

# AHA SHOW RESULTS REPORTING CHECKLIST

## POST SHOW REPORT

**Please complete the post show report and return along with a check or Visa/MC/Amex/Discover number covering fees collected. All fees must be sent no later than 15 days after the close of the show or results will not be considered complete and on time. Shows which do not submit results and/or funds within 15 days will be assessed a penalty.**

- Single Event Memberships (SEM) Paid @ Show.  
(If the Owner, Rider, Handler, Coach or Trainer is not a current AHA Member, a completed Single Event Membership must be submitted with show results). If the recorded owner is an entity (Farm, Ranch, Syndicate, etc.) and does not have a current AHA Business membership, a Single Event Membership must be purchased for that entity.
- Horses Entered Post Recognition Fee **per recognition number** (# X \$7.00 or # X \$14.00 for concurrent shows)
- \$50 Results Processing Fee If results are not submitted electronically (disk, e-mail)
- Judges & Stewards Educational Fee (Res. 9-90)
  - Regular show # Horses X \$5                      Concurrent Show # Horses X \$10
  - Regional Championship show # Horses X \$20
- List of Classes Added or TBA classes held with class codes and titles (#TBA & Added Classes X \$15.00 per class)
- List of Cancelled Classes & Classes with Zero Entries
- List of Classes Split (by age, etc.)
- AHA Adult Direct Memberships purchased at show\*
- AHA Youth Direct Memberships purchased at show\*
- AHA Business Memberships purchased at show\*
- Fees Enclosed

\*Canadians add GST/HST Tax (5% in AB, MB, NT, NU, PE, SK & YT; 12% in BC; 13% in NB, NL & ON; 15% in NS

NOTE: Sponsoring Organization will be invoiced for the balance of all fees not submitted with the show results.

## FORMS REQUIRED

- Single Event Membership Forms (filled out completely and accurately with a date of birth for all youth exhibitors)  
(Exception: Regional Championships must have Membership with Competition Card or join AHA at show.)
- AHA Member Enrollment Application Forms (filled out completely and accurately with a date of birth for all youth exhibitors)

## RESULTS SHEET

Required for each class on the Standard Classes Report

- Number in Class
- Placings. All horses who were entered, shown and judged (finished the class) must be reported. Those not placed will require a 0 in the placing field.
- Exhibitor Numbers (Back Numbers)
- Horse Name and Registration Number
- Owner Name and AHA Member Number
- Rider Name and AHA Member Number
- Scores (Dressage Training-Third levels 55% or better, Dressage Fourth level and above 50% or better; Western Dressage 50% or better; scores of 68 or better for Cutting, Reining, Working Cow, English and Western Trail Horse, Herd work and Ranch Pleasure; scores of 136 or better for Reined Cow)
- Dressage Results Do not use leading zeros. Percentage ONLY to 3 decimal places, i.e. 65.432. Do not report dressage raw scores.
- Cutting classes must include prize money earned by placing.

## LISTS REQUIRED

- Owner: Owner Name, AHA Member Number, Address (optional but preferred)
- Trainer: Trainer Name, AHA Member Number, Address (optional but preferred)
- Rider: Rider, Driver, Handler Name, AHA Member Number, Address (required)
- Walk/Trot: Rider Name, Address, Date of Birth
- Horse: Horse Name, Registration Number, Exhibitor Number (Back Number)