



THE RIDE & TIE ASSOCIATION

www.rideandtie.org

To all Ride & Tie Race Directors:

Thank you for your support of Ride and Tie! Our sport would not exist without you. The Ride and Tie Association appreciates the hours and effort that you put in to make these races happen, and will do whatever we can to help increase participation, membership and interest in the sport. We will handle sanctioning, scheduling and insurance, and can help with publicity as well as the details of managing.

Following is a brief overview of what you will need to know to put on a sanctioned ride & tie.

You will find lots of helpful information including a Race Director's manual, forms, Veterinary requirements and forms, etc. on our webpage dedicated to helping you. It can be found at www.rideandtie.net/sanctionform3/

SCHEDULING:

There is no minimum time between sanctioned events. Scheduling will be on first come/first served basis. Return the **Ride & Tie Sanctioning Agreement** as early as possible to assure your event a place on the schedule and allow processing of your insurance or waiver. Plan ahead! The agreement can be completed and submitted online at www.rideandtie.net/sanctionform3/

To have your race listed in the Ride & Tie Handbook send information to janiceheltibridle@gmail.com no later than December 31st.

SANCTIONING:

Please request sanctioning as early in the year as possible. Requests for sanctioning must generally be made **sixty (60) days in advance of the event** in order to arrange for insurance and other administrative issues.

SANCTIONING FEE:

There is no advanced sanctioning fee. Insurance charges will be paid by the race director after the race at a cost of \$10 per team, up to a maximum of \$100 per day. See the section on Insurance below.

DISTANCE:

To put on a sanctioned ride & tie event, there must be one course with a distance of at least 20 miles. Shorter distances may be offered in addition, and these should also be sanctioned and insured. The maximum distance is 100 miles in one day.

BENEFITS OF SANCTIONING:

1. Advertising in the Ride & Tie Newsletter, Ride & Tie Handbook and on the Ride and Tie Association website as well as other publications with the yearly schedule of sanctioned events from the Ride and Tie Association.
2. Low cost liability insurance for your event.
3. Promotional flyers and information on the sport of Ride & Tie.
4. Listing of all members of the Association upon request.
5. Results of your event in the Ride & Tie Newsletter and on the Ride and Tie Association web site.
6. Participants in your event are eligible to receive mileage and points for the Association's annual awards.

RACE DIRECTOR DUTIES:

As Race Director you are responsible for ensuring the following:

1. There must be one sanctioned event with a minimum distance of 20 miles.
2. The event must be run according to the Association's Rules of Ride & Tie. www.rideandtie.net/rules/
3. Request for sanctioning should be sixty (60) days in advance of the event. You may submit the online form at www.rideandtie.net/sanctionform3/ or submit your form to Courtney Krueger at ck@firstcumberland.com.
4. Flyers, Waivers and Registration forms should be submitted to Liz Perkin at lizperkin@gmail.com as soon as possible for inclusion on the Association's website.
5. Flyers may be submitted to Gunilla Pratt at gunillapratt@gmail.com for inclusion in the newsletter
6. All competitors must sign a waiver. You may design your own or use the R&T template form www.rideandtie.net/docs_2013/entryform_generic.pdf
7. The race director must require membership in the Ride and Tie Association for all sanctioned events. You must validate membership **prior** to the start of the event. Competitor's names must be on the current Official Membership List obtained from the Ride and Tie Association in order to participate (you may request a list from ContactUs@rideandtie.org or check individual status on the website www.rideandtie.net/ms/). If the competitor's name is not on the Membership list, he or she must fill out a Membership form and pay you the appropriate fee. If, due to faulty or slow reporting of memberships the competitor joined but was not yet listed, the Ride and Tie Association will refund the second payment in full by mail following the race.
8. All sanctioned events must use the Ride and Tie Association's liability insurance. Insurance charges are based on the number of teams at the rate of \$10 per team up to a maximum of \$100 per day. Requests to add additional insureds must be provided to the Sanctioning Officer no later than 15 days prior to the event. After you submit the sanction form, a certificate of insurance will be emailed to you and to other insureds before the event.
9. A licensed veterinarian must check each horse before, during and after the event.
10. All veterinary checks must be of the "stop & go" variety (i.e., the horse must meet predetermined recovery criteria before continuing). No mandatory holds are allowed, with one exception: A horse having metabolic problems may be held at the discretion of the veterinarian. Criteria can be found at www.rideandtie.net/sanctionform3/
11. The financial summary form www.rideandtie.net/rt/financialsummary.pdf and all fees including membership and insurance must be sent within two weeks following completion of the event to
 1. Ride and Tie Association
 2. 4710 Kingsway
 3. Anacortes, WA 98221-3210
12. Race results should be sent to Bob Heltibridle at bobheltibridle@gmail.com within two weeks following the completion of the event using the blank race results form found at www.rideandtie.net/sanctionform3/

For each year that you manage a race, you will be considered a full year competitive member with all the benefits free of charge for the year in which you hold your ride & tie.

ASSISTANCE FOR NEW RACES:

For new, first-time races, the Ride and Tie Association can provide some financial assistance, if needed. The race director should contact the Ride and Tie Association Sanctioning Director or President for assistance or for more information.

