

**Cheyenne Saddle Tramps Riding Club P.O.
Box 2062
Cheyenne, WY 82003**

2021 Official Rules

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Chapter I

- I. General Provisions** - These rules have been established in the interest of safety and apply to all CST events including, but not limited to trail rides, parades, horse shows, gymkhanas, and 3D barrels:
- a. Any member or visitor will conduct themselves in an orderly manner at all times.
 - b. Only authorized people will be allowed in the arena.
 - c. There will be no unnecessary abuse of animals on the grounds to include excessive disciplining to be determined by the Chairperson.
 - d. All those participating in CST functions who are under the age of 18 must be accompanied by a parent or guardian. A permission slip with an easily accessible adult named on the slip must be on hand with the chairperson if a parent or guardian is unavailable. Without a signed permission slip and medical authorization release, the minor child may not ride.
 - e. All riders will wear riding footwear with riding heels (no tennis shoes), with feet able to sit inside and rest in bottom of stirrup except for leadline participants.
 - f. All horses on grounds not being used will be tied to a secure fixture. Arena or pen fencing will not be used to tie horses. There will be no horses left unattended in the round pen (this pen is for exercising horses only). Small pens are available for this purpose.
 - g. Horses will be kept out of restricted areas around the arena fence and grounds.
 - h. Under no circumstances will loose animals be allowed on the grounds. Dogs must also be tied away from horses. Any other animals (i.e. foals, goats, other livestock or pets) must be tied, left in trailer, or pen, away from riding areas.
 - i. The speed limit for vehicles on the grounds will be 5 mph.
 - j. All vehicles will be parked in their respective, designated areas. No vehicles shall be parked on the west side of the arena or next to the snack shack (except for loading/unloading).
 - k. Violations of ground and safety rules will result in one verbal warning from any event chair or any board member. If the problem continues, the individual (s) involved will be disqualified and no monies refunded for the current days event. If violations persist at multiple events, membership may be revoked.
 - l. A Judge or Chairperson may dismiss animals considered unsafe or unsound.
 - m. No double riding will be permitted.
 - n. No bareback riding to include riding with bareback pads, with the exception of Special Olympics or special classes at fun shows.
 - o. Weanlings may only be shown by adults.
 - p. Stallions are prohibited from any club event.

- q. You may only walk your horse(s) unless you are in the arena, practice arena, trail arena or any other posted designated area on the CST grounds. The alleyway between the practice arena and gate is a walk-only area. People may only lunge horses in the same appropriate designated areas.
- r. No smoking allowed on the grounds.
- s. No alcoholic beverages will be allowed on CST grounds. Inappropriate behavior will not be tolerated during events or functions off CST grounds where alcohol is permitted.
- t. All horses that are known to kick will wear a red ribbon in their tail. The Rider will provide the ribbon.
- u. No midriff shirts or spaghetti straps for exhibitors.

Chapter II

I. **Rules for Shows and Gymkhanas**

- a. General adoption of AQHA Rules and USEF Rules: The Current Official Rules and Regulations of the American Quarter Horse Association (AQHA) and United States Equestrian Federation (USEF) govern the Shows and Gymkhanas of the Cheyenne Saddle Tramps Riding Club (CST), except as otherwise stated.
- b. Conflicts in Rules: Whenever a conflict exists, CST rules shall apply. Whenever a question arises as to the application of rules to a CST event, the rules committee and board members in attendance shall promptly settle the dispute.
- c. There is a 2-minute gate call. After 2 minutes the gate will be closed. If the contestant is having trouble entering the gate, they have an additional 1 minute, and may be offered assistance. The Event Chairperson has the right to excuse or dismiss the rider. Contestant will not be entitled to a refund for the class.
- d. Age of a horse: The age of the horse will be based on all horses having a January 1 birth date.
- e. Age of competitors: All ages of riders will be as of January 1st of that year.
- f. Animal Welfare: Every horse, at all times, is treated humanely and with dignity, respect, and compassion. The standard by which conduct or treatment will be measured is that which a reasonable person informed and experienced in generally accepted equine training and exhibition procedure or veterinary standards would determine cruel, abusive, or inhumane.
- g. People are discouraged from bringing dogs to the grounds during CST events. If dogs are brought onto the grounds, they must be kept at the trailer at all times and confined in a manner that keeps the dog clear of all horses and out of any high-traffic areas.
- h. Each horse may only be used by a maximum of 3 riders, no matter the division in each show/gymkhana.
- i. The show committee shall determine and announce the rules that will govern a Jackpot event.
- j. Events may be cancelled at the discretion of the event chair. In the event of an English horse show, Western horse show, or Gymkhana being cancelled once it has already begun:
 - i. The entry fees paid are held.
 - ii. All points earned that day (for the classes already run) are credited towards the year-end awards, including the Super-Horse Award (if it is offered that year).
 - iii. If a rain date is utilized and full horse show/gymkhana is run, anyone may participate and earn points. In the case make-up classes are run, anyone can participate, but only those that were signed up and paid for the classes that were cancelled will be allowed to earn points, which will be credited towards the yearend awards, including the Super-Horse Award (if it is offered that year).
- k. Points towards year end awards will begin to accrue when members have a completed membership application on file and Membership Fees are paid in full. Any person that does not have a completed application on file and Fees paid in full MUST pay nonmember entry fees.
- l. Dress Code: Horseshow exhibitors: long sleeves, long pants or breeches, hat or helmet (helmet required for all English classes), riding boots. Gymkhana exhibitors: shirt, long pants, riding

boots. Spectators: shirt and shoes required. Any person violating these rules will not be permitted in the arena at anytime. No refunds will be granted for those denied access for noncompliance. Proper footwear is required for all persons on horseback at any location on CST grounds.

- m. With the exception of the next division, the gate areas must be clear at all times.
- n. Failure to properly display your exhibitor number at a horse show can result in disqualification.
- o. The judge or show official may be allowed to eliminate an entry or call a no time if either the rider or horse:
 - i. Fails to begin the pattern within two minutes after arena entry and gate closure.
 - ii. Falls while riding the class or pattern.
 - iii. Displays any kind of cruelty whether or not it is specifically mentioned in the rules.
 - iv. Crosses the finish line before completing the prescribed pattern.
- p. All Entry Forms must be complete and accurate or the competitor forfeits those points. All entries/drops must be to the show/gymkhana chair 2 divisions before the class to be added or dropped. No refunds shall be made. Please be considerate of those competing in the arena; do not bother the volunteers in the crow's nest during a class.
- q. At the end of every event, another board member/chairperson must verify funds taken for that event. The Gymkhana/Horse Show chairperson must complete an accounting summary at the end of every show and turn it over to the Treasurer within three days of the event.

