

OKLAHOMA HUNTER AND JUMPER ASSOCIATION, INC.

(OHJA)

BYLAWS

Adopted January 28, 1995
With Amendments through March 5, 2022

The Oklahoma Hunter and Jumper Association (OHJA) is Oklahoma's original horse show organization. Established in 1964, OHJA was created to promote the sport of riding and showing hunters and jumpers in Oklahoma. OHJA is dedicated to serving the best interests of its members, member shows, and their exhibitors. OHJA furthers the objectives and abides by the rules of the United States Equestrian Federation, the national governing body of our sport, to which OHJA is affiliated.

OHJA Bylaws

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Article 1 General Matters

- 1.1 Name.** The name of this association is OKLAHOMA HUNTER AND JUMPER ASSOCIATION, INC. (“OHJA”).
- 1.2 OHJA Constitution.** These Bylaws are to be read as complementary to the Constitution of OHJA now in effect and as it may hereafter be amended (as so amended, the “OHJA Constitution”). In the event of any conflict in the provisions of these Bylaws and the OHJA Constitution, the provisions of the OHJA Constitution will prevail.
- 1.3 Definitions.** As used in these Bylaws, the following terms will have the following meanings:
- (A) **Annual Awards Banquet.** Defined in Section 4.1.
 - (B) **CAP Manual.** The Class, Award, and Points Manual adopted by the Board of Directors, as amended by the Board of Directors when deemed necessary.
 - (C) **Competition Year.** December 1 through the following November 30.
 - (D) **Horse.** All references in these Bylaws to a horse or horses will also be a reference to ponies, unless specifically stated otherwise.
 - (E) **Members.** The collective reference to Life, Individual, Family, and Alumni Members as more fully described in Section 2.1. The term Member does not include any Member who has been suspended or expelled as permitted in Article VII, Section 3 of the OHJA Constitution.
 - (F) **Membership Year.** December 1 through the following November 30.
 - (G) **OHJA Recognized Competition.** Defined in Section 3.1.
 - (H) **USEF.** United States Equestrian Federation, Inc.
 - (I) **USEF Rules.** The United States Equestrian Federation, Inc. Rules now in effect and as such Rules may hereafter be amended. Any amendment to any USEF Rule referenced in these Bylaws will be effective for purposes of these Bylaws on the effective date of the amendment to USEF Rule.
- 1.4 Rules of Construction.** It is obvious that however complete these Bylaws or the CAP Manual may be, they do not cover all possible situations which may arise. If a matter cannot be solved by interpreting these Bylaws or the CAP Manual to the letter, the solution to be adopted by those responsible should lie in a principle which follows as nearly as possible the spirit of these Bylaws, USEF Rules, and the CAP Manual.

Article 2 Membership

- 2.1 Categories and Privileges of Membership.** As provided in the OHJA Constitution, OHJA has Life, Individual, Family, and Alumni membership categories. The manner of becoming a Member and the privileges of each Member are as follows:
- (A) **Life Membership.** Life Members are Honorary Life Members or Regular Life Members, as follows:

- (1) **Honorary Life Member.** The Board of Directors may bestow the title of “Honorary Life Member” on individuals who have contributed to OHJA in a manner which makes them worthy of such a title. The Board of Directors must zealously guard this title, and only when contributions are truly deserving will the honor be bestowed. In addition to the membership privileges set forth in Article V, Section 4 of the OHJA Constitution, each Honorary Life Member will be exempt from membership dues.
- (2) **Regular Life Member.** Any person may become a Regular Life Member by paying the dues then in effect for Regular Life membership and submitting a membership application (Section 2.4). In addition to the membership privileges set forth in Article V, Section 4 of the OHJA Constitution, each Regular Life Member will be exempt from membership dues.
- (B) **Individual Member.** Any person may become an Individual Member for a Membership Year (Section 2.5) by paying the dues then in effect for Individual membership and submitting a membership application (Section 2.4). Each Individual Member will have the privileges set forth in Article V, Section 4 of the OHJA Constitution.
- (C) **Family Member.** Any family may become Family Members for a Membership Year (Section 2.5) by paying the dues then in effect for Family membership and submitting a membership application (Section 2.4). Families are defined as parent(s) or legal guardian(s) and their child(ren) and ward(s) who are younger than 25 years of age. Each Family Member will have the privileges set forth in Article V, Section 4 of the OHJA Constitution. Unless voting by absentee ballot as provided in the OHJA Constitution, at each meeting of the Members each Family will designate the persons (not more than two, who must be in attendance at the meeting) who will vote on behalf of the Family at the meeting.

