

UMECRA RIDE SANCTIONING

SANCTIONING REQUIREMENTS

1. GENERAL DUTIES OF THE SANCTIONING COORDINATOR

- A. The UMECRA Sanctioning Coordinator shall act as the primary contact for all correspondence regarding ride sanctioning.
- B. Sanctioning and scheduling of rides shall be conducted in a fair and equitable manner.
- C. Replies between the Sanctioning Coordinator, Board, and membership regarding Sanctioning issues shall occur within seven (7) days of the initial correspondence.
- D. The duties of the Sanctioning Coordinator shall include: facilitation of sanctioning correspondence between The Board, ride managers, and the membership, organization and communication of the ride schedule, and publication of the annual Ride Book.

2. UMECRA RULES

- A. The current year's ride schedule will be the precedent for the succeeding year, using Memorial Day and Labor Day as the scheduling anchors.
- B. Generally, rides will be given the same weekend as the past year. If these dates do not work, it is the ride manager's responsibility to notify the Sanctioning Coordinator immediately.
- C. For rides previously on the schedule, in November of each year, the Sanctioning Coordinator shall contact ride managers with the following:
 - 1) the proposed ride schedule for the next ride season,
 - 2) ride insurance forms,
 - 3) request for number of printed ride forms needed for ride
 - 4) confirmation of ride manager contact information,
 - 5) sanctioning fee information
 - 6) a timeline for creation of the upcoming year Ride Book.
- D. Ride managers must announce their mileage to the UMECRA Sanctioning Coordinator at least seven (7) days before the annual meeting; otherwise, they will receive the same mileage as the previous year.
- E. The names of official delegates to the annual meeting must be submitted in writing to the UMECRA Secretary prior to the meeting (cut-off date to be announced).
- F. Once the schedule is finalized at the annual meeting, no new rides may be scheduled except with Board and ride manager approval via electronic ballot with a majority of 2/3rds of the managers responding within ten (10) calendar days. (One vote per ride). Rides seeking approval by Board vote must meet one of the following criteria:
 - 1) Be proposed for an open date
 - 2) Be 501 miles or more from an already scheduled ride (as measured using Mapquest.com)
 - 3) If less than 501 miles from an already scheduled ride (as measured using Mapquest.com), have written approval of those ride manager(s)
- G. Changes to a scheduled ride must be submitted to the Sanctioning Coordinator for Board approval 60 days in advance of the ride start date or to the Executive Board for their approval or as early as possible in emergency situations. Sanctioning votes by the Board can be taken via email. Members without email will be contacted by the UMECRA President.

H. New rides will be given priority in order of application. The \$10 surcharge for new rides will be in effect

I. The Board will attempt to limit the number of rides to three per weekend.

J. Two or more rides held on a regular schedule in alternate years shall be considered a single ride for purposes of determining scheduling precedence and delegate voting. The Sanctioning Coordinator must be informed in writing that their rides will rotate. The Sanctioning Coordinator will then inform the Board of this agreement.

K. No more than one 100-mile one-day ride will be scheduled on any one weekend closer than 800 miles apart. Preference will be given to the existing 100-miler.

L. Rider points will only be given for mileage which the ride applied for, or for which notice of a mileage change has been made at least 60 days in advance.

M. Any UMECRA sanctioned ride with ride miles of 15 miles or less, must follow the established UMECRA Novice or AERC Introductory rules. AERC Introductory rides or ride and tie rides are not eligible for UMECRA points or miles. (2014)

N. If a UMECRA sanctioned ride offers novice classes, all fees and rules shall be observed. Novices are only eligible for year-end awards in the competitive novice division or other awards where the criteria specifically states that novice rides shall count. Novice mileage shall count for chevrons and horse mileage, but shall not be considered in determining eligibility for Restricted Mileage awards.

O. All sanctioning fees must be paid by February 1st. If not paid by this date, the ride loses sanctioning for the year. The Sanctioning Coordinator will send an email to the ride manager (call or letter sent by confirmation delivery) and document that contact has been made requesting the funds. It is the ride manager's duty to contact the Sanctioning Coordinator and Secretary/Treasurer if their contact information has been changed from the previous year. (2016)

3. FEES

Yearly fees per ride are \$40, with a surcharge of \$10 for a first-year. These fees cover the cost of printed ride supplies and include a prorata share of printing and mailing of the ride book. If a ride organization or manager sponsors more than one event per year, the \$40 fee applies to each ride. There is also a fee of \$2.50 per starting rider.

4. RIDE CANCELLATIONS

A.. In the event of a forced cancellation, the ride manager shall report the cancellation to the UMECRA President, Sanctioning Coordinator and Secretary as soon as possible.

The Sanctioning Coordinator or Secretary shall notify the UMECRA Board, Newsletter Editor and the UMECRA Website Editor in writing as soon as possible.

B.. Ride managers of canceled rides shall retain voting rights for one year.

C. Ride managers who cancel their ride two years in a row will give up their ride date and forfeit their ride's voting eligibility for the second year.

