



EVENT COORDINATOR AGREEMENT

HORSE ARCHERY USA

Affiliated HAUSA Club: _____

Event Coordinator's Name: _____

Mailing Address: _____

Phone #: _____ E-Mail: _____

SHOULD HORSE ARCHERY USA APPROVE THE EVENT COORDINATOR'S PROPOSED COMPETITIVE HORSEBACK ARCHERY EVENT, THE EVENT COORDINATOR, BY SIGNING BELOW, AGREES TO THE FOLLOWING TERMS AND CONDITIONS:

1. **Competitive Event.** This Agreement applies to the Competitive Horseback Archery Event identified in the Competitive Event Application. The Event Coordinator must be a current member of HAUSA in good standing and be 18yrs or older.
2. **Event Coordinator's Obligations.** The Competitive Event Coordinator agrees to the following:
 - a) **Request to Conduct Competitive Horseback Archery Event.** Event Coordinator agrees to submit a properly completed Competitive Event Application HAUSA at least 60 days prior to the Competitive Event. HAUSA, at its sole discretion and review of the circumstances, may waive the above mentioned 60 day prior notice requirement.
 - b) **Approval to Conduct Competitive Horseback Archery Event.** Approval of Event Coordinator to conduct an event is a privilege, not a right, granted or rejected at HAUSA's discretion on an annual basis according to continuous evaluation of the Event Coordinator, including but not limited to Event Coordinator's (1) competence and experience in conducting a Competitive Horseback Archery Event, (2) adherence to applicable Competitive Event rules, regulations and guidelines ("Competitive Event Rules") and (3) service to HAUSA members. HAUSA will notify Event Coordinator whether or not HAUSA has approved Event Coordinator's proposed Competitive Event.
 - c) **Membership.** PRIOR to a Competitive Event, Event Coordinator agrees to confirm that ALL participants are current members of HAUSA at the time of registration. If a competitor's name is NOT in the official HAUSA Member Directory, or if the date paid is not within the past 12 months, then the individual is not a considered a current member. The participant must pay for one of the two types of memberships: \$15 for Weekend Pass or \$25 for Annual Membership. Foreign competitors are considered HAUSA'S guests for the first 30 days they compete in the US, and they must sign the waiver on the HAUSA membership form.
 - d) **Registration/Participant Forms. Release of Liability Waiver.**
 - i. PRIOR to a Competitive Event, Event Coordinator agrees to require ALL Competitive Event participants to sign the HAUSA Assumption of Risk, Release of Liability and Indemnity Agreement ("Release Form") and any other documents HAUSA deems necessary (Parent/Legal Guardian signature required for participants under the age of 18).
 - ii. PRIOR TO the start of a Competitive Event, Event Coordinator understands that while HAUSA promotes the wearing of approved safety helmets, adult competitors may choose to NOT wear a helmet (unless required by the facility or property owner), in which case the Event Coordinator is REQUIRED to have the participant sign the HAUSA Protective Gear Waiver. ALL PARTICIPANTS UNDER THE AGE OF 18 ARE REQUIRED TO WEAR A HELMET.

