

SHF Guest Carding Policy & Process

SHF Provincial Judges and Guest Card Judges



The SHF was one of the first Provincial Equestrian Organizations in Canada to develop a program to provincially card judges, with a history of nearly 16 years. The SHF has put much time and effort in promoting, identifying, training/updating, and advancing the skills and abilities of these judges.

Having these individuals meet the needs of show organizers within our province and having them possess a solid understanding of our SHF competition circuits should be appreciated and celebrated! To keep this program viable and growing we need to offer these individuals ample opportunities to utilize their expertise.

The SHF has the utmost confidence in these judges and wishes to promote the use of these judges by show organizers. The use of these judges often offers cost savings to show organizers (and in turn competitors) as compared to the cost of hiring an out of province judge.

The SHF does recognize that there are situations that may lead a show organizer to make the request of hiring an out of province judge, such as unavailability of a provincially carded judge, or being able to offer competitors a fresh set of judge's eyes. The SHF would like to extend the most flexibility possible to meet the needs of competitors and show organizers, while being cognizant and respectful of the use of our own SHF Provincially carded Judges.

With all this in mind the SHF has created a new guest carding policy to create a clean and easy to understand process which offers fair opportunities to judges, competitors and show organizers.

Guest Carding Policy

1. Show organizers apply for the guest card. The guest card application must be sent to the SHF office at least 2 weeks before submitting paperwork for the show date reservation, prize list, and event sanction request; for review and approval **prior** to the show organizer formally hiring the official they wish to use. If the guest card application provides and meets all the requirements listed below and the show organizer submits a \$30.00 fee, the guest carded judge will be permitted to judge at that single approved event.
 - a. The exception for paying for a guest card fee (but an application form is still required) is if the judge being hired holds one of the following judges' cards:
 - For General Performance shows – A **current** Recorded or Senior General Performance Equestrian Canada Judge.
 - For Discipline specific shows – A **current** discipline specific Equestrian Canada “r”/”R” or Senior Judge (that matches the specific discipline of your show).
 - If the judge is a **current** General Performance provincial judge accredited by a PTSO which is an appointed Provincial/Territorial body for equine sport recognized by Equestrian Canada.
 - With respect to Western Dressage Judges no guest card fee is required if that judge is a **current** WSDAC or Western Dressage of America judge.
 - With respect to Reining shows no guest carding fee is required if that judge is a **current** NRHA carded judge.

- b. Other carded judges that will be considered for approval (with completed application and a \$30.00 fee submitted by the show organizer) can be:
 - AQHA All Around Judge – For Heritage General Performance only.
 - An AQHA discipline specific judge may judge at the Prairie Cup level for the specific discipline for which they are carded.
 - APHA All Around Judge – For Heritage General Performance only.
 - AppHC Judge – For Heritage General Performance only.
 - Arabian Horse Assoc. – For Heritage General Performance only
 - c. NO other carded judges will be considered for guest carding other than those specified in the SHF Guest Carding policy.
 - d. **When hiring a judge for a General Performance show, the guest card application must show proof that the judge has experience judging open/multi-breed classes.**
- 2. **The guest carded judge must hold a judge's card that is current and equivalent to the same knowledge and experience as our SHF Provincial judges.**
 - 3. To meet the requirement of being a current member, the judge must hold one or more of the following memberships (a copy of current membership cards must be provided with guest card application); a current Individual SHF membership, another provincial equestrian sport organization current membership under the umbrella of Equestrian Canada; and/or a current membership of the national sport organization for the specific discipline or specific breed by which they are carded.
 - a. The SHF requires all SHF provincial judges to attend a judge updating workshop every three years to keep informed of the rules of competition that govern the SHF competition circuits (Heritage Circuit and Prairie Cup). Therefore, for a guest judge to be considered having equivalent knowledge and experience, it is required that they must be able to provide information that proves that they have attended a judge training/updating event within that last three years to keep skills/knowledge up to date. This information will be requested on the Guest card application and must be provided to be approved.
 - 4. With respect to shows who hire multiple judges for the same show the policy to promote the respectful and fair use of our own SHF provincial officials will be that half (plus 1 if an odd number of judges hired) of the judges hired for a multi-judge show must be an SHF Provincial Official and half (less one if an odd number of judges hired) can be out of province/guest carded judges. In addition, the SHF Provincial Judge will be considered the senior official of the show.

SHF Guest Card Application



The Officials Program developed by the Saskatchewan Horse Federation maintains a highly qualified list of judges specifically trained to meet the needs of show organizers for our Provincial Heritage and Prairie Cup shows. The SHF promotes the use of our Provincial Judges to ensure our officials program remains strong and growing.

Name of Show Organizer/Group/Club: _____

Group Contact Name: _____

Phone number: _____ Email: _____

Name of Show: _____

Date of Show: _____ Show Location: _____

Type of Show: ☐ HERITAGE CIRCUIT ☐ PRAIRIE CUP

Did you attempt to hire an SHF Provincial Judge for your show? ☐ YES ☐ NO

If YES, why were you not able to book an SHF Provincial Official?

If NO, why has your group decided to Apply for a Guest card instead of hiring an SHF Provincial Judge?

Name of Judge (Guest card application for): _____

Judge Address: _____

Phone: _____ Email: _____

With what Organization does the Judge hold a Judging card with? _____

Please provide the following with your application:

Copy of current provincial membership card(s) for above judge MUST be provided: ☐ YES attached

Copy of any relevant Judge Card(s) for the above judge MUST be provided: ☐ YES attached

Date of most recent training/updating judge attended: _____

To further assist in the Guest Card Application approval process. It would be helpful to provide a few reference shows that the judge has officiated at in the past two years (Please feel free to list below or submit as a separate document).

Please return completed form with appropriate fee (if required) to SHF office. Mail to 1734 Elphinstone Street, Regina, SK, S4T 1K1 or by email to shfadmin@saskhorse.ca.