

EQUESTRIAN EXHIBITORS' HANDBOOK



Wanaka A&P Equestrian



Instagram wanakashowequestrian

www.wanakashow.co.nz



NO DOGS - unless they are entered in the Pets & Dogs or Jack Russell's entered in the JR Race (Saturday only). They must wear their show registration tag plus be on a lead the whole time.

Jack Russells entering in the race must be entered online through the show website -no entries taken on the day nor at the Livestock Office

Service Dogs are permitted.

IMPORTANT INFORMATION

**ALL ENTRIES ARE TO BE MADE ON-LINE AT MAIN-
EVENTS.COM**

NO POSTAL NOR EMAILED ENTRIES ACCEPTED

Your tickets are electronic and will be e-mailed out to you. Please print these off and must present at entry to the grounds or have them on your phone. If you haven't received them, please contact us asap. If you get to the gate and can't find them, purchase new ones, and come to the office and we will sort it out for you -PLEASE DO NOT ARGUE YOUR CASE AT THE GATE!

ENSURE THAT YOU HAVE PRE-PURCHASED EXTRA TICKETS IF REQUIRED BEFORE TO SPEED UP YOUR TIME AT THE ENTRANCE GATE

Wanaka A&P Show

03 443 9559



Livestock Manager

entries@wanakashow.co.nz

Fe Howie 027 358 9955

OFFICE HOURS

Wednesday 10am - 4pm

Thursday – 9am -5pm

Friday & Saturday – 6.30am -5.30pm

Welcome to the Wanaka Show. If you have exhibited here before then you will be familiar with all the comings and goings of the show, but if you are new to our show then we hope that this will make your time with us even more enjoyable.

We hope that this will help you enjoy your time with us at the show and we always welcome your feedback.

Firstly, a brief outline of what to expect.

It is busy! We have over 500 Trade Sites and this brings a lot of traffic leading up to the show, it also brings in over 40,000 people.

Space is at a premium, both in the horse warm up and float parking.

We use Facebook - [Wanaka A&P Equestrian](#), for public notices and there is a lot of info on our Main-events page.

Starting at the beginning.

- <https://www.main-events.com> for online entry. We encourage you to use this facility. You will need to create an account first up. Look for on-line entries and you will find Wanaka Show. **PLEASE do not look for our show on Showdayonline.** We use PoliPay and your entries must be paid for at time of entry otherwise you will be deleted and someone else will take your place. Entries are capped regardless of the closing date, so bear this in mind. Rabo Bank and SBS are not supported by polipay.
- Schedules go online within the first 2 weeks of January. www.wanakashow.co.nz
- Please read full Rules and Conditions document.

ESNZ Registrations

- Make sure that you have all your ESNZ registrations in place before you enter if you are show jumping. It is quite complicated deciding what you need as far as ESNZ registrations, go on to their website and work through it. www.nzequestrian.org.nz/wp-content/uploads/ESNZ-Discipline-Fees-Table-Aug-23.pdf or read the document in the DOC's tab.

RAS Height Certificates

- You WILL require an RAS height certificate if you wish to jump in the Hunter Jumping and all flat classing. We do not provide on the day measuring.
- RAS Height Certificates. Please send in a photo or photocopy, of all sides. We need to make sure that you are currently measured and in the right classes.

On-Line Entering

- When you online enter, please ensure that you provide ALL the information required otherwise we will be calling and emailing. You will not be able to compete unless you have your height cert (if required) or registrations (if required) in place.

- Provide your vehicle registration as you need a vehicle pass to get into the float parking and only ONE vehicle permitted. We need every inch for the floats.
- Once your entry and payment has been received it will be processed and you will then get a confirmation and vehicle pass either e-mailed or posted back to you. If you do not receive this, please notify us asap.

Jumping Classes

- Show Jumping – You are only permitted to enter 2 jumping classes a day – this excludes the Hunter RTR Classes
- Classes 170 & 171 are for ponies and horses that have qualified from Friday only.

Ticketing

- **Ticket allocation is 1 x two-day pass for each competitor.**
- Any additional tickets are required to be purchased prior to the show, please do not try to get them at the gate. It is quicker to pre purchase these instead of holding everyone up. You can either get them while you are online entering or through the website.
- Entry tickets will be electronically sent out later. Either print these out or have them on your phone.
- Again, please notify us asap if you have not received your tickets. We will notify on FB & Instagram when these have been actioned.

