

**American Tobiano Overo Association (ATOA)**  
**Show Secretary Program Application Form**



**Applicant Information**

**Full Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State/Province:** \_\_\_\_\_ **Zip/Postal Code:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Experience & Background**

**Do you have previous horse show experience?**

Yes  No

If yes, please describe your experience (shows, roles, years involved):

**Have you previously worked as a show secretary or in a show office?**

Yes  No

If yes, please provide details:

**Are you familiar with horse show entry systems, recordkeeping, or software?**

Yes  No

If yes, please specify:

### **Skills & Qualifications**

Please check all that apply:

- Strong organizational skills
- Attention to detail
- Customer service experience
- Computer/data entry skills
- Ability to work in a fast-paced environment
- Knowledge of horse show rules and procedures

### **Availability**

Are you available to work at ATOA-approved shows?

- Yes  No

If yes, please indicate general availability (weekends, travel, seasonal, etc.):

### **References**

Please provide two references:

#### **Reference #1**

Name: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Relationship: \_\_\_\_\_

**Reference #2**

Name: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Relationship: \_\_\_\_\_

**Statement of Interest**

Please briefly explain why you are interested in becoming an ATOA Show Secretary:

**Agreement & Signature**

I certify that the information provided in this application is accurate and complete to the best of my knowledge. I understand that acceptance into the ATOA Show Secretary Program may require training and adherence to ATOA rules and standards.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Submission Instructions**

Please submit completed applications to:

**Email:** \_\_\_\_\_

**Mail (if applicable):** \_\_\_\_\_

**American Tobiano Overo Association (ATOA)**

Building professionalism and excellence in the show ring.