



## Region E Information Packet

September 28<sup>th</sup> – 30<sup>th</sup>, 2018

Ingham County Fairgrounds \* 700 East Ash Road \*  
999 E. Kipp Road \* Mason, MI 48854

*Registration & slot sheets due **Fri, Sept 21<sup>st</sup>.***

*Please email **RegionE@miha.org***

### Contact Information

District 2

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District 4

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District 5

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District 10

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## Friday, September 28, 2018

11:00 am	Haul In – Set up	
11:00 am	Registration	Registration closes at 3:00 pm
<b>Coaches need to check-in; pick up back numbers, verify slots</b>		
<b>Coaches Meeting @ 3pm; there will be another coach's meeting prior to the start of Timed Event</b>		
	<b>Ring 1 &amp; 2</b>	<b>In-field Ring</b>
	3:15 pm – 3:45 pm – Trail Walk Thru	2:00 pm – 3:45 pm – Open Warm Up
4:00 pm	<b>Ring 2: Trail – A, B, C, D</b>	Equitation Over Fences – D, C, B, A
<b>Ring 1: Timed Event (Key Hole) – Div Order TBA (will start after Equitation Over Fences has completed)</b>		
<b>Coaches Meeting – 15 minutes following the completion of all events</b>		

## Saturday, September 29, 2018

	Ring 1 – North	Ring 1 – South	Ring 2
8:00 am	<b>National Anthem; Parade of Teams</b>		
8:15 am	Western FS Div A	Western FS Div B	Western FS – Div D/C
	Hunt Seat FS Div A	Hunt Seat FS Div B	Hunt Seat FS – Div D/C
	Saddle Seat FS Div A	Saddle Seat FS Div B	Saddle Seat FS – Div D/C
	<b>Ring 1</b>	<b>Ring 2</b>	<b>In-Field Ring</b>
	Saddle Seat Equitation (A/D)	Saddle Seat Equitation (B/C)	Saddle Seat Pattern – (D/C/B/A) Arena will be open for 2.5 hours.
	Saddle Seat Bareback (A/D)	Saddle Seat Bareback (B/C)	
	Hunt Seat Equitation (A/D)	Hunt Seat Equitation (B/C)	
			Western Reining ( <b>at will</b> ) – Arena Open for 3.5 hours
<b>Coaches Meeting</b>			
	Flag Race (A/D)	Flags Race (B/C)	
	Cloverleaf (A/D)	Cloverleaf (B/C)	

## Sunday, September 30, 2018

	Ring 1	Ring 2
8:00 am	<b>National Anthem</b>	
8:15 am	Hunt Seat Bareback (D/A)	Hunt Seat Bareback (C/B)
	Western Equitation (D/A)	Western Equitation (C/B)
	Western Bareback (D/A)	Western Bareback (C/B)
	Two Person Relay (D/A)	Two Person Relay (C/B)
<b>Awards Ceremony (1/2 hour after completion of Two Person Relay)</b>		
<b>Schedule subject to change based on time and weather conditions.</b>		

# JOB ASSIGNMENTS

Friday			
Ring 1	Ring 2	In Field Ring	
Announcer - D4	Announcer - D4	Announcer - D2	
Timed Event - D10	Trail - D4	Equitation Over Fences - D2	
Includes Set-up, Tear Down, Reset Workers	Includes Set-up, Tear Down, Reset Workers	Includes Set-up, Tear Down, Reset Workers	
Timed Event Timers - D4	Trail Scribes (2 people) - D10	Eq Over Fences Scribes (2 people) - D2	
Gate (2 people) - D5	Gate (2 people) - D5	Gate (2 people) - D5	
Saturday			
	Ring 1 - North (Barns)	Ring 1 - South (Camping)	Ring 2
Fitting & Showing	Announcer - D4		
	Ringmaster - D5	Ringmaster - D2	Ringmaster - D10
	Gate - D5	Gate - D2	Gate - D10
	Ring 1	Ring 2	In-Field Ring
SSE, SSB, HSE	Announcer D4	Announcer - D4	Announcer - D2
	Ringmaster D10	Ringmaster - D4	SSP Scribes - D5
	Gate - D10	Gate - D5	Reining Scribes - D4 Gate - D2
Flag Race, Cloverleaf	Announcer - D4	Announcer - D4	
	Set up, Tear Down, Reset Workers - D10	Set up, Tear Down, Reset Workers - D2	
	Timers - D4 Gate (2 people) - D5	Timers - D4 Gate (2 people) - D5	
Sunday			
	Ring 1	Ring 2	
HSB, WEQ, WBB	Announcer - D4		
	Ringmaster - D5	Ringmaster - D2	
	Gate - D5	Gate - D10	
Flag Race, Cloverleaf	Set up, Tear Down, Reset Workers - D10	Set up, Tear Down, Reset Workers - D2	
	Timers - D4	Timers - D4	
	Gate (2 people) - D5	Gate (2 people) - D5	

