

## RESULTS SUBMISSION TIPS

In an effort to make show results entry more efficient, we have a few tips for you to keep in mind when preparing your results.

1. When inputting the names of the riders, please use their name *as it appears* on their AHA membership card. USEF uses a different method to verify riders, and has told us that show management will not be fined for sending results to them that are not a perfect match to the rider's USEF card. We are working on an improved membership verification system, but until then, this will help speed up the processing of your shows.
2. All Canadian registered Half Arabian horses the zeros can follow the 1A, 2A, etc before the register number. because the zero is not actually "leading" the string; it follows the 1A, AA, etc. For example: CAHR horses will appear like this – 45678 – while CPAR horses will appear in one of the following ways – 1A02345 or AA00345. U.S. registered horses should *never* have a leading zero. Also, there should never be any spaces in a horse's registration number.
3. We are trying to standardize the way that riders are reported to us when they have purchased a Single Event Membership or if they are a Walk/Trot exhibitor. In place of the membership number, we are asking that you use the letters "SEM" to indicate someone who has purchased a Single Event Membership, and use "WT" or "W/T" to indicate someone who is a Walk/Trot exhibitor. Also, if you have someone who purchases a *new* membership at the show, please put "JOINED" in the membership number field. If someone renews an existing membership, use their membership number in the field. If you don't have their number, please contact the AHA office before submitting your results to verify their number.

We here at AHA appreciate everything that you do to help us get your show results entered in a timely manner. Thank you!