placed Native/Cob/Traditional and the highest placed Non-Native of each height may qualify from within the rosette placings.

A horse or pony may qualify once per season for each final it is eligible for; qualification card must be signed in the ring by the judge at the time of qualification. Height certificate rules apply.

At the Championship, Finals will be split into relevant type/height sections as set down in the Championship Show schedule.

CHAPS (UK) Working/Performance Qualifiers. With effect from 2014 the Working Performance Finals were removed from the CHAPS UK Championship Show schedule - these were replaced at the CHAPS Championship Show with an expanded section of Working/Performance classes and Championships with the addition of **Open, Novice and Mini** Supreme Performance Accumulator Challenge Championships.

CHAPS (UK) Veteran Finals – Ridden or In-hand. Open to all CHAPS (UK) Registered exhibits, 15 years old or over, owned and shown by CHAPS Showing Members. Qualification can be obtained from within any CHAPS Affiliated ridden or in-hand class.

CHAPS (UK) Non-Native In-hand Horse Qualifier. Open to non-native exhibits exceeding or likely to exceed 153cms, any age.

CHAPS (UK) Non-Native In-hand Pony Qualifier. Open to non-native exhibits not exceeding or not likely to exceed 153cms, any age.

CHAPS (UK) Non-Native Open In-hand Qualifier. Open to non-native exhibits, any height, any age. Qualification will be awarded to the highest placed CHAPS UK Registered eligible exhibit exceeding, or likely to exceed, 153cms and the highest placed eligible exhibit not exceeding, or not likely to exceed, 153cms, which has not already qualified. The relevant in-hand box on the qualification card must be signed for the qualification to be valid.

CHAPS (UK) Native, Cob, Traditional In-hand Horse Qualifier. Open to native, cob, traditional, vanner exhibits exceeding or likely to exceed 148cms, any age.

CHAPS (UK) Native, Cob, Traditional In-hand Pony Qualifier. Open to native, cob, traditional exhibits not exceeding or not likely to exceed 148cms, any age.

CHAPS (UK) Native, Cob, Traditional Open In-hand Qualifier. Open to native, cob, traditional, vanner exhibits, any height, any age. Qualification will be awarded to the highest placed CHAPS UK Registered eligible exhibit exceeding, or likely to exceed, 148cms and the highest placed eligible exhibit not exceeding, or not likely to exceed, 148cms, which has not already qualified. The relevant in-hand box on the qualification card must be signed for the qualification to be valid.

CHAPS (UK) Sport Horse/Pony Ridden or In-hand Qualifiers. Open to any sporthorse or pony (*i.e.* exhibits suitable to compete in showjumping, eventing or dressage). From 2014 there will be an additional RIDDEN Final at the CHAPS Championship Show and to this end a Ridden Sportshorse/pony section will be added to the revised CHAPS UK qualification cards. Qualification can only be gained at CHAPS Affiliated Shows but can be taken from ANY CHAPS Ridden or In-hand class [as applicable] at these events. The relevant Sportshorse/pony In-hand or Ridden box on the qualification card must be signed for the qualification to be valid.

N.B. In the above sections qualifications will be awarded to the highest placed eligible exhibit(s) from within the rosette placings.

CHAPS (UK) Open Youngstock Qualifier. Open to any height or type of coloured youngstock, yearlings, two year old or three year olds (no foals). Qualification will be awarded to the highest placed eligible Non-native Yearling, Two Year Old and Three Year old; together with the highest placed Native, Cob, Traditional, Vanner type yearling, two year old and three year old which have not already qualified, irrespective of rosette placings (*i.e.* if any age category/type is not represented within the rosettes, then the next highest eligible of the age/type not represented will qualify – that is to say, a total of 6 eligible exhibits may qualify).

CHAPS (UK) Native, Cob, Traditional or Vanner Youngstock Qualifier. Open to any height of native, cob, traditional or vanner youngstock, yearlings, two year old or three year olds (no foals). Qualification will be awarded to the highest placed eligible yearling, two year old and three year old, which have not already qualified, irrespective of rosette placings (*i.e.* If any age category is not represented within the rosettes, then the next highest eligible of the age(s) not represented will qualify).

