

Entry fees are **NON-REFUNDABLE**, even in cases of inclement weather.

A negative 2008 Coggins Test is required for participation at the State 4-H Horse Show. A photocopy of this test is **required** to complete the show entry. The complete entry, including the photocopy of the test, must be on file at MSU **no later than July 25**. In addition to the photocopy of the test sent with the entry form, **the original copy of the test needs to accompany the participant**. No horse can be shown without a copy of the test on file at MSU. Return of test results from the State veterinarian's office cannot be assured on tests done **within two weeks** of the deadline.

All ponies and miniature horses should be measured in the county before being entered in the State 4-H Horse Show. Ponies and miniature horses will be **officially measured at the Show**. Pony entries measuring over 56 inches will be required to show in horse classes.

Counties are responsible for ensuring that all fees are included with entry forms. A single county check made payable to; **Michigan State University** should be sent with all entry forms. (IF necessary send entry forms with information regarding check to follow – All fees must be received from counties by August 10) **NO REFUNDS. Exhibitor age will be determined as of January 1, 2008. Horse ages are determined as of January 1.** Please check this information on the entry forms before mailing them to MSU.

Counties submitting entries to the State 4-H Horse Show are responsible for providing show volunteers to assist with the show. Please note that volunteer requests for preferred time and ring can not be guaranteed – read the information carefully. These volunteer quotas are based on the county show quotas. Counties who do not fulfill their help quotas will be subject to reduced show member quotas in future years. **Please return the enclosed applications by JULY 25** so the volunteers can be notified prior to the show. Your cooperation is appreciated.

If you have any questions regarding this information, or if extra materials are required, please contact Karen Waite at 1287 Anthony Hall, Department of Animal Science, Michigan State University, East Lansing, MI 48824-1225, 517/432-0383, kwaite@msu.edu or Taylor Tenlen, 517/353/1748, tenlenta@msu.edu or Carla McLachlan at 517-432-5402 or MCLACHL2@msu.edu.

Thank you very much!

Enclosures

NOTICE

To Extension 4-H Youth Staff:

- **Entries will only be accepted as a single mailing from each county.** Send one county check for total amount of fees due with entry forms. A completed **County Summary Sheet** must be included. Send your complete mailing to the:
State 4-H Horse Show
1287 Anthony Hall, MSU
East Lansing, MI 48824-1225
- Please enter the **date of birth** of each exhibitor on all entries.
- Please note that county volunteers will be credited as helpers only if they are pre-registered and check in and register the morning of the show on the day in which they have been assigned. Volunteer request for time and location cannot be guaranteed. If parents are volunteering and they do not have other family members along to assist their child – they do not make good volunteers! Please read the forms closely!
- Please mail completed entries (Entire County in one mailing) as soon as possible. We have limited office staff and are difficult to efficiently process.
- Please remind all members, leaders and parents that will be attending - there are **NO DOGS ALLOWED AT THE STATE 4-H HORSE SHOW**, except in the camping area, and dogs must be on a leash at all times.
- PEP Program entrants and Miniature Horse exhibitors are not included in county quotas.
- Exhibitors who need to arrive before their designated check in time or need to stay over after completing their show section must call the State Office for approval (517)432-5402. **Siblings traveling to the State 4H Horse Show will not be charged an extra stay fee – however they must call for the approval number.**

ALL PARTICIPANTS SHOULD BE PROVIDED THE DELEGATE INFORMATION AND CLASS LIST FOR REVIEW BEFORE COMPLETING ENTRY FORM

For County Staff & Committees – State 4H Horse Show

1. Your county is responsible for selecting its own State 4-H Horse Show participants according to local criteria. Your county quota will be sent to your County Extension Office. Counties are encouraged to use "Guidelines for Selecting State 4-H Horse Show Delegates" included in this packets.
2. Each county must measure all ponies and mini horses before they are entered in classes (Ponies through 56'' in height). (Mini – 34 – 38 inches) They will be measured again at the state horse show.
3. Each county is encouraged to send one 4-H member with a documented disability to participate in the Show (this member will not be included in the county quota). The member must show under all existing standards, and the county must determine that he or she can compete in the classes without danger to himself or herself, or to others. This participant is not considered a PEP (Proud Equestrian Program) entrant.