II. Fees:

- a. The membership dues and fees for CST Shows and Gymkhanas are set annually and will be published on the website and/or registration form for the event or show. No points for any CST event will accrue until the membership form is completed and dues are paid.
- b. Dues for the Cheyenne Saddle Tramps Riding Club are as follows:
 - New Membership Dues:
 - \$60.00 for the calendar year for a Family
 - \$50.00 for the calendar year for a Single
 - Renewal Memberships:
 - \$100.00 for the calendar year for a Family
 - \$90.00 for the calendar year for a Single
- c. If renewals are paid by the March Membership meeting a \$5.00 discount may be applied. For every volunteer hour recorded on a volunteer form in the previous calendar year, the membership fee is reduced by \$10.00. Regardless of the number of hours, the membership fees exclusive of early discount will be no less than:
 - \$55.00 for the calendar year for a Family
 - \$45.00 for the calendar year for a Single
- d. To receive the reduction in membership fees from Volunteer Hours, the Volunteer Hours Tracking Sheet must be completed and turned into the club by September 30.
- e. Group memberships – Groups may be allowed to use the arena free of charge if at least 50% of the group's total membership includes paid members of CST for the year in which the use will take place. If the group does not have at least 50% participation, the group may pay a fee equivalent to a 50% participation membership for regular use or contact the Board and pay a fee for each use of the arena. The fee for use of the arena will be at the discretion of the Board.
 - i. Group membership only allows the group members to use the arena when other CST events are not taking place on the grounds. Groups should contact the Board to notify CST of its intended use so that CST members can be notified to minimize conflicting use of facilities. If a group seeks exclusive use of the facility, it must obtain Board approval prior to the use. Group membership does not allow non-CST members to earn points and/or receive discounted fees at any CST event.
- f. Fees for non-members will be higher than the fee for members.
- g. The fees for exhibition events will be the same as the regular entry fees.
- h. A thirty-dollar (\$30.00) fee will be assessed for all returned checks. The amount of the check plus return fees must be paid in cash or by money order before further participation in CST events.

- i. All officers and chairpersons of the club perform their duties on a voluntary basis *and* are entitled to a fifty percent reduction in their individual or family membership dues for the year following their term. The club shall have no paid officers or employees.
- III. **Divisions** - The following are the divisions and classes for CST shows and gymkhanas. Depending upon the number of entries, the Show Chair may combine or eliminate any classes to ensure adequate competition. Not all classes may be available in every event.
- Note – any horse/rider combination may only ride in one division except Super Horse.**
- IV. Horse Show/Gymkhana Age and/or Riding Level Divisions:
- a. Pee Wee - 10 & under
 - b. Junior–11-13
 - c. Senior – 14-18
 - d. Adult – 19 - 49
 - e. Classic – 50 & up
 - f. Green Horse – Horses first calendar year showing (no prior experience to include exhibition classes except Open In-Hand Trail). Qualification for shows and gymkhanas can be in separate years but western and English are the same year. The focus on this class is inexperienced horses. The chair can recommend that an exhibitor be moved to a more appropriate class based on riding skills observed during any event. This move can also be advised based on a recommendation of a show judge. Any concerns over a rider's placement in a specific division may be directed to the advisor and/or addressed through the grievance process in Chapter VI.
 - g. The Rookie classes are walk-trot only classes designed for beginner youth and amateur competitors of any age who are not ready to lope or canter yet. The Rookie class is designed for beginning to minimally accomplished exhibitors to gain riding and showing experience in a safe environment. An exhibitor can continue competing in walk-trot until they are comfortable to move to their age class or other class to ensure their safety and security. The Horse Show chair can recommend that an exhibitor be moved to a more appropriate class based on riding skills observed during any event. This move can also be advised based on a recommendation of a show judge. Any concerns over a rider's placement in a specific division may be directed to the advisor and/or addressed through the grievance process in Chapter VI.
 - h. Novice Rider – Riders first year showing at CST (no prior experience at CST to include exhibition classes) or Rookie graduate. Shows and gymkhanas can be in separate years, focusing on inexperienced riders. The chair can recommend that an exhibitor be moved to a more appropriate class based on riding skills observed during any event. This move can also be advised based on a recommendation of a show judge. Any concerns over a rider's placement in a specific division may be directed to the Advisor and/or addressed through the grievance process in Chapter VI. The horse show and gymkhana chairpersons reserve the right to discuss this division with exhibitors and possibly move to a more appropriate division, which may result in forfeiture of points.
 - i. Equestrians with Disabilities–A competitor that has special needs may compete in this division if he/she is not comfortable in the Rookie, Novice, or their own age division. The horse show and gymkhana chairpersons reserve the right to discuss this division with guardians and possibly move to a more appropriate division.
 - j. Super Horse – This is a division open to all ages and levels. Competitors compete in Western, English, and Gymkhana. The overall eligible winner of this division will be awarded a saddle. Competitors may compete in their age/level division and the Super Horse division or just the Super Horse division. This division can also be used to ride an additional horse or can be used as a training class. Riders need not ride Western, English, and Gymkhana to take advantage of the class, but will not be eligible for the year end award. The qualification requirements for the year end award are set forth in Chapter III.
 - i. If a rider adds a Super Horse class after turning in their entries, they must inform the crowd's nest before entering the class and must pay any additional entry fees by the end of the day.

- k. Exhibition Entries – Riders may show in a different division as an exhibition rider. This is a non-point entry, and full price entry fees apply.
- V. **Western Classes:** Showmanship, Western Riding, Horsemanship/Equitation, Pleasure, Reining, Trail and any additional exhibition classes the chair adds.
 - a. Lead-line - This is strictly a fun class and all the riders will receive ribbons. Riders must be led on foot. No ponying. All Lead-line riders will receive one participation point per event regardless of horse/rider combination. Acceptable western or English attire may be worn.
 - b. Open In-hand Trail – This class will be governed by the APHA yearling in-hand rules. Any age/experienced rider may compete in this class and any age/experienced/breed/size horse may compete in this class. Exhibitors can cross enter between in-hand trail and trail, but not with the same horse. Horses may not cross enter between in-hand trail and trail. This class will NOT count towards day-end or year-end awards, but exhibitors will receive placings and ribbons at each show. All entry fees for this class will be earmarked for use to purchase/maintain trail obstacles and the trail course. This class will not be considered in determining a horse and/or rider’s eligibility as a green horse or green rider in future shows and/or years.
 - c. Exhibitors in showmanship may compete in either acceptable English or western attire. Points for showmanship will count towards the daily and year-end western highpoint awards regardless of attire.
- VI. **English Classes:** Hunter Hack (cross poles will be used), Equitation, Hunter Under Saddle/Pleasure, and Extended English Equitation.
- VII. **Gymkhana Classes:** Includes Barrel Racing, Pole Bending, Flag Race, Keyhole and /or special classes as selected by the gymkhana chair.
 - a. Exhibition (gymkhana only) - This is a non-point class, full price entry fees apply.
 - b. Lead-line - Competitors who are not ready to go in the Rookie or Novice Rider Division, or their own age division. This is strictly a fun class and all the riders will receive ribbons. Riders must be led on foot. No ponying. All Lead-line riders will receive one participation point per event regardless of horse/rider combination.