CHAPS (UK) Non-Native Youngstock Qualifier. Open to any height of non-native youngstock, yearlings, two year old or three year olds (no foals). Qualification will be awarded to the highest placed eligible yearling, two year old and three year old, which have not already qualified, irrespective of rosette placings (*i.e.* If any age category is not represented within the rosettes, then the next highest eligible of the age(s) not represented will qualify).

N.B. At the Championship, further age/height/type splits may be used as and when applicable; as per Championship Show schedule.

CHAPS (UK) JUNIOR RIDER of the YEAR.

Open to Non Native and Native, Cob, Traditional types, not exc 148cms; riders under 18 years. Qualification can be taken from any open ridden CHAPS qualifier (card to be signed in the Junior Ridden Section). The Finals will be included within the Open Ridden Finals section at the CHAPS UK Championship Show.

FOUR exhibits will qualify from each qualifier class; the TWO highest placed Non-Natives and the TWO highest placed Native, Cob or Traditional exhibits, not already qualified, from the rosette placings. Where qualification is taken from a CHAPS open Ridden (non-Junior-specific) class; this will be awarded to the TWO highest placed eligible riders, not already qualified, from within the rosette placings.

At the CHAPS Championship Show, the CHAPS (UK) Junior Ridden Pony of the Year Finals will be split into “flat” and “performance” sections as detailed in the Championship Show schedule for the relevant year.

The Finals will be marked on a mark sheet system and will be judged 60% ride, manners, temperament, suitability and partnership; 40% type and conformation.

CHAPS (UK) INTERMEDIATE RIDER of the YEAR.

Qualification is open to riders 14 years or over up to and including 25 years; any type of exhibit up to and including 158cms. Qualification can be obtained at CHAPS Regional Shows or may also be taken from any CHAPS open Ridden Qualifier class at affiliated shows.

FOUR exhibits will qualify from each qualifier class; the TWO highest placed Non-Natives and the TWO highest placed Native, Cob or Traditional exhibits, not already qualified, from the rosette placings. Where qualification is taken from a CHAPS open Ridden (non-Intermediate-specific) class; this will be awarded to the TWO highest placed eligible riders, not already qualified, from within the rosette placings.

At the CHAPS Championship Show, the CHAPS (UK) Intermediate Rider of the Year Finals will be split into “flat” and “performance” sections as detailed in the Championship Show schedule for the relevant year.

The Finals will be marked on a mark sheet system and will be judged 60% ride, manners, temperament, suitability and partnership; 40% type and conformation.

CHAPS (UK) JUNIOR and INTERMEDIATE RIDER of the YEAR.

Exhibitors 14years up to 18 years MAY compete in either or both the Junior and/or Intermediate qualifiers, but may not compete the same animal in both section. At the Finals both the Junior and Intermediate sections will be split into a flat class and a performance class (two jumps) – those who qualify for either the Junior or Intermediate Final may choose to enter either OR both the flat and/or performance Finals as they so wish (for their relevant qualification age).

“KING of the RING” In-hand and Ridden Championship Challenge

An exciting and prestigious In-hand Championship qualifier. These Finals will take place at the CHAPS UK Championship Show for the current year of qualification. Qualification will be awarded to the Supreme In-hand and Ridden Champions and Reserve Supreme In-hand and Ridden Champions at the following CHAPS Regional Shows: the Spring Festival; South East; Northern; Midlands and South West; in addition the In-hand and Ridden Champion and In-hand and Ridden Reserve Champion from the North East; South Welsh; Mid-Wales; North West, East Anglian and the Scottish Regionals will also qualify. Additional CHAPS Affiliated Shows may be awarded qualification status at the discretion of CHAPS UK Championship Show Chair and/or Championship Show Committee. Cards will be awarded in the ring at the time of qualification - Section A

MUST be returned to CHAPS Show Affiliations Office within 14 days of qualifying to validate qualification; Section B to be retained for your records.

At the Championship Show there will be a preliminary judging section and the top 8 exhibits will be invited forward to the final judging during the Evening Performance. Judging will be on a points system undertaken by three judges and the marks awarded will be displayed in the arena.

