



**DAVIS COUNTY 4-H**  
**WESTERN HORSE PROGRAM**  
**RULES AND BYLAWS**

Amended and Adopted March 2023

## **WESTERN HORSE PROGRAM RULES**

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## **GENERAL STATEMENT OF PURPOSE**

The purpose of the Davis County 4-H Horse Program is to help 4-H youth and to solidify some of the learning experiences gained in their local 4-H clubs. Education is our primary purpose. The rules and bylaws are established in such a way that we may create a safe learning environment for youth and adults. It is hoped that citizenship and sportsmanship will also be learned at our county 4-H horse shows. 4-H standards will be stressed at all times for both adults and youth.

The Davis County 4-H Horse Program follows the Utah State 4-H Western Horse Rule Book. They can be found at <https://extension.usu.edu/utah4h/programs/horse/index> (western tab, Rules and Bylaws section).

Effective January 2011, helmets will be required for all western and english under saddle and bareback events occurring at 4-H sponsored horse shows, club meetings, or any other event or activity. Helmets must be approved by the American Society for Testing and Materials (ASTM) and Safety Equipment Institute (SEI) and worn with harness fastened properly under the chin. Helmets must be worn at all times while mounted, in the arena or not, from the time you arrive until the time you leave.

## **GENERAL RULES**

Age Groups      Age groups are based upon grade level as of September 1st of current year.

SENIOR                      9th - 12th grade (including summer after graduation)

INTERMEDIATE      6th - 8th grade

JUNIORS                      3rd - 5th grade

NOVICE\*

*\*This is a county sponsored class, any aged youth may participate in this class at all county horse shows. This is a great way for youth to safely begin competing. This is considered a teaching group, and Judging will be easier and less competitive. Once you are registered as Novice, you can't change your age group from Novice to another age group during the same year. Any participant enrolled in Novice will not be eligible to compete in Region and State horse shows. Youth may only participate in the Novice horse show group for no more than 1 years. It is recommended that club leaders be consulted when deciding whether or not to participate as Novice.*

Youth must be in 3rd grade and 8yrs old by September 1 of that current year to enroll in any 4-H horse program. The 4-H year starts on September 1st and ends August 31. Enrollment is renewed annually through [4h.zsuite.org](http://4h.zsuite.org). Fees may apply. All youth members must enroll in order to be eligible to participate. Parents, club leaders, and adult volunteers must also enroll annually. 4-H enrollment includes liability insurance coverage for enrolled members.

## **EDUCATION NIGHTS**

Education nights are generally held during the spring, with the primary goal of educating participants in new events, building skills, and strengthening the County Program. These will be held at the discretion of the Program Coordinator and Horse Council, with Ambassadors serving and teaching when applicable. Dates, locations, and topics may change as guest speakers may be invited, new horse show events will need to be introduced, and as new members/clubs join the program.

## **HORSE AMBASSADORS**

Each year in October, new horse ambassadors will be chosen by Program Coordinator and Horse Council President and Co-Vice Presidents. They will be chosen based on a cover letter and resume application. The number of horse ambassadors and decision to have junior horse ambassadors will be at the discretion of the Current Horse Council. These horse ambassadors will be encouraged to lead, plan, support, and build the program in any way they can. They will be given opportunities to teach and lead meetings, education nights, assist at horse shows, and represent Davis County 4-H. A Code of Conduct should be signed each year while acting as a representative of our county 4-H program. One Horse Ambassador will be chosen to represent Davis County at State Horse Council meetings along with the current Davis County Horse Council President.

## **CLUB ATTENDANCE**

To ensure that youth are in the program for the benefit of 4-H participation and not just to show their horse, they should be currently enrolled and strive to attend as many club meetings, practices, and activities as possible. Remember our 4-H leaders are volunteers and sacrificing their time to serve you. Please be respectful by attending their club events that they have worked hard to organize. It is encouraged that each club creates their own rules regarding club membership. Club leaders have the right and responsibility to declare if a horse, youth member, or family member should require one-on-one riding lessons and/or be removed from the club for the safety and welfare of all club members, for example.

## **4-H PORTFOLIO: RESUME/COVER LETTER**

4-H Portfolios are the combination of a resume and cover letter. They are used to keep records of 4-H projects as well as gauge the learning and mastery of skills gained. Each October, youth will submit a 4-H portfolio to be judged. 4-H portfolios are required for eligibility for year end awards.