Chapter III

I. **Competition Awards:**

- a. To qualify for year-end awards, the minimum classes per division requirement for Western, English, and Gymkhana is two-thirds of classes offered that season in each award division. Example: 6 Western Shows with 5 classes each = 30 classes; $2/3 \times 30 = 20$ classes minimum to qualify for year-end Western division awards.
- b. All year end awards will be based on the same horse/rider combination. A substitute horse can be used as follows:
 - i. If a horse is found to be unusable (lame/injured) during an event, and a horse substituted, a vet excuse must be acquired within 72 hours of event (date must be clearly identified). This excuse must be presented to Show/Gymkhana Chairperson or Secretary no later than the next scheduled event. The excuse is not necessary if the event Chairperson and/or Secretary has approved the substitution upon a demonstration of the horse’s inability to be used at the time of substitution.
 - ii. If a horse is found to be unusable (lame/injured) prior to an event, then a vet excuse must be submitted at the time of substitution and substituted horse may be used for the remainder of the show season.
 - iii. To qualify for day/year end awards, the same substitute horse must be used for all remaining events of the day.
 - iv. To qualify for the Super Horse award, the same substitute horse must be used for all remaining events of the weekend.
 - v. If a horse is found to be unusable (lame/injured) prior to an event, then a vet excuse must be submitted at the time of substitution, and if original horse is to return for balance of show

- season, then a vet note verifying soundness must be submitted at the of substitution to reinstate original horse. No further substitutions for year-end awards shall be allowed if original horse is found to be unusable a second time.
- vi. If a horse is injured/goes lame DURING an event, a substitute horse may be used for the remainder of that day's event if approved by that day's Chairperson and one other Board Member. The substitute horse, in the case of Green Horse, must be a qualified horse by the rules of the Green Horse Division, and may only be used for the remainder of that day's classes; further substitution is governed by items i – v above.
 - vii. Prior approval for any other extenuating circumstances must be obtained from the Cheyenne Saddle Tramps Board prior to the next scheduled event. Approval may be obtained from the majority of board members available at the time of the request.
- c. Volunteer Requirement: To qualify for year-end awards, including the Super Horse Award, a family membership must volunteer a minimum of 10 hours, and an individual member must volunteer a minimum of 6 hours, prior **to September 30th** of each year to qualify.
- i. Elected Officers will receive 10 hours of volunteer time per position held, per year, provided they attend a minimum of 6 monthly membership meetings. Appointed Non-Board positions will receive 6 hours of volunteer time, per position held, per year, provided they attend a minimum of 6 monthly membership meetings. Members may receive ½ hour of Volunteer time for each monthly membership meeting attended up to 6 meetings.
 - ii. Hours may not be donated to other members.
 - iii. Qualification of year end awards may be reviewed by the Board and the Board may vote to qualify an individual for year-end awards upon a showing of exigent circumstances.
 - iv. Members must reside in the same household or be supported by head of household to be listed as members on a family membership. The Board may approve waivers for unique family situations.
- d. Points are awarded as follows (except for Super Horse):
- i. 1st place: 7 points
 - ii. 2nd place: 6 points
 - iii. 3rd place: 5 points
 - iv. 4th place: 4 points
 - v. 5th place: 3 points
 - vi. 6th place: 2 points
 - vii. All non-placing participants and Lead-liners will receive 1 point for their effort.
- e. CST will acknowledge the Division Champions at the Annual Year-End Awards. CST may also acknowledge the remaining top five in the Division. The winner is determined by the total of points earned during the season in that particular Division and on the same horse. English and Western shows are separate shows and can occur on separate dates.
- i. Points from all 6 Horse Shows/Gymkhanas will be used to determine high-point year-end award winners.
 - ii. If a participant knows they will miss a Horse Show and/or Gymkhana of the series, they may be allowed to "pay-ahead" for all the classes of the Horse Show and/or Gymkhana they will miss, and thereby earn points for that Horse Show and/or Gymkhana by:
 1. Notifying the Horse Show/Gymkhana Chairperson BEFORE the start of the Horse Show/Gymkhana they are attending immediately prior to the next scheduled Horse Show/Gymkhana they will be missing.
 2. "Paying-ahead" for all of the classes they want to receive points for in the Horse Show/Gymkhana they will be missing BEFORE the start of the events on the day they are attending.
 - iii. Points for the missed Horse Show/Gymkhana will be the SAME points earned on the day that they notified the Chairperson and "paid ahead" for the missing show.
 - iv. "Paying-ahead" will only be allowed for ONE of each of the English, Western and Gymkhana Shows during the 6-show CST season. English, Western, and/or Gymkhana

- Shows that are “paid-ahead” may be on different days/dates. Notification rules a-c above apply for each segment of shows for which a participant is “paying ahead.”
- v. If the “paid ahead” show date is cancelled, and therefore the participant can make the “makeup date” for that show, all money paid-ahead will be applied to the makeup date show, the rider will be allowed to ride in the makeup date show, and points will be earned as a normal attended show.
 - vi. If a participant learns that they cannot participate in the next scheduled show after the previously attended show, they must notify the horse show chair and the Vice President before the missed show begins of his or her inability to participate and desire to have the next scheduled show count for the missed points. If the participant makes timely notification, they may attend the next scheduled show (after the missed show) and “pay back” for points. Notification must occur before the missed show occurs but payment may be made at the next attended show under this section.
- f. CST will acknowledge the division champions at the annual year-end awards. CST may also acknowledge the remaining top five in the division. The winner is determined by the total of points earned from all 6 Horse Shows/Gymkhanas offered during the season in that particular division and on the same horse. English and Western shows are separate shows and can occur on separate dates. No more than 70% of total profit for the Horseshow/Gymkhana is to be spent on year-end awards. Non-members are not eligible to receive year-end awards.
- i. The cost of any equipment/clothing/accessories acquired for the use by Royalty including (but not limited to a crown, sash, serape, saddle pad, breast collar, chaps) will be funded either by donations to the Royalty program, or paid for by Royalty fundraising efforts. No Royalty items will be paid for out of the Year-End Awards budget. The Year-End Awards budget is to be used only for Horse Show, Gymkhana, and Super Horse year-end awards.
- g. Super Horse Award – in addition to the other ages and divisions, a Super Horse class will be added to each individual class/event. This is an open class for all ages and levels.
- i. Points will be awarded as follows:
 - 1) 1st place 6 points
 - 2) 2nd place 5 points
 - 3) 3rd place 4 points
 - 4) 4th place 3 points
 - 5) 5th place 2 points
 - 6) 6th place 1 point
 - 7) There will be no participation points.
 - ii. The eligible horse/rider combination with the most points earned from all 6 Horse Shows/Gymkhanas offered during the season will be the Super Horse saddle winner. English and Western shows are separate shows and can occur on separate dates.
 - iii. A saddle will be awarded to the highest pointed eligible Super Horse horse/rider combination. Additional prizes may be awarded to 2nd place and below depending upon the level of participation.
 - iv. The Super Horse class will cost \$6 per class. If a rider is enrolled in at least 4 horse show classes a flat fee may be paid of \$30 to enter any/all of the Super Horse show classes for that day; or if rider is enrolled in at least 2 gymkhana classes a flat fee of \$15 for any/all super horse gymkhana classes for that day.
 - v. Riders must compete in at least 2/3 of all Super Horse CST events to qualify for a year-end Super Horse award. In a regular season, this would mean participating in at least 52 of the 78 Super Horse classes. This can be done in any combination of English, Western, and Gymkhana classes.
 - vi. If you are riding in more than one trail class, you must designate which class the score will count towards before your ride.
 - vii. Times in gymkhana events cannot be rolled into the Super Horse class.