Equine accommodation

- We have a limited number of yards available, so only those horses entered are permitted to book a yard -no companions.
- No portable yards nor the use of temporary fencing.
- We do our very best to get everyone some sort of accommodation for their horses if we run out of yards. We fully understand if you would prefer a yard, but this is not always possible. If you prefer a paddock, please pop a note on your entry and we will try to sort it for you.
- A 4-night stay is the maximum permitted as we don't now provide facilities outside these days, i.e., manure collection and rubbish.
- All yards are filled with saw dust.
- Yards must be left clean, if not you will not be allocated one the following year.
- Notify us asap if you have booked a yard and no longer require it as we always have a wait list, and someone will appreciate it.
- The Committee will not be held responsible for injuries incurred in the yards.
- **Yard allocation: Due to the high demand the following criteria will apply.**
- **Those travelling long distances.**
- **Those with multiple horses and staying 2 nights or more.**
- **Central Otago and Queenstown residents will only be allocated yards if sufficient available.**
- **Only horses/ponies entered will be allocated a yard.**
- **Grace Farms Equestrian Centre facilities available see their Facebook Page**

Float Parking

- We are very tight for space and so this area is controlled by a parking steward.
- There are lines on the ground that you are required to park between.
- Those who are camping will park in one area and are not permitted to leave until Saturday afternoon.
- Those who are day tripping must park where directed.
- There are to be no caravans, there is a camping ground right next to the show grounds.

- If you are putting up a tent, then you can so long as you put it **beside** your float/vehicle and not taking up any extra space length wise and don't exceed the line space.
- All vehicle passes must be displayed on the dashboard.
- The entrance way into Pembroke is along Brownstone Street, you will have your tickets scanned here also. Please watch when you go down the bank, it is safe but if wet it might be a little slippery going back up.
- There are rubbish skips out there and please use these to clean up around your floats. All hay and manure must be gone.

At the Show

- The Livestock Office is situated at the end of the warm-up arena.
- Back numbers are allocated and collected from here, there is no deposit, however we do ask that you return them either to the office or pop them in the bin at the warmup entrance.
- Catalogues and class changes are all best collected and done as soon as possible to avoid congestion in the office.
- You are not permitted to use the Main Arena at all for warm up or familiarisation prior to the show. The Hunter Steward may allow the Novice Hacks & Ponies in on Friday morning, however. Any Open horse caught in the ring will be disqualified.
- The Hunt Ring will be available for warm up, one end for horses and the other for ponies.
Please respect other people's space. We ask that you leave this arena clean of manure also.
- There is a gate system leading from the warmup arena to the competition area, this is for everyone's safety. Please don't crowd the entrance way and give the gate people enough time to clear the public. They are doing their best and do understand that horses don't always like to stand quietly.
- Classes are run as close as possible to time, if you are competing in one jump class and have a horse in another the gate keepers will do their best to accommodate you but will not hold the other class up, please accept that.
- **Late Entries/ Class Changes - NO** entries/changes will be taken at the gate, you must go to the Secretary's Office and providing it is within the time limit it will be accepted with the accompanying LATE ENTRY FEE.
- Once the classing has started being judged you will not be permitted to enter the ring.
- There will be someone keeping an eye out of behaviour in and around the grounds, and any inappropriate handling and riding of horses will be actioned.
- We are very fortunate with our very generous sponsors and in return we ask that you show your appreciation by participating in the Grand Parade. We have done our very best to make this as safe as possible. The Pipe Band plays at the beginning, but we stop them before the horses enter the ring. We have a person at the exit gate and can get you out quickly if a problem develops.
- Ensure that your helmets have the yellow stickers on. We can check and sticker at the show, but it is so much less stressful if all this is done prior to the show. Local pony clubs and at some measuring days will check and sticker them.
- NO one else apart from the competitor whilst riding is permitted into the Arenas. Please don't be offended if you are asked to leave.
- There are 2 wash bays available.
- TEMPORARY PENS-Pens constructed of electric fence tape and electric fence

standards are **not** permitted at affiliated shows.