2.2 Transfer of Membership. No OHJA membership and no right or privilege of a Member is assignable or transferable.

2.3 Dues. The Board of Directors may from time to time consider and approve the amount of dues for each membership category. In the event the Board of Directors approves any change in the amount of the dues for any membership category:

- (A) **Notice to Members.** The Board of Directors will notify the Members of a dues amount change to be ratified at the next meeting of the Members, either annual or special.
- (B) **Effective Date.** The change will not be effective until ratified by the Members.

2.4 Payment of Dues; Application. The form of membership application(s) is to be prepared by the Membership Secretary. Dues are payable to OHJA and are to be mailed or delivered along with the membership application to the Membership Secretary (or if paid at an OHJA Recognized Competition, delivered to the show secretary who will deliver the dues and application to the Membership Secretary). Upon receipt, the Membership Secretary will add the name(s) to the membership roll, forward the check or other payment to the Treasurer, and notify the Points Secretary.

2.5 Effective Date; Term of Membership.

- (A) **Life Membership.** Subject to Article VII, Section 3 of the OHJA Constitution: each Honorary Life membership will be effective as of the time specified by the Board of Directors and will continue for the life of the Honorary Life Member, and each Regular Life membership will be effective upon receipt of the dues and membership application and will continue for the life of the Regular Life Member.
- (B) **Other Memberships.** Each Individual, Family, and Alumni membership will be effective as provided in this Section 2.5(B) and subject to Article VII, Section 3 of the OHJA Constitution will continue in effect until the end of the appropriate Membership Year. Any individual or family applying for membership may specify whether the dues are to be applied to the Membership Year in which the dues and membership application are received (effective when the dues and membership application are received) or to the next Membership Year (effective as of December 1 of the next Membership Year).

Absent such a specification, any dues and membership applications received before November 1 in any Membership Year will be applied to the Membership Year in which the dues and membership applications are received.

- (C) **Receipt of Dues and Forms.** Dues and membership applications will be deemed received as follows:
- (1) **Paid by Mail.** If the dues and membership application are delivered by mail addressed to the Membership Secretary, the dues and membership application will be deemed received at the date of the postmark;
 - (2) **Paid at Competition.** Subject to the rules set forth in the CAP Manual governing the OHJA 3' Medal Class, if the dues and membership application are delivered in person to the show secretary at an OHJA Recognized Competition, the dues and membership application will be deemed received at the beginning of the competition; and
 - (3) **Paid Online.** If the membership application and dues are submitted to OHJA through its website, the dues and membership application will be deemed received as of the recorded PayPal date.
 - (4) **Other.** If the dues and membership application are delivered in any manner other than (1) or (2) above, the dues and membership application will be deemed received when actually received by the Membership Secretary.

2.6 Membership Roster. The Membership Secretary will maintain a current membership roster which will be published on the OHJA website and available to all Members.

