

A guide to filling in your PHPA Show results sheets:

8. Lodging completed result sheets: (PHPA Show Rules & Regulations)

A copy of the program is required from AGRICULTURAL SHOW SOCIETIES and any other show or event which provides classes eligible for recording of results.

The **front page** identifying the show or event and a copy of the page/s of classes competed in is sufficient, there is no need for the entire program to be submitted.

All areas of the results recording sheet/s must be completed correctly, including owner and horse details.

The recording sheet must be **signed** in the **appropriate section** of the form on the day of the competition by the **judge, steward or show secretary**.

Separate sheets **MUST** be used for points for each Horse, Amateur Owner or Youth.

Horse results – if you show more than one horse please put each horse's results on separate pages.

When claiming points for Amateur Owner or Youth awards a separate result sheet must be used - do not include these results on the same page as the horses' results. Failure to submit on a separate page will result in A/O or Youth points not being recorded. Please note only classes marked AO will count for AO awards.

Any **incomplete, incorrect or unsigned** result sheets sent into the office will not be recorded. Results sent minus the show program cover and pages of classes competed in will not be recorded.

Check Show Rules & Regulations for classes that can be claimed.

How to fill in your result form/s –

*On each sheet at the TOP is a space to fill in the name & address of the show you attended, just fill in on the dotted line and include the date in the box provided.

*Just below is a space to write the registered name of your horse and the registration number – remember one sheet per horse, if you show 2 or more horses you will need to fill in a separate sheet for each one.

Directly below that is an area where you are required to print the name and membership number of 'Youth' or 'Amateur Owner' if you hold either card.

*The next portion of the result sheet is for recording the class or classes you placed in – print the class name as it appears in the show program, mark with an 'H' for a halter class or 'P' for a performance class, print the place you were awarded and the number of horses in that class. The Points Score Officer would appreciate having the CLASS NUMBER recorded with each class i.e.: 19 Mare 4 years & over, ex 14 hh or 239 Bridle Path Hack. **Please do not use this result recording area for any other purpose.**

*Directly below the area for recording class results is another section clearly set out: fill in the name of the horse/s owner, the membership number of the owner and the address in the areas specified on the sheet – directly below that is an area allocated for the signature of the owner or exhibitor and their membership number.

*Next is a section that says 'Name of Judge' – this is where you **must write the Judges name** in the allocated space.

*Directly below is a section that says 'Signature of Judge or Steward' – this is where you **must get the Judge or Steward to sign your sheet**

*Horse results for Halter and Performance on one sheet (separate sheets if showing more than one horse)

*YOUTH results will need to be filled in on a separate sheet

*Amateur Owner results will also need to be recorded on a separate sheet

*The WHITE results sheet/s MUST be returned to the office within **30 days** of the event

*Please make sure all sheets are completed correctly to avoid disappointment – fill in each sheet in the appropriate areas provided, check over your sheets before sending.

*Incorrect sheets will not be recorded as per PHPA rules.