- **Any falls must present to the St Johns tent where you will fill out a form and be cleared for further riding.**

Warm-up arenas

- The warmup jumps are flagged for your safety. You must approach and jump the jump with the **Red** flag on your right. At NO time must it be taken the other way.
- Please have someone to help you out there, if you drop a rail, it is your duty to pick it up.
- Be considerate as at any one time there are ponies and hacks jumping. There are two warm up jumps, enough for different heights.
- If you need to lunge, try to do this when the arena is not too busy, it is potentially a very dangerous situation and best done while things are quiet.
- This is a very busy place so just show patience and consideration.
- **NO HORSES ARE TO BE EXERCISED ON THE 26 ACRE.. YOU WILL RECEIVE A HEFTY FINE IF CAUGHT WARMING UP OUT THERE. THERE IS A WATERING SYSTEM IN THE GROUND THAT IF A HORSES HOOF WENT IN IT COULD RESULT IN INJURY.**
- **FRIDAY PM – The Hunt Ring is available for warm up. The warmup jumps however will ONLY be in the warmup area by the yards. PLEASE do not request we put a jump in the Hunt Ring -we must preserve the ground as much as possible.**
- **SATURDAY PM -Same as above from 3.00PM onwards**

Handy Hints

- Wanaka is getting very busy, and our grounds are in the middle of town, bear this in mind to your arrival time.
- There is a supermarket in town close by, but there is also a huge one at the first roundabout coming into town at Three Parks which would be easier access.
- McKeowns Fuel & Allied (at Upper Clutha Transport) on the outskirts on Ballentyne Road – much cheaper.
- There is no saddlery in Wanaka and not always are there any in the Trades so please ensure that you have those supplies on hand.
- Farrier will be on the grounds late Thursday afternoon till Saturday afternoon. Shane Cooper 0274902895
- There are two wash bays on concrete at the grounds.
- There is to be no horses going down to the lake leading up to and during the show. You can however go down there Sunday morning at your own risk. This is a Show H&S policy as we have had too many horses galloping up from the lake riderless. There are holes on the bottom, and this trips the horses up.
- If you have been fortunate enough to have done well at the show, please drop the sponsors a letter or e-mail and say thanks. They like to be appreciated too. The addresses will be emailed out after the show, or they are already attached to the prize.

Issues

- If you feel that you have an issue with anything we encourage you to come to the Chief Steward of the arena/ring that you were competing in and address it directly and not on social media where it gets all blown out of proportion.
- If it is a protest, then that must be lodged within 30 minutes of the issue and accompanied with \$50.

IMPORTANT, the trimming of muzzle and ear hair is a PROHIBITED. There has been plenty of warning alerting to the implementation of this rule and any equine competing that has been trimmed will be asked to leave the ring.

Camping and Dog Rules

- **ALL** those camping MUST wear a wristband -to be collected from the Livestock office
 - Make it very clear on your entry form, how many are camping as this information is what we allocate camping passes on
 - No wristband - you will be asked to leave the grounds immediately.
 - All Trade areas are out of bounds from the 7pm till 8am
 - All guests must leave the grounds at 8pm on any night.
 - No excessive noise
 - The only access back into the camping area is via gate 3 or through the dump station.
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- NO Dogs -unless they are service dogs or have been pre-registered on the website for the Jack Russell Race or Pet Parade. You will then need to bring your registration & dog to the Livestock Office and get your dog tagged-no dog - no tag.
 - Tagged dogs must be on a lead or tied up at ALL times.
 - **If you do not abide by these rules your dog will be impounded.**

THE WANAKA A & P SHOW HAS PROFESSIONAL PHOTOGRAPHERS OPERATING.

PLEASE BE AWARE THAT BY ENTERING THE SITE, YOU CONSENT TO YOUR PHOTO BEING TAKEN, AND THAT PHOTOS MAY BE USED WITHOUT ANY COMPENSATION TO YOU, FOR PUBLICITY PURPOSES

The following notice will appear on the Main-events on-line entering. Please make yourselves familiar with it and fully understand its importance.

RAS DECLARATION

This is a legal document. The owner/parent/guardian signing or authorising the event must be over 16 years of age. The attention of exhibitors is particularly drawn to the conditions relating to the misuse of substances, and the intention of the RAS to undertake testing for forbidden substances.

DECLARATION: The submission of my entries and/or participation in the competitions, either by written or by electronic means, denotes that I have read and accepted the RAS and Host Association Rules & Regulations and the Association's conditions of entry. This also indemnifies

the Host Association under the provisions of Health & Safety in Employment Act 1992 and any amendments.

ESNZ DECLARATION

I am the Exhibitor and/or competitor of the horse/pony stated on this form at the above event. I understand that the Organising Committee of the above Event nor Equestrian Sports New Zealand Inc. nor any agent, employee or representative of those bodies, accepts any liability for any accident, loss, damage, injury or illness to horse/pony owners, riders, spectators, land, vehicles, their contents and accessories or any other personal property whether caused by their negligence, breach of contract or in any way whatsoever.