KALEIDOSCOPE RIDDEN CLASSES

These classes are aimed at the Amateur/Home-Produced combination of horse/pony, rider and handler who do not make a living out of exhibiting, producing or show livery.

Open to any CHAPS UK Registered horse or pony owned, ridden (and in Lead Rein, led by) current CHAPS UK Showing Members. Horse/Pony not to have been ridden by a professional within the current or previous year. **Not to be ridden by judge.**

The class is open to animals with or without a JMB height certificate. Any animal which competes in this section without a height certificate CANNOT compete in any other height restricted classes at the CHAPS Championship Show which would otherwise require a height certificate. No height certificates will be required to compete in this section at the Championship Show.

LADIES' SIDE SADDLE QUALIFIERS and FINAL

Qualification (from Side Saddle classes only) will be awarded to the top 3 exhibits (who have not already qualified) at CHAPS Regional Shows and Championship Show. **Qualification is also offered from the Side Saddle Association Shows run across the country, please contact the Side Saddle Association directly for further details;** plus additional shows other than those stated above; also the combination deemed as "most improved" from specified side saddle clinics as available (please refer to CHAPS website/a World of Colour for details). *Qualifiers for this Final will be offered FREE of CHARGE; contact Show Affiliations for details.* Exhibits must be ridden by a female rider, 16 years old or over. Qualification Cards will be awarded in the ring. Riders/owners need not be members, horse/pony need not be CHAPS Registered at the time of qualification; but in order to compete in the Final (to be held at the CHAPS Championship Show, where there will be a preliminary judging of the Final with the top 6 exhibits going forward to the evening performance for final placing), both membership of owner and rider, and registration of horse/pony must be in place within 14 days of qualification. **Not to be ridden by the judge.**

CHAMPIONSHIP SHOW RIDDEN FINALS CLASS DESCRIPTIONS

CHAPS (UK) Non-Native Ridden Finals. Open to non-native exhibits: a) not exc 138cms; b) exc 138cms but not exc 148cms; c) "Small" exc 148cms but not exc 158cms; and d) "Large" exc 158cms. 4 years old or over. Rider any age (except where stated differently) but suitable for height of exhibit (except for stallions).

CHAPS (UK) Native, Cob, Traditional Ridden Finals. Open to Native, Cob, Traditional, Vanner type exhibits: a) not exc 138cms; b) exc 138cms but not exc 143cms; c) exc 143cms but not exc 148cms; d) exc 148cms; and e) Show Cob. 4 years old or over. Rider any age (except where stated differently) but suitable for height of exhibit (except for stallions).

CHAPS UK WINTER RESTRICTED QUALIFIERS and CHAMPIONSHIPS

Qualifiers for these Finals are offered FREE OF CHARGE to shows; please ask your local show secretaries to contact CHAPS Show Affiliations for further details.

The qualifier classes will be held at the BSPS Winter qualifier shows, equestrian centres and riding club shows, encompassing all types and sizes of coloured horse and pony. One or more classes will be held per qualifying show. Open to exhibits which have not qualified for HOYS in the 2 competition years prior to the year in which the Finals will be held (e.g. for 2016 Finals the horse or pony must not have qualified for HOYS in either 2014 or 2015); this is a result of the early staging in the year of these Finals - it being anticipated that no HOYS qualifiers will have taken place in the actual year of the Final.

CHAPS Registration and relevant Memberships need not be in place at time of competition, but in order for qualification to be valid these must be in place for the Finals. Riders any age but suitable for height of exhibit; stallion rulings apply. A copy of restricted height exhibit's JMB certificate must be forwarded to CHAPS Admin before entry into the Finals, as per rules.

The judges for the qualifier classes may be selected from the BSPS or CHAPS UK approved Panel of Judges and will be instructed NOT to ride any exhibits in the qualifiers; these will be judged on conformation and

individual show. At the Championships, which will be split into four categories, the ride and conformation judges will be selected from the CHAPS UK approved Panel of Judges and will be instructed to ride only the non-native horse class and the native, cob, traditional, vanner horse class; the pony sections will perform individual shows.

From each class EIGHT animals may qualify from within the class placings: the two highest placed non-native horses (exceeding 153cms); the two highest placed non-native ponies (not exc 153cms); the two highest placed native, cob, traditional or vanner type horses (exceeding 148cms); and the two highest placed native, cob or traditional type ponies (not exceeding 148cms). Exhibits to be shown according to type.