- iii. For the purposes of this section, the term participants include individuals who attend a Competitive Event **whether or not they actually participate by riding a horse.** Such documents shall be returned to HAUSA within fourteen (14) days of the completion of a Competitive Event. Failure to comply with this rule may result in HAUSA disciplinary action, HAUSA's decision to not approve future competitive events.
- e) **Registration Fees/Schedule/Other Information.** Registration fee(s) will be determined by the Event Coordinator. Competitive Event schedule, including start time, courses, horse assignments, extra activities and other information are to be included in the Competitive Event Rider Information Packet and made available to all participants.
- f) **Federal, Provincial, State and Local Laws.** Event Coordinator agrees to research and abide by applicable federal, provincial, state and/or local laws applicable to the Competitive Event (e.g. laws, if any, requiring evidence of current negative Coggins, brand inspections, health papers, etc.). Event Coordinator also agrees to research and abide by applicable property owner rules applicable to the Competitive Event. Event Coordinator shall post such laws and rules at the registration area and stabling area and is encouraged to invite local law enforcement to participate.
- g) **Selection and Supervision.** Event Coordinator warrants and represents he/she will use reasonable diligence in the furtherance of his/her responsibilities under this Agreement and the implementation of the Competitive Event, including, but not limited to: (1) selection of responsible personnel to serve as Range Marshal, Timer, Scorekeeper and other assistants during the Competitive Event (2) screening participants for adequate riding skills and maintaining control and supervision over them to preserve safety; and (3) performing the duties and responsibilities set forth in the Competitive Event Rules.
- h) **Event Coordinator.** Unless waived by HAUSA, Event Coordinator agrees that any Competitive Event conducted by Event Coordinator shall be attended and supervised by the Event Coordinator.
- i) **General Rules.** In exercising reasonable diligence in adhering to the Competitive Event Rules, Event Coordinator agrees to implement and enforce the General Rules attached at a Competitive Event and post such rules at the event.
- j) **Animal Welfare.** Event Coordinator must refer to HAUSA Rules contained in the HAUSA Official Handbook of Rules & Regulations regarding humane treatment of horses. Any type of inhumane treatment to a horse, including, but not limited to, excessive spurring or whipping or excessive jerking of the reins should not be tolerated at Competitive Horseback Archery Event.
- k) **Unsound Horses.** No unsound horses will be allowed to participate in a Competitive Event. If a veterinarian is on-site, he/she may evaluate the horse to determine whether it can physically or mentally compete. The Event Coordinator or HAUSA official have the authority to make the final decision regarding whether a horse is physically or mentally capable of competing.
- l) **Veterinarian/EMT.** It is not a requirement to have a veterinarian on-site, but the Event Coordinator must have one on-call. The telephone number should be posted at the registration area, and each Range Marshal should have the number. Additionally, an EMT is not required on-site, but one must be on-call. It is the responsibility of the Event Coordinator to make sure EMT and veterinarian(s) are notified of the event date and time.
- m) **Reporting Incidents.** In case of an incident at the event, Event Coordinator must notify HAUSA official the first business day after the Competitive Event. An Incident Reporting Form is attached. This form needs to be filled out immediately and sent along with the Registration/Release Form previously completed by the individual involved in the incident to HAUSA official. HAUSA will then forward all the information to the appropriate parties.
- n) **Promotion.** Event Coordinator will promote Competitive Events with dignity, good taste, and in keeping with the reputation and image of HAUSA. All promotional efforts by Event Coordinator shall be completed in a highly professional manner to portray the Competitive Event as a premier equine activity. All promotional activities to be conducted by Event Coordinator under this Agreement will be conducted in a safe and responsible manner and in accordance with all applicable and material local, state, federal and provincial laws and regulations.

3. **Default.** Upon default by Event Coordinator of the responsibilities and conditions contained herein, HAUSA may, upon written or oral notification of such default, terminate the authority granted herein unless the default is cured to HAUSA's satisfaction within the time frame specified by HAUSA. Upon termination of such authority, Event Coordinator will immediately: (1) remove (a) all HAUSA logos and promotional material and (b) references to HAUSA as being connected in any manner to the Competitive Event and (2) inform all participants that HAUSA's recognition of the Competitive Event has been revoked.

4. **Revocation of Recognition by HAUSA.** HAUSA may revoke its recognition of a Competitive Event if the Event Coordinator engages in activity detrimental to the interest of HAUSA, its programs, policies, objectives and harmonious relationship of its members.

5. **Insurance.**
 - a) The Event Coordinator may request Additional insured's may be added to certain HAUSA's policies. However, the addition of an additional insured to an HAUSA policy is subject to: (1) the Event Coordinator submitting a written request for same; (2) HAUSA's insurance carrier's approval and exceptions, if any, to the requested coverage; and (3) HAUSA's written approval. Examples of additional insureds include land owner(s) or sponsor(s) of the event.
 - b) Upon written request, proof of insurance will be provided to the Event Coordinator in the form of a Standard Certificate of Insurance. Please allow at least 14 days for HAUSA to process a request for a Standard Certificate of Insurance.
 - c) By undertaking to provide the benefit described above, HAUSA is not assuming control or legal responsibility for the management of the Competitive Event activities, Event Coordinator' actions or inactions in conducting the Competitive Event participants' actions or inactions.

6. **Independent Contractor.** Event Coordinator understands and agrees that HAUSA is neither the insurers nor the guarantors of the safety of the Competitive Event activities and do not assume responsibility for the safety of participants, volunteers, or any other persons engaged in the implementation of the Competitive Event activities or of any third persons, including spectators. In the implementation of the Competitive Event activities, the Event Coordinator is an independent contractor, free from routine control or supervision by HAUSA.

7. **Disclaimer of Responsibility for Participant Safety.** HAUSA does not assume responsibility for the safety of participants. As an express condition for granting HAUSA's approval of this event, the Event Coordinator accepts full responsibility for condition of the event premises, including warmup areas, course terrain, exercise area, spectator sections; the conduct and competence of competitive horseback archery personnel, competition advisor and other representatives; implementation of recreational activities and events; and all other aspects of this competitive event.

8. **Entire Agreement.** This Agreement shall constitute the entire agreement between the Parties and supersedes all negotiations, representations, warranties, commitments, offers, contracts and writings executed prior to the date hereof. This Agreement may be altered, amended, or modified only by a writing signed by the persons authorized to sign agreements on behalf of HAUSA and Event Coordinator.

Signature of Event Coordinator

Date

Print Name of Event Coordinator

Phone #