



## SANCTIONING GUIDELINES

Please contact the ERA Sanctioning Director for more information on sanctioning.

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### 11. Ride Sanction Applications

Sanction requests for all rides including but not limited to established rides, new rides, rides with date and/or length changes, special qualification rides with qualifications other than **Rule 3**, and special event rides, which are a series of rides totaling more than 150 miles and three days, must be received by the ERA Sanctioning Committee for approval at least six weeks before the actual ride date. In the event of a cancelled ride the Board of Directors may approve the sanctioning of a replacement ride waiving the six weeks notice.

- 11.1 A deposit is required with each ride sanction or re-sanction application, but not sponsored by ERA, as per the Schedule of Fees. If the ride is cancelled by ride management, the full fee will be retained by ERA. If sanctioning is not approved or is withdrawn, a percentage will be returned to the applicant as per the Schedule of Fees. If the ride proceeds, a percentage will be applied to the "per rider" sanction fee as per the Schedule of Fees.
- 11.2 The ERA ride season runs from October 16th through to October 15th.
- 11.3 The starting time of the ride must be included on the sanctioning application.
- 11.4 Rescheduling rides in an emergency is up to the discretion of the ERA Board of Directors.
- 11.5 Ride managers wishing to put on more than four events in one season must first demonstrate the quality of four events (including sufficient number of competitors) to the satisfaction of the Sanctioning Committee.
- 11.6 ERA does not sanction rides offering prize money.
- 11.7 The ERA Sanctioning Committee may withhold or remove sanctioning before or during the competition if a ride does not meet ERA standards including, but not limited to, ERA Rules and Regulations and measures dealing with horse and rider safety.
- 11.8 Trail Markings; Endurance rides sanctioned by Endurance Riders of Alberta offering a distance of 160 kilometers or 100 miles and or; at any time the possibility arises whereas riders will be required to ride in the dark, ride management must clearly mark the trail with **glow sticks and or reflectors**, making sure all corners, intersections and areas of questionable vision are marked.
- 11.9 ERA offers sanctioned and sponsored events under the terms currently in use but for sanctioned only rides, increase the drug testing fee to \$10 per rider instead of the standard \$2 per rider. Ride managers must submit a financial statement at the end of the year to the ERA Board of Directors. This financial statement will determine future eligibility for casino funds.
- 11.10 The rider or person participating in a sanctioned/sponsored event must NOT be currently suspended or expelled from the club, or any other provincial equine organization. This policy extends to events that are held in conjunction with other associations, FEI, EC, AERC. The ride managers and the sanctioning director are required to ensure this policy is maintained.



## Guidelines for Hosting an Endurance Ride

1. Let the Board of Directors know of your intention to host an event well in advance.
2. First rides should be as simple and basic as possible. Longer miles and multi day events are more complicated, so basics are less hassle to learn by.
3. Decide whether you want this to be a sanctioned or a sponsored event.
  - a. Sanctioned: Any person, group, or club may host it. ERA will pay for 2 vets if the funds are stated as going to a non-profit organization or another ride, such as a fund to help host the event again next year. Losses are the responsibility of the hosts.
  - b. Sponsored: Any person or group may host it. A budget must meet the Board of Directors' approval. Only basic expenses will be allowed. Toilets, water for officials, volunteers and horses, basic menus, awards as per Rule 6, and accommodations for volunteers and officials. More awards can be given but are the expense of the host. Losses and income are ERA's responsibility.
4. Fill out all the requested information on the ERA sanction application. Put estimates in if known numbers have not yet been finalized. Email the application to the Sanctioning Director if it will be an ERA sponsored ride. If the ride is sponsored by anyone else or any other club, mail a copy with \$100 to the Sanctioning Director. Please do not leave any lines blank – note as information not yet available. Inform the Sanctioning Director when this information is known or there is a change.
5. If the host is yourself or a group that is not registered as a non-profit organization, you must state where the proceeds are going if you wish to have ERA pay the vet fees.
6. ERA only recognizes ERA sanctioned rides in Alberta.
7. Basic volunteer/vet duties to be filled: 2 vets, 2 vet scribes, food organizer, ride manager (an alternate if organizer plans on riding), ride secretary, time keeper, pulse down timer, 2 recorders, and 2 pulse takers. Having a trail boss and drag riders can be beneficial.
8. **The head vet must be licensed and experienced in vetting endurance rides.** The Sanctioning Director has the current list of veterinarians who are experienced, and those who have expressed an interest in vetting endurance rides. **If the Head Vet is not on ERA's list of approved/experienced vets, then you must submit a record of endurance rides vetted elsewhere.** If you don't have a treatment vet, one of your vets must be prepared with a standard kit and a vet clinic must be named on the Sanctioning Application. Your treatment vet must be licensed to practice in Alberta.