The Championship Finals will be held at the BSPS Winter Championship Show and will be held under the auspices of CHAPS UK rules and regulations.

HORSE of the YEAR SHOW QUALIFIERS

(Please also refer to the Horse of the Year Show's own Rules at www.hoys.co.uk)

SHOWS AFFILIATING TO CHAPS UK

All shows wishing to affiliate to CHAPS UK must apply with the appropriate forms, duly completed, returned to the Show Affiliations Office. Any shows which incorrectly complete forms, select incorrect Judges, fail to pay fees/correct fees or do not adhere in any way to any of CHAPS guidelines/rules in the current year's Affiliation Guide will be deemed as invalid Qualifiers and no refund will be offered to either show(s) or exhibitor(s)

GUIDELINES and RULES for JUDGES

The Rules of this Society are intended to ensure that Members compete against each other under the fairest possible conditions, but inevitably situations will arise which are not precisely covered. In such circumstances the spirit of the rules will be followed by all judges to produce the fairest result for the members.

INTRODUCTION

All Panel Judges **MUST** be fully paid-up members of CHAPS UK (including probationary judges). Subscriptions will be due by **SEPTEMBER 15th of the preceding year**, for inclusion in the current Judges' Panel listing.

All Judges **MUST** be **FULLY CONVERSANT** with **ALL** the rules and criteria, not only those within the "Guidelines and Rules for Judges" section of this Handbook, but also all rules within this publication. It is advisable to carry a copy of this Handbook with you during Judging appointments.

They should also make it a priority to understand exactly what animals are permitted to qualify from within the range of classes they will be judging.

GUIDELINES FOR PROSPECTIVE JUDGES

The Society operates a scheme for prospective judges. Initial selection is made by the applicant submitting a CV giving details of knowledge and experience, to the CHAPS UK Judges' Co-ordinator, and then receiving an Invitation for Assessment. Applicants shall be over 22 years of age. Prospective judges must be a member of this Society. The prospective judge's performance on the Assessment Day decide their acceptance as a Probationary Judge or a Panel Judge at whatever level the assessors decides. If a prospective judge fails to be accepted as a Probationary Judge on the Assessment Day they may re-apply the following year.

Membership fees need to be paid by **October 15th** in the preceding year to ensure inclusion in the Judges' List for the following season.

Shows will be classified in to HOYS, A or B as per the Judges' structure for judging level status.

PROBATIONARY JUDGES

On being accepted, Probationary Judges shall judge, together with a Senior judge (**A or HOYS Panel**), at a **number of shows determined by the Judges' Selection Committee at the Assessment Day** in the following year for each section they wish to be assessed for.

It is the responsibility of the Probationary Judge to make the necessary arrangements with CHAPS (UK) Panel Judges and Show Secretaries when organising assessment classes (with the exception of HOYS Probationers who will have these appointments made for them and advised accordingly); and to notify the CHAPS UK Judges' Co-ordinator of all probationary dates organised in advance of those dates.

At shows, Probationary Judges must inform the judge if they have any interest in any exhibit coming forward and may not ride this animal or inspect it for conformation. Probationary judges should not be assessed by whomever proposed them for the Panel or anyone to whom they are related or are friends/acquainted with.

Probationary judges should request their accompanying judge to send a report on their day's activities and assessment to the CHAPS Judges' Co-ordinator as soon as possible after the show/event in question, but at the latest within 14 days. To assist with this they **MUST** provide the judges with the relevant form to be completed and a stamped envelope addressed to the CHAPS UK Judges Co-ordinator.

All probationary and newly appointed judges are reminded that it is a condition of election to the judges' panel that they undertake at least one day's stewarding duties at the CHAPS UK Championship Show for the year(s) in which they are on the probationary panel or are newly appointed.

JUDGES EXPENSES

As at 1st January 2016 the maximum amount recommended to be charged for expenses is 35p per mile - judges may, at their discretion, charge less.

Probationary judges should not claim expenses.

Judges are not allowed to charge a fee for judging but are entitled to have expenses reimbursed and are advised to make prior arrangement with the Show Secretary regarding the rate applicable.