I am the owner of his/her Authorised Agent and have been authorised by the owner to make this entry. The submission of my entries and/or participation in the competitions, either by written or by electronic means, denotes that I have read and will abide by the Rules and Regulations of Equestrian Sports New Zealand and that I and my horse/pony(s) are eligible for any class we are competing in. I consent in terms of the Privacy Act 1993 to the information on this form being used by the Organising Committee, by the New Zealand Equestrian Federation and by Main-Events for all purposes connected with the administration and promotion of equestrian sport in New Zealand.

MEDIA

By entering or attending this competition, you accept that you may appear within differing media streams that are on location covering the event. Your behaviour at the event and within the competition arena is at your discretion and is your responsibility. Please note that there will be live streaming at the event therefore the camera may be on throughout the day.

HEALTH & SAFETY

I declare that:

1. My accepted entry into the Event will not be transferred to another entrant.
2. In the event of any 'act of God' conditions causing a cancellation of the Event, I agree that my total entry fee is not transferable or refundable.
3. I and any horses or ponies I am riding are in an appropriate physical condition to participate in the Event, given the known parameters of the Event (such as the length, time, physical demands, and environmental context).
4. I have taken medical advice on any pre-existing medical conditions and confirm that it is medically safe for me to participate in the Event.
5. I acknowledge that there are risks involved in the Event. I fully realise the dangers of participating in the Event, and fully assume the risks associated with my participation and my wellbeing and safety during and after the Event. I understand and acknowledge that the Event organisers (including all officials and event volunteers) provide no warranties, regarding my wellbeing and safety.
6. I understand and agree that situations may arise during the Event, which may be beyond the immediate control of the Event organisers (including all officials and event volunteers).
7. I will participate in the Event, in a manner that does not endanger either me or others.
8. I agree that to the extent permissible by law, the Event organisers (including all officials and event volunteers), the sponsors and other parties associated with the Event, have no liability to me whatsoever for any direct or indirect loss, (including, but not limited to injury or death) sustained by me during or in any way related to my participation in the Event.
9. I authorise the use of my name, voice, picture, and information on this entry form in any broadcast, telecast, promotion, advertising, and in any other way, without payment to me or any other form of compensation.
10. I agree to comply with the rules, and regulations pertaining to the Event.
11. I agree to follow all reasonable safety instructions provided to me by the Event organisers, (including all officials and event volunteers) before, during and after the Event.
12. I consent to receiving medical treatment in the event of illness or injuries suffered during or immediately after the Event.

RAS Social Media Policy

Social media is about sharing and interaction. It gives everyone a chance to produce their own content, reply to others (such as followers or fans), share exciting moments, reflections, and experiences. The Royal Agricultural & Pastoral Society (RAS) believes that social media has a valuable role to play in sharing the excitement of the A&P Showing Movement with spectators, supporters, and the public. In addition to engaging with members of the A&P showing community, social media can help the organisation reach members of the broader public and traditional media. Whilst social media provides great opportunities to raise the A&P showing profile and reach new audiences, it also has the potential to harm the reputation of the organisation, its competitors, members, and stakeholders. It is crucial therefore that individuals representing RAS are aware of the implications of using social media. The purpose of this document is to provide representatives of the RAS with guiding principles for using social media. This policy applies to all employees, members, competitors, support people at shows/events, people at measuring stands and other people associated with RAS and RAS events (including without limitation, those representing the RAS in team events, judging or ambassador competitions, RAS employees, officials, judges, volunteers, and committees.)

Social Media is any kind of tool that you can use for sharing what you know, including, but not limited to:

- Blogs
- Photo-sharing
- Video-sharing (such as You Tube)
- Social Networks (such as Twitter and Facebook) □ Mobile phone applications □ Texting and webcasting.

Guiding Principles

- a. Before making a social media post, remember the following general principles:
 - Information shared on social media appears in public so careful consideration should be given to content before it is posted.
 - Information shared within online communities could have implications for the A&P showing movement and those associated with it.
 - Information shared online can be difficult to retract. A comment may be able to be removed but the very nature of social media encourages a person to share information which makes it difficult to know where the information may finish up.
 - You should assume that all posts and information shared via social media can be traced back to you.
 - People will make assumptions about what you are like based on what you write and say.
 - When sharing information online, remember that you may be considered as holding yourself out as a spokesperson for the RAS.
- b. Do not make defamatory, disrespectful, and hateful comments about individuals, committees, or organisations. Do not insult or say anything that could be construed as offensive.
- c. You should not bring the RAS or the showing movement into disrepute. The use of obscene language and threatening comments targeted at an individual, committee or organisation will not be tolerated. Comments which are contrary to the spirit and integrity of the A&P showing movement will not be tolerated.
- d. Any comments made on social media should abide by the RAS's Code of Conduct, specifically:

- Respect the rights, dignity and worth of others. Treating all personal information as confidential □ Refraining from any sort of harassment.
- e. Do not share personal, confidential, or sensitive information about anyone else or about the RAS.
- f. Personal sites, blogs and accounts that have an RAS 'look and feel' and could be perceived as being RAS, is strictly prohibited. Do not use the RAS logo or any other trademarked marks or images on personal social media sites.
- g. If you are having any doubts about what you are posting, talk to RAS Head Office or don't post it.

Consequences of failing to adhere to this policy.

If you fail to follow these guidelines, RAS has the right to issue you with a take-down notice, and may impose other penalties such as a Yellow Card. Failure to follow a takedown notice in the prescribed timeframe will result in disciplinary action.

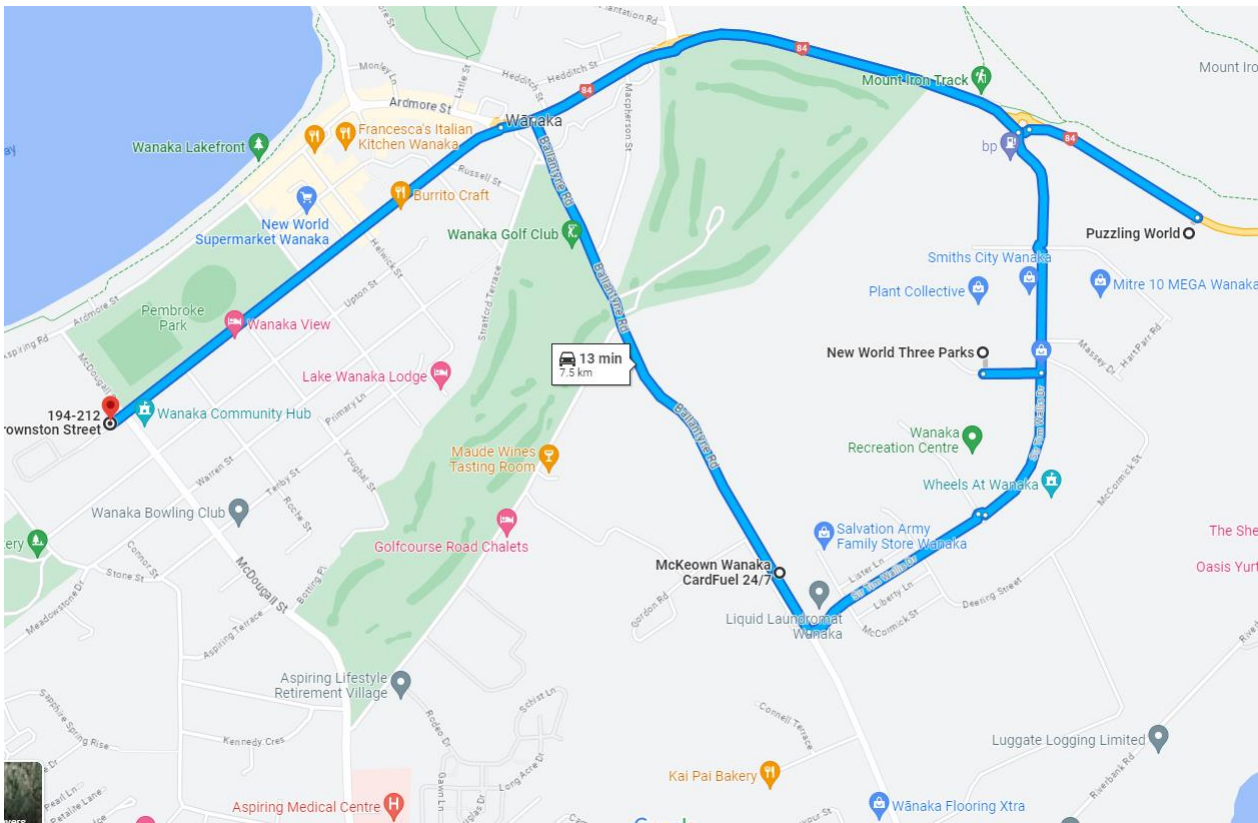
Repeated breaches of this policy could lead to disciplinary action. RAS also has the right to take legal action.