**Resumes:** The resume should represent a cumulative summary of the 4-H members background, skills, and accomplishments. The 4-H member should summarize their 4-H experience by highlighting their project involvement, activities, awards/recognitions, leadership experiences, and community service. Each year, applicants will need to update their information, maintaining the most pertinent information over time. Content should be clearly identified as 4-H or non-4-H; style of resume and formatting are at the discretion of the applicant. Applicants should include contact information, county, school grade, and year in 4-H. Maximum 2 pages.

**Cover Letters:** The cover letter should be a narrative to accompany the resume. When applying for different 4-H contests, leadership roles, etc., the cover letter should be tailored to the requirements of the application. Each application must have the outlined responsibilities posted. Rubrics should be tailored to specific responsibilities/objectives. Maximum 1 page.

For more information view the [state portfolio page](#).

## **COUNTY HORSE SHOWS**

There should be a responsible adult, parent, or guardian accompanying every registered 4-H horse project member.

Registration for each horse show will close 24 hours before the start of the show. Registration will be available at [4h.zsuite.org](http://4h.zsuite.org). Check-in will begin exactly one hour before Pledges and Judges meeting at start time.

All members will be made aware of current biosecurity policy at the beginning of each year. This policy may change depending on current viral outbreaks and health safety standards set by the USU Equine Specialist and State Veterinarian. Failure to comply with the current biosecurity policy will result in ineligibility to participate in county shows, events, and other activities.

The Horse Council and Show committee will do their best to ensure that all participants in each age group will be accommodated with the same arena conditions, judges and patterns.

If a horse substitution needs to be made after the first county horse show, a veterinarian's note must be submitted to the Program Coordinator. If the substitution is then approved, the change will be made known to all horse council members before the next county horse show. Horse substitutions may be reversed in the event of acute or temporary illness/injury where a veterinarian was involved in the diagnosis, treatment, and care of the horse and primary project horse is deemed sound and able to return to the show ring. If a horse substitution is made without approval, the youth member will not earn points towards year end awards with the substitute horse. Those Qualifying to participate in the Region Team and State Individual Horse Shows must do so on the horse they qualified on at the County Level.

## **HORSE SHOW DRESS**

At all Davis county 4-H horse shows, acceptable attire will be a certified equestrian helmet (western hats may be worn in Showmanship), western boots, western style belt (optional in speed events), western style, white, long-sleeved shirt, and western style long pants (blue or black) that cover the boot to the heel while mounted. Attire should be neat, clean, and well-fitted. Horse Show clothing accessories appropriate for Horsemanship classes are not allowed at county shows, but are optional for region and state horse shows. Spurs are not allowed to be worn for Fitting and Showmanship. There will be a ribbon drop given for wardrobe infraction.

In order to take the test, the participant must be fully dressed in white shirt, belt, 4-H patch, boots, jeans, with their number on back, and wearing hat or helmet. There will be a 5-point deduction from the final 15-point test value for a wardrobe infraction.

For speed events a more casual t-shirt, jeans, western boots, and a riding helmet is acceptable. **NO OTHER HATS ARE ALLOWED. NO SLEEVELESS OR MIDRIFF** or t-shirts with vulgar or improper language, advertising, or pictures that are inappropriate. Show shirts are acceptable.

A 4-H patch with the 4-H emblem must be worn on the upper left sleeve. Patches must be visible during the event. No patch or patch not visible is a ribbon drop in judged events and a 5 second penalty in speed events. Acceptable patches include any previously manufactured USU patch or other 4-H patches that includes a big 4-H clover. Embroidered or screen printed 4-H clover emblem are acceptable. A 4-H patch is available at the 4-H Extension Office or the horse show office for \$2.

Arena help, adult volunteers, and parents should be dressed appropriately for a youth event with no clothing having improper language, advertising, or inappropriate pictures on it.

All participants will receive an assigned number at the first show of the season. That will be their official county number for the duration of the year. A participant will receive a ribbon drop if they are not wearing their assigned number upon their back for Written Test, Fitting and Showmanship, and Bareback Equitation and on either side of the saddle pad during all other events. Wearing the incorrect number during any class or an entire show will result in a disqualification and score of zero for that class or show.