Expenses chargeable by Judges for attendance at any CHAPS Regional Show or event is capped.

APPOINTMENTS

It is the sole responsibility of Judges to keep any appointments made. **In the event of a Judge being unable to keep an appointment, a suitable replacement from the current CHAPS UK Judges' Panel MUST be arranged by the initially appointed judge and the show secretary informed accordingly.**

It is suggested that a mobile phone be carried on the day of appointment should any unexpected eventuality occur.

If a Judge wishes to take a rider with them to shows they should contact the Judges' Co-ordinator initially to discuss this; but it must be noted that any representative they wish to take MUST be from the CHAPS UK current Judges' Panel.

It is not permitted to take a mobile phone into the ring whilst judging unless it is switched off.

JUDGES SELECTION COMMITTEE

The CHAPS Judges' Selection Committee may appoint judges from other recognised panels onto the CHAPS judging panel.

All CHAPS Judges are elected annually.

Judges who fail in the observance of the CHAPS rules or whose conduct in any respect shall be, in the opinion of the CHAPS Board, derogatory to the character or prejudicial to the interests of CHAPS, may be suspended or removed from the Panel of Judges at any time by the CHAPS Board.

DRESS

Correct dress is paramount and Judges should be of smart appearance, suitable for the weather conditions, at all times. **The wearing of ear-rings and body piercings are prohibited as a HSE requirement.**

Ride judges will be dressed as per Ridden Hunter class. Riding hats to be as the individual show schedule dictates.

The use of Mobile phones in the ring (which MUST be on silent) is prohibited by competitors, grooms, stewards or judges.

Grooms should be suitably dressed and smart to enter the show ring, including the wearing of a hat. No shorts, jeans or strappy tops. Suitable footwear to be worn.

RULES

Where the term "judge" is used this also covers probationary judges.

All Judges will be courteous and diplomatic to competitors and stewards at all times throughout judging.

It is suggested that a minimum of tactile judging is to be used to reduce the possibility of passing infection.

Ride Judges must be capable of riding all various types of exhibits over 148cms and aged 4 years old and upwards.

A judge must not judge and compete in any class on the same day at any show – CHAPS Championship Show exempt.

CHAPS judges must not knowingly:

- a) judge any rider or handler that has produced or shown an animal belonging to him/her (the Judge) since 1st January in the current year.
- b) judge animals owned, produced or ridden by a person who he/she (the Judge) has purchased animals from or sold animals to since 1st January in the current year;
- c) judge animals owned, leased/loaned or produced by a person who keeps or has kept any animals at livery with him/her (the Judge) since 1st January the previous year;
- d) judge animals produced by an exhibitor/producer if he/she (the judge) has or has had any animal at livery with, leased/loaned to, produced or ridden by the exhibitor/producer since 1st January of the previous year.
- e) Judge any horse/pony that is or has been owned, bred, produced, or exhibited by themselves or immediate family or business partner. (Immediate family - grandparents, parents/parents' partners, husband/wife and partners, brothers and sisters, sons/daughters, step grandparents, step parents, step brother/sister, legal guardians, father-/mother-/sister- and brother-in-laws).

With regard to Probationer Judges, the above does not apply when carrying out their duties as a Probationer Judge. However, they must declare any interest about any exhibitor or exhibit to the Senior Judge before the judging commences and must refrain from passing any comment about the exhibit unless the Senior Judge gives permission.

JUDGING PROCEDURE for RIDDEN CHAPS CLASSES –

Judges will accompany stewards to the ring and stand in an appropriate position to view the class, facing onto the side of the ring, where they will remain until all exhibits have completed the initial go-round.

Exhibits will enter the ring at walk on the right rein.

At the judges' discretion, all exhibits will be asked to trot.

At the judges' discretion, all exhibits will be asked to canter and then asked for a change of rein.

The steward, on instruction of the judge, will select an appropriate exhibit and request a gallop or lengthening of stride along the ring side directly in front of the judge, requesting that all exhibits follow on. Exhibits may circle prior to gallop to find an appropriate and safe space. Exhibits should return to walk following a gallop or stride lengthening display.

