

CONSTITUTION

Article 1

The name of this association shall be the Central Florida Hunter & Jumper Association. The Association is a voluntary incorporated association and has not been formed to, and shall not, engage in any business undertaking for profit.

Article II

The purpose of this association shall be to foster breeding, use and showing of hunters and jumpers. The Association will endeavor to create a better understanding among breeders, owners and exhibitors of such horses. It will encourage acceptance of uniform rules in regard to showing and cooperate with management of all shows in planning better hunter and jumper divisions.

Article III

The principal office and business address of the Association at any particular time shall be the address of the President.

Article IV

No member, director or officer of the Association shall be personally liable for any debt incurred by or in the name of the Association, and no execution for the satisfaction of a judgment against the Association shall be issued or levied against any member, director or officer thereof.

BY-LAWS

Section I - Membership

A person shall become a member of the Association after receiving notice from the secretary of the Association or from the Chairman of the Membership Committee that the application has been accepted and upon payment of the applicant's annual dues.

DUES

- A. The annual dues for Senior and Junior members shall be \$40. Show year 12/1 – 11/30. A Junior member is limited to persons that have not reached their 18th birthday. The age of the individual on December 1st shall be maintained throughout the year.
- B. Life dues shall be: Senior and Junior \$200.

Members may act and vote by proxy on all matters coming before the membership, the form of proxy to be approved by the officers and Board of Directors. Senior members shall be eligible for election to any office of the Association. Junior members shall not be eligible to be elected to any office.

A Junior member will be appointed to the board as a non-voting member in order to form a Junior Committee to initiate a Sportsmanship award.

Section II - Board of Directors

- A. Operation: The affairs of the Association Shall be operated under the general supervision of the officers and the Board of Directors. A quorum shall consist of 50% of the Board members.
- B. Representation: The Board of Directors of the CFHJA shall be limited to 15 members, who shall be elected at large from the general membership. Members of the board so elected, not attending 50% of the meeting held, shall be replaced by vote of the active members of the board and shall not be eligible for re-election the year next following. Only one member of the same family may serve as a director in the same year. Employees are not eligible as directors with one exception. The number of shows has doubled. The Points Chairman shall be paid a small salary.

- C. Elections: During September of each year, the President shall appoint a Nominating Committee consisting of 3 Senior Members of the Association, which committee shall select 2 candidates, if available, for each directorship. The proposed slate will be mailed to all CFHJA members for balloting. The nominees thus elected by mail shall represent CFHJA.

Section III - Officers

- A. Description: The Officers of this Association shall consist of a President, a Vice-President, a Treasurer, a Recording Secretary and a Corresponding Secretary.
- B. Elections. The Officers shall be elected annually from and by the newly elected Board of Directors. The term of office for all officers shall be one year, beginning December 1st.
- C. In the event of the resignation of any officer except the President, the vacancy shall be filled by a vote of the Board of Directors at their meeting or at a meeting called for that purpose. The vacancy created by the resignation of the President shall be filled by the Vice-President.

Section IV - Amendment

The Constitution and By-Laws of the Association may be amended by a two-thirds vote of a quorum present, including their proxies, at a regular meeting called for that purpose, provided notice, setting forth the proposed amendment or amendments, has been mailed to the Senior membership at least thirty days in advance of the day of such a meeting.

RULES AND REGULATIONS

Section I - Classification and Scoring

The Association and its members shall be governed, in respect to classification and scoring of hunters and jumpers, by the current rules of the United States Equestrian Federation, Inc. except whereby the Central Florida Hunter & Jumper Association rules supersede. The differences will be stated in conditions set forth by the Horse Show Committee and will be stated in the prize list of shows sanctioned by the Association