4. Pre-register each entry (including designated alternates) by providing participants with these guidelines, a schedule, an entry form, and all other additional information provided to each County Extension Office by the Equine Extension Youth Specialist. Participants should fully complete the entry form and return it to their County Extension Office to be forwarded with all other entries from their respective county to State 4-H Horse Show Entries, 1287 Anthony Hall, Michigan State University, East Lansing, MI 48824. Counties should send their completed entries to that office as soon as possible after the county's 4-H Horse Show delegate selection day. **ENTRIES WILL NOT BE ACCEPTED FROM INDIVIDUAL EXHIBITORS.**
5. No exhibitor (regular delegate or alternate) will be permitted to show unless he or she has a completed entry (including a negative 2008 Coggins test) on file with the Equine Extension Youth Specialist **July 25, 2008**. Forms must be typed or printed.
6. Counties must notify the Equine Extension Youth Specialist of all alternates substitution before **Tuesday, Aug 19, 2008 at 5:00 p.m.** If the county chooses, entry fees paid for regular exhibitors may be transferred to alternates. **No refunds of entry fees will be given for any reason.**

GUIDELINES FOR SELECTING STATE 4-H HORSE SHOW DELEGATES

These guidelines were developed using information provided by the State 4-H Horse Show Programming Committee and a survey sent to each county 4-H horse program in Michigan. County 4-H Horse Committees are encouraged to use this document as a guideline in developing their own written selection system. Counties should outline their objectives before designing their own selection procedures.

OBJECTIVES

For exhibitors to be outstanding representatives of their county's 4-H horse program while developing positive life skills, leadership experiences, good sportsmanship and other desirable character traits to make them successful individuals.

- For exhibitors to experience the pride and responsibility of caring for a horse, including learning good management practices with their project.
- For exhibitors to gain skills in horsemanship, show ring etiquette and horse handling safety.
- For exhibitors to meet other 4-H members, leaders and families from around the state.
- For exhibitors to compete on a statewide level.
- For exhibitors to increase their skills & knowledge in horse show management, the horse industry, communications and community service.

RECOMMENDATIONS

1. Selection of participants should be based on:
 - a. Show performance with their project at designated county shows/fairs
 - b. Club participation and performance
 - c. Participation in non-competitive aspects of their 4-H project area. (ex. Community service projects, Mentoring programs, Teen Leader roles, "horseless" horse activities, regional and state level opportunities such as Exploration Days, Teen Leader Workshops, State 4-H Trail Ride, 4-H Standardbred Project, State Programming Committees, National 4-H Congress)
 - d. Participation in other county, regional, and state competitive horse activities such as State 4-H Horse Award process, Horse Judging, Hippology, Horse Bowl, Public Speaking, Demonstrations, Photography, Art
 - d. Record-keeping ability and performance
 - e. Positive attitude and good sportsmanship
 - f. Ability to perform adequately in classes they will be participating in at State 4-H Horse Show

2. Counties should consider providing activities:
 - a. Where only county members participate
 - b. That include all classes that are offered at the State 4-H Horse Show (for which the county has interested and eligible members)
 - c. That include a point system for all aspects of the selection process (developed by a county committee) to assist in selecting delegates
 - d. That exhibit the member's overall horse knowledge
 - e. That is officiated by Michigan 4-H Horse Judges
3. Members and their projects must meet State 4-H Horse Show guidelines.
4. Additional factors to be considered:
 - a. Preference given to members in their last year of 4-H because of upper age limits
 - b. Whether a member has exhibited at the State 4-H Horse Show previously
 - c. The need for a distribution of delegates from throughout the county
 - e. The member's club and recordkeeping performance (as previously mentioned)

Selecting county delegates to the State 4-H Horse Show should be a cooperative decision made by County Extension staff and a County 4-H Horse Adult & Teen Leader Committee. Members and leaders should know well in advance of delegate selection what selection methods will be used.