## General Information

- The Show Office is located in the announcer's booth.
- Please check-in with the show office when you arrive to register your team and pick up your back numbers.
- Registration form and slot sheets must be emailed to [RegionE@miha.org](mailto:RegionE@miha.org) by **Friday, September 21<sup>st</sup>, 2018**.
- Please make check out to your district. They will provide one district check to the regional office. Once stall and camping reservations are made, there will not be any adjustments; you must pay for all stalls and campsites that were reserved.
- Stalls and camping will be assigned. Please email the Region E Registration Form to your District Chairperson.
- Tack Stalls will be assigned, if available; please indicate the number of tack stalls you would like.
- Please check-in with the Show Office when you arrive to register your team.
- **Crestview Tack will have shavings on hand, ordering in advance is preferred. Please contact them at (517)676-3410.**
- **Fairground rules dictate that all stalls are swept clean. At the end of the show day Sunday, please have your stalls checked and approved by your appointed District Chairperson.**
- District duties are included in the regional information packet.
- Additional duties will be assigned as needed.
- The top 2 teams competing in each division will advance to State Championships.
- All equitation classes including bareback will require a pattern.
- All patterns will be posted by the MIHA Patterns Committee after completion of all district meets; patterns can be downloaded at MIHA.org.
- If your team is not attending the Regional Championship it is your responsibility to notify the Regional Chairperson.

## Hotel/Motel Information

<u>Fairfield Inn</u> 2335 Woodlake Dr. Okemos, MI 48864 517.347.1000	<u>Comfort Inn</u> 2187 University Park Okemos, MI 48864 517.347.6690
<u>Hampton Inn</u> 2200 Hampton Place Okemos, MI 48864	<u>Holiday Inn Express</u> 2209 University Okemos, MI 48864 517.349.8700
<u>Stay Bridge Suites</u> 3553 Meridian Crossings Okemos, MI 48864 517.347.3044	<u>Heb Inn &amp; Motel</u> 575 N. Cedar Mason, MI 48854 517.676.4560
<u>Super 8 Motel</u> 910 American Road Lansing 48911 517.393.8008	

### Camping Rules

- Each campsite is required to have a responsible adult [21 years or older], staying with the group each night. All names of the camping party must be listed on the application. Emergency contact person(s) and number(s) must also be listed.
- NO MORE THAN 1 CAMPING UNIT PER LOT. Camping units must stay within the confines of the lot (slideouts must not extend beyond the lot line).
- All hitches must be readily accessible (for emergency hookup).
- All Fire lanes are to remain open no parking between or around barns.
- Quiet hours are from 10:00 pm to 6:00 am. Generators may not be run during quiet hours.
- Notify Show Office of concerns/problems.
- No alcoholic beverages or illegal drugs will be allowed. Violators will be removed and prosecuted.
- No bicycles, ATV's, scooters, etc. will be allowed.
- Campfires are **not** allowed.
- No digging on fair grounds due to buried utilities. Stakes should not be pounded into the ground 3' either side of the power and water lines which run between the electrical pedestals on each campsite.
- By order of the Health Department, water hoses may be connected only long enough to fill holding tanks; they must be disconnected at all other times.
- THERE IS TO BE ABSOLUTELY NO DISCHARGE OF WATER OR WASTE ON THE GROUND, by order of the Health Department. Any camper who disregards this rule will be required to clean up the discharge, will be subject to a \$100.00 fine, and will be removed from the fair grounds.
- There is a DUMP STATION.
- Any camper, or member of a camping group, who violates any rule or regulation will have their camping permits revoked. They will be required to remove their camper from the grounds immediately, or it will be removed at the owner's expense. Camping fees will be forfeited and camping parties will not be allowed back without approval from the camping committee. The camping area will be patrolled.
- There are to be no lighted decorations and electric/open flame heaters in the barns.
- ABSOLUTELY NO BLOCKING OR LOCKING ANY BARN DOORS.
- ALL FIRE PROTECTION RULES WILL BE ENFORCED.

## 2018 Registration Form

*Registration & slot sheets due Fri, Sept 21<sup>st</sup>.*

[RegionE@miha.org](mailto:RegionE@miha.org)

Team Name	Click or tap here to enter text.		
Team District	2 4 5 10 (Circle One)	Team Division	A B C D (Circle One)
Coach:	Click or tap here to enter text.		
Address:	Click or tap here to enter text.		
Cell Phone	Click or tap here to enter text.	Email Address:	Click or tap here to enter text.

Make check payable to your district; all reserved stalls and camping must be paid for; no adjustments will be made.

2018 Registration Fee Schedule			
RIDERS		\$35	\$
Horse Stalls		\$45	\$
Tack Stalls		\$45	
CAMPING – FRIDAY		\$35	\$
CAMPING – SATURDAY		\$35	\$
			\$

Campers may be brought in on Wednesday and Thursday, but cannot be plugged in. Any campers found plugged in will be charged \$35 per day fee.

Horses cannot arrive prior to 11am on Friday.

Coaches Signature \_\_\_\_\_

Date \_\_\_\_\_