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| Show #(s) | |
|-----------|--|

NRHA ID #:

You have been selected as the show steward for the show named herein:

| Show Name | Location (city, state) | 1st day of show |
|-----------|------------------------|-----------------|
| Judge(s) | | |

RETURN WITHIN 14 DAYS OF THE CONCLUSION OF THE EVENT!!!!

The NRHA show steward has defined responsibilities as outlined in the NRHA Handbook. To help you better understand these duties NRHA has listed certain do's and don'ts for our show stewards. Reading this list does NOT replace reading the rulebook! Please read the rulebook as well!

An NRHA Show Steward **MUST**:

- ❖ Maintain professional conduct and attire during show hours.
- ❖ Submit any *protests* to the NRHA Office *within 10 days* of the conclusion of the event. Protests must be filed separate from the steward report
- ❖ Submit *NRHA steward report within 14 days* of the conclusion of the event.
- ❖ Be on the grounds at all times during the NRHA approved portion of the event.
- ❖ Keep record of how many hours each judge actually judges. (Doesn't include breaks.)
- ❖ Report any abuse observed on the show grounds; the judges may ask the show steward to include a report on abuse on the show steward form; any member or person in attendance may request that an incident of abuse be reported on the show steward form.
- ❖ Communicate to the judges when requested to do so by show management or exhibitors; some judgment regarding appropriate communication needs to be exercised.
- ❖ Report unprofessional conduct (in writing to be included in the show steward report); including but not limited to, drunkenness, foul language, or unsportsmanlike conduct.
- ❖ In the event of an exhibitor problem or crisis, discuss with the judge to determine and communicate a solution.
- ❖ If abuse or unsportsmanlike conduct is reported, include name(s) of individual(s) involved in the alleged incident along with all witnesses. Make sure to write detailed notes explaining the situation.

An NRHA Show Steward **MUST NOT**:

- ❖ Advise judges in judging skills, techniques, etc.
- ❖ Suggest any opinion as to judging performance! Remember the judge is the hired official and the final word on NRHA rules of judging!! No person should try to assume a coaching position over the judge!
- ❖ Offer opinion to exhibitors or show management – ONLY GIVE FACTS!
- ❖ Act on behalf of NRHA or its Board of Directors as a decision maker; or represent yourself to an antagonistic party as representing Board opinion.
- ❖ Display unprofessional conduct in the course of duties as a show steward.

I have read and understand all duties required of show steward. I have answered all of the questions on the back of this report to my fullest knowledge and honesty.

X
Signature of Show Steward _____ Date _____

If you have any questions call the NRHA Show Department at 405-946-7400.

1. Did the show management follow the program as outlined in the Premium List and/or in the Approved Show section of the NRHA *Reiner*? Yes No (If no, please provide details)
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2. Did the show management (manager, secretary, other staff) operate the show (NRHA approved classes) in strict accordance with the NRHA rulebook? Yes No (If no, please provide details)
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3. Were the ground conditions suitable? Yes No (If no, please provide details)
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4. Did the show management attempt to maintain the ground before and during the event? Yes No (If no, please provide details)
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5. Was the reining run as quickly and smoothly as possible? Yes No (If no, please provide details)
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6. Was there a significant spectator audience? Yes No (If no, please provide details)
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7. Were the contestants courteous to you, the judges and the show management at all times? Yes No (If no, please provide details)
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8. Did you assist show management, exhibitors and judge(s) with all problems that arose? Please provide details. Yes No
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9. Were the actions of all the exhibitors at the horse show always in the best interest of the sport of reining? Yes No (If no, please provide details)
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10. Was the show video taped by a professional? Yes (If yes, who?) No
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11. Did the judge act in a professional manner at all times? Yes No (If no, please provide details)
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12. Was show management or steward present at all times when the judge(s) interacted with any exhibitor or attendee with relationship to exhibitors? Yes No (If no, please provide details)
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13. Report the "no scores" which occurred and the cause of the "no score".
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14. Report exhibitors who showed with the incorrect back number or without a back number.
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15. Did any judges actually judge (not including breaks) over the 12 hour limit? Yes No
 *If YES, please provide details, including how many hours over?
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FOR OFFICE USE ONLY:

| Date Rec'd | Date Forwarded | Forwarded to |
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