The knowledge the member has gained should be emphasized. Exhibiting at the State 4-H Horse Show should assist in evaluating the member's progress rather than be the major project emphasis.

**IN ADDITION TO OUR PROUD EQUESTRIAN PROGRAM CLASSES
THESE GUIDELINES ARE FOR INVOLVING 4-H MEMBERS WITH DISABILITIES IN NON-
PEP CLASSES AT THE STATE 4-H HORSE SHOW**

Situation Statement

The State 4-H Horse Show has been open to participation by 4-H members with documented disabilities. However, to encourage counties to involve more members with disabilities in the show, the enclosed guidelines took effect in 1984. The State 4-H Horse Show provides an opportunity for riders in the Proud Equestrian Program (PEP) to participate in a mainstreamed setting, as well as the PEP Classes outlined in other areas of this packet of information.

General Rules

Counties are encouraged to send one 4-H member with documented disabilities from their county to participate in the State 4-H Horse Show. This member is in addition to the specified county quota. The member must show under all existing standards and environmental conditions. The county must determine that the member with disabilities can compete, given the existing regulations and safety standards of the State Horse Show and the Proud Equestrian Program, without danger to himself/herself or to others competing in the show.

Purpose

The State 4-H Horse Show and the State 4-H Programming Committees stress providing members with documented disabilities with an opportunity to participate in a wide-variety of 4-H activities. Members with disabilities may be a part of a mainstreamed 4-H Horse Club and/or they may be part of an organized PEP program. Riders may qualify in either area.

Selection

Participation must be based on an individual's competency and skill level. When identifying delegates input from the 4-H Youth Agent, county horse programming committee, 4-H leader, and parents should be considered. If the rider is from a PEP program, the certified PEP instructor should be asked for his/her input.

Rules

1. All rules for the State 4-H Horse Show will apply to all delegates, including members with disabilities, except for the rule that states that a horse should be in the continual care of the member from May 1st. A horse need not have been under the continual care of the member with documented disabilities. PEP riders must participate on a horse that has been selected and approved by a certified PEP instructor.
2. Riders selected from a PEP program will be required to wear safety helmets and use peacock stirrups in addition to standard show ring attire. All other clothing and appointment rules apply.
3. The certified instructor must be present on the site during the PEP rider's participation in all State Show events.
4. Medical forms for PEP riders must be present with the instructor during the event.

COUNTY HORSE & PONY QUOTAS - 2008 STATE 4-H HORSE SHOW

2008 entries will be accepted only on the quota system. If you are unsure of the quota in your county – please call for information. The quota for 2008 is based on the 2007 county enrollments in the 4-H Horse and Pony Projects. ** Entry forms are due to the Equine Extension Youth Specialist **JULY 25, 2008**. Please remember that entry forms will only be accepted from a County Extension Office.

The 2008-show formula is as follows:

0 - 25 = 1	151-175 = 11	301-325 = 19	451-475 = 25
26 - 50 = 2	176-200 = 13	326-350 = 20	476-500 = 26
51 - 75 = 3	201-225 = 15	351-375 = 21	501-525 = 27
76-100 = 5	226-250 = 16	376-400 = 22	526-Over = 28
101-125 = 7	251-275 = 17	401-425 = 23	
126-150 = 9	276-300 = 18	426-450 = 24	

Counties have their horse and pony quotas reduced if they do not fulfill their quotas of volunteer helpers at the previous year's State 4-H Horse Show or if stalls are not cleaned after the show. All quotas are calculated on a county basis. Figuring quotas on a district basis or reassigning quotas to another county is not permitted. Counties are encouraged to send one 4-H member with disabilities from their county to participate in the State 4-H Horse Show (not included as a PEP Program entrant). This member will not be included in the county quota. The members must show under all existing standards, and the county must determine that the member can compete in the classes without danger to himself/herself or others in the classes. Exhibitors with Draft or Miniature Horses are not included in the county quota.