## **BEHAVIOR**

Good sportsmanship must prevail at all times. Contestants using foul language or showing lack of respect for judges, show management, or other contestants will be asked not to participate. Parents, guardians, and spectators using foul language, showing lack of respect for judges, and show management will be asked not to return. Abuse of animals of any kind will be strictly prohibited. All complaints must be in writing accompanied by Twenty Five dollars (**\$25.00**) and will be brought to the immediate attention of the Grievance Committee; complainants may not discuss or complain to the judge or timers. The Grievance Committee will consider the complaint and if found valid will take the necessary action and return the \$25.00.

The Grievance Committee consists of: current USU Extension Program Coordinator, Horse Show Secretary, and Horse Council President, Horse Council Vice Presidents and an adult representative from each club. Only the Horse Council President, Horse Council Vice Presidents, Horse Show Secretary and State Representative will have a vote. The USU Representative will only vote to break ties.

## **NO SHOW OR GRIEVANCE COMMITTEE MAY ALTER A JUDGE'S PLACING**

### **SAFETY**

Riding recklessly at club meetings, 4-H shows, parades, etc. could result in barring a youth from further participation. Examples of such behavior include: running a horse around cars or crowds of people, anyone caught running their horse by a council member or leader on show grounds outside of the arena may be disqualified from the event by the Grievance Committee. Horses should be warmed up at a public facility in a designated area by the 4-H youth only. Parents can assist in lunging, so long as youth member is in view of horse being lunged. Riding double or triple will not be allowed.

See State Rule Book for further rules.

### **POINT SYSTEM**

Scoring procedures for Davis County 4-H horse shows will follow the State Western 4-H Horse Rule Book (pages 10-11). Except for the written test, all classes will be scored using the danish and the american system.

Each class(judged and speed) will be placed on the DANISH SYSTEM (Blue, Red, White, Orange) - Individual blue, red, and white flags will be used to indicate placings in judged events. Show host will provide flags. In the speed events, DANISH SYSTEM ribbons will be awarded using an approximate natural break, 1/3 receive Blue Ribbons, 1/3 receive Red Ribbons, and 1/3 receive White Ribbons. In judged and timed events, each class will also be placed 1st through 5th by the AMERICAN SYSTEM. The top five placings in each class will receive extra points as follows:

#### Danish system:

Blue Ribbon 15 points

Red Ribbon 10 points

White Ribbon 5 points

Orange Ribbon 1 point

(Orange ribbon for disqualification only)

#### American System:

1st place 5 points

2nd place 4 points

3rd place 3 points

4th place 2 points

5th place 1 point

## **ORDER OF EVENTS/ HORSE SHOW SCHEDULE**

Each registered participant will receive a schedule of classes (subject to change) via email along with their class/event patterns the day before each show. At least one hour will be provided for families to arrive, park, and prep before the show start time. The horse council will determine numerical order for horse shows at the beginning of each year. Rail classes may be split into smaller groups to ensure a more safe and pleasant experience for all participants. Due to the nature of horse shows, we cannot guarantee an end time for each show.

## **WRITTEN TEST**

The Written Test will be taken in-person at the beginning of each horse show, immediately following opening announcements (unless arena rental fees or safety make it unfeasible). The Written Test and Fitting and Showmanship are required to compete in all other events at each horse show. Failing to complete the test and/or showmanship will result in a score of 0 for that horse show. All written tests will have tie-breaker questions, random questions from throughout the test will be pre-selected to substantiate placings as determined by the test administrator/coordinator. If a tie is still in place, a tie breaker test of 8 questions will be given at the beginning of the horse show. Once decisions are made and posted, it will be announced for review at the show. Test review will be open for 2 hours, after which, all test scores will be final. Test scores cannot be disputed after the show has concluded. Test questions will be from the Utah 4-H Horse Program Study Materials (found on the Utah 4-H Website), the Utah 4-H Horse Biosecurity Policy, and the Rulebook. The test score will be worth up to 15 points, same value as a blue ribbon. The test will have 45 questions with each question worth 1/3 of a point. The final test score will be used as the awarded point value, not a percentage. During the test review period, youth must be the one to protest an answer. An adult, parent, or leader can be there, however, the youth must be the one to protest and provide evidence of the correct answer in the book. Written tests are not considered a judged or speed event, but is its own "Class". Written test scores will be used as the tiebreaker for all other western horse show events/classes, and when calculating year end awards, if needed.