- viii. Substitute horse rules in section I(b) apply.
- ix. Must be a member of Cheyenne Saddle Tramps to qualify.
- x. The Super Horse Award Saddle may not be won by the same horse/rider combination in consecutive years and may only be won by the same horse/rider combination twice in five years. If the prior year Super Horse saddle winner chooses to support the Division by riding in the Super Horse classes, that horse/rider combination will be INELIGIBLE for the Super Horse saddle award regardless of the number of points earned, but will be eligible for other Super Horse year-end awards (2nd place and below), if awarded, The highest-scoring ELIGIBLE horse/rider combination will be awarded the Super Horse saddle.

II. Membership Awards

- a. All membership awards will be awarded at the discretion of the CST Board.
- b. All nominations can be Emailed to: info@cheyennesaddletramps.org or given to any board member.
- c. Selection Process: Any member of CST may nominate a recipient on forms that are available through the Club. Forms will be included in the CST's August Newsletter. Deadline for nominations is the September Membership Meeting.
- d. The club will vote on nominated members and announce the winner at the Awards Banquet.
- e. The Easterwood Award
 - i. Purpose: Recognizes the individual or family who has displayed extraordinary dedication to the Club and its membership through leadership, participation and sportsmanship.
 - ii. Form of recognition: One-year free membership (individual or family).
- f. The Sheila Vossler Award
 - i. Purpose: Recognizes the youth member of the Club, who on January 1st of the year of recognition has not yet reached the age of 19 years, who has displayed extraordinary dedication to the Club and its membership through leadership, participation and sportsmanship.
 - ii. This award cannot be awarded to royalty and/or their families.
 - iii. Form of recognition: One-year free membership (individual or family).
- g. Most Improved Rider
 - i. Purpose: To recognize the rider who has excelled the most in their ability.
 - ii. Selection Process: The horseshow and gymkhana chair may each nominate two (2) riders on forms that are available through the Club. iv. Form of recognition: Will be at the discretion of the award's committee.
- h. The Lifetime Achievement Award
 - i. Purpose: To recognize that member who has consistently and continually for a minimum of 4 years demonstrated extraordinary leadership, participation and sportsmanship, together with tireless and selfless service to the Club, its membership, and its founding principles and purposes.
 - ii. Form of recognition: Free lifetime membership (individual or family). so long as the member continues to provide volunteer time to the club equivalent to that of a regular membership requirement.

Chapter IV

- I. Parades and Grand Entries:
 - a. All participants in parades and grand entries for Cheyenne Frontier Days or at similar functions must be current members of Cheyenne Saddle Tramps and wear the official Cheyenne Saddle Tramps Riding Club outfit as set forth by the Parades Chairperson. Those not conforming may be excluded from parades/grand entries at the discretion of the Parade Chairperson. Special groups within Saddle Tramps, such as Royalty and Drill Team, may be authorized to wear different uniforms.
 - b. All horses used in parades must be acceptably groomed and brushed. Those not conforming may be excluded at the discretion of the Parade Chairperson.

- c. If an individual is asked and refuses to leave a parade route because of an unsafe horse, then the individual will be banned from all further Cheyenne Saddle Tramps functions for the remainder of the year. The Parade Chairperson make this decision.
 - d. All general rules of Cheyenne Saddle Tramps will be followed when at the parade, grand entry or drill site.
 - e. The Parade and Drill Chairpersons must offer a minimum of 2 parade clinics.
 - f. Parent/Guardian is responsible for those under 18 on the way to the parade route, and after the parade route. Parents/guardians shall pick up children at the designated meeting area.
 - f. A minimum of 4 outriders must be accessible for all Cheyenne Frontier Days parades. The requirements for other parades will be identified for each additional parade.
 - g. Outriders have the discretion to "pony" a horse or remove a horse when warranted.
 - h. No dogs allowed.
 - i. Foals will be haltered and lead or ponied. All members will be given rules and guidelines for parade/grand entry participation at the parade clinic, and a signature will be required acknowledging receipt of these rules and guidelines.
 - j. All Cheyenne Saddle Tramps Members riding in parades/grand entries are required to attend a Parade Clinic and they must be on the horse they intend to ride in parades. Records will be kept on horse/rider combinations. The Parade Chairperson will be responsible for tracking and maintaining all forms.
 - k. No smoking while on the parade route.
 - l. All riders must observe basic safety while around and on the horses. This includes, but is not limited to, having both feet in the stirrups, remaining seated in the saddle, and adequate control of horse at all times.
 - m. Parade chair has the discretion to excuse any rider that is acting inappropriately or for other rule violations.
- II. Trail Rides. These rules have been established in the interest of safety:
- a. Abuse of horses, to include excessive disciplining, will not be tolerated.
 - b. Riders will point out hazards such as glass, holes, wire, etc. to riders behind them.
 - c. The trail guide will designate outriders to assist him/her prior to the start of the ride. The outriders will assist any rider in difficulty. In addition, they will make sure that all rules of safety and the trail ride rules are complied with. When an outrider gives instructions, they are to be considered the same as instructions from the trail guide.
 - d. Two outriders will stop all traffic while the group crosses any highway. All riders will cross highways as a group and as quickly as possible.
 - e. All lariats will remain coiled and attached to the saddle unless otherwise directed by the trail guide or outriders.
 - f. All trail rides will leave promptly from the designated place, at the designated time. All stragglers will not be considered part of the ride until they catch up.
 - g. No child under the age of 18 will be permitted on the ride without a responsible adult.
 - h. All riders will dismount before putting on a slicker, coat, jacket, scarf, etc.
 - i. All slickers, jackets, coats, etc. will be buttoned or fastened to ensure that they are not flapping in the wind. This is to prevent horses from spooking and possibly throwing their rider.