2008 State 4-H Horse Show Quota

County	Enroll	Member Quota	Volunteer Quota	County	Enroll	Member Quota	Volunteer Quota
Alcona	82	5	1	Lapeer	229	16	3
Alger	12	1	1	Leelanau	61	3	1
Allegan	371	21	4	Lenawee	258	17	3
Alpena	110	7	1	Livingston	275	17	3
Antrim	47	2	1	Luce	23	1	1
Arenac	36	2	1	Mackinac	8	1	1
Baraga	23	1	1	Macomb	329	20	3
Barry	349	20	3	Manistee	75	3	1
Bay	106	7	1	Marquette	127	9	2
Benzie	56	3	1	Mason	190	13	2
Berrien	541	28	5	Mecosta	271	17	3
Branch	156	11	2	Menominee	128	9	2
Calhoun	126	9	2	Midland	504	27	5
Cass	381	22	4	Missaukee	99	5	1
Charlevoix	30	2	1	Monroe	654	28	5
Cheboygan	169	11	2	Montcalm	204	15	3
Chippewa	37	2	1	Montmorency	15	1	1
Clare	113	7	1	Muskegon	160	11	2
Clinton	147	9	2	Newaygo	266	17	3
Crawford	0	1	1	Oakland	519	27	5
Delta	123	7	1	Oceana	126	9	2
Dickinson	127	9	2	Ogemaw	60	3	1
Eaton	258	17	3	Ontonagon	56	3	1
Emmet	80	5	1	Osceola	252	17	3
Genesee	290	18	3	Oscoda	20	1	1
Gladwin	61	3	1	Otsego	146	9	2
Gogebic	38	2	1	Ottawa	300	18	3
Grand Traverse	115	7	1	Presque Isle	16	1	1
Gratiot	178	13	2	Roscommon	2	1	1
Hillsdale	197	13	2	Saginaw	144	9	2
Houghton/Keweenaw	23	1	1	St. Clair	353	21	4
Huron	184	13	2	St. Joseph	841	28	5
Ingham	658	28	5	Sanilac	302	19	3
Ionia	218	15	3	Schoolcraft	21	1	1
Iosco	91	5	1	Shiawassee	200	13	2
Iron	63	3	1	Tuscola	215	15	3
Isabella	195	13	2	Van Buren	218	15	3
Jackson	309	19	3	Washtenaw	451	25	4
Kalamazoo	462	25	4	Wayne	129	9	2
Kalkaska	37	2	1	Wexford	73	3	1
Kent	507	27	5	Total	15426	894	177
Lake	0	1	1				

STATE 4-H HORSE SHOW MANAGEMENT WORK EXPERIENCE

AN OPPORTUNITY AND RESPONSIBILITY FOR MICHIGAN 4-H HORSE CLUB MEMBERS & VOLUNTEER LEADERS

OBJECTIVE: To provide members and leaders with an opportunity to observe and assist in the operation of the State 4-H Horse Show.

QUOTA SYSTEM: County member, 16 years old or older, or one experienced adult volunteer according to the following quota system. Volunteers will **only** be credited to their county's quota system if they check in and register at the show. **Counties who do not fulfill their help quotas will be subject to reduced show member quotas in future years. See County Quota listing for county volunteer numbers.**

0-8 participants	1 helper
9-14 participants	2 helpers
15-20 participants	3 helpers
21-25 participants	4 helpers
26+ participants	5 helpers

WHEN: The Gymkhana show on Friday, August 22 will begin at 9:00 a.m. volunteers should plan to check-in and be present for an orientation meeting that will be held at 8:00 a.m. Gymkhana afternoon volunteers should check in at 11:30 a.m. On Saturday and Sunday, August 23 and 24, the show will begin at 9:00 a.m. Volunteers schedule for the a.m. shift on Saturday and Sunday should plan to check-in and be present for an orientation meeting that will be held at 8:00 a.m. Afternoon volunteers will check in at 11:30 a.m.

