



HOST SITE APPLICATION FOR THE COMPETITION YEAR 2026

Great American Insurance Group/United States Dressage Federation Regional Dressage Championships

Proposed Competition: _____

Proposed Competition Date: _____

Applicant Name/Position: _____

Phone/Email: _____

Date of submission: _____

Timeline for the 2026 Championships:

- ✓ November 2024--Applications available from the USDF Office
- ✓ February 3, 2025 --Deadline to submit completed Host Site applications to the USDF Office. The USDF Office will confirm receipt of an application and that the Regional Director has received a copy.
- ✓ March 7, 2025 --Regional Directors submit a cover letter citing recommendations to the USDF Office.
- ✓ RDs submit regional selection procedures and detailed report on voting to USDF Office
- ✓ Copies will go to USDF Regional Championship Site Selection Working Group for review – Report to go the RD immediately at the conclusion.
- ✓ Regional Championship Site Selection Working Group to send recommendations to Executive Board.
- ✓ Executive Board to review and approve at Spring Board meeting.
- ✓ Final decision of the Executive Board communicated to affected parties by May 2025.
- ✓ May 2025 - Regional Championships for 2026 announced.

Competitions that are selected to host Regional Championships in 2026 must agree to abide by any requirements necessary to facilitate the US Dressage Finals, including but not limited to immediate submission of results for all championship classes.

Regional Championships may not be held after October 4th, 2026, due to the date of the US Dressage Finals. It is strongly encouraged to select an earlier date, if available, to allow more time for eligible competitors to make arrangements to attend the US Dressage Finals if they qualify.

Note that each Great American/USDF Regional Dressage Championships is required to host the USDF Dressage Seat Medal Semi-Finals classes and USDF Adult Amateur Equitation Regional Final presented by Big Dee's Tack and Vet Supply class.

*You are **strongly** encouraged to attach exhibits to this application, including diagrams of the facility and any other information that enhances your bid. All sections must be completed. Prior to submitting this form, applicant must read current USDF Regional Championships Program Rules which lists USEF rules and USDF requirements for organizers. **Organizers must agree to abide by all USEF and USDF rules in effect at the time of the Championships.***

Note: Once an application has been submitted, no changes to facility (including changes such as competitions rings, warmups and stabling), competition date, organizer (including licensee), manager or secretary may be made without prior written permission of both USDF with consultation with the respective Regional Director, when appropriate. In addition, no changes to additional championships as referenced in A.9 (including adding or deleting) may be made without prior notification and written consent of USDF. USDF reserves the right to select an alternate host site and management if the facility, competition date, organizer (including licensee), additional championship status, manager or secretary named in the original host site application is changed without written permission from USDF. If any named position is tentative at the time of submission, it must be indicated on the application. Once these positions are assigned, written notice of proposed changes must be made to the USDF office.

Exception: The addition or subtraction of a co-manager or co-secretary to the existing manager/secretary submitted on the application does not require USDF approval, however USDF must be notified of the addition. USDF must verify the eligibility of the new co-manager or co-secretary. Any changes, including additions or subtractions of a co-manager or co-secretary submitted to USDF after May 1st of the year the competition will be held will incur a fee of \$250.

A. Competition Information

1. Date of Competition: _____
2. What is your USDF Region (1-9)? _____
3. Will a GMO be supporting this Regional Championships? If so, name the GMO: _____
4. Do you have written confirmation from this GMO? *Yes No
*If yes please attach written confirmation
5. Who will be the Competition Licensee as defined by USEF GR133? (USDF Regions cannot be USEF Competition Licensees.)

6. Name of Authorized Representative for Competition Licensee: _____
Address: _____
City: _____ State: _____ Zip: _____
E-mail: _____ Phone: _____
7. If show has already received USEF-license/USDF recognition, provide the recognition #: _____
8. In order for the Regional Championships to be the primary focus of the event, USDF recommends that Regional Championships not be held at the same location and dates as a CDI. USDF strongly recommends that regions not sign multiple year contracts for the Regional Championships.
9. Have organizers been granted or applied for any other competition (i.e. local, regional or national championship, selection trials, or CDI) to be held in conjunction with the Great American/USDF Regional Championships? If so, list name(s) of these competitions or classes, including a description of the program/qualifying criteria and provide details on the expected number of participants and horses and any restrictions or accommodations necessary for the competition.

B. Management

1. Both competition manager and secretary must be USEF Senior Active or Life Members in good standing. In addition, both the manager and secretary must have either a USDF Participating Membership (PM), or Group Membership (GM) at the time of application and at the time of the championships and be in good standing with USDF. Competition Manager and Competition Secretary must be eligible according to the criteria listed in the dressage levels chart for a level four competition.