INSURANCE:

As race directors you are all keenly aware of liability and insurance issues. As participation in our sport grows, the Ride and Tie Association must protect itself when it “sanctions” an event. The Association must carry insurance for each sanctioned event and we pay an annual premium based on the number of events and days covered. Insurance covers property damage and bodily injury- to others, NOT to participants. The certificate is proof that our organization is insured for the specific event. If ride managers are not the property owner they usually are not included as additional insureds as they have no insurable interest.

A **Certificate of Insurance** (aka Insurance Certificate) is merely proof that the Association has liability insurance. It provides coverage to the landowner by our insurance carrier in the case of an accident or mishap on their property. We must have an **email** and **address** for the landowner or anyone named as additional insured.

To name an additional insured provide the name and address in space provided in the Sanctioning Agreement.

Even though our races are often held in conjunction with AERC rides, we **must** use the Ride and Tie Association insurance instead of that obtained by the AERC. No exceptions.

Multi-day Events:

If your event provides for ride & tie races occurring on multiple days, each day is insured separately. The \$100 maximum applies to each day. As an example, if on the first day a total of 14 teams participate in one or more events, insurance costs for that day will be \$100. If on the second day seven teams participate, an additional \$70 is due. Therefore, in this example a total of \$170 would be payable to the Ride and Tie Association to cover both days of your event.

Consider requesting insurance coverage for the day before your event if you will have people camping. Accidents can happen the day before or after, and not just during the event.

Be aware: Claims are not payable if those involved in the situation are intoxicated.

Other Events Held In Conjunction With Your Ride & Tie:

Some ride & tie race directors hold other events, such as trail runs or mountain bike rides, coinciding with their ride & tie races. It is ok to do this, and these events can be lots of fun. However, you **will need to find alternative insurance to cover participants involved in the other event.** Having participants join the Ride and Tie Association will not provide them with insurance.

COMPETITOR DIVISIONS:

Pro: A competitor who has completed two sanctioned races of at least 20 miles in length, or has completed one World Championship

Amateur: A competitor who has not yet met the definition of Pro

Novice: A competitor who has never completed a course of 20 miles in length at a sanctioned event.

EVENT TYPES

Most ride & tie events have no special category. However, there are options available to a race director.

Pro/Am: A Pro/Am event is one where a seasoned ride & tier (a “Pro”) teams up with a novice or an amateur. In these events no team can be made up of two Pro ride & tiers. However, two novices or two amateurs can team up. **Team points are not awarded at Pro/Am events.**

Elevator: An elevator ride & tie is one where a team may complete the short course and then decide they want to “elevate” to the long course. If your event is categorized as an elevator event then this is allowed. Otherwise teams may not do this.

The race director must decide in advance if his or her event will be considered an elevator ride and sanction it as such. There are specific rules covering elevator races:

1. A team may elevate only one distance level
2. If a team chooses to elevate it will **not** get credit for the shorter distance once they’ve committed to elevate **even if** they do not complete the longer distance (in other words, upon elevating, the rider is no longer considered a starter or a finisher in the shorter distance)
3. The team must pay the entry fee charged for the longer distance (if it is different)
4. The team must start at the same time and follow the same course as the longer distance. In other words, this only works if the first loop of the long and short course is identical.

MEMBERSHIP REQUIREMENTS

All ride & tie participants must be members of the Ride and Tie Association. For liability reasons, membership in the Association is required of participants in a sanctioned event.

It is your responsibility as a race director to verify that each participant is a member of the Association, and if not, collect the membership form and dues before the race.

You may request a list of members from ContactUs@rideandtie.org or may verify members individually online here: <http://www.rideandtie.net/ms/>

New members who join at a race held after September 1st and prior to January will have their membership extended through the following year. This does not apply to renewing members who are renewing their membership late in the year.

A copy of the membership application is available on the website. Make as many copies as you need to have on hand at your race. Anyone not listed as a current member must complete the application and give you a check made payable to the Ride and Tie Association prior to the start of the race. Attach the check to the application and mail it to Ride and Tie Association, 4710 Kingsway, Anacortes, WA 98221-3210.

If the membership fee is paid in cash, or is paid on one check along with the entry fee, a check must be written by the race director payable to the Ride and Tie Association to cover the membership fee.

TEAMS WITH ANY COMPETITOR WHO IS NOT A CURRENT MEMBER AT THE TIME OF THE RACE WILL BE DISQUALIFIED.

WAIVER/RELEASE:

Competitors must sign a waiver/release before participating in any event. The Ride and Tie Association should be included with the parties you name in your liability release/waiver on your entry/registration form. You may use the entry form www.rideandtie.net/docs_2013/entryform_generic.pdf or create your own.

Your willingness to devote the hours and efforts required to put on an event is one of the most critical factors in keeping our sport alive and growing. The Association and those of us who come to your races can never thank you enough.

For more information or assistance:

Sanctioning Officer Courtney Krueger:

1041 Kile Lake Rd. SE

Cleveland, TN 37323

864-933-4912

ck@firstcumberland.com

ABOVE ALL ELSE ENJOY YOURSELF AND KNOW THAT WE APPRECIATE YOU!!!