

# Prize List Approval Guidelines

## Heritage Circuit and Prairie Cup Series



These items are required to be on your prize list to get approval by the SHF office.

1. Prize lists should indicate that the competition is licensed with the SHF and designated as a Heritage Circuit &/or Prairie Cup Series approved event. They should also include information regarding competition licensing and the nominating process.
2. Ensure judges' names are on the front page of the prize list. It is a requirement that the judge you hire must hold a current SHF judging card to be approved. Out of province judges or discipline and breed judges may be used but will require you to submit a [Guest Carding Application](#) for approval. All qualifications need to be submitted with this form (Judging card and PTSO membership). Please contact the SHF office for this form and any further information.
3. The SHF will provide an Incentive to Competitions to offset the cost of hiring Officials to each Saskatchewan Heritage Circuit &/or Prairie Cup Series competition that is eligible. Competitions must hire Officials approved by the SHF to be eligible. Fees paid to Judges, EC Course Designers, and EC Stewards are eligible expenses. Competitions with more than one judge/official are eligible to apply, up to a maximum of \$600 and must provide proof of payment to the Official(s).
4. Funding recognition is required to publicly recognize Sask Lotteries and The Saskatchewan Horse Federation. This includes placement of the Sask Lotteries and the SHFs logo on organizations websites and on any printed material. To help organizations meet this funding requirement these items are available at [Logos - Saskatchewan Horse Federation \(saskhorse.ca\)](https://saskhorse.ca)
5. You are required to list your safety rules somewhere in your prize list, and that you follow the current SHF rule book. An example of wording you may want to use:
  - **Participants are requested to read carefully all rules governing this show. Competition rules will follow the Saskatchewan Horse Federation Rule book.**
6. You should mention the advantages of nominating to the Heritage Circuit, Para Equestrian and Prairie Cup Series, and include information on yearend awards, and how a participant qualifies for the Heritage Provincial Finals. Please see example of how you may want to word it on your prize list.
  - **Heritage Circuit, Para Equestrian and Prairie Cup Series approved classes will count towards yearend awards. Please ensure your SHF membership is current and that you have nominated if you are interested in accumulating points for the awards. To qualify for Heritage Provincial Finals September 19-21, 2025, you must have attended a minimum of two Heritage Circuit &/or Prairie Cup Series shows and have placed in the top 5 in a division to be eligible to participate in any class within that division.**

7. All classes are required to be marked if they are Heritage Circuit &/or Prairie Cup Series. Any classes that are not listed in our rule book will not qualify to accumulate Year End points.
8. It must be stated for all juniors it is mandatory that they wear ASTM or BSI approved helmets on the grounds during classes and practice ride times. Hunter/Jumper and All Junior Dressage riders, regardless of the level they are competing at, must wear an approved helmet. Senior Dressage riders may wear a western hat or an approved helmet.
9. Add the age division requirements as seen below:

<b>Riders must compete in their Age Division, or Open Classes if they choose, as determined by the Year of Birth as it appears on their Birth Certificate</b>	
<b>Age Division</b>	<b>Year of Birth</b>
Junior C	2013 or later
Junior B	2010 to 2012
Junior A	2007 to 2009
Senior	2006 or earlier

10. Not required, but we would like to see how you designate your show regarding Coggins testing. You can find the designation types with the show forms.
11. Prize lists and show forms must be in the office 30 days before your show date and accompanied with full payment or you will be subject to a late fee.
12. Each show will receive Heritage Circuit &/or Prairie Cup Series first place ribbons for each Heritage Circuit &/or Prairie Cup Series class held at their show. Each show will receive a Show License Certificate that must be displayed at the horse show office.
13. If you are hosting a show with Prairie Cup Discipline Specific classes which is geared towards high performance athletes, we strongly suggest that you also permit your show through EC. If you have any questions regarding this, you can call the SHF office.
14. Results forms are supplied to the Show Committee secretary and are to be completed for each Heritage Circuit &/or Prairie Cup Series class. Results forms are also available on the SHF website. They must list the placings of all horses from 1<sup>st</sup> to 5<sup>th</sup> place for Heritage Circuit classes, and 1<sup>st</sup> to 8<sup>th</sup> place for Prairie Cup Series classes, whether a nominated horse or not. Accuracy in reporting results ensures provincial championships are calculated correctly.
15. If you are hosting a show with Hunter &/or Jumper classes, please indicate rule below in your prize list:
  - **In the Hunter Division: A horse/rider combination may compete in a maximum of 3 consecutive heights per day; a horse may compete in a maximum of four over fences classes per day which applies to combined Hunter & Jumper classes including Specials, Classics, Derbies, Stakes, Medals, or Equitation Over Fences (not including Hunter warm-ups, Jumper clear-rounds and hors concours rounds). Specials & Classics that require two rounds are only counted as 1.**

16. If you are hosting a show with Dressage &/or Western Dressage classes, please indicate the rule below in your prize list:

- **In the Dressage Divisions: A horse/rider combination may only compete in only 2 consecutive levels, and a horse may compete in a maximum of 4 tests per day. This includes English & Western Dressage tests combined.**

17. Prairie Cup EC Shows that are also sanctioned as EC Bronze or Silver are still processed through the SHF office. Keep in mind that you are still required to complete a Prairie Cup Permit form through the SHF Office. The EC Competition Application form and fees are to be sent into the SHF office. For all forms and requirements to host a show through EC visit:

<https://www.equestrian.ca/programs-services/competition-organizers>

- Your prize list must be approved by your EC steward 60 days in advance of the show date and the Prize List Approval form from your Steward to be submitted to the SHF Office. Prize lists must be sent to the SHF office for approval of the Heritage Circuit and Prairie Cup classes your offer.
- You are required to have an EC Steward, EC Course Designer and an EC Judge
- If you are not running the competition through your SHF club you will have to provide Proof of Insurance by using the EC form only, which can be found on the EC website. EC will not accept any other forms.