



## Region E Information Packet October 2-4, 2020

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

*Camping, stall & t-shirt orders due **Wed, 9/23/2020 6pm***

*Email to [RegionE@miha.org](mailto:RegionE@miha.org)*

*No dogs allowed on the grounds at all!!!*

### Contact Information

District 2	District 4	District 5	District 10
Jessica Robbins	Kelly Collison	Candice Russell	Tracy Marr
517-204-2639	734.389.6443	616.915.8802	517.206.3194
<a href="mailto:armadaequestrian@gmail.com">armadaequestrian@gmail.com</a>	<a href="mailto:mihad4@yahoo.com">mihad4@yahoo.com</a>	<a href="mailto:mihadistrict5@gmail.com">mihadistrict5@gmail.com</a>	<a href="mailto:tracy6_78@yahoo.com">tracy6_78@yahoo.com</a>

## Covid Guidelines

- Each rider/groom will get 3 wrist bands (1 for themselves & 2 for parents/guardians)
- Each team will get 3 lanyards.
- Region E Competition is a closed event; no spectators can come to the competition.
- Only riders, grooms, parents, coaches, assistant coaches, adult volunteers, and event workers are allowed.
- Please wear masks. Riders do not need to wear a mask while handling their horse(s).
- Please practice social distancing guidelines as defined by the CDC.
- Stalls and camping are assigned to encourage social distancing.
- Hand washing and hand sanitizing are highly encourage through-out the day, especially after touching gates, fencing, door handles, etc.
- There will not be a concession/food truck available on the grounds.
- **NO DOGS allowed on the grounds at all.**

## General Information

- The Show Office is in the North end-indoor arena.
- Please check-in with the show office when you arrive to register your team and pick up your back numbers and t-shirts
- Camping, stalls, and t-shirts orders be emailed to [RegionE@miha.org](mailto:RegionE@miha.org) by **Wednesday, 9/23/2020 6pm.**
- Please make check out to **Region E; Turn into your DC, they will turn into the regional treasurer.**
- ***Once stall and camping reservations are made, there will not be any adjustments; you must pay for all stalls and campsites that were reserved.***
- All stalls and camping will be assigned.
- 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.**
- All bedding must be wood by-products. No straw or paper allowed.
- **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 have a pattern. There may not be rail work.
- All patterns will be posted by the MIHA Patterns Committee on Monday, 9/28/2020 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 both your district chair.

## Golf Carts/ATV's, etc.

- ❖ Golf carts, side by sides, and gators are allowed if they are quiet.
- ❖ No quads, 3 wheelers, bicycles, roller skates, scooters or hover boards allowed.

- ❖ All drivers must be 18 years of age and hold a valid driver's license.
- ❖ No more passengers than the number of seats (2 seat golf cart – 2 people).
- ❖ All golf carts, side by sides and gators must be registered with the show office.
- ❖ The show office must have a copy of the driver's license and automobile insurance on file.
- ❖ Golf carts, side by sides and gators are NOT allowed inside the barns.
- ❖ Golf carts, side by sides and gators are not allowed by the arena gates or warm-up areas.
- ❖ Anyone or team mis-using the privilege of using a golf cart, side by side or gator will be asked to leave the grounds.

### **Camping Rules**

- Campers/travel trailers/LQ horse trailers cannot plug in before 3pm on Fri 10/2/2020.
- 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 (slide outs 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, hoverboards, quads, 3 wheelers, 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.**

**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	Heb's Inn & Motel 575 N. Cedar Mason, MI 48854 517.676.4560
<u>Super 8 Motel</u> 910 American Road Lansing 48911 * 517.393.8008	Look for Hotels in Jackson, MI

**Region E Tentative Schedule 2020**

We say tentative because it is subject to change at any time. Certain factors may speed up or slow down the start times for some of the classes. Conditions, such as weather, may dictate a changing of the arenas and schedule. We will do our best to give as much notice as possible for changes.

**Friday 10/2/2020**

10am	Haul In - Set Up - Registration Opens (Closes at 2pm) Coaches must check in; Pick up back numbers & pre-ordered T-shirts; verify slots
1pm	Equitation Over Fences Warm-Up Begins; Ends at 2:45 pm Warm up schedule will be released once we know how many riders are participating
2pm	Coaches Meeting - Pavilion
2pm	Trail Walk-through begins; closes at 3:45 pm

	North End-Indoor Arena	South End-Main Arena	Hoop House
3pm		Eq Over Fences #4 D, C, B, A Order of go by div & back #	Trail - at will  No order of go
4pm	Reining D, C, B, A Order of go by div & back #	Jump Set Up/Tear Down-D2/D4 D2 Supervisor Reset Workers – D4	Trail Set Up/Tear Down D5 Reset workers - D5
Ringmaster	D4	D2	D5
Gates	D4	D2	D5
Scribes	D4 - need 2	N/A	D5 - need 2
Announcer	D4	D5	D10 Supervisor

10 minutes after the last rider - coaches meeting - discuss FS patterns.