WHERE: Show Helpers are to meet at the Headquarters Area (classroom area) on the Show grounds, Pavilion for Agriculture and Livestock Education (Farm Lane, south of Mt. Hope Road).

APPLICATIONS: Please enter on the enclosed application form. Applications are due, with the State 4-H Horse Show entry forms County Packet, to the Equine Extension Youth Specialist by **JULY 25, 2008**, so volunteers can be notified of their assignments by mail. These must be sent with by your county extension office with Show information.

Please remember – you are requesting a preferred time and arena – It is not always possible to grant the specific ring or job you requested. A letter with your assignment will be sent prior to the show. Keep in mind – if you are attending the show and are the only “helper” for a young person showing – you will likely not make a good volunteer on the day your young person shows. Volunteers will need to stay at their assigned location for several hours with out a lot of opportunity to visit other locations on the grounds during your assigned time slot.

**2008 State 4-H Horse Show
State 4-H Horse Show Volunteer**

**An opportunity and responsibility for
Michigan 4-H Horse Club members and volunteer leaders**

Application form: Please return this form to your county Extension office by their designated deadline. Be sure to give complete address.

Name	County	
Address	City	Zip
Telephone	Email	

Please check one: _____ Teen volunteer (16 yrs & older) If a youth, age of teen: _____
 _____ Adult volunteer

Please choose the day, arena, job preference and time you prefer:

Friday am/pm	East Arena set-up/general help gate clerk make-up clerk ribbon clerk ring steward	Inside Arena set-up/general help gate clerk make-up clerk ribbon clerk ring steward		
Saturday am/pm	East Arena ring steward clerk ribbon clerk make-up clerk general help/gates	Inside Arena ring steward clerk ribbon clerk make-up clerk general help/gates	Dressage Arena scribe (experience required) make-up clerk Trail Arena	Mini Show ring steward clerk make-up clerk ribbon clerk general help
	Sat. pm Eng/Western Riding		Sat. am Hunter Hack clerk ring steward	
Sunday am/pm	East Arena ring steward clerk ribbon clerk make-up clerk general help/gates	Inside Arena ring steward clerk ribbon clerk make-up clerk general help/gates	Dressage Arena scribe (experience required) make-up clerk Trail Arena	PEP Arena general help ring steward clerk
			Sun. am Hunter Hack clerk ring steward	

Extension staff submitting: _____

Please remember- you are requesting a preferred time and arena- it is not always possible to grant the specific ring or job you requested. A letter with your assignment will be sent prior to the show. Keep in mind- if you are attending the show and are the only "helper" of a young person showing- you will likely not make a good volunteer on the day your young person shows. Volunteers will need to stay at their assigned location for several hours without a lot of opportunity to visit other locations on the grounds during your assigned time.

**STATE 4-H HORSE SHOW
COUNTY SUMMARY SHEET/PAYMENT FORM**

DUE: JULY 25, 2008

TO: Equine Extension Youth Specialist
State 4-H Horse Show Entries
1287 Anthony Hall, MSU
East Lansing, MI 48824-1224

County _____

Please list the names of all county delegates and alternates below and submit a COUNTY CHECK payable to **Michigan State University** for the total amount of all county delegate entries. **Entry Fee: \$55 per delegate** - do not submit entry fee(s) for alternate(s).**

**** Miniature Horses stalling together – entry fee is \$40.00**

Please remember to refer to County Quota Sheet to verify the correct number of delegates allotted for your county.

	NAME OF DELEGATE	DAY EXHIBITING (Fri, Sat, or Sun)	CAMPING Add'l fee of \$10/night	ADDITIONAL STAY \$20.00 (Must have pre-approval from State Office Staff)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				

Total Number of Delegates _____ x \$55 = _____ + **Camping Fees of** _____ + **Additional Stay** _____

Total Number of Delegates _____ x \$40 = _____

Total amt. Enclosed \$ _____

Signature of Extension staff person submitting form _____

(This form must be signed by a 4-H Youth staff member or other appropriate Extension staff person or the entries will not be accepted.) This form and one county check must accompany all county registration forms.