Chapter V

- I. **Royalty Program** - The Cheyenne Saddle Tramps board has pledged to make the Royalty season memorable for each contestant and is confident that the Royalty chosen will represent the club in a grand manner, while promoting good horsemanship and sportsmanship.
- II. **Honorary Royalty** - The Honorary Royalty will have the same responsibilities and code of conduct as the regular Royalty. Where necessary, her parents or other qualified caretaker may assist her in fulfilling her duties.

- a. The Honorary Royalty title is exempt from competition with the Royalty candidates but is expected to be familiar with the rules of the competition so that she may better serve in the Honorary Royalty capacity.

III. Royalty Responsibilities

- a. The Royalty must be on time at all functions.
- b. The Royalty must report to the Royalty Advisor.
- c. The Royalty must wear sash and crown any time she is in her official capacity.
- d. The Royalty must wear Queen Hair and Makeup
- e. The Royalty should be fully dressed in Royalty attire, hair and makeup pre-approved by the Royalty Advisor at any function where she is representing the club.
- f. Royalty duties must come first throughout her reign. Exceptions will be approved by the Royalty Advisor.
- g. Royalty will attend monthly CST meetings in Royalty attire, and assist in any capacity she is needed, including appearances, fund raising ,and advertising, etc.
- h. Royalty must have an adult chaperone with them at all times. This chaperone must be either the Royalty Advisor, an immediate family member over 21 years of age, or an otherwise designated person.
- i. The Royalty will not chew gum during speaking engagements.
- j. The Royalty must provide her own horse, tack, and transportation to use during reign. Royalty will be responsible for funding all transportation, horse, and horse maintenance.
- k. The Royalty must have her horse clean and well groomed.
- l. The Royalty must have clean and polished tack.
- m. The Royalty will not travel with her boyfriend or other male friends for CST functions.
- n. Royalty is required to assist wherever they are needed at all CST horse shows and gymkhanas. This may include assisting in the arena, the in/out gate, the crow's nest, concession stand, or any other duties as determined by chairperson for those events. If they are not entered in the show/gymkhana, they are required to be in Royalty attire including crown and sash for the entire day.
- o. During required appearances including all CST horse shows and gymkhanas, the Royalty must make themselves available and visible to all members and spectators. This includes signing autograph sheets, answering questions, and helping as needed.
- p. Royalty will assist and encourage participants of other parades and events she attends to participate in CST horse shows, gymkhanas, parades and other club events.
- q. Royalty, with the assistances of the Royalty Advisor will plan fundraiser events to fund present, and future growth and activities of the CST Royalty Program. This will include raffles and auctions to be held during the annual awards banquet as well as other fundraisers throughout the year. Any monies/donations given to the Royalty, or their parents/guardians by advertisers or sponsors must be submitted to the Royalty Advisor.
- r. The Royalty is not authorized to contract debts and obligations on behalf of CST.
- s. If a title holder is unable or refuses to carry out the expectations, duties and rules of this title she will be immediately removed or replaced as described in the disciplinary section. She will not be entitled to keep any items provided either owned by CST and hence loaned to the Royalty or through donations raised by the Royalty fund.
- t. Outgoing Royalty will furnish the use of a crown, sash, serape, saddle pad, breast collar, and CST chaps to the Incoming Royalty. It will be the responsibility of the titleholder for proper care of these items during her reign. Items must be maintained in the condition issued or that person will be responsible for the replacement or the replacement cost of the damaged item or items. Selection as a member of CST Royalty does not extend to the participant a property interest in their position. Service as a member of the Royalty is at the will of the CST President, Royalty Advisor and Board.
 - i. The cost of any equipment/clothing/accessories (except for buckle) acquired for the use by Royalty including (but not limited to a crown, sash, serape, saddle pad, breast collar,

chaps) will be funded either by donations to the Royalty program, or paid for by Royalty fundraising efforts. No Royalty items will be paid for out of the Year-End Awards budget.

- ii. Neither the Royalty members nor the Royalty Advisor may obligate the club's funds to be used for expenditures for awards or general expenditures without voted Board approval. Royalty attire and tack accessories are considered preapproved, however, must be reasonable and reported monthly in the ledger.
 - u. Scholarship – The Cheyenne Saddle Tramps queen will be awarded a scholarship based on the positions she held as Royalty. If she only served as queen, she will receive \$250.00 plus \$200.00 for service as an Attendant and an additional \$200.00 if she also served as Princess.
- IV.** At the conclusion of a Royalty member's successful and faithful service to the club, the Royalty may be able to retain selected items of personal property that have been donated to CST for the exclusive use of the Royalty and/or property that has been purchased for Royalty. This typically may consist of hats, jewelry, boots, clothing, crown, sash, buckle and tack. Other than that property specified by the Royalty Advisor, all property donated or loaned to the Royalty participants shall be returned to the Royalty Advisor at the conclusion of the participant's term.
- V.** The parent(s)/guardian(s) of each Royalty member shall serve as Concessions Chair(s) for the year the child serves as royalty.
- VI.** Royalty attire should include the following:
- a. Western shirt or blouse
 - b. Jeans or pants
 - c. Western dresses or a blouse and skirt combo
 - d. Belt and Buckle
 - e. Polished Boots
 - f. Western Hat, clean and shaped

VII. Code of Conduct for Royalty

- a. Throughout their reign, Royalty will conduct themselves, at all times, in a manner, which brings credit to themselves and CST. It will at all times be remembered the Royalty are our role models for other youth in the community and the ambassadors of the Club. As such, misconduct by a Royalty member is subject to discipline regardless of whether it occurs at or in connection with a CST event or activity.
- b. The following conduct will result in the immediate termination of a member of the Royalty from the program.
 - i. Criminal conviction
 - ii. Use of Tobacco, Alcohol or Illegal Drugs
 - iii. Pregnancy
- c. The following conduct may result in the discipline of the participant:
 - i. Any cruelty to a horse
 - ii. Any public or private displays of conduct unbecoming a member of the CST Royalty. This includes, but is not limited to:
 - 1. Un-sportsmanlike conduct
 - 2. Use of vulgar or offensive language
 - 3. Involvement in a fight or physical confrontation
 - 4. Disrespect toward club officers or members
 - 5. Discourteous behavior towards the public
 - 6. Theft, misuses, or abuse of CST property
 - 7. Inappropriate behavior unbecoming of Royalty
- d. Disciplinary Actions
 - i. Progressive Discipline - Members of the Royalty will generally be subject to a progressive system of discipline. However, it is recognized that certain behaviors and conducts are so injurious to the reputation of the CST or to the health and safety of the membership, that in certain cases the most severe penalty can be directly applied.
 - 1. The typical progression of discipline will be:

- a. Informal counseling by the Royalty Advisor
 - b. Formal counseling by the Royalty Advisor with the Board
 - c. A written reprimand from the Royalty Advisor and CST Board
 - d. Termination from the program.
- ii. The disciplinary decisions of the CST Board and Royalty Advisor are final and not subject to review, except as provided for in the case of termination.
- iii. Immediate Termination for cause.
 - 1. Termination will be by a certified letter addressed to the participant and a certified letter to his or her parents, signed by the CST Board and Royalty Advisor.
 - a. The letter will outline the misconduct that constitutes the basis for termination and the right of the participant to offer material or statements in mitigation of the termination.
 - b. The letter will provide that the participant is immediately suspended from the Royalty Program, pending termination. The letter will inform the participant of a right to an informal hearing before the CST Board to either contest the factual basis for the termination or to offer matters in explanation and extenuation. The participant or his/her parents must make the request for an informal hearing before the Board, within ten days of the earliest receipt of the letter by either the participant or parents.
 - 2. If no hearing before the Board is requested, the termination will be effective on the eleventh day following the earliest receipt of the letter. If a hearing is requested, the CST President will hold it within ten days of the receipt of the request. The hearing will be confidential and informal. At least 2/3 of the members of the CST Board will be in attendance and a 2/3 vote is required for termination.
 - 3. If the Board should not elect to terminate the participant from the Royalty, it may direct such other disciplinary action that it deems appropriate.
 - 4. The decisions of the Board are final and not subject to further review.
 - 5. Termination will be effective ten days after the receipt of the letter by the participant or the parents; whichever is the first to occur. It is the sole discretion of the CST Board; the termination of the participant may be suspended, upon specific terms and conditions.

VIII. Royalty Competition Rules and Regulations - TThe Competition will be held in September or October. Members of the Royalty will serve from the time they are crowned until the new Royalty is crowned.

- a. Each year, an Attendant and Princess will be selected. The Attendant will serve a two-year term by automatically being appointed Queen at the successful completion of her year as Attendant. Her appointment as Queen is subject to approval by the CST Royalty Advisor and CST Board. If there is no Attendant that won her role in the previous year, then there will also be a Queen selected.
- b. Should the Attendant not be approved by the CST Royalty Advisor and/or Board to advance to Queen, tryouts will be held for a new Queen. If there are no candidates for Attendant in any given year, a new Queen will be selected the following year.
- c. Upon winning the title of Cheyenne Saddle Tramps Royalty, the title holder becomes an official representative for the Cheyenne Saddle Tramps Riding Club. As such, she must strive to promote the Club and its events, exceptional sportsmanship, high moral and ethical character, community involvement and the humane treatment of animals. Royalty is under the responsibility to act, speak, dress, and show good horsemanship skills according to the esteem the title deserves anytime they are in the public eye.
- d. This is a competition that recognizes a number of attributes: horsemanship, personality, public speaking, and appearance.

- e. If a male member of the club wishes to participate as royalty, he may tryout for the position in which he is eligible and that position will be deemed an ambassador of the club for that term.

IX. Age Divisions (Age determined as of January 1st of the current year)

- a. Queen Ages 15-19
- b. Attendant Ages 14-17
- c. Princess Ages 10-13
- d. If the Royalty Advisor and Board select an Attendant that did not try out for Attendant, i.e., a second queen competitor that did not earn title, that Attendant will not become the queen in the following year. If eligible, that Attendant may try out for Queen the following year.
- e. If there is no eligible Queen candidate, the Royalty Advisor and Board may allow the Attendant to serve as Queen for 2 consecutive years.

X. Qualification Criteria

- a. Contestant must be a paid member of CST by **July 1st** of the tryout year.
- b. Contestant must have been an active member of CST during the tryout year.
- c. Contestant must not have previously held that title for CST Royalty.
- d. Contestants must provide their own horse. The horse used during the competition must be the same horse, barring unforeseen circumstances, used during the Royalty competition and during their reign in all Royalty appearances.
- e. If the horse being used is leased, a contract must be presented to the Royalty Advisor prior to the start of the Royalty Competition, showing the authorization of use of this horse for the entire Royalty reign year. This document must be signed by the horse's legal owner.
- f. Contestants must compete in all phases of the contest:
 - Club Participation
 - Horsemanship
 - Personal Presence/Speech
 - Community Service
- g. Contestant must have knowledge of the CST Riding Club, its Constitution, Rules, and events, and Horsemanship.
- h. Contestant must behave in a professional manner and portray high moral standards.
- i. Commit to carrying out the responsibilities of their honor or relinquish their title.
- j. Contestant may not have children.
- k. Contestant must complete all forms and requirements.
- l. All contestants shall agree in writing to observe and comply with all these rules and regulations, as they exist now and as subsequently amended.
- m. All contestants shall have the support of their parent/guardian to support them and to support the club during their reign.

XI. Requirements for CST Royalty during the Royalty Competition

- a. The current Royalty will be at the Royalty Competition to offer help in and out of the arena and encouragement as needed.
- b. The current Royalty will assist contestants with competition rules, patterns and general help.
- c. The current Royalty will not favor one contestant over another and must show good sportsmanship at all times.
- d. The current Royalty may be required to assist the Judge but will not offer any influential comment while doing so.

XII. Competition Rules

- a. **Dress Code** - Contestants' dress must be modest. Blouses must have long sleeves. No open back blouses, no 'peek-a-boo' blouses, and no blouses that show cleavage. Expense is not important, but good taste is.
 - i. Western attire (western type blouse, western-cut pants, western hat, belt and boots) will be worn throughout the entire horsemanship competition.

- ii. Western attire (western type blouse and skirt, western hat and boots) will be worn throughout the entire personal presence/speech competition.
- iii. Clothing does not need to represent the club colors.