Competition managers of USEF Dressage Competitions which hold USEF/USDF qualifying and/or championship classes are responsible to USEF for knowing and complying with all USEF rules, including manager duties defined and enumerated under USEF GR1212, GR1210 and GR1217. Managers are also responsible for knowing and complying with USDF guidelines regarding qualifying and/or championship classes (See USEF DR 127)

2. Regional Championship Competition Manager: _____

USDF #: _____ USEF # _____

3. Experience of competition manager: If the proposed competition manager has served in this capacity for at least three previous regional championships, provide those years. If new, or with less than three years' experience as competition manager, provide information that the proposed manager has had a minimum three years' experience at USEF/USDF Dressage Competitions, with three or more rings or 200 or more horses in accordance with a level 4 competition. List all applicable shows and dates on a separate exhibit to this application.

Year: _____ Year: _____ Year: _____

4. Regional Championship Competition Secretary: _____

The secretary cannot be the manager during the competition per level four criteria.

USDF #: _____ USEF # _____

5. Is the secretary's position confirmed via written contract? Yes No

6. If there is a different entry secretary, supply their name and contact information.

7. Is the entry secretary's position confirmed via written contract? Yes No

8. State how many assistant secretaries will be available. _____

9. Experience of Secretary: If the proposed competition secretary has served in this capacity for at least three previous regional championships, provide those years. If new or with less than three years' experience as competition secretary provide information that shows the proposed secretary has had a minimum three years' experience at USEF/USDF Dressage Competitions, with three or more rings or 200 or more horses in accordance with the USEF levels chart. List all applicable shows and dates on a separate exhibit to this application.

Year: _____ Year: _____ Year: _____

C. Staff (Indicate if professional or volunteer and list previous experience)

- 1. Professional Announcer (required): _____
Announcer and/or show management must have two methods to play music for freestyle classes (i.e. computers and/or CD players). A backup method must be available for each music type accepted. The equipment supplied (i.e. computers and/or CD players) must be compatible with and able to connect to the sound system used at the competition. If the competition can accept other forms of music (besides .WAV or .MP3), it must be stated in the prize list.
- 2. Stable Manager: _____
- 3. Awards Coordinator (required): _____
- 4. Is this position confirmed via written contract? YES NO
- 5. Volunteer Coordinator: _____
- 6. Is this position confirmed via written contract? YES NO
- 7. Number of scorers: _____
- 8. Number of ring stewards: _____
- 9. Number of gate keepers: _____
- 10. Number of scribes: _____
- 11. Number of personnel to check saddlery after each championship ride: _____
Note in USEF/USDF championship classes a steward must be appointed to check the saddlery/bits of each horse immediately after it has completed its test and has left the arena. (USEF DR 126.2.i1)
- 12. Hospitality-competitors: _____
- 13. Hospitality-officials: _____
- 14. List additional staff: _____
- 15. Which volunteer groups will be enlisted? _____
- 16. What additional plans are in place to ensure that the show will be adequately staffed by knowledgeable personnel?

D. Competition Officials

Competition management will have 90 days after awarded the championship to have officials including judges and TD(s) under contract and reported to USDF.

1. **A minimum of two technical delegates is required to officiate at a regional championship competition effective for the 2026 championships. Show management may request to the USDF Executive Board an exception to this rule due to anticipated small size of championships.**

Note: At least 50% of championship class judges and "R" Technical Delegate must permanently reside outside region. The "R" Technical Delegate must be a USDF Participating Member. It is recommended that the second technical delegate be local. The second technical delegate can be an "r" or "R". The judge at 'C' is required to have the USEF Freestyle designation when judging regional championship freestyle classes.

2. List Official Veterinarian: _____

3. List Official Farrier (as per level four criteria): _____

Note: All USEF/USDF Regional Championships must have a veterinarian present on the grounds throughout the competition regardless of the number of horses competing (see USEF GR1211.5). The official veterinarian must be a licensed veterinary school graduate, be in good standing in his/her state of practice, be familiar with the USEF Equine Drugs and Medications booklet, and have experience in equine veterinary practice (see USEF GR1204.1).

4. List medical personnel including license or certification (see USEF GR847): _____

E. Scoring

Scores must be available shortly after the conclusion of each championship class. Scores should be communicated to the announcer preferably during the class, but must be done so immediately following the conclusion of the class. Level four requires that class results must be posted within one hour of the final ride in that class.

1. How will scores sheets be collected? _____

2. Is electricity available to operate calculators with recorded tapes? _____

3. Will scores be computed electronically? _____

4. Will scores be computed manually? _____

5. How and when will scores be announced? _____

6. How often will scores be posted? _____

7. Where will scores be posted? _____

8. Describe the scoring facilities. _____

9. How many scorers will be provided to tabulate and check scores on championship tests? _____

It is strongly recommended that each Championship test be double-checked.