Article 3 Competition Recognition

3.1 General. An "OHJA Recognized Competition" is a competition that satisfies the requirements of this Article 3. All OHJA Recognized Competitions will be recognized as follows:

- (A) **"A" Rated Competitions.** An "A" rated competition means a competition that is a Regular Member competition recognized by USEF having one or more sections with USEF "A" ratings.
- (B) **"B" Rated Competitions.** A "B" rated competition means a competition that is a Regular Member competition recognized by USEF having one or more sections with USEF "B" ratings and no section having an USEF "A" rating.
- (C) **"C" Rated Competitions.** A "C" rated competition means a competition that is a Regular Member competition recognized by USEF having one or more sections with USEF "C" ratings or Local Member status and no section having an USEF "A" or "B" rating.
- (D) **"O" Rated Competitions.** An "O" rated competition is a competition that is not a Regular Member competition recognized by USEF but satisfies the requirements of this Article 3 for "O" rated Competitions.
- (E) **Schooling Competitions.** A Schooling competition is a competition that is not a Regular Member competition recognized by USEF but satisfies the requirements of this Article 3 for Schooling competitions.

3.2 Application and Approval Process.

- (A) **Application.** Any person or organization desiring to conduct an OHJA Recognized Competition must file an appropriate application form (Section 3.2(E)) with the Horse Show Committee. For "A", "B", "C", "O" and Schooling competitions, a recognition show fee of \$50 must be submitted to the Points Secretary within 30 days following the competition. In the event the competition is hosting the OHJA Year-End Medal Qualifying Classes and the OHJA Year-End Medal Ride-Offs, OHJA will waive the \$50 fee.

The application and all other materials required by the application must be received by the Horse Show Committee at least 30 days prior to the proposed date of the competition.

- (B) **Recognition of Competition.** Following receipt of an application and all other materials required by the application, the Horse Show Committee will review the application and determine whether the proposed competition will be recognized by OHJA. In reaching its determination, the Horse Show Committee will consider: (i) whether the proposed competition is recognized by USEF as a Regular Member Competition if the competition is to be an “A,” “B,” or “C” rated competition (Section 3.1); (ii) whether the proposed competition will comply with the rules applicable to “O” rated competitions if it is to be an “O” rated competition; (iii) whether the proposed competition will comply with the rules applicable to Schooling competitions if it is to be a Schooling competition; (iv) whether the application and materials are complete (Section 3.2(A)); (v) whether the date requested is available (Section 3.3); (vi) the location and condition of the proposed site (Section 3.4); (vii) the sections and classes to be offered (Section 3.5); (viii) whether escrow of prize money will be required (Section 3.6); (ix) the applicant’s commitment and ability to comply with these Bylaws, the CAP Manual, the show packet, and the nature of any requested exemption from these Bylaws or the show packet; (x) the applicant’s payment of any fines (Section 5.4) and past history of violations of these Bylaws or the show packet; and (xi) such other matters as the Horse Show Committee deems appropriate. After making a determination the Horse Show Committee will notify the applicant of its decision. Recognition of the proposed competition by the Horse Show Committee may be granted subject to certain conditions. The decision of the Horse Show Committee will be final.
- (C) **Amendments to Application.** In the event of any change in an OHJA Recognized Competition after the competition is recognized by OHJA, show management must promptly notify the Horse Show Committee of the change. The Horse Show Committee will consider the change and determine whether the change is of such a nature that the competition will no longer be an OHJA Recognized Competition. After making a determination, the Horse Show Committee will notify show management of its decision. The decision of the Horse Show Committee will be final.
- (D) **Agreement to Comply.** By filing an application, show management will be deemed to agree (if the proposed competition is recognized by OHJA) to comply with this Article 3, the CAP Manual, all requirements and conditions in the Horse Show Committee approval, the show packet, and all USEF Rules, including, without limitation, obtaining judges and stewards in accordance with the provisions of USEF Rule Book.
- (E) **Application and Show Packet.** The Horse Show Committee will prepare appropriate applications and show packets. The applications and show packets will be available from the Chair of the Horse Show Committee. The application and show packets will contain such matters as are appropriate under this Article 3 and will contain such other matters, not inconsistent with these Bylaws, or the CAP Manual, as the Horse Show Committee deems appropriate.
- (F) **Reports to Board of Directors.** The Horse Show Committee will make periodic reports to the Board of Directors of all applications filed and the reasons for recognition or refusal to recognize competitions.
- (G) **Non-Recognized Competitions.** The OHJA 3’ Medal Class may be offered at competitions not recognized by OHJA in accordance with Section 3.5(B) (3).