Section II - Requirements for Sanctioned Shows

- A. CFHJA will follow all rules and regulations of USEF except where noted.
- B. The show year will be December 1 to November 30.
- C. CFHJA will consider requests for point status only from shows which will be at least USEF Local Member Shows.
- D. Point Status: (Points Formula: Single Points (1-6) 10-6-4-2-1-½, Ch. 20, Res. 12, Eq. Ch. & Res. Ch. No points. Pleasure - Single point/ CFHJA Eq. - Single point.)
1. An USEF Local Member or a "C" rated show will be a single point show.
 2. An USEF "B" rated show will be a double point show.
 3. An USEF "A" rated show will be a quadruple point show.
 4. When a show offers an "A" rating in three or more sections, then all sections in the show will be awarded the quadruple points of an "A" show.
 5. Pleasure and other miscellaneous classes will always be single point. Exception: Junior Equitation will follow the rating of the Junior sections in that show.
- E. There will be no recognition of one-day shows outside of the Central Florida Hunter & Jumper Association designated area. CFHJA will recognize any "A" or "B" show per weekend within USEF MILEAGE REQUIREMENTS. A one-day "C" show, within the CFHJA designated area, may be recognized on the same weekend as an "A" or "B" rated show.
- F. CFHJA will not register any points which are earned during a show unless a member's dues have already been paid before the closing of the show. Exception: If a member's dues are paid before January 1st, points earned during the prior December will be counted.
- G. Requests for recognition should be made to CFHJA Sanction Chairman by November 1st of the year prior to the show dates requested. A letter along with the list of Requirements for Sanction with CFHJA shall be sent to each organization requesting sanction at least two months in advance of November 1st. A horse show

with established dates from previous years will be given priority for sanction. After this date, shows will be sanctioned on a request basis. The sanction fee, if not sent with the sanction request, must be received by CFHJA at least 30 days prior to the show dates. If the fee is not received 30 days prior to the show, the sanction will be cancelled and points will not count.

- H. The cost of show recognition will be \$75.00 per show non-refundable.
- I. No points will be given in any classes with less than 3 entries. Exception: Walk and Walk/Trot Classes.
- J. **A CFHJA sanctioned show will be responsible for mailing one prize list or e-mailing one prize list to each active member of CFHJA. Exception WEF and HITS. Updated membership list to be supplied by membership chairman.**
- K. A horse show sanctioned by CFHJA must send its show results to the CFHJA Points Chairman within two weeks of the closing of the show. The results must list the six (6) place winners and the number of entries in each class.

Section III - Registration of Horses

In order to be eligible for awards given by the Central Florida Hunter & Jumper Association, owners or lessees of horses wishing to receive points toward such awards, must be members of the Association. Membership in the Association will automatically register only the horse or horses owned or leased by that member.

Section IV – Championships

- A. High score awards for the preceding year will be given no later than the December show. Awards will be presented only to horses or riders residing within the CFHJA designated Award area.
 - B. Points will be accrued in the following sections:
 - 1. Open (1.3m+) Jumper
 - 2. Junior Jumper
 - 3. Amateur-Owner Jumper
 - 4. Children's Jumper
 - 5. Adult Amateur Jumper
 - 6. Pony Jumper
 - 7. Pre-Green Hunter - Level 1
 - 8. Pre-Green Hunter - Level 2
 - 9. Green Hunter
 - 10. Conformation Hunter
 - 11. Performance Hunter 3'6"+
 - 12. Performance Hunter 3'3"
 - 13. Amateur-Owner Hunter 3'6"
 - 14. Amateur-Owner Hunter 3'3"
 - 15. Large Junior Hunter
 - 16. Small Junior Hunter
 - 17. Green Pony Hunter
 - 18. Small Pony Hunter
 - 19. Medium Pony Hunter
 - 20. Large Pony Hunter
 - 21. Children's Pony Hunter
 - 22. Adult Amateur Hunter (18-35)
 - 23. Adult Amateur (36 & over)
 - 24. Children's Hunter (15-17)
 - 25. Children's Hunter (14 & Under)
 - 26. Non – Thoroughbred Hunter
 - 27. Pre/Low Children's Hunter
 - 28. Pre/Low Adult Hunter
 - 29. Short/Long Stirrup Hunter
 - 30. Walk/Trot Combined
 - 31. Hunter Type Pleasure Horse/Pony
 - 32. Short/Long Stirrup Equitation
 - 33. 11 And Under Equitation
 - 34. Equitation (12-14)
 - 35. Equitation (15-17)
 - 36. Adult Equitation
 - 37. Pre/Low Children's Equitation 2'6"
 - 38. Pre/Low Adult Equitation 2'6"
 - 39. CFHJA Equitation - Horse
 - 40. CFHJA Equitation - Pony
- TAMPA SERIES ONLY – FOUR C.F.H.J.A. SHOWS ONLY**
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|--------------------------------------|---------------------------------|
| 1. Baby Green Hunter | 6. Crossrails Equitation |
| 2. Crossrails Hunter | 7. Children's Pony Equitation |
| 3. Low Hunter | 8. Crossrails Equitation |
| 4. Local Hunter | 9. Children's Equitation |
| 5. Modified Junior/Amateur Hunter 3" | 10. Low Children's/Adult Jumper |

ROBERT CALDWELL MEMORIAL TROPHY: To be presented to the Junior Rider that exhibits the best Sportsmanship throughout the show year.