F. Facility

You must include a map of the facility layout with this application along with a layout and measurements of the main competition arena and other competition arenas, and warm up and lungeing areas. (DR 126.2.f) Level Four competitions require separate lungeing areas with adequate footing as well as separate warm-up areas for Championship entries.

Note: The Host Site Application serves as a provisional contract between the competition management and USDF until a licensee’s contract has been signed by licensee and USDF office representative. A letter from senior facility management is required to be sent to USDF within 30 days of the licensee being awarded the championship to ensure the facility is reserved for the licensee dates of the championship. Proof of a signed facility contract or an affidavit thereof must be sent to USDF within 30 days of its execution.

1. Name of facility: _____
2. Address: _____
3. City/State/Zip: _____
4. State the anticipated number of entries that this facility can accommodate: _____
5. List the dimension of each ring that will be utilized, type of footing in each and whether or not any are covered:

<i>Competition Ring #</i>	<i>Outdoor</i>	<i>Covered</i>	<i>Indoor</i>	<i>Dimensions</i>	<i>Footing</i>

6. List the dimension of each warm-up or lungeing ring that will be utilized, type of footing in each and whether any are covered:

<i>Warm-up or Lungeing Ring #</i>	<i>Outdoor</i>	<i>Covered</i>	<i>Indoor</i>	<i>Dimensions</i>	<i>Footing</i>

7. Identify which competition arena listed above will be used for the Adult Amateur Equitation Regional Final and Dressage Seat Medal Semi-Finals classes? When will these classes be scheduled?

Ring: _____ Schedule _____

8. Provide an accurate assessment of the effect of severe weather on the footing in your rings and lungeing areas and provide measures that you will take in the event of bad weather:

9. If this facility has been used for at least three previous Regional Championships, list those years. If not, list the number and size of dressage competitions held at his facility on a separate Exhibit (include names, dates and number of horses for each competition).

Year: _____

Year: _____

Year: _____

10. Describe the dressage arena fencing and letters you plan to use (see USEF DR126.2(f)). So that the judges can note the exact point on the track opposite each letter, it is compulsory to place a marker on the fence itself, level with and in addition to the letter concerned.

11. Describe the stabling that will be provided (be sure to note stall size and type, water and electrical availability, sound system, doors, flooring, i.e. are the floors concrete?) *:

PERMANENT BARNs		TEMPORARY BARNs	
Number of Permanent Barns		Number of Temporary Barns	
# of Permanent Barn Stalls w/Doors		# of Temp Barn Stalls w/Doors	
Size of Stalls		Size of Stalls	
Flooring material		Flooring material	
Mats (Y/N)		Mats (Y/N)	
TOTAL NUMBER OF STALLS		Total Number of Stalls	

ATTRIBUTES for both permanent and temporary stabling.	Yes	No
Lighting		
Electricity		
Water		
Covered by Sound system		
Sharps containers		
Permanent wash racks		
Water spigots at wash racks		
Is warm water available		

**All horse competing in Regional Championship classes must be stabled on the competition grounds and must remain on the grounds for the duration of their participation in the event, from the time of arrival until the horse is finished competing in all classes*

12. Additional stabling information, if necessary: _____

13. How will feed/hay/shavings be provided?: _____

14. Describe the show office (allocation of space, electricity, location, etc.). It is strongly recommended that scoring be separate from the show office.

15. Describe restroom facilities (are showers available?) Are the restrooms permanent and/or portable?

16. Describe parking facilities for vehicles and trailers: _____

17. Will the competition have cancellation insurance? _____

Please ensure to utilize the USEF Isolation Plan and attach a copy with this application of the Accident Preparedness Plan from another show at this facility.

G. Arena Maintenance (see USEF DR126.2(h))

1. What equipment (and facility staff) is available for arena maintenance?

2. Describe proposed schedule for dragging the arenas (*Level four competitions require maintenance a minimum of three times daily*):

3. Describe watering system available: _____
4. Describe schedule for watering the competition and warm-up arenas/areas:

5. Sounds System:

Sound System Coverage	Yes	No
All competition and warm-up areas		
Barns and stabling areas-(required)		
Entire grounds coverage		
6. Thoroughly describe the type of equipment used regarding the sound system: _____
7. Thoroughly describe the sound system that will be used for musical freestyle: _____
8. Describe radio/electronic communication between key personnel: _____

H. Location

1. Is this facility accessible by a major highway? YES NO
2. How near is the primary airport? _____ miles. How near is the secondary airport? _____ miles.
3. List the hotels that are available and the number of rooms.

