



Washington Ladies Riding Club Association
HANDBOOK

CONVENTION GUIDELINES

Date: To be determined. Usually the last meeting of the year in October or November.

Host: Voluntary. Often the team which won the Over-All High Point Championship.

Facility: One large room where we can have lunch at a hotel, country club, or restaurant,

Equipment:

Registration Table
Head Table
Display Tables
Name Tags
Podium
Television/VCR - Overhead Projector
Award for Photo Contest

Agenda:

9:00 Board Meeting
10:00 Flag Presentation
10:15 Speaker
11:30 Speaker
12:30 Lunch
1:30 Meeting and election of officers
4:00 Adjourn

Items Teams need to bring:

Team Flag & Display items
Gift for exchange
Photo Contest Pictures



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ANNUAL CALENDAR GUIDELINES

JANUARY

Follow up from Convention
Contract with Judges selected for upcoming State Meet
Contract with facility for upcoming State Meet
Select dates for ALL meetings and convention
Annual notice of non-profit status with Secretary of State
Planning for Judges Clinic (Every two years or as necessary)
Planning for Compulsory Committee – every two years

MARCH

Determine High Point Series competition event dates
Order awards and special gifts

JUNE

Visit State Competition Facility
Draw for order of competition at State Competition
Teams volunteer for State Competition duties

AUGUST/SEPTEMBER

State Meet wrap up meeting

OCTOBER/NOVEMBER

Vote on any changes of Association Bylaws, Handbook, etc.
Election of Officers
Bids for upcoming State Competition or year after
Select judges for upcoming State Competition



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WLRCA HIGH POINT SERIES

EVENT HOST: Event host is not required to be a member of the WLRCA, however must:

- A. Submit competition date prior to April 1 of each drill year
- B. Offer a Free-Style drill event
- C. Pay a \$15.00 sanction fee to the WLRCA
- D. Use WLRCA rules and score sheets
- E. Hire two (2) recognized, approved drill judges
- F. Send results to the WLRCA Secretary
- G. May offer other drill events and charge appropriately.
- H. The WLRCA state Competition will NOT be included in sanctioned events.

PARTICIPATING TEAMS: Participating teams are NOT required to be members of the WLRCA or to be comprised of all women.

A series entry fee of \$25.00 must be paid by April 1st, prior to a team receiving any points from a Series Competition. The Series fee is in addition to any entry fees.

INCENTIVE FOR WLRCA MEMBER TEAMS: At the June WLRCA meeting three team names will be drawn from the High Point Series entries. In order of that draw the teams will be allowed to select their place in the WLRCA State Meet Draw for ride order.

Participating teams receive placing points as listed below. This is intended to equalize the weight of judges' points by the number of teams participating.

- 1st - 50 points
- 2nd - 45 points
- 3rd - 40 points
- Etc.

WLRCA SECRETARY: will be responsible for:

- A. Keeping a current point tally of series participants
- B. Provide a current list of participating teams and their points, upon request

The WLRCA will keep 10% of the series fees collected with the remaining 90% to be paid out to the top team at convention. Pay out depends on the number of teams participating in the series (minimum of three (3)). Championship Flag awarded at convention to be carried by winning team for the year.