MARIE SPEED PERPETUAL MEMORIAL TROPHY: Presented to the CFHJA Horse Equitation Champion.

JAMES BRUNDAGE PERPETUAL MEMORIAL TROPHY: Presented to the C.FHJA Short Stirrup Equitation Champion.

JAMES HODGSON MEMORIAL SPORTSMANSHIP AWARD: Presented for Good Sportsmanship Displayed Throughout the Year By a CFHJA. Senior Rider.

JIMMIE I. TOLLERTON MEMORIAL CUP: Presented for the CFHJA Highest-Scoring Adult Equitation Rider by Terry Danner.

RAY P. WADSWORTH PERPETUAL MEMORIAL TROPHY: Presented by Snaffles Farm for the CFHJA. Highest Scoring Equitation Rider.

INTUITION PERPETUAL MEMORIAL TROPHY: Presented to the CFHJA Hunter Pleasure Horse Champion.

DISCO DUCK PERPETUAL MEMORIAL TROPHY: Presented by Two Goals Farm for the CFHJA Small Pony Hunter Champion.

BRIGHT ‘N’ SHINY PERPETUAL MEMORIAL TROPHY: Presented by Snaffles Farm and the Snell Family for the CFHJA. Large Pony Hunter Champion.

IMAGINE THAT PERPETUAL MEMORIAL TROPHY: Presented by Foxwood Farm for the CFHJA. Large Junior Hunter Champion.

HOME ALONE PERPETUAL MEMORIAL TROPHY: Presented by the Martin Family for the CFHJA. Small Junior Hunter Champion.

AUDREY CHESNEY PERPETUAL TROPHY: Presented to the CFHJA. Pony Equitation Champion.

ANYTHING GOES PERPETUAL TROPHY: Presented by Even Keel Farm for the CFHJA Adult Jumper Champion.

GEORGANN POWERS & FOXWOOD FARM PERPETUAL TROPHY: Presented by Georgann Powers & Foxwood Farm for the CFHJA Children’s Hunter 14 & Under or 15-17 Champion with the most points.

DR. & MRS CHARLES CARR PERPETUAL TROPHY: Presented to the CFHJA. Grand Champion Pony Hunter.

“ACTION Z” MEMORIAL PERPETUAL TROPHY: Presented by the Powell Family to the CFHJA Regular Working Hunter Champion.

GEORGE HOCHSCHWENDER PERPETUAL MEMORIAL TROPHY:
Presented by the Hochschwender Family to the CFHJA Adult Amateur Hunter 18 – 35 or 36 & over Champion with the most points.

IVY ZOLA MEMORIAL TROPHY: Presented by the Zola Family to the Children’s Jumper Champion.

- C. Equitation Championship Classes: CFHJA approved shows may offer a CFHJA Equitation Championship Class for Juniors riding horses, it may also offer a CFHJA Equitation Championship Class for Juniors riding Ponies. All entrants must be members of CFHJA. A rider may not cross enter in these two classes.
- D. To be eligible for the year-end awards, the owner or lessee of a horse, or a rider in the case of equitation awards, shall be a member in good standing with CFHJA. The lessee is defined as any person paying board

and expenses and otherwise keeping the horse although it is owned by someone else. Such lessee agreements must be recorded with the association in order to have points count.

- E. Short Stirrup Hunter classes are open to horses and ponies and to inexperienced Junior riders 11 years and under. Exhibitors in this section may, in addition, show in Pleasure, Equitation on the flat and Under Saddle.

SHORT STIRRUP RIDER ELIGIBILITY: A rider may show in the Short Stirrup section for a maximum of two showing years (Dec. 1 - Nov. 30). Once a rider has shown in any USEF recognized show in which the fences are over 2 feet, he is ineligible to show Short Stirrup.

SHORT STIRRUP POINTS: Effective December 1, 2008, Short Stirrup points earned to count towards Year End Awards for all shows sanctioned by C.F.H.J.A. in the state of Florida.

MEETINGS: Meetings of the Board of Directors shall be held at the discretion of the President or in the absence of the President, at the discretion of the Vice President.