In circumstances where class numbers or the ring size present a concern for all exhibits going round together, particularly for the gallop, the class may be split into two or more groups with exhibits being requested to turn into the centre of the ring whilst a safe number of exhibits perform the requested gaits. On completion, the groups of exhibits should swap and the procedure be repeated for the remaining group(s).

Any exhibit behaving in an unmannerly fashion may, at the judges' discretion, be asked to leave the ring.

Once the exhibits have formed an initial line up, the ride and conformation judges will undertake their individual judging duties.

The assessment for ride shall commence at the top of the line. When the first exhibit has completed its ride assessment the conformation judge will then undertake his/her duties from the same end of the line, and will not assess any animal until after it has been ridden or performed its individual show (conformation judging must not start from the opposite end of the line). Sufficient time should be allowed for grooms in assistance to enter the ring.

Individual shows will consist of walk, trot and canter, showing a change of rein and a lengthening of stride or gallop where appropriate. No stipulation will be given as to the amount of strides required etc, but in order to keep classes moving on, a ride judge may request a set show, ensuring that stewards communicate this to ALL competitors. Exhibits are expected to be sound in wind and limb.

Judges who ride exhibits will, when mounted, expect the horse to walk, trot, canter and lengthen strides, with a change of direction (rein), and to be mannerly and controllable at all times. The judge may decline to ride, or prematurely return a horse to the line up, if they deem the horse to be unmannerly. Judges who are thrown from, or fall off, any exhibit are not required to re-mount that exhibit and must use their discretion as to whether they feel fit to continue riding the remainder of the horses forward in that class. Should this not be possible then the judge must ask all exhibitors to perform their own individual show, including those who have already been ridden, to ensure all exhibits get judged on the same performance and in fairness to all competitors present. If the judge is unable to continue judging the class at all, a replacement judge should be found as soon as possible and all exhibits should then be requested to perform individual shows as above.

For conformation assessment judging as part of the ridden class see below.

On completion of the judging the steward(s) will collate and add up the marks. Placings will be recorded on the sheet once stewards are confident that the marks are added up correctly.

There must definitely be no changes made to any marks allocated to any exhibit. Where a steward has mis-heard a mark allocated by the judge and a mistake subsequently made in writing that score down, the mistake may be rectified but this MUST be initialled by BOTH the steward and the judge on the marks sheet next to the relevant amendment.

Should two horses/ponies tie on the same overall marks, then the one with the higher RIDE mark will take precedence over the other placings(s). However, if both tied horse/ponies have identical ride and conformation marks the placings should be decided by the addition of only a "+" or "-" sign next to the exhibits' overall marks.

Where no marks sheet is in use, the judge should indicate to the steward the order of placings which should be completed on the class sheet and the exhibits pulled forward in placing order and prizes awarded in the same manner as below.

When all competitors have remounted and grooms have left the ring, the placings will be announced and prizes awarded.

In the event that any exhibit takes exception to being awarded a prize, and acts in an unmannerly fashion, a judge may disqualify the animal from the placings, and ask the exhibit to leave the ring, regardless of its position or prize being awarded.

All judges must be conversant with the qualifying procedures for the class which they are judging. Judges should ensure that their stewards are also conversant with the running procedure for the class and provide clear and concise instruction where required.

Judges will judge each exhibit fairly and on its own merits, paying an equal and sufficient amount of attention to each exhibit, through the class.

When all prizes have been awarded, the judge will thank all exhibits and ask the un-placed exhibits to leave the ring, and the successful exhibits to perform a lap of honour - which will be conducted in a safe and orderly fashion.

JUDGING PROCEDURE for IN-HAND CHAPS CLASSES

(And for the conformation part of ridden classes)

Where the class is a ridden class the above procedure will initially occur with the inspection of exhibits for conformation occurring after the first animal has been assessed for ride judging; or, if only one judge presides, on completion of all ride/show assessments.

Where the class is an in-hand class only, all exhibits will enter the ring together, unmounted, on the right rein at walk.

At the judge's discretion the steward will request all exhibitors to stand their exhibits and each one will be asked to perform an initial trot-up in front of the judge.