XIII. The Competition:

- a. **Club Participation (20 Points)** - Contestants are encouraged to attend all club functions during the year leading up to the Royalty competition and are awarded points accordingly. This is so that CST is familiar to them and they are more aware of the responsibilities that a Royalty position entails. CST provides a family atmosphere and a safe learning environment for its youngest members and would like to foster that into all aspects, ensuring a well-rounded contestant. Shows, gymkhanas and parades are fun and a lot can also be learned from meetings and workdays.
 - i. Attendance at all events contributing to point accumulation must be verifiable.
 - ii. Points per event are awarded as follows:
 - 1. Club Meetings. As recorded in the meeting attendance record beginning November 1st through to August 31st of the tryout year.
 - 2. Parades. 1 point per CST approved parade attended during the tryout year.
 - 3. Horse Show or Gymkhana. ½ point per event attended. Consideration is given to contestants who volunteered work during Horse Shows/Gymkhanas instead of riding.
 - 4. Workdays. 1 point per workday, be sure to sign the attendance record.
- b. **Horsemanship (35 Points)** - The Horsemanship competition demonstrates the contestant's equestrian skills and ability.
 - i. Contestants must provide their own horse. The horse used during the competition must be the same horse the contestant will ride during their reign.
 - ii. **Presentation:**
 - 1. Horse Care Knowledge and Safety Evaluation - Will be judged on presentation, appearance and grooming of the horse.
 - 2. May be asked to demonstrate grooming and saddling of their horse.
 - 3. Questions may be asked concerning grooming, saddling, care, feeding, etc.
 - 4. May be asked to demonstrate proper handling of the horse on the ground.
 - iii. **Riding Competition:**
 - 1. Reining
 - a. Patterns will be provided before the start of the ridden competition.
 - b. A different pattern will be assigned for each division.
 - 2. Equitation - Contestants will be judged on the rail in a group setting with an emphasis on equitation, control, arena etiquette, and overall appearance.
 - 3. Queen, Attendant, and Princess Divisions may be combined in the arena, however they will be judged separately.
 - 4. Contestants may be asked to ride an additional pattern (Western Equitation Pattern). This will be at the judges' discretion.
 - 5. Appearance - Points will be awarded on the contestant's appearance, based on grooming and attire.
 - 6. The Wave - Contestant will be required to lope around the arena and will be judged on presentation of 'the queen wave.'
 - 7. Tack Requirements - Horsemanship must be demonstrated while riding in a western saddle. Saddle and Bridles must be leather.
 - 8. Bitting Requirements –
 - a. All bits must be of legal size and length pursuant to AQHA rules.
 - b. NO hackamores or mechanical hackamores.
 - c. Tie-downs, martingales, etc. are discouraged. In the event of a tied score, use of such items will count against the contestant.

- iv. **Horsemanship Patterns:** Contestants must perform the horsemanship pattern provided. Any deviation from the pattern will be marked down according to the severity of the deviation.
 - 1. Use of hands while riding. Riders must begin, ride and end the horsemanship patterns with the same single hand.
 - 2. Order of Competition.
 - a. Queen contestants will compete first in each event, followed by Attendant and then Princess.
 - b. Scoring. During the horsemanship competition each contestant is scored on horsemanship and the personality she projects from her horse. Horsemanship includes, but is not limited to:
 - i. Balance/ability to sit in the saddle
 - ii. Position of hands, seat, legs and feet
 - iii. Ability to guide the horse in the correct pattern
 - iv. Incorrect leads and/or the ability to correct a wrong lead
 - v. Ability to maintain calmness of the horse
 - vi. Appropriate use of bit and spurs – NO jerking of the horse’s mouth or excessive use of spurs; excessive use of hands or spurs may be cause for disqualification.
 - vii. Speed and CONTROL during Presentation ride/wave.
 - viii. Faults in Horsemanship in the Royalty Competition include loss of hat.
- c. **Personal Presence (35 Points)**
 - i. **Attire and Appearance**
 - 1. Interview. Overall appearance, grooming, posture, smile and poise, eye contact with the judges, style and ladylike behavior and appearance are important parts of the interview and the representation of your personal presence.
 - a. Western attire will be worn throughout the entire personal presence/speech competition. (Western type blouse and skirt, western hat and boots must be part of the outfit. Blouses must have long sleeves. No open back blouses, no ‘peek-a-boo’ blouses, and no blouses that show cleavage. Contestants should be aware of what is fashionable and pay particular attention to color coordination.)
 - b. Clothing does not need to represent the club colors.
 - c. Interviews will be conducted in a private area with only the contestant and judges in attendance.
 - d. Contestants should not discuss the interview with other contestants.
 - e. Questions on knowledge of CST, horses, goals, achievements etc. may be asked.
 - 2. Speech. Contestants will be judged on poise, confidence, grammar, content of the speech, pronunciation and voice projection, overall impression and adherence to the time limits as stated below.
 - a. Speeches will be based on a topic announced prior to the competition. Contestants should use this theme for their speech.
 - b. Speech Length is as follows:
 - i. Queen and Attendant Division - 3 minutes minimum
 - ii. Princess Division - 2 minutes minimum
- d. **Community Service (10 Points)**
 - i. **Hours** - Each contestant shall submit a detailed summary of community service activities. These may include, but are not limited to; 4-H, FFA, ROTC, Civil Air Patrol, volunteer work at local shelters, Red Cross, school-based service clubs and religious organization sponsored activities. One hour will equal one point. The summary is to include:

1. Organization name and address
 2. Contact name
 3. Description of service
 4. Time log
 5. Contact signature
 6. Contact phone numbers
 7. Best time to call
- e. **Maximum Points (100 Total Available)**
- i. **Club Participation (20 Points)**
 1. Club Meetings 8 Points Maximum
 2. Parades 4 Points Maximum
 3. Horse Shows & Gymkhanas 6 Points Maximum
 4. Workdays 2 Points Maximum
 - ii. **Horsemanship (35 Points)**
 1. Presentation 5 Points Maximum
 2. Reining 10 Points Maximum
 3. Equitation 10 Points Maximum
 4. Appearance 5 Points Maximum
 5. The Wave 5 Points Maximum
 - iii. **Personal Presence (35 Points)**
 1. Attire and Appearance 5 Points Maximum
 2. Interview 15 Points Maximum
 3. Speech 15 Points Maximum
 - iv. **Community Service (10 Points)**
 1. Based on Submitted Hours 10 Points Maximum
- XIV.** The Royalty Advisor and the Board expressly reserves the right to accept or reject any application as it may in its sole discretion deem appropriate.

Chapter VI

Grievance – Any grievance shall be done by a letter to the board for review. Such letter shall be sent to the CST Secretary. The matter will be reviewed by the CST Board. Any vengeful or hate filled act towards the club or its members can result in such a grievance and result in termination of membership as voted on by the Board of Directors for Cheyenne Saddle Tramps.

Chapter VII

- I. **3-D Barrel Racing Competition Rules**
- a. A barrel race is a timed event using three identical barrels set in a cloverleaf pattern. The pattern must meet the following conditions:
 - i. A minimum of 15 feet between each of the first two barrels and the side fence.
 - ii. A minimum of 30 feet between the third barrel and the back fence. iii. A minimum of 30 feet between the time line and the first barrel. iv. The start/finish line and the barrel positions should be permanently marked and must remain the same throughout the entire class.
 - b. There is a 2-minute gate call. After 2 minutes the gate will be closed. If the contestant is having trouble entering the gate, they have an additional 2 minutes, and may be offered assistance. The Event Chairperson has the right to excuse or dismiss the rider.
 - c. The gate or gates must remain the same throughout the entire class. A contestant may request that the gate be closed after they enter the arena.
 - d. Any time a contestant crosses the starting line, time will begin.
 - e. If a barrel is moved off its marker during competition, the barrel must be reset prior to the next competitor's run.

