Michigan Hunter-Jumper Association
1500 Ormond Rd
White Lake, MI 48383
www.mhja.org

ACCREDITING CONTRACT

Please complete page 2 of the Contract and submit it to the MHJA Office. If the Show dues, timer rental, labels and Banquet fees are not paid within two weeks of the show date, they will be doubled.

HORSE SHOW INSURANCE: All competitions must furnish the MHJA office at least two weeks prior to the show date, a Certificate of Insurance for each day of competition with a minimum limit of $1,000,000, a third party general liability, and $50,000 on equipment and property. In addition, license of the attending Medical Technician (EMT or First Responder) must be sent prior to the beginning of the show. Competitions failing to send these items will not be allowed to hold their MHJA recognized competition. *MAKE SURE THE CERTIFICATE SPECIFIES THE NAME AND DATE OF THE COMPETITION COVERED.* In addition, it must also specify that the MHJA Board of Directors are covered.

MEDICAL PERSONAL FOR SHOWS: Refer to the MHJA Rule Book for complete specs/requirements. You are required to send a copy of your medical personnel's license along with this contract.

DONOR SPONSOR REQUIREMENTS: It is required that our Donor Sponsors be heavily advertised during the horse shows. Donor Sponsors must be listed in the prize list and announced at the horse show. The Rules, Standards, and Grievance committee will monitor this. The success of our year end awards depends 100% on the generosity of these donors. A warning will be given to show management teams who violate this rule. A second violation will cause a $100 fine to be imposed. The fine will be applied to the MHJA Scholarship fund.

RULES, STANDARDS, AND GRIEVANCE COMMITTEE: Please refer to the Rule Book for more information on this committee. Their names MUST be clearly posted at the Secretary Stand and printed in the Prize List.

SPECIFICATIONS FOR SHOWS: Refer to the MHJA Rule Book for complete specifications for MHJA horse shows. If you do not have a current Rule Book, you may download a copy from the website at www.mhja.org. The Show Secretary is required to use the MHJA approved "ShowPro" computer program. *All Prize List corrections must be posted at the Secretary Stand.*

RESULTS: Results MUST be submitted to the MHJA electronically via ShowPro to David@Sportdatainc.com within 48 hours of the completion of your show. Care should be taken to insure all member and horse numbers and correct riders are in your data prior to sending results. Shows should try to encourage online memberships/horse recording to facilitate faster and more accurate results to the website. If paper memberships are taken be sure to warn the person that the points can take a considerable amount of time to catch up as the office has to wait for paper memberships/recordings to be received via mail. Results are posted on the website within 48 hours of the completion of the show therefore points will not show up as they will not be recorded as a member at the time the results are posted. If they want instant gratification they need to do their memberships online.

MEDALS: Medals will be given to the show representative at an MHJA meeting, any medals not used may be returned at an MHJA meeting. If you do not have medals for your upcoming show please call the office at 248-892-6806 and we will get them to you right away. All Medal classes (except Medal Ride-Off Finals) have a $20.00 entry fee. $2.00 from every Medal entry will be mailed to the MHJA Office and will be deposited in the MHJA Scholarship Fund.

2016 MHJA ACCREDITING CONTRACT

(*One contract is to be completed for each show)*

Mail it along with your check to:

MHJA Office, 1500 Ormond Rd, White Lake, MI 48383

*HORSE SHOW:*_____

*LOCATION:*_____*DATE:*_____

In return for the Accrediting of the above Horse Show and the awarding of MHJA points to the exhibitors in said show, the undersigned promises to pay/submit the Michigan Hunter-Jumper Association the following:

EMT license sent to MHJA?	YES or NO (mandatory!)	
Insurance Certificate sent to MHJA?	YES or NO (mandatory!)	
*Banquet Fee (one show)	$130.00	_____
*Banquet Fee (C & Pony)	$130.00	_____
*Banquet Fee (Regular & Pony)	$260.00	_____
*Banquet Fee (Regular & C)	$260.00	_____
Local Member Show Dues	$75.00	_____
Pony Show Dues	$60.00	_____
C-Circuit Show Dues	$75.00	_____
Regular Member Show Dues	$150.00	_____
C & Pony Show Dues	$130.00	_____
Regular Member & Pony Dues	$210.00	_____
Regular Member & C Dues	$225.00	_____
**Mailing Labels	$15.00	_____
*Timer Rental Fee	$100.00	_____
Website Affiliates Page Annual fee	$100.00	_____
Medal Rides @ $2 each	$2.00	_____
Pony Measurement Fees	$10.00	_____

*Note that Dues/Banquet Fees/Timer Rental/Labels MUST be paid no later than when you submit your results to MHJA. You may elect to pay them now or with results.

Total Enclosed: _____

MAIL LABEL ORDER FOR THIS HORSE SHOW - Please call or email the MHJA Office at mhjaoffice@mhja.org or 248-892-6806 when/if you are ready for labels and they will be sent within 24hrs. The longer you wait the more accurate your labels will be. An Excel File of all members can be emailed at no charge if you have the skills/software (Excel & Word) to create your own labels.

This Accrediting Contract MUST be submitted to the MHJA Office at least 30 days prior to the show date. Failure to do so will result in a penalty (see the MHJA Rule Book). In further consideration of the accrediting of the above show will be conducted in accordance with the Rules and Standards set by the MHJA.

MANAGER_____

Signature_____Phone_____

SHOW SECRETARY _____

Email Address_____ Phone_____