On completion all exhibits will proceed again in walk and will be requested to line up. The decision to pull an initial line-up or not is at the discretion of the judge. If there is no pull, the steward may randomly select one exhibit to start the line up and all other exhibits should follow in their initial order.

Each competitor will then be requested to present their horse/pony in front of the judge for conformation inspection.

The animal will then be walked away from the judge and then trotted straight back towards and past the judge; returning to the line up.

On completion of all exhibits, if a marks sheet exists, marks will be totalled; if there is no marks sheet in use, the judge should indicate to the steward the order of placings which should be completed on the class sheet and the exhibits pulled forward in placing order.

When all prizes have been awarded, the judge will thank all exhibits and ask the un-placed exhibits to leave the ring, and the successful exhibits to perform a lap of honour - which will be conducted in a safe and orderly fashion.

SHOWS

Judges wishing to judge CHAPS UK Qualifying Classes will limit the number of appointments per year (if in doubt please contact your Judges' Co-ordinator).

Judges must refer to the Scoring Criteria section of this handbook for all information on marks allocations. They MUST be fully conversant with all aspects of this handbook.

Note well: Wall eyes WILL NOT be penalised; and colour/markings WILL NOT be taken into account unless the class is specifically for colour and markings.

In any cases of bad behaviour in ridden or in-hand classes where other competitors or animals are at risk, the steward may be directed to ask the exhibitor to leave the ring. Stallions should have no exception made for them and handlers must be in control at all times.

Judges are reminded that the carrying of excess weight by any exhibit is not good for the joints or breathing of any horse or pony; and in the interests of our horses and ponies we do not promote the showing of over-fat exhibits. Judges are permitted to penalise any such exhibit in their marking.

All stallions competing within CHAPS affiliated classes must be accompanied by a relevant Stallion I.D. Disc when in the ring. Only graded stallions are permitted to compete within CHAPS affiliated classes. If the I.D. Disc is not present the stallion is not permitted to compete within the CHAPS affiliated class.

CHAPS UK QUALIFIERS

The judge must sign, in the ring, at the time of prize giving, in the appropriate place, the relevant qualification given out for each exhibit during the day's competitions. Judges must not permit any exhibit to take a qualification for a CHAPS Final if the relevant qualification card is not present in the ring at the time of competition. For full qualification details for CHAPS UK Qualifiers please refer to the details in the preceding sections.

HOYS QUALIFIERS

HOYS judges may only accept ONE appointment per season.

For all information and rules regarding the judging of HOYS qualifiers please refer directly to Grandstand Media/HOYS - www.hoys.co.uk

PANEL SELECTION

The Judges' and Probationers' Panel is appointed solely at the discretion of the CHAPS UK Board of Directors or its appointed assessors and is reviewed/elected annually.

Please note: Newly appointed Judges cannot apply for an upgrade unless they have been on the CHAPS Panel for a minimum of 2 years and/or have judged at least 5 CHAPS Affiliated Shows. Additionally, Judges cannot apply for the HOYS Panel without first serving on the County-level Panel for a minimum of 2 years and/or having judged a minimum of 3 CHAPS Affiliated County Level Shows. In order to apply for HOYS Level Status, Judges must have been on the CHAPS Judges' Panel for a minimum of 3 years. Judges may be asked to Probation in order to achieve HOYS Level Status by the Judges' Selection Committee; if this is the case appointments will be arranged by the Committee and the candidate will be informed accordingly.

Judges may be up- or down-graded at the discretion of the CHAPS UK Board of Directors (or Judges' Selection Committee). They can also be removed from any category at their own request.

Judges who wish to be upgraded to the CHAPS "H" (HOYS) Panel must have been on the CHAPS Judging Panel for a minimum of 3 years before applying. For Judges who have been asked to probation by the Judges' Selection Committee (in view of an upgrade to HOYS level), appointments will be arranged by the Committee and the candidate will be informed accordingly.

Judges may be removed temporarily or permanently from the Panel at the discretion of the CHAPS UK Board of Directors, Disciplinary Committee or CHAPS Judges' Selection Committee without explanation or litigation.

All judges, whilst under CHAPS UK Rules and Regulations, will be deemed to be acting as requested by the Society. CHAPS UK will not be held responsible or liable for any accident or infringement however caused.