3.3 Competition Dates. OHJA Recognized Competitions must be held on the date approved by the Horse Show Committee. The Horse Show Committee will award competition dates according to the following:

- (A) **Number of Competitions per Day.** OHJA will recognize only one “A,” “B,” “C,” or “O” rated competition on a given date. No Schooling competition will be recognized on any date on which an “A,” “B,” “C,” or “O” rated competition is recognized. OHJA will recognize only one Schooling competition in each OHJA Zone (Article IV of the OHJA Constitution) on any given date.
- (B) **Protected Dates.** Except as provided in Section 3.3(C), the date for an OHJA Recognized Competition will be protected for the next Competition Year if an application for the competition is made prior to

August 1 for December, January, or February dates in the following Competition Year and September 1 for all other months in the following Competition Year.

(C) **Order of Preference.** In the event of a conflict for a competition date prior to the August 1 or September 1 date, the Horse Show Committee will grant show dates with the following order of preference:

- (1) "A" rated competitions will be given priority over "B," "C," and "O" rated competitions and Schooling competitions; "B" rated competitions will be given priority over "C" and "O" rated competitions and Schooling competitions; "C" rated competitions will be given priority over "O" rated competitions and Schooling competitions; "O" rated competitions will be given priority over Schooling competitions.
- (2) If a "C" or "O" rated competition or a Schooling competition has a protected date and an application is received for an "A" or "B" rated competition for that date, the "C" or "O" rated competition or Schooling competition will be asked to upgrade to at least a "B" rated competition. If the "C" or "O" rated competition or Schooling competition refuses to upgrade it will lose its protected date. The preceding two sentences of this subsection (2) do not apply to any application received after September 1 in a Competition Year for an "A" or "B" rated competition to be held in the subsequent Competition Year.

3.4 Competition Location. OHJA Recognized Competitions must be held within Oklahoma or within 50 road miles of the Oklahoma border in a facility approved by the Horse Show Committee. In determining whether to approve a facility the Horse Show Committee will inspect the facility and consider the safety, suitability, and adequacy of the facility.

3.5 Sections and Classes.

(A) **Schooling Division.** Schooling classes will be subject to the requirements in the CAP Manual then in effect.

(B) **Hunter Seat Equitation Classes.**

- (1) **USEF Equitation Classes.** USEF Hunter Seat Equitation classes offered at OHJA Recognized Competitions will be subject to the requirements set forth in the CAP Manual.
- (2) **Oklahoma Equitation Class.** At any OHJA Recognized Competition where USEF Medal, ASPCA Horsemanship Class, USET Young Riders Class, USEF Adult Equitation Class, or any similar medal class except USEF Pony Medal, is offered and does not fill, show management is encouraged to offer the Oklahoma Equitation Class (as described in the CAP Manual) in its place. More than one Oklahoma Equitation Class may be offered at any OHJA Recognized show.
- (3) **OHJA 3' Medal Class.** All OHJA recognized competitions must include this OHJA 3' Medal Class, the "Jack and Daisy Moore Memorial" Class (as described in the CAP Manual). The OHJA 3' Medal Class may be offered at competitions not recognized by OHJA. In order to be offered at a competition not recognized by OHJA, show management must apply to the Horse Show Committee for permission to offer the OHJA 3' Medal Class. The decision to grant or deny permission will be at the sole discretion of the Horse Show Committee and the decision of the Horse Show Committee will be final. The OHJA 3' Medal class entry fee will be the same as other Equitation over-fences class fees at the competition.

(C) **Hunter Division.** Hunter Division classes will be subject to the requirements set forth in the CAP Manual.

(D) **Jumper Division.**

- (1) Jumper Division classes will be subject to the requirements set forth in the CAP Manual.

