



## Do's and Dont's of Signing Up for a Rally

All rally information will be sent via email. Attached with that email will be the rally packet with info, such as the date, cost, times, free lunch, no free lunch, etc., about the rally sent to me by the club hosting the rally. Please open and read the attachment. It has all the information you need about the rally. Save the attachment for your reference.

No requests to enter a rally from a member or someone other than the member's parent/guardian will be accepted. Almost all the kids have email and they can get enthusiastic about entering – especially if it's not their money they're spending.

If you wish to enter a certain rally you must respond to the rally email and answer any information asked for. For instance; who wants to go? - or - for the C Dressage Rally one of the pieces of information that will be asked is "which level test?"

We will need all paperwork and payment as stated by the "due date" in the rally email in order to get the entries together and to the hosting club by their deadline. Late entries pay a late fee. We dislike paying late fees so much that rally entries will be sent on time. Anyone entering after the due date, if the entry is accepted at all, will pay the late fee and any extra postage.

"Paperwork" can mean current Coggins if entering as a rider. Other paperwork may be needed by the hosting club and will be noted in the email about entering.

Rally fees are generally non-refundable after the "due date".

A spreadsheet that includes those that have signed up, what paperwork, if any, is still needed, etc. will be emailed about a week before the "due date" as a reminder.

The DC/Rally Coordinator sends in all entries unless stated otherwise in the "sign – up" email. Do not send your own paperwork unless We request it.

Teams/Captains assignments are announced via email after the entries are sent. All

riding members at rallies must have their own responsible adult present.

There will be a mandatory team equipment check/rally prep meeting for all rally participants before all rally's.

Want to go to a Rally? See the next page for a Rally Check list

## **Rally Sign-Up Check List**

- Find, Open, & Read the email from our DC regarding the rally
- Open & READ the Rally Information sheet attached to this email
- Save a copy of the rally information sheet
- Check your calendar; make sure a responsible adult will be able to attend with you.
- Respond to email stating desire to go to the rally & provide information requested (parent or guardian only)
- Prepare paperwork
- Mail/give **paperwork** and **payment** to the club's DC BEFORE the due date.
- Watch for email listing the names of members attending the rally; confirm all listed info is correct.
- Watch for email listing the team captain and stable manager for the rally.
- Team Captain – schedule date and time for the team to prepare the team Rally Box. (at least 1 week before the rally)
- Attend the team meeting to prepare the team Rally Box – every member of the rally team is expected to participate in this meeting.
- Study the Horse Mgmt rulebook and the rulebook that pertains to the rally sport.
- Prepare your horse, tack, equipment, and attire for the rally.