

MSEDA Sanctioning- It's as easy as walk, trot, canter!




MSEDA

Competition Sanctioning Intro 1

Purpose: To insure safe, fair and consistent competitions
Dressage, CT or Event for competitors while providing resources to organizers.

Type:

	Task	How	Contact		Method	Reasons
1 A	Obtain Sanctioning Application and Packet	Contact Sanctioning Chair or Download from website	Anthony		Available of MSEDA website. theadmin@mседа.org	Early deadline of November 1 will give you the lowest sanctioning fees and the best possible dates for your competition!
2 X	Obtain list of MSEDA approved judges	As Above	Anthony		Available of MSEDA website. theadmin@mседа.org	MSEDA approved judges are required to maintain their license through continuing education, insuring quality judges for your competitions.
3 C	Contact insurance company to confirm required liability coverage and add MSEDA as additionally insured.	Contact your Private Liability Insurance Company			Request that certificate of insurance be sent to contact as above asap.	Provides protection for organizer, competitors, and officials.
4 B	Determine Appropriate Sanctioning Fee	Fees are based on date of application and number of competitions being sanctioned at one time	Pay Online or send check to MSEDA		\$24 - for sanctioning applications greater than 3 months ahead of competition start date. \$34 - for sanctioning applications within 3 months of competition start date. If you are sanctioning 3 or more competitions, a discount of \$5.00 per event will be offered if all applications are submitted at the same time.	Fees go toward organizer resources and competitor awards.
5 E	Submit application and fee by deadline and certificate of Insurance and final information by competition date.	Mail, online or combination	Anthony		MSEDA PO Box 338 Georgetown, KY	Invaluable resources including increased visibility, guidance and increased credibility.

6 X	Send Prize List to Newsletter Editor	Email	Communications Committee		communications@mseda.org	Prize list will reach hundreds of people through website and electronic newsletter
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Leave competition with happy competitors and a smile on your face for a job well done.

What Next?

Results	Send to Anthony		theadmin@mseda.org	Necessary for year-end award points.
TD Report	TD will send.		tdreports@mseda.org	Necessary to monitor compliance and make recommendations for next year.
Renew Membership for Next Year	Form available on website		www.mseda.org	MSEDA membership required for organizers of any MSEDA sanctioned event (non-usef).