- (2) Unless the OHJA Recognized Competition is a one day competition or a Schooling competition, each OHJA Recognized Competition must offer at least one or more of the following (as described in the CAP Manual): (i) an OHJA recognized Level 1 (or above) Jumper Section; (ii) Children’s and Adult Jumper Section (Section 7.3); or (iii) Amateur Owner and Junior Jumper Section. In “O” rated competitions, cross entries in the Amateur Owner and Junior Jumper Section and the Children’s and Adult Jumper Section will be left to the discretion of show management. In “A” rated sections, placings will be through eighth place, and in “B” and “C” rated sections and “O” rated competitions, placings will be through sixth place.
- 3.6 Escrow of Prizes.** If an OHJA Recognized Competition has previously lowered its rating from an “A” or “B” rated competition to a “C” rated competition, or if show management has previously cancelled competitions (excluding acts of God or other circumstances beyond show management’s control) show management may be required, in order to obtain OHJA approval for subsequent shows sponsored by show management, to place prize money in escrow.
- 3.7 Notice of Competition.** Each OHJA Recognized Competition will provide notice of the competition to all Members. OHJA will provide social media notice of the competition.
- 3.8 Safety Regulations.** OHJA Recognized Competitions will comply with all USEF safety regulations and all safety regulations established by the Horse Show Committee and the following:
- (A) **Drinking Water.** Drinking water must be provided at ringside for riders and exhibitors when the temperature reaches 90°.
 - (B) **Dogs.** Dogs must be on a leash or contained. No dogs are to be allowed in schooling rings, show rings, or immediate paddock areas during schooling or show hours.
 - (C) **Helmet.** Riders must wear an approved helmet at all times when mounted.
- 3.9 Prize List.** The prize list for each OHJA Recognized Competition must include an approved OHJA membership application (Section 2.4). Show management of each OHJA Recognized Competition is encouraged to submit a copy of a draft of the prize list to the Horse Show Committee for review at least 30 days prior to the competition to insure compliance with both OHJA and USEF prize list requirements.
- 3.10 Reports; Fees; Awards.** Within 30 days after completion of each OHJA Recognized Competition:
- (A) **Reports.** Show management will submit to the Points Secretary:
 - (1) An officially marked program with a list of post entries and scratches or a set of class sheets (or equivalent) indicating all winners, champions, and reserve champions.
 - (2) A list of the amount of money through all places won by each horse in jumper classes, or if no money is won, each horse’s placing in each class (placings through eighth for “A” rated competitions).
 - (3) A list of the number of horses or riders exhibited in each class based on the number entering the show ring and judged on their performance. For over fence classes the count will be taken from the judge’s card and for under saddle and flat equitation classes the count will be taken from the paddock’s gate count.
 - (4) For “O” rated competitions, a steward’s report in accordance with Section 3.12(I).
 - (B) **Fees.** Show management will submit to the OHJA Membership Secretary:
 - (1) The accounting sheet provided in the show packet;

- (2) A check or money order for all fees owed to OHJA, as follows:
 - (a) Dues and fees collected at the show for OHJA memberships;
 - (b) OHJA recognition fee;
 - (c) Other amounts owed OHJA.

(C) **Awards.** Show management will:

- (1) Settle all debts of the competition; and
- (2) Issue all awards, trophies, ribbons, and prize money.

3.11 Course Designer. For each OHJA Recognized Competition the course designer requirements are as follows:

- (A) **“C” and “O” Rated Competitions and Schooling Competitions.** There are no requirements for the course designer for “C” and “O” rated competitions and Schooling competitions.
- (B) **“A” and “B” Rated Competitions.** The course designer for “A” and “B” rated competitions must be either:
 - (1) A USEF recognized course designer; or
 - (2) A designer whose qualifications and references (which the Horse Show Committee may request to be submitted in writing) are approved by the Horse Show Committee.
- (C) **Attendance.** The course designer must be on the competition grounds when the course is set unless the person setting the course meets the foregoing OHJA course designer standards.

