

IEA SHOW STEWARDS REPORT

Submit form to one of the following:
 Upload to AccessIEA through your user login
 Email to: info@rideiea.org
 Fax to: 1-508-597-7373



In accordance with IEA Rule G6701, this report must be submitted to the IEA Membership Office and the Zone Administrator within 48 hours of the completion of the show.

Hosting Team: _____ Date: _____

Co-Host #1: _____ Co-Host #2: _____

Location of Competition: _____ Show ID#: _____

Steward #1 _____ Team/Qualifications _____

Steward #2 _____ Team/Qualifications _____

Judge _____ Show Manager _____

Other Show Officials _____

Show start/end time: _____ / _____ Approx # of rides? _____ # of Horses? _____

Using the following scale: please provide your overall rating to each statement.

Unsatisfactory/Outstanding Not Applicable
 1 2 3 4 5 NA

Competition Management

	1	2	3	4	5	NA	Comments
Overall, the horse show was conducted in accordance with IEA rules							
Sufficient personnel provided to run the horse show							
Show staff are helpful & knowledgeable							
Show secretary/office operation							
Schedule is well-thought out & communicated							
Steps taken to ensure safety of horses, riders and spectators							
Proper emergency medical support provided on grounds							
Emergency info posted in a visible & accessible area							
Team results posted in a timely manner and visible location							
Horse draw conducted in accordance with IEA rules Add method of draw in Comments box							

Unsatisfactory/Outstanding
 1 2 3 4 5

Not Applicable
 NA

Licensed Officials

	1	2	3	4	5	NA	Name of official
Judge(s) conduct and knowledge							
Mounting coordinator / In gate personnel							
Course or Pattern Designer(s) conduct and knowledge							

Facility

	1	2	3	4	5	NA	Comments
Size of competition arena							
Size of warm up arena							
Jump courses / patterns appropriate for each class level							
Courses / warm up fences / cones set properly (ground rails, fence heights, types of jumps, etc.)							
Diagram of courses / patterns posted							
Overall appearance of competition area							
Size & location of horse holding area							
Lighting in arenas							
Adequate & safe spectator area							
Food concessions & rest room facilities							
Parking areas adequate & accessible							

Notes:

Competition Footing Evaluation

Describe the footing in the competition and warm up arenas

Type of footing: Dirt Sand Mix Grass Synthetic

	1	2	3	4	5	Comments
Footing in show arena						
Maintained by dragging-Show arena						
Watered when necessary- Show arena						
Footing in warm up arena						
Maintained by dragging- Warm up arena						
Watered when necessary- Warm up arena						

Horses/Horse Use/Tack

	1	2	3	4	5	NA	Comments
Coaches provided a clear, complete description of all horses							
List of equipment changes available and displayed for coaches/riders							
Spurs provided when appropriate							
Horses supplied were suitable for the classes to which they were assigned							
Horses used an appropriate number of times (5-8 times), with breaks provided							
Unsuitable/lame horses were withdrawn							
Horses clean and well groomed							
Tack was in good condition with regard to safety and cleanliness							
Horses at the ring in a timely manner							
Adequate number of horse handlers							
Adequate number of warm up riders							
Water was available for horses							

Open-ended Questions:

Please list any requests for re-rides or violations that were brought to your attention? Must include any pertinent details (rider name, back #, class, and horse) & decisions.

Did you have any requests to move a rider to an alternate? Please describe in detail (rider size inappropriate to mount//horse inappropriate to class//other).

Was any rider evaluated by the steward(s)? If so, were any evaluated riders re-assigned to a different class? (Please explain fully and provide rider name, back number, and team.)

Were there any injuries to a rider, coach, horse, spectator, or any other attendee or participant? (Please ask Show Manager to submit an IEA Incident Report to substantiate the details of any reported injury.)

Were there any additional incidents or controversies that required your attention or input that you would like to report to the IEA? (Please describe.)

Were there any particular commendations that you would like to report to the IEA? (Please describe.)

Does this show host need a show supervisor next time? What steps could they take to make their show better next time?

Signature: _____

Date: _____

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