

Cohutta Highlanders Pony Club
RALLY PREP CHECKLIST

Overview: 5 Important Things to Remember About Rallies

1. **RALLIES ARE ABOUT TEAMWORK.** This means cooperation, responsibility, helpfulness, preparation, and cheerfulness from every team member. Every team that wins a first-place rally ribbon does so because the team members worked together. Start thinking of yourself as a ‘team member’, not as an individual competitor, right from the beginning.

2. **THE KEY TO DOING WELL AND ENJOYING YOURSELF AT A RALLY IS PREPARATION.** Your goal is to begin the rally with the security of knowing that you have everything ready:
 - ◆ all of the proper equipment, cleaned and organized
 - ◆ the proper attire (ditto)
 - ◆ a clear understanding of the Rally and Horse Management rules
 - ◆ a sound pony
 - ◆ enough practice on the rally riding skills to be confident and comfortableIf you start a rally with the feeling that you’re fully prepared, then your focus during the rally will be on riding, helping your teammates, and having fun – which is the whole idea!

3. **USE THE RALLY PREP CHECKLISTS.** The checklists help you remember what you need to do – and when you should do it. Successful rally prep relies upon **time management**. Don’t wait until the last minute to start preparing for the rally! Ask yourself, “What can I do NOW, rather than later?” Remember that any failure on your part to be prepared could cost your team points during the rally.

4. **BE ON TIME.** Don’t make your team members and parents wait for you. Plan to arrive early at the barn if you are trailering with others; plan to arrive early at the rally if you are trailering by yourself. Doing everything on time is an important part of rally scoring. Work efficiently at the rally – don’t goof off and waste time – so that you can meet all of the rally deadlines. If you help your team stay on track and manage their time well, you will all be more relaxed.

5. **PLAN TO HAVE FUN!** Rallies aren’t all about winning – although it’s nice to get those ribbons! Rallies are really about learning to work with other people, about learning safety and proper care for your pony, about enjoying the excitement of competition, and about practicing your riding skills to applause and encouragement. Doing everything you can to be prepared for a rally will help make this happen.

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Task

Date/Notes

AT LEAST 8 WEEKS BEFORE RALLY

- **Talk to DC about your interest in attending this rally.**
 - Is your mount sound and appropriate for rally?
 - Do you meet age/rating requirements for that rally?
 - Can you accept responsibility for trailering your pony?
 - Will you have a Designated Adult for rally?
 - Can you care for your pony without assistance for duration of rally?
 - Can you meet rally expenses?
 - Are you willing to take a turn as Stable Manager?
- **Start conditioning pony.**
- **Get current Coggins.**
- **Make sure you have current study materials:**
 - Rally Rulebook
 - Manual of Horsemanship specific to your rating level
 - Horse Management Handbook
- **Start reading through study materials.**

6 WEEKS BEFORE RALLY

- **Check requirements for correct rally attire and obtain anything you don't have:**
 - helmet (black or with appropriate cover)
 - coat
 - suit bag or coat cover
 - shirt
 - stock tie or choker with stock pin
 - boots with boot/shoe trees
 - breeches
 - gloves (optional)
 - belt
 - hairnet
 - pony club pin
 - spurs (optional)
 - spare attire (just in case)
- **Do a tack safety check and make any necessary repairs.**
- **Check to make sure you have all necessary equipment for rally:**
 - Horse Equipment
 - halter (clean, well fitted, leather or breakaway)
 - round cotton lead line
 - 3 water buckets

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- 1 feed tub
- snaps for securing buckets

Grooming Kit

- hoofpick
- rub rag
- dandy brush
- body brush
- two sponges
- currycomb
- mane comb
- wash bucket
- body sponge
- sweat scraper

Tack

- saddle/saddle cover
- girth
- saddle pad
- bridle
- crop or whip (optional)

Club jog out attire

- club polo shirt
- khaki pants or shorts

4 WEEKS BEFORE RALLY

- Check horse's shoes and feet and arrange any required farrier care.**
- Arrange for trailering.**
- Make sure you have clean well-fitting shipping boots.**
- Attend club meeting to get current info about rally.**
- Attend club workday(s) to prepare team rally kits and equipment:**

Team Preparation

- Check kits, clean and obtain supplies:**
 - Equine first aid kit
 - human first aid kit
 - utility box
 - cleaning equipment
 - extra equipment
 - tack room equipment (ditto)
 - rally box
 - team HM and rally rulebooks
- Make feed chart.**

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- Make sure everyone has current information:**
 - schedules
 - directions to rally

2 WEEKS BEFORE RALLY

- Trim pony and pull mane (if req.).**
- Make overnight reservations for hotels if necessary.**

1 WEEK BEFORE RALLY

- Review study materials.**
- Make a stall card (in plastic sleeve) with the following information:**
 - Riders name
 - rider's number
 - horse's name
 - horse's age
 - temperature at rest
 - pulse and respiration at rest
 - owner's name and telephone number
 - home vet & farrier with telephone numbers
 - picture of horse
 - list of stable vices
 - any special medical conditions of horse
 - horse's insurance company (if applicable)
 - chaperone's name
 - where owner & chaperone may be reached when not on rally grounds

3 DAYS BEFORE RALLY

- Ride pony for last time before rally (to allow enough time to clean and load tack).**
- Clean all tack thoroughly.**
- Wash saddle pad.**

2 DAYS BEFORE RALLY

- Load all tack and equipment in trailer, if trailer is available; if you don't have access to the trailer until the morning of departure, then arrange everything at the barn for easy loading right before trailering.**
- Double-check equipment lists as you load!**

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- Make sure that Coggins and all necessary paperwork are at hand.**

1 DAY BEFORE RALLY

- Review study materials.**
- Pack clothing and personal items:**
 - Casual Attire**
 - Wristwatch (strongly recommended)
 - Shoes
 - Shirts
 - pants
 - underwear
 - socks
 - pajamas
 - swimsuit (optional)
 - jackets
 - rain gear
 - health and beauty items (medication, toothpaste, shampoo etc.)
 - meal money
 - sunblock
 - snacks and drinks
 - Parents' Items**
 - folding chairs
 - sunscreen
 - sunglasses
 - rain gear
 - jackets/sweaters
 - food and drink
 - cell phone
 - camera/film
- Prepare horse feed.**
 - enough feed for rally, portioned into paper bags and labeled
 - salt block
 - hay, labeled for rally and enough for trailering
- Wash/groom pony.**
- Relax and get plenty of rest.**

MORNING OF THE RALLY

- Allow plenty of time to arrive at rally; plan to arrive 30 minutes before Check-In begins.**
- Load any remaining tack, equipment, & personal items; double-check lists.**
- Load pony and go! HAVE FUN!**