- f. Only one horse may be in the arena at any time during competition.
 - g. A knocked over barrel (including a barrel that is knocked over and sets up again on either end), breaking of pattern, loss of forward motion, and/or running out of turn will result in a no time.
 - h. Touching a barrel, including keeping it from falling, is permitted without penalty.
 - i. A contestant will be given a no time if the horse or rider falls during the run in such a manner as to break the pattern, or if the rider falls off the horse.
 - j. Breaking the timer after the run is complete will result in a “no time.”
 - k. Any OBVIOUS attempt to “pull up” or pace their run will result in a “no time.”
 - l. Reruns shall be granted if the timer fails to work properly or if the barrels are not placed properly on their markers.
 - m. In the event of a timer failure, the rider will have the option of a rerun. This decision must be made prior to the next contestant entering the arena. The contestant has the option for rerun only if he/she made a qualified run.
 - n. A horse may only be ridden by one contestant in a class unless prior approval is obtained from the CST Board.
 - o. A contestant may enter more than one class if they qualify (for example, a Youth competitor may enter the Open class).
 - i. Contestants who wish to enter more than one class may roll their time from the Open class to any other class. Times may **not** be rolled into the Open class from another class. If a contestant wishes to roll their time, they must declare this when entering. Once declared, the time that the contestant runs in the Open class will transfer to any class in which the contestant has rolled their time to (including “no times” or disqualifications, etc.).
 - p. It is the contestant’s responsibility to know his/her draw position.
 - q. Entries for a class will close when the first contestant entered in that class makes his/her run.
 - r. There will be no refunds for a contestant who draws out of a class or is dismissed from a class.
 - s. Dress code: Shirt, long pants, and riding boots are required.
 - t. The 3-D Barrel Chairperson has the option of changing the splits in times between each Division, as long as consistency is maintained.
 - u. At the end of every event, another board member/chairperson must verify funds taken for that event. The 3-D chairperson must complete an accounting summary at the end of every show and turn it over to the Treasurer within three days of the event.
- II. **Awards** - In a 3-D payout, the total jackpotted entry fees of a class is to be divided 50% to the 1st Division, 30% to the 2nd Division ($\frac{1}{2}$ or 1 second off fastest time), and 20% to the 3rd Division ($1\frac{1}{2}$ or 2 seconds off the fastest time).
- a. A minimum of 70% of all entry fees must go to the jackpot. All prize money must be paid out.
 - b. Prize money will NOT be paid to any contestant who has a run resulting in a “no time”.
 - c. 3-D PAYOUT FORMAT

| Places | Number of Entries | | | | |
|-----------------|-------------------|-------|-------|-------|-------|
| | 1-10 | 11-15 | 16-30 | 31-60 | 61-90 |
| 1 st | 100% | 60% | 50% | 40% | 30% |
| 2 nd | * | 40% | 30% | 30% | 25% |
| 3 rd | * | * | 20% | 20% | 20% |
| 4 th | * | * | * | 10% | 15% |
| 5 th | * | * | * | * | 10% |

- d. Unused payouts will always be carried up to add additional paid places in the division. For example: if there were 3 pay places and only 1 rider qualifying in the 3D, the qualifier would receive the whole pay out for that division. If there are no qualifiers in a division, the pay out will be divided 60/40% to the remaining divisions. For example if there are no qualifiers in the 2D, the 1st division would receive 60% of the pay out and the 3D would receive 40% of the payout. It would then be split according to the payout format.

e. 3-D POINT FORMAT

| | 1-D | 2-D | 3-D |
|-----------------|-----|-----|-----|
| 1 st | 6 | 6 | 6 |
| 2 nd | 5 | 5 | 5 |
| 3 rd | 4 | 4 | 4 |
| 4 th | 3 | 3 | 3 |
| 5 th | 2 | 2 | 2 |
| 6 th | 1 | 1 | 1 |

- f. Points shall be awarded to the particular horse and rider combination in a given class and will be accumulative in each division. The horse and rider combination with the most accumulative points overall in ANY single division at the end of the series is the high point winner. The horse and rider combination with the most accumulative points in each single division at the end of the series is the high point winner for that division.
- g. NO points will be given to any contestant who has a run resulting in a “no time”.
- h. In the event of a tie in points for year-end awards, the Barrel Race Chairperson has the option to use the fastest run time during the series by the horse/rider combinations tied as a tiebreaker, use the fastest average times run during the series, or leave the tiebreaker a tie and award equal prizes to the contestants tied (if awards are given at that level).
- i. Contestant MUST be a current member of Cheyenne Saddle Tramps to receive year-end high point awards and must meet the volunteer requirements prior to the awards banquet (a family membership must volunteer a minimum of 10 hours, and an individual member must volunteer a minimum of 6 hours). *Points for year-end high point will not begin to accrue until the individual or family has completed and paid for the current year's CST membership.*
- j. Contestants must compete in 2/3 of the events to qualify for the year-end high point awards.
- k. It is at the discretion of the Chairperson to order year-end high point awards. It is also at the discretion of the Chairperson to determine which classes and placings may receive year-end awards. The Chairperson is required to leave minimum of \$500 in the 3-D checking account to carry over to the following year, but may use funds in excess of that amount as the 3-D Barrels Year-End Awards budget, with Board approval.
- l. In order to transfer points from original event horse to another horse, one of the following must be applied:
- A vet excuse must be acquired within 72 hours of event (date must be clearly identified) if a horse is found to be unusable (lame/injured) and substituted at the event. This excuse must be presented to Event Chairperson or Secretary no later than the next scheduled event.
 - If a horse is found to be unusable (lame/injured) prior to an event, then a vet excuse must be submitted at the time of substitution and substituted horse may be used for the remainder of the season.
 - If a horse is found to be unusable (lame/injured) prior to an event, then a vet excuse must be submitted at the time of substitution, and if original horse is to return for balance of season, then a vet note verifying soundness must be submitted at the of substitution to reinstate original horse. No further substitutions shall be allowed if original horse is found to be unusable a second time.
 - Prior approval for any other extenuating circumstances must be obtained from the Cheyenne Saddle Tramps Board prior to the next scheduled event. Approval may be obtained from the majority of board members available at the time of the request.

- m. Any contestant may ride as many horses as they choose in a class. However they will receive a different set of points for each horse ridden and must qualify as that horse/rider combination by riding in 2/3 of the events offered to qualify for year-end awards on that horse. Contestant must identify each horse by name on the entry form for the class. Contestant must compete on each horse in the position drawn for that particular horse. Failure to do so will result in disqualification of the contestant for that class. Special requests regarding draw position for contestants riding multiple horses in a class shall be made prior to the start of the class and will be accommodated if possible.

III. Classes are as follows:

- a. Youth – 17 and under
- b. Open - all ages
- c. The age groups and classes may be modified at the discretion of the Event Chairperson.
- d. Age is determined by rider's age as of January 1st of the current year.