4. What is their distance from the facility? _____ What is their approximate cost? _____
5. Have you procured a special room rate for the competition? YES NO

I. Competitor Costs

1. Indicate the estimated cost of stabling for the competitor: _____
2. Indicate the cost difference between permanent and temporary stabling: _____
3. If initial bedding is included, indicate how much will be provided: _____
4. Estimated Office Fees: _____ Estimated Entry Fees: _____

J. Awards Ceremonies

Award Ceremonies must be held for all Great American/USDF Regional Championship classes (as required in the Regional Championships Program Rules.) It is recommended that at least two award ceremonies be held each day. Plans must be made to assure the pageantry of the ceremony without jeopardizing the safety of the competitors. No other activities should be conducted at the time of the ceremony that might be intrusive to the ceremonies. Furthermore, prior planning must be given to the awards ceremony and a schematic of the arena to be used for the awards and photo opportunity must be included with this application. It is strongly recommended that no more than 32 horses be assembled at one time. Note: Awards protocol is provided in the "Guidelines for Managers".

1. Where will the Awards Ceremonies be held? _____
2. Is there a suitable sound system for the Awards Ceremony? (Note: Sound System must be able to reach stabling areas and arena to effectively accommodate competitors)

3. Is there spectator seating? YES NO
4. When will the Awards Ceremonies be held? _____
5. How will they be organized? _____
6. Describe the arrangements planned for photographs of competitors with sponsors:

7. Will photographs be available for sale at the competition as well as on the website? _____
8. Name and website of professional photographer: _____

K. Specialty Services

1. Will prize money in addition to that paid by USDF be offered in any Regional Championship classes? _____
2. What competitor amenities are planned (parties, hospitality, etc.)? _____
3. What is the estimated cost of parties, etc. to competitors? _____
4. Will there be special activities planned (demonstrations, games, raffles, etc.)? _____
5. Level four requires that stable security be provided and night watch services be available. (Give details, including hours and cost to competitors and type/experience of security service to be provided):

6. Will other special services be provided? _____

L. Amenities

1. Is a trade fair planned, and if so, describe it (location, type and variety of vendors, etc.)?

2. Describe the spectator seating for the championship classes: _____
3. What food services are available (fast food, food trucks, restaurants on the grounds or nearby)?

4. Operational hours of food service on the grounds (*Level four requires that the food service be available one hour prior to the start of the competition to the end of the competition each day*): _____
5. Are there camper facilities on the grounds? YES NO If yes, please provide # available and details such as hook ups, power, water, etc.: _____
6. If not, distance of camper facilities from competition site: _____

M. Marketing

1. In addition to the official *Great American/USDF Regional Championships Official Prize List**, to be published by USDF, will the prize list be available in an omnibus or separately? _____
2. List name(s) of omnibus: _____
3. List projected date(s) of prize list publication: _____
4. *All official prize lists will be available on the USDF website after May 1. All other published prize lists MUST be labeled as **preliminary** or **unofficial**, with reference to the availability of the **Official Great American/USDF Regional Championships Prize List**.

Note: Once a competition has been granted the bid to host a Regional Championships, USDF requires that the competition MUST include the name of the Regional Championships in its "Competition Name" in its applications for USEF licensing and USDF recognition. The USEF fee for changing the name of a competition is waived when a competition changes its name to include the title of a regional or national championship or when the name reverts back to its original name.

5. Will other websites be used to promote this competition? If so, give the address: _____
6. What other forms of promotion will be used? _____
7. Describe your show program including opportunities for advertising: _____
8. Describe sponsorship opportunities available at the competition: _____
9. List any pre-existing sponsor or beneficiary obligations that might conflict with USDF Regional Championships sponsors (Great American Insurance Group, SmartPak, Platinum Performance, LeMieux):

I certify that I have read the current USDF Regional Championships Program Rules and that as the Competition Licensee I agree to abide by all current USEF and USDF rules, requirements and conditions listed therein and in effect at the time of the Championships. I also certify that the above information is accurate and complete to the best of my knowledge.

Name of Competition Licensee: _____

Authorized Representative of Competition Licensee: _____

Signature of Authorized Representative Date

Phone: (_____) _____ - _____ E-mail: _____

I certify that I have read the current USDF Regional Championships Program Rules and that as the host GMO (if organized by a GMO) I agree to abide by all rules, requirements and conditions listed therein. I also certify that the above information is accurate and complete to the best of my knowledge.

GMO President (If championship bid is organized by a GMO): _____

Name of GMO: _____

Signature of GMO President Date

Phone: (_____) _____ - _____ E-mail: _____

If approved by the USDF Executive Board, the Great American Insurance Group/United States Dressage Federation Regional Dressage Championship Competition Licensee Contract will be sent to the Authorized Representative of the Competition Licensee at the address listed in this contract.

Questions: For questions please contact Lacy Jinks, Senior Competitions Coordinator at the USDF office: (859) 271-7886 or ljinks@usdf.org.