## **YEAR END AWARDS**

Each year, Davis County will strive to host 5 county horse shows, horse demonstration and horse public speaking contests, and a year end portfolio contest. Each of these events will count towards year end awards as follows:

1. Total points earned from each horse show (the lowest score or missed show will be dropped).
2. Total score from horse demonstrations OR horse public speaking.
3. Total score from year end portfolio contest (required for eligibility to receive year end awards).

At the end of the year, usually in November, these events will be given awards on a county level. The top three individuals in each age group will be awarded in the following areas:

Judged Event Awards:

This is the combined scores from the individuals top 4 horse shows in Fitting and Showmanship, Western Pleasure, and the rotating judged event.

Speed Event Awards:

This is the combined scores from the individuals top 4 horse shows in Barrels, Pole Bending, and the rotating speed event.

Written Test Award:

This is the combined scores from the individuals top 4 scoring horse shows in the written test.

Year End Portfolio Contest Awards:

Worth a total of 100 points.

\*Horse Demonstration and Team Horse Demonstration Contest:

Worth a total of 100 points.

\*Horse Public Speaking Contest:

Worth a total of 100 points.

\*\*All-around Award:

This is the combined score from the individuals top 4 horse shows in judged, speed and test events. Also includes scores from demonstrations or public speaking and portfolio.

High-Point Award:

Top individual combined score from the top 4 horse shows in judged, speed and test events. Also includes scores from demonstrations or public speaking and portfolio contests regardless of age group

Rank Advancement Award:

Youth who complete the rank advancement program before graduating the 4-H Horse Program qualify for an award at the year end awards night.

*\*Youth are encouraged to participate in both of these contests for the experience and knowledge gained. Only one of these contests will count towards year end totals. Members competing in more than one contest must declare which contest they chose to count towards year end awards before the contest starts.*

*\*\*Each Novice participant that submits a year end portfolio will receive a horse show participation award at the year end awards night.*

## **COUNTY AND STATE CONTESTS**

All members are encouraged to participate in Davis county contests and [state contests](#). Teams are encouraged to meet and practice as often as needed. All age groups are able to participate at county and state level. Novice participants will participate in county and state contests in their respective age groups and will be awarded accordingly. Contests will be held at different times during the year and include:

### Team Contests

- Horse Bowl [RULES](#)

### Team OR Individual Contests

- Hippology - enter as team or individual [RULES](#)
- Horse Judging [RULES](#)
- Horse Demonstrations [RULES](#)

### Individual Contests

- Horse Public Speaking [RULES](#)

## **STATE AND REGION SHOWS**

REGION TEAM SHOW: The top eight point earners in each age group will be selected to represent Davis county. Points will be taken from all county shows held before the Region Horse Show, dropping the lowest score. The region show will be rotated to locations throughout the region. Our region currently consists of Davis, Box Elder, Weber, Cache, and Summit Counties.

STATE INDIVIDUAL HORSE SHOW: The state horse council will determine the number of eligible individuals from each county to participate each year. Participants from Davis County will be selected based on results from the individual top 4 highest scoring county horse shows. The location of the show rotates every 2 years.

STATE TWO HANDED SHOW: Members must be active participants in the Davis County 4-H Horse Program. Refer to the Utah 4-H Western Horse Rulebook for all rules regarding the two-handed show. Efforts will be made to host two-handed classes during one county horse show and a two-handed state prep show near the County Fair show.

STATE ENGLISH SHOW: Refer to the [state horse webpage](#) (English tab) for more information. Participants can use their Western project horse for the English show. Efforts will be made to host english events and one English show in Davis County.

## DAVIS COUNTY 4-H WESTERN HORSE COUNCIL BYLAWS

### **GENERAL STATEMENT OF PURPOSE**

The purpose of the Davis County 4-H Horse Council is to promote youth development through equine activities that are educational, safe, and inviting for all skill levels. This council will oversee all horse shows, education nights, camps, activities, and events held on a county level. The horse council will support club leaders and club members. Lastly, the council will oversee any necessary disciplinary actions.

