

2016 EXHIBITOR ENTRY INFORMATION AND STATE 4-H HORSE SHOW ARRIVAL PROCEDURES

The NC 4-H Horse Advisory Board passed the following policy concerning State 4-H Horse Show entries and stabling:

All State 4-H Horse Show entry forms submitted to the State 4-H Horse Program Office incomplete (negative Coggins, Medical Release Form, etc.) and will not be accepted if returned after the deadline date. This rule will continue to be strictly enforced at the 2016 show. Entry forms that are submitted incomplete will not be held awaiting any of the necessary requirements to be processed.

As in previous years, all entries to the State 4-H Horse Show must be submitted in advance. **ENTRIES MUST BE POSTMARKED BY 10 DAYS AFTER THE COMPLETION OF YOUR DISTRICT SHOW.** 2016 Postmark deadlines are as follows: **East & West- May 11; South- May 25; North- June 1.** Entries received by Extension Horse Husbandry after these postmark dates will not be accepted. Changes to entry forms will be honored if a mistake was made by show office staff only. Take the time, consult State Show rules, and utilize your county extension agent's knowledge to properly fill out your entry form. All exhibitors are encouraged to pre-enter all potential classes, especially if anticipating competing for high point awards. **No class adds are allowed at the show!**

Exhibitors should list the total number of stalls needed on their class entry form. As in previous years, stalls will be randomly drawn and assigned by county delegations prior to the State 4-H Horse Show. Stalls will be assigned starting with A Barn, Stall 1 through E Barn, Stall 100 (we will also utilize Barn F temporary stalls if needed). The following Check-In Procedures will again be used for the 2016 State 4-H Horse Show:

- **ENTRIES MUST BE POSTMARKED BY 10 DAYS AFTER THE CONCLUSION OF YOUR DISTRICT SHOW.**
- Exhibitors may pay for shavings in advance. (Shavings will be offered for sale during the show.)
- From the Entry Forms, County 4-H Agents will receive the youth's names and # of stalls for that county, and their stall block assignment. The County Extension Agent must assign youth to stalls and verify # of stalls to double check with state office and return a completed county stall assignment (may email) prior to June 17, 2016. Changes to stall assignments will not be made after June 20. Cancellations should be reported directly to EHH. Every exhibitor is encouraged to work with their volunteer leader and County Agent in securing their stall assignments. EHH will randomly assign all stalls within county delegations that failed to respond by that date. No changes will be accepted!!! No late stall assignment forms will be accepted!!
- Master stall assignments will be posted at the Show Office, Stall Office and Individual Barns.
- **ENTER THE SHOWGROUNDS THROUGH GATE H4.** Stop at the Stall Check-In Office located adjacent to the Shavings Trailer. Provide the Stall Coordinator with the following information:
 1. Your name, address and county
 2. Your horse's name
 3. Upon receiving confirmation of your stall assignment, drive to your stall area.
 4. Unload your horse(s) and take immediately back to the **COGGINS CHECK-IN STATION, WHICH WILL BE LOCATED AT GATE H4**, along with a copy of your current negative Coggins Test. Present your horse and Coggins Test for inspection and approval.
 5. Obtain a signed form verifying your horse matches the information previously submitted on your entry form. Take the signed Coggins Check-In Form to the Show Office to obtain your entry packet including your back numbers. A Coggins Check-In Form is required to obtain your show packet.
- **Pre-ordered shavings will be delivered to stalls ahead of time.** If you need additional shavings during the show, the Shavings Trailer is located at gate H4.
- Stall Office Hours and Shavings Trailer staffing times will be posted. Shavings will not be sold or distributed during non-staffed times. Refer to the Event Schedule.

As usual, there are a number of rule changes that affect the 2016 show. Please review all the materials carefully that are included in your State Show qualifying packet. The NC 4-H Horse Program Rulebook has been revised and is available on the Extension Horse Husbandry Website, <https://equinehusbandry.ces.ncsu.edu/wp-content/uploads/2016/01/2016-NC-4-H-Horse-Program-Rules-and-Regulations-Manual1.pdf?fw=0> Consult the class schedule and rulebook for complete class descriptions. We are looking forward to another successful State 4-H Horse Show and to seeing all of you in July!!