



## Event Sanctioning Form

To sanction your event, submit the following to [events@rideandtie.org](mailto:events@rideandtie.org) or to The Ride and Tie Association, c/o Rhonda Venable, 10102 Fire Tower Rd., Toano, VA 23168. For questions, contact her at 757-870-3837.

### The following is an agreement between the event management of

Name of Event: \_\_\_\_\_ Date(s): \_\_\_\_\_

Event Location (Please be as accurate as possible, include: city, state, and zip code): \_\_\_\_\_

Event Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Event Contact Email: \_\_\_\_\_

### and the Ride and Tie Association

Distance(s): Ride & Tie \_\_\_\_\_  
Equathon (if offered) \_\_\_\_\_

How many/which days of your event will Ride & Tie/Equathon be offered? \_\_\_\_\_

Is this ride offering the following option: Elevator: Yes  No

See special rules on elevator rides [www.rideandtie.org/resources/ride-manager/](http://www.rideandtie.org/resources/ride-manager/)

Stipends in the amounts stated below are being offered for any event which sanctions a Ride & Tie/Equathon and meets the following criteria.

- \$200 if you have any participants compete in Ride & Tie/Equathon, plus
- \$100 if you are offering Ride & Tie/Equathon at this event for the very FIRST time

#### Criteria:

- You must apply for the stipend (with this form or online) at least 60 days prior to the event, or within one week of its announcement if less than two months from the date of the event.
- Your application must include:
  - Pay to the order of: (insert full name of individual or organization) \_\_\_\_\_
  - Address (USPS mailing address) \_\_\_\_\_
  - Phone number: (where we can reach you if we have any questions) \_\_\_\_\_
- All sanctioned events must use the Ride and Tie Association's liability insurance (\$10/team, up to a max of \$100/day)
- There must be at least one Ride & Tie distance of 20 miles or longer offered.
- You must agree to actively promote Ride & Tie/Equathon in your marketing and branding materials.
- You must ensure that all competitors are current Ride & Tie members.
- You must provide completion awards to Ride & Tie/Equathon competitors.
- No more than 14 days after the date of the event, you must submit the following either electronically (online forms/PayPal), or via USPS:
  - Event results (<https://www.rideandtie.org/wp-content/uploads/2024/09/Submitting-Ride-Results.pdf>)
  - Membership forms and fees for anyone who joined or renewed at event (<https://www.rideandtie.org/membership/>)
  - Financial Summary form along with sanctioning/insurance fees (<https://www.rideandtie.org/financial-summary/>)

To apply for a stipend, please initial here \_\_\_\_\_ Is this the first time Ride & Tie/Equathon is being offered? \_\_\_\_\_

*The Ride & Tie Association and Southeast Endurance Riders Association (SEERA) are partners allowing participating SEERA members to accumulate SEERA miles and be eligible for SEERA Ride & Tie year end awards as well as supporting SEERA in its mission to strengthen Endurance events. If you are in the Southeast (including Virginia), consider sanctioning your event with SEERA as well. Cost is \$3.00 per team all of which goes to the SEERA.*

To sanction with SEERA go to <https://www.southeastenduranceriders.org/ride-sanctioning>

## INSURANCE SANCTIONING FORM

An insurance certificate will be issued to the Ride Manager for the location of the ride. Please list all entities (government, private property owners, and others) that require certificates of "Also Insured", their complete mailing address, and *any additional information or necessary wording*. The insurance covers the ride manager and landowner(s) for the day before and the day after the event. The insurance does NOT cover competitors on those two days. If a competitor damages property on one of those days, he or she would be completely liable for the damages.

**Insurance can only be issued to a Ride Manager who is a member of the Ride & Tie Association.** Failure to join or renew your membership will **nullify** your insurance. Because you are helping our sport by serving as a Ride Manager, we gratefully offer you a complimentary membership, but you must fill out/submit the form. To renew or join, go to [www.rideandtie.org/membership/](http://www.rideandtie.org/membership/)

### TERMS OF AGREEMENT

1. There must be at least one Ride & Tie distance of 20 miles or longer offered.
2. The event must be run according to the Association's Rules of Ride and Tie.
3. A licensed veterinarian must check each horse before, during and after the event.
4. 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.
5. Request for Sanctioning must be sixty (60) days in advance of the event or within one week of its announcement if less than two months from the date of the event.
6. The event management must ensure participants are current members of The Ride and Tie Association. If the participant is not a current year or lifetime member, a Membership form must be filled out and the appropriate fee collected. If, due to faulty or slow updating of membership listings, the participant joined but was not yet listed, The Ride and Tie Association will refund the second payment in full by mail following the event. (<https://www.rideandtie.org/membership/>)
7. All sanctioned events must use the Ride and Tie Association's liability insurance. The cost for certificates of "also Insured" and per team fees are included in the Sanctioning Fee.
8. Requests to add additional insureds must be received no later than 15 days prior to the event.
9. **A financial summary form, sanctioning/insurance fees, membership forms and fees, and event results must be submitted to the Association no more than 14 days after the date of the event.**

Ride Manager	
Ride Manager phone	
Ride Manager address	
Ride Manager email	
Location of Event (e.g. Cherokee Natl Forest)	
Street Address of Event (include city, state, zip)	
Additional relevant information	<i>(include any specific insurance language requirements)</i>

Submit this form (and the following pages if needed) via email to [events@rideandtie.org](mailto:events@rideandtie.org) or to The Ride and Tie Association, c/o Rhonda Venable, 10102 Fire Tower Rd., Toano, VA 23168

Additional Insured #1 (i.e. The National Forest where the event is taking place or a private landowner)

Name	
Relationship (e.g. sponsor, landowner)	
Full Mailing Address	
Phone	
Email	
Additional relevant information	<i>(include any specific insurance language requirements)</i>

Additional Insured #2 (i.e. The National Forest where the event is taking place or a private landowner)

Name	
Relationship (e.g. sponsor, landowner)	
Full Mailing Address	
Phone	
Email	
Additional relevant information	<i>(include any specific insurance language requirements)</i>

Additional Insured #3 (i.e. The National Forest where the event is taking place or a private landowner)

Name	
Relationship (e.g. sponsor, landowner)	
Full Mailing Address	
Phone	
Email	
Additional relevant information	<i>(include any specific insurance language requirements)</i>

Additional Insured #4 (i.e. The National Forest where the event is taking place or a private landowner)

Name	
Relationship (e.g. sponsor, landowner)	
Full Mailing Address	
Phone	
Email	
Additional relevant information	<i>(include any specific insurance language requirements)</i>

Additional Insured #5 (i.e. The National Forest where the event is taking place or a private landowner)

Name	
Relationship (e.g. sponsor, landowner)	
Full Mailing Address	
Phone	
Email	
Additional relevant information	<i>(include any specific insurance language requirements)</i>

Additional Insured #6 (i.e. The National Forest where the event is taking place or a private landowner)

Name	
Relationship (e.g. sponsor, landowner)	
Full Mailing Address	
Phone	
Email	
Additional relevant information	<i>(include any specific insurance language requirements)</i>