In addition, as with any form of public communication, online communication can also be subject to legal proceedings. You should be mindful that unsubstantiated claims, false statements, defamatory, offensive, and threatening comments could lead to prosecution.

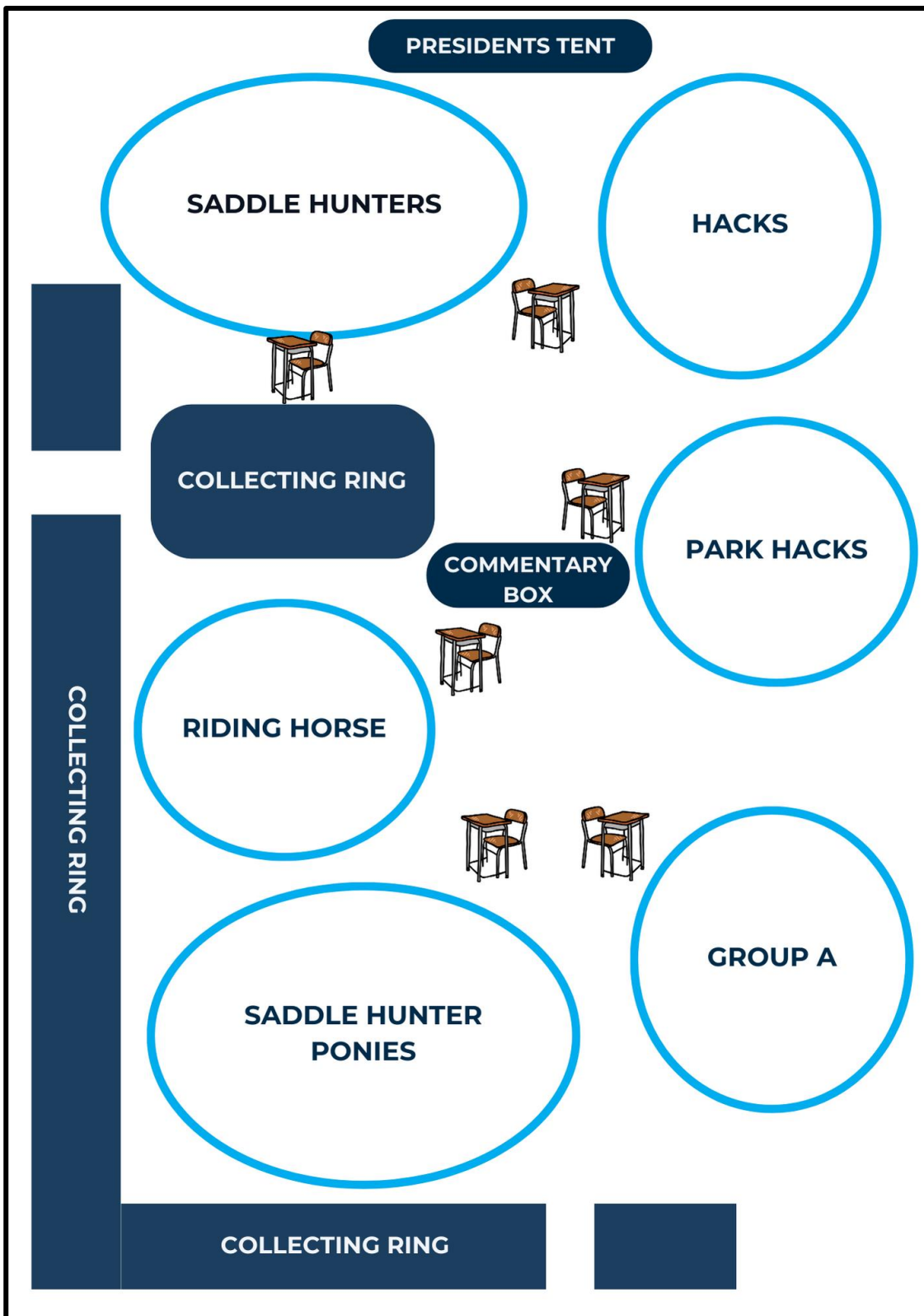
Map showing New World in town and the other one is on Sir Tim Wallis Drive.

McKeown and Allied are opposite each other on Ballentyne Road - generally the cheaper ones.

There are two float parks – one in by the yards and the other is off Brownstone Street - signage is there. It is about where the Wanaka View icon is on this map.



Main Ring classing locations for Saturday



Hunt Ring classing locations for Saturday