### **MEMBERSHIP**

The USU Extension Program Coordinator is a permanent member of the Davis County 4-H Horse Council and may override decisions by the Horse Council, **only if**, not in harmony with the State 4-H rules and regulations.

All members must maintain good standing. This means actively participating to strengthen the purpose of the council. When a member is no longer in good standing, the council, by a 2/3 majority vote, may replace that representative.

Membership includes:

1. President
2. Vice-President
3. Co-Vice-President
4. Secretary
5. Adult representative from each club
6. Youth representative from each club
7. USU Extension Program Coordinator

### **TERMS**

Nominations will be held at the end of each year for a new Horse Council 2nd Vice-President. Voting will take place in October and will be announced at the year end awards in November. 2nd Vice-President, 1st Vice-president, and President will rotate each year so that each member will serve in each position for one year. Each Club will be responsible for electing their Adult and Youth Horse Council Reps.

## **RESPONSIBILITIES**

### **President:**

1. Shall only vote when needed to break a tie.
2. Will represent Davis County in State Horse Council meetings.
3. Oversees planning and coordinating of horse shows, horse ambassadors and county Education Nights
4. Ensures that the horse bowl program will hold practices open to all members and prepare members for state events. \*Remove and add under coordinator
5. Helps to hold council and all program members to the standards set in the 4-H code of conduct.
6. Helps ensure that all state and county rules are being followed.
7. Serves on the grievance committee. Holds a vote only in the grievance committee.
8. Responsible to plan year-end awards night (including prizes, location and activity)

### **1st Vice-President:**

1. Assists in planning and coordinating of horse shows, horse ambassadors and county education nights. Focuses on parent volunteers for events at horse shows
2. Helps to hold council and all program members to the standards set in the 4-H code of conduct.
3. Helps ensure that all state and county rules are being followed.
4. Assists President in planning year-end awards night (including prizes, location and activity)
5. Serves on the Grievance Committee

### **2nd Vice-President**

1. Assists in planning and coordinating of horse shows, horse ambassadors and county education nights. Focuses on ambassador involvement for events at horse shows
2. Helps to hold council and all program members to the standards set in the 4-H code of conduct.
3. Helps ensure that all state and county rules are being followed.
4. Assists President in planning year-end awards night (including prizes, location and activity)

5. Serves on the Grievance Committee

Secretary:

1. Responsible for tabulating points for all county 4-H horse events included in the county year-end awards program.
2. Reports results to the program coordinator and President following each show or contest before the next show or contest is held.
3. Responsible for check-in at all horse shows, including materials needed.
4. Helps to hold council and all program members to the standards set in the 4-H code of conduct.
5. Helps ensure that all state and county rules are being followed.
6. Serves on the grievance committee.

Treasurer:

1. Works with USU Extension Program Coordinator and President to keep an up-to-date spreadsheet with income and expenses for the Davis County Horse Program.

Adult and Youth Club Representatives:

1. Each club will hold one vote.
2. Representatives will assist in making decisions regarding rules.
3. Support the Secretary, Vice-Presidents, and President in hosting horse shows and other county events.
4. Other responsibilities may include: test manager, event set-up manager, event clean-up manager, contest coordinator, etc.
5. Adult Representatives need not be a club leader.
6. Existing Horse Council Members may not also serve as a Club Representative.

USU Extension Program Coordinator:

1. Supports horse council and members as needed.
2. Does not hold voting rights.
3. Provides necessary materials needed for horse shows, events, and contests.

4. Is an advisory council member; helps to keep the program within budget and within the scope of the 4-H program.
5. Responsible for hiring judges for all horse shows and contests with the help of council members and volunteers.
6. Plan and arrange for horseless events like demonstrations, public speaking Contests, and the State horse classics contests, to be attended by County members when applicable.
7. Ensures that the horse bowl, hippology and horse judging program will hold practices open to all members and prepare members for state events.
8. May override decisions made by the Western Horse Council and Volunteers which are not in harmony with the Utah State 4-H Rules and Regulations

### **MEETINGS**

A meeting will be held in January with parents, leaders and 4-H members to discuss issues with the Davis County 4-H Horse program. The January meeting will be held so rules can be voted on or changed by a two-thirds (2/3) vote of those present with voting power. The meeting will follow **Robert's Rules of Order**. Voting on proposed rule changes will be according to By-laws.