**Saturday, 10/3/2020**

8am	North West Indoor Arena	North East Indoor Area	Hoop House
	Div B - WFS	Div C/D - WFS	Div A - WFS
	Div B - HSFS	Div C/D - HSFS	Div A - HSFS
	Div B - SSFS	Div C/D - SSFS	Div A - SSFS
Ringmaster	D5	D2	D10
Gates	D5	D2	D10
Scribes	N/A	N/A	N/A
Patt Set Up	D4	D4	D4
Announcer	D4		D5 - Supervise

	North End Indoor Arena	South End Main Arena	Hoop House
	Div A/C - SS Eq	Div B/D - SS Eq	SS Pat#4
	Div A/C - SS Bb	Div B/D - SS Bb	at will
Ringmaster	D5	D4	N/A
Gates	D2	D2	D10
Scribes	not needed	not needed	D5/D10
Patt Set Up	N/A no cones used	N/A no cones used	
Announcer	D5	D4	D2 - Supervising

**Coaches Meeting Prior to Contesting - Pavilion**

	North End Indoor	South End Main
	Div B/D - Flag	Div A/C - Flag
	Div B/D - Cloverleaf	Div A/C - Cloverleaf
Set Up	D5	D10 - Dave Cox
Reset Workers	D5	D10 - Dave Cox
Timers	D5	D4
Gate (2)	D5	D2
Announcer Aid	D5/D4-Need computer Excel	D4/D2-need computer Excel
Announcer	D5	D4

**Timed Event #4-Stakes Race  
Div A, B, C, D**

Set Up	D5
Reset Workers	D10
Timers	D5
Gate (2)	D2
Announcer Aid	D5/D2-need computer Excel
Announcer	D5

## Sunday, 10/4/2020

7:30 AM

### Coach's Meeting - Pavilion

8:00 AM	North End Indoor Arena Div B/D - West Eq Div B/D - West Bb	South End Main Arena Div A/C - West Eg Div A/C - West Bb
Ringmaster	D4	D5
Gates	D10	D2
Scribes	N/A	N/A
Patt Set Up	D4	D5
Announcer	D4	D5

	Div B/D - HS Eq Div B/D - HS Bb	Div A/C - HS Eq Div A/C - HS Bb
Ringmaster	D4	D5
Gates	D2	D10
Scribes	N/A	N/A
Patt Set Up	D4	D5
Announcer	D4	D5

### Coaches Meeting Prior to Contesting - Pavilion

	2 Person Relay Div D, C, B, A
Set Up	D10
Reset Workers	D5
Timers	D5
Gate (2)	D2
Announcer Aid	D2/D10-need computer Excel
Announcer	D4

## Region E 2020 ATV Registration

Name \_\_\_\_\_

Team Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cell Phone Number \_\_\_\_\_

Email \_\_\_\_\_

ATV Type (circle one)      Golf Cart              Side by Side              Gator

Make \_\_\_\_\_ Model \_\_\_\_\_

Name of Insurance Company \_\_\_\_\_

Policy # \_\_\_\_\_

Driver's License Number \_\_\_\_\_

### **ATV Rules**

- ✓ All ATV's must be registered with the show office
- ✓ Permits must always be on display.
- ✓ Golf carts, side by sides, and gators are allowed if they are quiet.
- ✓ No quads, 3 wheelers, bicycles, roller skates, scooters or hover boards allowed.
- ✓ All drivers must be 18 years of age and hold a valid driver's license.
- ✓ No more passengers than the number of seats; one person per seat.
- ✓ No persons may sit on laps.
- ✓ Any liability associated with the ATV will be assumed by the registered owner.
- ✓ Speed limit is 5 mph.
- ✓ Always yield to pedestrians and livestock.
- ✓ All golf carts, side by sides and gators must be registered with the show office.
- ✓ The show office must have a copy of the driver's license and automobile insurance on file.
- ✓ Golf carts, side by sides and gators are NOT allowed inside the barns.
- ✓ Golf carts, side by sides and gators are not allowed by the arena gates or warm-up areas.
- ✓ Anyone or team mis-using the privilege of using a golf cart, side by side or gator will be asked to leave the grounds.

## 2020 Registration Form

**Registration due Wed 9/23/2020 6pm**

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

Team Name			
Team District	2 4 5 10 (Circle One)	Team Division	A B C D (Circle One)
Coach:			
In your email, please list out the names of the coaches that need ID badges.			
Address:			
Cell Phone		Email Address:	

**Make check payable to MIHA Region E**

**all reserved stalls and camping must be paid for; no adjustments will be made.**

**Campers may be brought in on Wednesday and Thursday, but cannot be plugged in prior to Noon Fri, 10/2/2020. Any campers found plugged in will be charged \$35 per day fee.**

Coaches will receive a blank slot sheet with their rider's name and back number Fri, 9/25/2020.

**Slot sheets must be emailed to [RegionE@miha.org](mailto:RegionE@miha.org) by Wednesday, 9/30/2020 Noon**

**Horses cannot arrive prior to 10am on Friday.**

	Qty		Total
RIDERS		\$35	\$
Stalls (Horse & Tack)		\$45	\$
CAMPING – FRIDAY		\$35	\$
CAMPING – SATURDAY		\$35	\$
T-shirt size – Small		\$10	\$
T-shirt size – Medium		\$10	\$
T-shirt size - Large		\$10	\$
T-shirt size – X Large		\$10	\$
T-shirt size – XX Large		\$10	\$
<b>Total amount of check</b>			\$

Coach's Signature \_\_\_\_\_

Date \_\_\_\_\_