3.12 Special Rules for “O” Rated Competitions. For each “O” rated competition the following rules will apply:

- (A) **General.** All requirements set forth in Sections 3.5 (Sections and Classes), 3.7 (Notice of Competition), 3.8 (Safety Regulations), 3.9 (Prize List), and 3.10 (Reports; Fees; Awards) and all requirements applicable to “C” rated competitions will be applicable to “O” rated competitions except as provided in this Section 3.12.
- (B) **Sections and Classes.** Each “O” rated competition must offer the OHJA 3’ Medal Class and at least four USEF defined sections. Prize money for USEF defined sections will not be required. Sections must be offered as required by USEF Rules for hunter and jumper classes, but, if there are less than three entries in any section, sections may be combined as follows:
 - (1) The Adult Amateur Hunter and the Children’s Hunter sections may be combined;
 - (2) The Amateur Owner Hunter and Junior Hunter sections may be combined;
 - (3) The Adult Amateur Jumper and the Children’s Jumper sections may be combined;
 - (4) The Amateur Owner Jumper and Junior Jumper sections may be combined; and
 - (5) The Small Pony Hunter and Medium Pony Hunter and Large Pony Hunter sections may be combined.
- (C) **Show Management.** For “O” rated competitions, the show manager must be a Member and comply with Article 1202 of USEF Rules and show management must comply with Article 1211, paragraphs 1, 3, 4, 5, and 9 of USEF Rules, in each instance substituting “OHJA” for “USEF” in the USEF Rules.
- (D) **Judges and Stewards.** “O” rated competitions must use USEF licensed judges and stewards who are USEF members in good standing and have proficient knowledge of the USEF rules.

- (E) **Course Designer.** See Section 3.11.
- (F) **Prize Lists.** Prize lists for each “O” rated competition must comply with Section 3.9 of these Bylaws and Article 1401 paragraphs 1, 2, 3, 4, 5, 7, 8, 10, 13, 14, 15, 18, 19, 21.1, 22, 23, 25, and 27 of USEF Rules, substituting “OHJA” for “USEF” in USEF Rules.
- (G) **Measurements.** Junior horses and ponies not possessing an USEF measurement card or an OHJA measurement card at an “O” rated competition will be measured by the steward and issued an OHJA measurement card. The steward will include the measurement form with the steward’s report. OHJA measurement cards will be either permanent or temporary in accordance with USEF Rules. Each horse will be entitled to two OHJA measurements at no charge; additional measurements will be subject to a fee determined by the Board of Directors. If cards are lost or stolen, the owner may contact the Points Secretary to obtain a replacement card which will be issued at no charge if the contact is made prior to arriving on the show grounds of the OHJA Recognized Competition.
- (H) **Steward’s Report.** In addition to the reports required under Section 3.10, the steward for each “O” rated competition must submit an OHJA steward’s report to the Chair of the Horse Show Committee within 10 days of the completion of the “O” rated competition; *provided*, if the Chair of the Horse Show Committee is part of show management, the steward’s report will be submitted to the President of OHJA and if both the Chair of the Horse Show Committee and the President are a part of show management, the steward’s report will be submitted to the Executive Vice-President of OHJA. The OHJA Steward’s Report will be available to all interested persons from the chair of the Horse Show Committee.
- (I) **Protests.** Measurement protest at “O” rated competitions will be submitted to the steward and conducted in accordance with Article 510 of USEF Rules with results reported to the Horse Show Committee and in the steward’s report. Non-Measurement related protests will be conducted in accordance with Article 5 of these Bylaws.