- The vet manual (available online) must be given to the head vet to keep up to date on information concerning vetting an Endurance ride.

#### VETERINARIAN FEES

	Head Vet	Second Vet	Vet Student
Vet-In	\$200 \$300 if one vet present vets in 30+ horses, or is mentoring vet students	\$200 \$300 if one vet present vets in 30+ horses	\$100
Day 1	\$600 +\$150/75 mile or +\$200/100 mile +\$200 if mentoring a vet student	\$550	\$275
Day 2	\$400 +\$100 if mentoring a vet student	\$350	\$175
Working with previously mentored vet student	\$150/weekend		
Additional Fees	Bring Treatment kit - \$50	Mileage - \$0.61/km	

- Try to find a central camp area. Loops back to camp for vetting and rest periods require a lot less work and official/volunteers. Plan your camp so that the flow of traffic is efficient. Riders first pass the in timer, go to crew area, go to the pulse area, then into the vet. Then have an exit from the vet that doesn't interfere with the horses coming in or waiting in line, and that takes them back to crew area. They can go both ways if the area is wide enough. In and out gates should either be different or wide enough to allow horses to race in and to go out with running into each other. Water must be available adjacent to the crew area.
- The vet area should be at least 150 feet long to allow horses to be able to do the 125 foot trot out. Allow at least 20 feet width. It must be as level as possible and free of rock and debris. A covered area for both the vets and the time keepers is crucial. Protection from the elements, including the sun, is needed because these people will be out in it all day.
- Measure miles accurately. Example: don't call a half mile fence line a half mile of trail if you weave in and out of trees as you go along it. Please note GPS will not always be 100% accurate. Not all elevations will record on some equipment, only twists and turns. Quads are more accurate.
- Marking trail: Try to keep all ribbons on the right side. If dual trail, where they come back on same as going out, mark on both sides so these ribbons are viewable going both ways. That states common trail. Multi ribbons close together signify a warning. White with the color of loop is excellent for warning of upcoming corners. Pie plates with arrows make good corner markers. Remember these riders are going at speed, so these warnings must begin well in advance before marked corner. Where other trails come onto your trail always put a ribbon just beyond so they know to go straight ahead. Then put a confidence ribbon just further on. Even if you know the riders can't leave the trail, have confidence ribbons along it because they don't know that they may have missed a turn if they have ridden for a time and not spotted a ribbon. A high ribbon tied right across the trail is an excellent way to deter riders going straight. Place ribbons on clothes pins if they need to be removed after the event.
- Have someone that doesn't know the trail ride it at a trot at least, to see if they can follow the ribbons and markings.
- Water on trail should be provided either by tank or natural sources at least once near the midway point in each loop.
- Meals are not required for riders and crew, but must be provided for vets and volunteers.

17. Not all vets/volunteers have living quarters. Find out in advance if they need a place to stay and help coordinate accommodations. Some riders traveling alone may be happy to help out.
18. Awards are provided in all categories 1<sup>st</sup> to 4<sup>th</sup>, and Best Condition for all categories. All juniors must receive an award (i.e., any small item such as brushes, leads, etc.).
19. ERA ride results must be submitted to the ERA in electronic form. No other format will be accepted.
20. Have an experienced head timer or notify the Sanctioning Director, as they will be able to help instruct on the evening before the ride.
21. The ride box, which includes paper work, a scale, and 2 clocks will be available for the ride manager and must be returned in the same condition it was received.
22. Sanction fees of \$2.00/started rider and drug fees of \$2.00/started rider (Sponsored rides) \$2.00/started rider and drug fees of \$10/started rider ( Sanctioned only) are to be included on the financial reporting form. If the ride is not sponsored by ERA, sanction fees must be sent to ERA within 30 days. If the ride is ERA sponsored, follow the guidelines on the financial report.
23. The ride must be able to support itself. ERA will not reimburse for losses unless it has approved the ride budget, which must be in line with historic rides.
24. To assure a good numbers of entries, fees should be within range as established by historic rides. Example: 25 mile \$45-55 for senior and \$25-35 for junior. 50 mile \$70-80 for senior and \$50-60 for junior. Of course this is just a guideline. Variations of \$5 would probably be acceptable by the riders.
25. ERA does not pay for any added fees or expenses associated with other sanctioning, such as FEI competitions, unless approved by the Board of Directors.
26. ERA members should not be responsible for additional fees as a result of dual sanctioning.