COMMITTEES: The following committees shall be appointed by the President:

- A. **Horse Show Committee:** Responsible for editing and planning horse shows, checking all expenses, determining salaries, relaying information to the corresponding secretary for employee contracts, newsletters to the membership, etc.
- B. **Membership/Points Committee:** Responsible for membership applications being mailed each year, collecting membership fees, maintaining accurate membership records and supplying updated membership lists to organizations sanctioning CFHJA horse shows. Having current points available at the horse shows, ordering and engraving year end awards for the banquet. Collecting all perpetual trophies before the Awards Banquet and having them ready for presentation at the Banquet.
- C. **By-Laws Committee:** Responsible for editing and mailing any changes to the membership for approval.
- D. **Banquet Chairman:** Responsible for finding a location for the banquet, instructing the Treasurer where to mail the deposit, selecting a menu, decorations for the banquet, arranging the awards, taking reservations and collecting admission at the door. Presenting a written financial report to the President after the banquet.
- E. **Sanction Chairman:** Responsible for sending notices to horse show management of organizations, receiving payments and keeping records for all Horse Shows sanctioned by CFHJA.

DUTIES OF THE OFFICERS

PRESIDENT

(All non-paying positions.)

- A. The president shall preside at all general and executive committee meetings.
- B. He/She shall seek capable and qualified persons and appoint them chairmen of the various committees.
- C. He/She shall act as chief representative of the corporation by presenting its goals to the public and interested groups.
- D. He/She shall appoint as officer pro-tem in the absence of any officer necessary to carry on the business of the meeting.
- E. He/She shall be an ex-officio member of each committee except the nominating committee.
- F. The President or an officer appointed by the President shall co-sign all checks with the Treasurer.
- G. The President shall submit in writing to the Annual meeting of this organization a summary of the year's reports from Officers, Committee Chairmen, and activities of the past year.
- H. He/She shall retain possession of the corporate seal and the official gavel during his term at office.

VICE PRESIDENT:

- A. The Vice President shall exercise all of the functions of the President in the absence or disability of the President.
- B. He/She shall act as Functional assistant to the President.

RECORDING SECRETARY:

- A. The recording secretary shall keep accurate minutes of all regular meetings, board meetings and special meetings, in a permanent minute book.
- B. He/She shall keep accurate attendance records of general and board meetings.
- C. He/She shall have a copy of the By-Laws available at all meetings.
- D. He/She shall have a copy of the Horse Show Specifications available at all meetings.
- E. He/She shall present the presiding officer with a memorandum of all unfinished business before each meeting.
- F. He/She shall have a copy of Roberts Rules available at all meetings.
- G. He/She shall have a copy of all committee chairmen and members.

CORRESPONDING SECRETARY:

- A. The Corresponding Secretary shall be responsible for preparing and mailing all correspondence for CFHJA.
- B. He/She shall send out all notices to the membership as required.

TREASURER:

- A. The Treasurer shall receive, have custody of, and be fully accountable for all monies of the organization.
- B. He/She shall maintain accurate and detailed financial records.
- C. He/She shall pay all bills promptly,
- D. He/She shall submit to the President, the Recording Secretary and each Board Member at each general or board meeting a detailed report in the form of a written statement as to the current financial status of all accounts of the corporation.
- E. He/She shall submit a profit and loss statement for each horse show within two weeks following completion of the horse show. If all expenses are not recorded within the two week period, an estimate for the missing amount will be submitted until the correct amount is available and can replace the estimate for the permanent records.
- F. He/She shall co-sign all checks with the President or the person appointed as co-signer by the President.
- G. He/She shall submit an annual report at the December meeting for the show year which has just ended November 30th.
- H. He/She shall submit his/her books for audit at the end of each fiscal year as directed by the executive committee.
- J. He/She shall pay the corporate tax to the Florida Department of Revenue each year according to the requirements of the State of Florida.
- K. He/She shall be responsible for paying all Sanction requests by CFHJA to other Horse Show Management organizations within their time requirements; namely, FSHJA, NFHJA and SFHJA, SWFHJA.
- L. He/She shall be responsible for paying all dues to the USEF within the USEF time requirements. This includes Dues, Drug Fees, Non-Member Fees, Insurance, etc.
- M. At the end of each year, funds will be allocated for the purpose of having CFHJA's books audited.
- O. He/She shall be responsible for filling out and filing the Income Tax report for the fiscal year with the IRS.