3.13 Special Rules for Schooling Competitions. For each Schooling competition the following rules will apply:

- (A) **General.** All requirements set forth in Sections 3.5 (Sections and Classes), 3.7 (Notice of Competition), 3.8 (Safety Regulations), 3.9 (Prize List), and 3.10 (Reports; Fees; Awards) will be applicable to Schooling competitions except as provided in this Section 3.13.
- (B) **Sections and Classes.** Schooling competitions are encouraged to offer the following classes as described in the CAP Manual:
 - (1) Lead Line Classes.
 - (2) Mini-Stirrup Classes.
 - (3) Academy Short and Long Stirrup Hunter Seat Equitation Classes.
 - (4) Academy Short and Long Stirrup Hunter Classes.
 - (5) Short Stirrup Hunter Seat Equitation Classes.
 - (6) Short Stirrup Hunter Classes.
 - (7) Long Stirrup Hunter Seat Equitation Classes.
 - (8) Long Stirrup Hunter Classes.
 - (9) 2’ Hunter Seat Equitation Classes.
 - (10) 2’ Hunter Classes.
 - (11) Thoroughbred Hunter Classes.
 - (12) Academy Beginner Rider Hunter Seat Equitation Classes.
 - (13) Academy Beginner Rider Hunter Classes.
 - (14) Beginner Rider Hunter Seat Equitation Classes.
 - (15) Beginner Rider Hunter Classes.
 - (16) Intermediate Rider Hunter Seat Equitation Classes.
 - (17) Intermediate Rider Hunter Classes.
 - (18) Rusty Stirrup Hunter Seat Equitation Classes.

- (19) Rusty Stirrup Hunter Classes.
 - (20) Modified Children's / Adult Hunter Seat Equitation Classes.
 - (21) Modified Children's / Adult Hunter Classes.
 - (22) Very Low Hunter Classes.
 - (23) Baby Green Hunter Classes.
 - (24) Low Hunter Classes.
 - (25) Open Hunter Classes.
 - (26) Children's Pony Hunter Classes.
 - (27) Jumper Classes .75 to .85 Meter (2'6" to 2'9").
 - (28) Jumper Classes .90 to .95 Meter (2'11" to 3'1").
 - (29) Jumper Classes 1.0 Meter (3'3").
 - (30) Thoroughbred Jumper Classes.
 - (31) OHJA Beginner Medal Class.
 - (32) OHJA 3' Medal Class.
 - (33) Oklahoma 3'3" Medal Class.
- (C) **Riding Not to be Judged.** In Schooling competitions, riding not to be judged is allowed. Provided, in any hunter seat equitation class only the rider's first round may be judged and in any hunter class only the horse's first round may be judged regardless of rider (professional or amateur).
- (D) **Judges and Stewards.** Not required to have USEF Rules recognized judges, but judge may not have "relationship" as contemplated in Section ___ of the USEF Rules.
- (E) **Course Designer.** See Section 3.11.
- (F) **Prize Lists.** Must include OHJA membership form.

Article 4 OHJA Annual Awards Banquet and Awards

- 4.1 **Annual Awards Banquet.** After each Competition Year OHJA will sponsor a banquet (the "Annual Awards Banquet") for the purpose of awarding the annual and memorial awards identified in the CAP Manual.
- 4.2 **Rules Governing Memorial Trophies.** Memorial trophies awarded at the Annual Awards Banquet will be retained by the recipient for one year and will be returned at the Season End Show or such other time as set by the Board of Directors. The recipient, or their proxy, will sign an agreement form acknowledging they are responsible for repairs or replacement if the trophy is damaged or lost.