5. REPORTING

A. UMECRA ride results, "per rider" reporting fees, and insurance fees must be sent to the secretary postmarked within 14 days, with a penalty of \$50 for non-compliance and denial of re-sanctioning the following year if the penalty is not paid. The UMECRA Secretary/Treasurer shall report to the UMECRA Board on rides with outstanding bills 21 days past the ride date. If results, ride fees, and/or insurance payments are not received within 30 days of the ride date, sanctioning for future rides, including rides in the same

year may be forfeited, as determined by the UMECRA Board. In addition eligibility to vote as a ride representative (as ride manager and for all ride delegates) may be forfeited for board meetings and the annual membership meeting for twelve month period commencing on the last day of the ride.

B. Every rider who starts will be reported according to divisions (heavyweight, lightweight and junior).

Ride Sanctioning Guidelines

Annual scheduling by the sanctioning coordinator must take a variety of factors into consideration, including holidays, scheduled national championships, ride lengths, the changing calendar, and personal ride manager situations.

Ride managers are encouraged to work out “one time only” changes with other ride managers. The UMECRA Sanctioning Coordinator as well as the UMECRA Board of Directors are also encouraged to accept “one time only” changes that have been worked out equitably between ride managers without setting a scheduling precedence.

New rides should contact the Sanctioning Coordinator with a proposed new ride and date(s) as soon as possible. The Sanctioning Coordinator will fit them into the schedule using the UMECRA and AERC sanctioning rules if appropriate. Generally speaking, rides within UMECRA taking place on the same date should be at least 300 miles apart.

“Open” weekends should be carefully considered before they are assigned as ride dates, as those weekends are not always available from year to year.

Ride manager(s) must be AERC members if they hold AERC events at their ride. Ride veterinarians should also be AERC members (a special non-voting AERC membership for veterinarians is available.)

Rides are to be sanctioned by approval of the Board at least 90 days before the date of the ride or at the annual meeting.

100 Mile Rides

The Board hopes that there be three (3) weekends before or after an existing 100 mile ride within 400 miles radius of the existing 100 mile ride.

The 100 mile ride must be offered on a consistent basis to be considered an existing 100 mile ride. A ride offering a 100 mile ride on either even or odd years will be considered offering the existing ride on a consistent basis.

Ride managers wishing to add a 100 mile ride to their schedule should consider contacting the existing 100 mile ride manager and working out an alternating schedule. Any agreement arrived upon should be put in writing and submitted to the UMECRA Board and the Sanctioning Coordinator for future reference – the Board does not need to approve this agreement.

Ride Cancellations

Scheduled rides may have to be canceled for a number of reasons, including but not limited to the following: trail conditions, trail availability, weather, ride manager health, and family deaths.

Ride managers who are forced to cancel their ride shall not receive a refund on sanctioning fees, but they may receive a refund on their insurance fees if sufficient notice was received. Fees for “additional insureds” will not be refunded. Ride managers of cancelled rides shall retain voting rights for one year.

Reporting

Ride managers are strongly encouraged to present their ride results to the points keeper electronically.

Riders who have signed up as AERC featherweights, lightweights or middleweights must be assigned to either UMECRA lightweight or heavyweight divisions. DO NOT list UMECRA weight divisions on AERC report forms. The AERC weight division must be determined at the time of entry.

Ride results must be submitted in the format prescribed by the points keeper. Failure to do so shall result in the results being returned to the manager for correction.

Ride managers are reminded that AERC results must be submitted separately and in accordance with their reporting guidelines and fees.

AERC (Endurance and LD only)

Ride managers are responsible to apply for AERC sanctioning. Sanctioning requests should be sent to the regional Sanctioning Director a minimum of 120 days before the ride for approval, and the approved application must reach AERC 90 days prior to the ride. Current sanctioning fees and forms can be found at www.aerc.org.

There is also a surcharge for each non-AERC member entering a ride. (This includes Limited Distance riders that are sanctioned by AERC.)

Endurance rides must be at least 50 miles per day, but not more than 150 miles. Special event rides (Pioneer and multi-day rides) are series of rides on consecutive days - a minimum of three days and at least 155 miles. Special Qualification rides are rides with entry qualifications other than those contained in AERC rule #3. Special event and special qualification rides shall require approval of the AERC Board of Directors for sanctioning for the first two years. These rides must contact the AERC office with their request. The online sanction form may be used, plus the ride manager must inform the AERC office that this is a Special Event or Special Qualification Ride request.

Limited Distance rides (at least 25 miles, but not more than 35) may also be offered but must be held in conjunction with an AERC endurance ride.

Riders who have signed up as AERC featherweights, lightweights or middleweights must be assigned to either UMECRA lightweight or heavyweight divisions. DO NOT list UMECRA weight divisions on AERC report forms.

The AERC weight division must be determined at the time of entry.

AERC results shall be sent directly to AERC headquarters on forms provided by AERC.