All judges must attend at least one Judges' Conference in each five year period in order to remain on the Judges' Panel.

JUDGES' INSURANCE

All current, fully paid-up CHAPS UK Panel Judges (**up to 84 years of age**) will be covered by CHAPS UK Insurance Policy for the period of their membership (**when judging CHAPS UK classes or CHAPS UK Affiliated classes only; please check to ensure you are covered by either your own personal or other society insurance when judging non-CHAPS classes.**). It is recommended that all judges take out their own private personal and accident insurance. Details are available from the Judges' Panel Co-ordinator.

JUDGES' PANEL CO-ORDINATOR

EMMA HORE, Grange Cottage, North Scarle Road, Wigsley, Notts NG23 7EU.

Tel: 01522 703784. Email: chapsshow@yahoo.co.uk

GUIDELINES and RULES for STEWARDS

Stewarding is an excellent way to learn more about how classes are judged and to gain invaluable ring experience, it can be a very rewarding experience and will impart much knowledge from experienced judges. Anyone who would like to undertake any stewarding duties should contact any Board of Directors member for details of our Stewards Co-ordinator; or contact Regional or Championship Show Secretaries direct to register your interest.

It is a condition of appointment that all probationary level judges and those who have been newly appointed to the CHAPS UK Judges Panel (at whatever level) must undertake at least one day's stewarding at the CHAPS UK Championship Show in the year(s) in which they serve as either probationary judges or newly appointed judges.

Stewards are expected to present themselves in a smart appearance, wearing either smart casual trousers and suitable shirt, or suit with shirt and tie for men; or skirt, smart casual trousers or suit for ladies with suitable top. Jackets/coats may be worn in cold or inclement weather. Suitable footwear. Hats optional.

It is advisable to carry a copy of this Handbook with you during all stewarding appointments; and to carry a spare pen/pencil.

Stewards should make themselves fully conversant with all rules pertaining to the classes they are covering, and in particular should make sure they are fully aware of which exhibits are eligible to qualify in any CHAPS affiliated classes.

It is the responsibility of the ring steward to ensure that all stallions entering CHAPS affiliated classes have their valid Stallion I.D. Disc present; any stallion not complying with this ruling should be requested to leave the ring.

Stewards should be polite at all times to both their judge and to competitors.

Stewards will, when requested by the judge, instruct competitors as to what they are required to do - *i.e.* for ridden classes they will instruct them when a change of rein or a change of gait is required; or for in-hand classes they will instruct them when to perform the initial trot up; for both classes they will instruct competitors when and how to form the line-up.

Stewards should not stand so close to the judge as to obscure their view of any competitor(s); however, they should pay particular attention when being given any marks to write onto score sheets.

Where a marks sheet is being used it is the responsibility of the steward to note down all marks awarded by the judge and to ensure all marks are totalled correctly at the end of the class. It may be advisable to carry a small calculator in such cases. If any mark awarded is misheard the steward and judge must both initial any amended mark on the sheet where it occurs. This is the only instance in which ANY mark written down may be amended. Should two exhibits tie on equal marks in a ridden class the exhibit with the higher ride mark will take precedence. Should this still not differentiate between them then a + or - may be added to the relevant exhibits by the judge.

Ring stewards are responsible for having the awards ready for the judge to present in the correct order on completion of the class. All results sheets must be returned to the show secretary by the steward, or where a runner has been officially appointed, to the runner on completion of the class(es).

All CHAPS UK Members, Judges and Stewards should be aware that subsequent amendments, additions or updates to this Handbook and Guidelines and Rules for Judges and Stewards will be published, as they occur, in the next available issue of the CHAPS UK Journal, *a World of Colour*, and/or on the CHAPS UK website – www.chapsuk.com Please take the time to make yourselves conversant with all the enclosed information and any updates as they occur.



DISCLAIMER

Neither the organisers nor anyone for whom they are in law responsible, nor CHAPS UK, nor any agent, employee, representative of, nor person involved with any show to which these rules apply, accepts any liability for any accident, loss damage, injury or illness to horses, owners, riders, handlers, spectators, land or any other person or property whatsoever, whether caused by negligence, breach of contract or in any other way whatsoever.