Article 5 Rulings; Non-Compliance; Disputes

- 5.1 **Request for Hearing.** Any member of the Board of Directors, any Officer, any Member, any duly authorized representative of show management of an OHJA Recognized Competition, and any participant at an OHJA Recognized Competition may request a hearing to consider and resolve: the status or eligibility of a horse or rider; a complaint or issue raised by or affecting show management of an OHJA Recognized Competition; a claimed violation of OHJA rules by any Member, show management of an OHJA Recognized Competition, any competition participant, or any other person; the proper interpretation of any provision of the OHJA Constitution, these Bylaws, or the CAP Manual; a dispute or circumstance not covered in these Bylaws, the OHJA Constitution, or the CAP Manual; a proposal to censure, suspend, or expel any Officer or Member as permitted in Article VII, Section 4 of the OHJA Constitution; or any other matter or dispute relating to OHJA, an OHJA Recognized Competition, the OHJA Constitution, these Bylaws, or the CAP Manual.
- 5.2 **Emergency Rulings.** In the event any request for hearing involves a matter arising at an OHJA Recognized Competition requiring the immediate action of OHJA, the request will be delivered to the President or Chair of the Horse Show Committee or if neither is present at the OHJA Recognized Competition to the next ranking Officer. Following such delivery the matter may be considered and resolved in a joint session of the Board of Directors and Horse Show Committee held at the OHJA Recognized Competition if at least four directors or committee members (excluding anyone who is involved with show management or involved in the incident) are present either in person

or by telephone to render a decision. The President or Chair of the Horse Show Committee will chair the joint session, or in their absence, the next ranking Officer. Any decision of the joint session will be binding on OHJA and the parties affected by the decision. The decision will be reported at the next regular Board of Directors.

- 5.3 Other Rulings.** In the event any request for hearing involves a matter other than one described in Section 5.2, the following rules will govern the consideration and resolution of the request:
- (A) **Request.** Any request for a hearing must be in writing with sufficient specificity (and available documentation) so that the Board of Directors may determine the nature of the request and the parties affected by the request. The request is to be delivered to the President and will be deemed received upon actual receipt by the President.
 - (B) **Submission of Request to Committee.** The President may submit the request to a standing or other committee of the Board of Directors for review. Following the submission the committee will process, investigate, and prepare a recommendation for submission to the Board of Directors.
 - (C) **Meeting of the Board.** Following receipt of the request or the recommendation of the committee if the matter is submitted to the committee, the President will cause the request to be placed on the agenda of a regular or special meeting of the Board of Directors. Notice of the request shall be included in notice of the meeting (together with a copy of the request or a summary of the request). The President shall also give notice of the meeting to all persons entitled to be present as provided in Section 5.3(D).
 - (D) **Hearing.** At the meeting of the Board of Directors to consider the request, any person affected by the request shall have the right to appear at the portion of the meeting during which the request is considered, to confront witnesses against him or her, to produce witnesses on his or her own behalf, and to testify. The hearing need not be conducted in accordance with legal rules of evidence and any relevant evidence, whether or not admissible in a court of law, shall be admissible at the meeting. A verbatim record of the meeting may be caused to be made upon agreement of all parties.
 - (E) **Decision.** Following the hearing, the Board of Directors shall make a decision with respect to the request and such decision shall be final.
- 5.4 Penalties.** OHJA may assess the following fines:
- (A) **Fine.** A fine of \$50.00 for each violation of these Bylaws, the CAP Manual, or the horse show packet may be assessed against show management and/or all parties not in compliance.
 - (B) **Probation.** The fine must be paid before the competition can be recognized again by OHJA or the individual can participate in any capacity at an OHJA Recognized Competition.
 - (C) **Reoccurrences.** If a violation reoccurs, the OHJA Recognized Competition will not be recognized the following year. After that time, the competition may apply for recognition under new management.
- 5.5 Waiver.** Each Member and each OHJA Recognized Competition waives any right to personal or legal redress against the Board of Directors or any Member for any action taken under this Article.

Article 6 Miscellaneous Provisions

- 6.1 Amendments.** These Bylaws may only be amended in the manner provided in the OHJA Constitution.
- 6.2 Headings and Captions.** The headings and captions in these Bylaws are for convenience only and will have no impact on the interpretation of these Bylaws.
- 6.3 Corrections.** Automatic Grammatical, punctuation, and correlation corrections in these Bylaws which in no way alter the intent of the respective Bylaw or Standing Rule shall be effected by the Bylaws Committee, subject to the approval of the Board of Directors.