

California Gymkhana Association Information Book

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Introduction to CGA

CGA was formed in 1972 by a group of Gymkhana enthusiasts for the sole purpose of promoting the sport of Gymkhana and the welfare of Gymkhana riders. It was time for the sport of Gymkhana to come into its own and that this could be accomplished by concentrating on only Gymkhana. Today CGA has grown to be the biggest and finest Gymkhana organization in the State.

Gymkhana has come a long way in California since the beginning in 1972. CGA has brought fairness and dignity to Gymkhana with standard Gymkhana rules and “Earn As You Learn” awards programs. All riders, from Lead line to AAA+ and Supreme, now have the opportunity to win awards in Gymkhana as they develop their riding capabilities.

1. CGA is comprised of Districts/Clubs throughout the State of California. The districts/clubs choose their own representative to sit on the CGA Board of Directors to ensure that their district members’ needs and desires are heard and acted on.
2. CGA does not interfere with local club business so long as there is no conflict with CGA rules or Bylaws. CGA’s programs are designed to complement and support the needs of riders at both the state and local levels.
3. CGA supports its districts/clubs by providing Year End Awards for the riders, Arena Liability Insurance, rule books, information manuals, World of Gymkhana™ newspaper, State Championship Show, Southern & Northern Spring Classic Shows, Jamboree, and the CGA Annual State Convention and Awards Banquet.
4. CGA developed a Gymkhana Rule Book in 1973 that has become the primary standard over the years for Gymkhana throughout California. Each year we receive requests for our rule book and information manual from all over the United States and several foreign countries.
5. CGA supports both horses and ponies and has Divisional Competition at the State level for each.
6. Unlike most organizations which provide awards for a relatively few people in the State, CGA has over 3,000 riders that may sign up in its various programs and a large number of these riders attend and are honored at the CGA Annual Convention and Awards Banquet each year.

CGA has expanded considerably over the last few years. CGA Show Districts are meeting the needs of Gymkhana riders throughout the State of California.

Section 1: How To Win In Gymkhana

Gymkhana is the action packed, precision sport of the equestrian world. A good Gymkhana horse not only must have the speed of a race horse, but the turning ability of a cutting horse and the control and responsiveness of the stock horse.

The word 'Gymkhana' is said to have originated in India, meaning 'games on horseback'. English military, which in those days used horses for both transportation and military maneuvers, would get together on a Sunday afternoon and compete in horseback games. It is believed that this is where the word 'Gymkhana' comes from. Through the years different events have been added, some of which originated in Europe and others which were developed in this country. Ring Sparring, an event that is still part of Gymkhana in some parts of the country, resembles the knight in the medieval days riding full charge with his lance aimed at his enemy. The British Bengal Lancer engaged in Tent-Pegging, using his lance to unearth the tent pegs of the enemy, bringing down the tent on his adversaries. The Rescue Race and Cowhide Race were originated by the American Indian and were a way to rescue their comrades in battle. The Pony Express Race, of course, simulates the old time Pony Express rider who delivered the mail in years gone by. The various pole bending races probably derived from training a horse to race full tilt through dense forests in pursuit of an enemy.

In recent years Gymkhana has been steadily gaining in popularity. There have been other events designed for competition between riders which bring into play the ability of the rider and the speed and handiness of the horse. A number of different events, such as Barrel Racing, Pole Bending and the Keyhole Race, are prevalent in many states throughout the United States.

Along with the increased interest in this sport has come more competition and the need for extensive training techniques so that both the horse and rider can achieve their best performance. It seems that most riders starting in Gymkhana think they should ride as fast as possible to get the best time in an event. This is surely the wrong way to begin. It is very hard for a horse to know what to do when he hasn't done something before. All he knows is that he is being asked to run as fast as he can, then his head is jerked around to turn a barrel or pole (and none of this makes sense to him) and then is asked to run again and come to a stop as fast as he can. If this is done very much, a horse will be spoiled in Gymkhana before he ever learns what it is all about.

The following suggestions on starting a horse for Gymkhana were written for this publication by Gymkhana riders:

1. Warm up your horse by trotting or loping in large circles at least ten minutes before asking him for any major effort. This will help keep him settled and will reduce the probability of injury.

2. Walk your horse through an event until your horse is relaxed with the pattern. Then practice him at a trot through the same course until he is at ease at this speed. As your horse is able to negotiate the event under complete control, increase the speed. If he starts having control problems in the event, slow him down a little. Remember, the key phrase is "Never go faster without complete control."
3. When practicing, immediately after each lope or run in an event, walk the horse back through the event. If the horse is still nervous, walk him a second or third time.
4. Practice figure eights and general turning without poles or barrels. This will teach a horse to listen for a rider's commands. Also set up random poles and barrels. Ride past some and turn some in random patterns. This will help your horse learn to wait for your cue before turning an obstacle.
5. If a horse starts to anticipate an event and is knocking down obstacles, practice him by reversing the way he usually turns. For instance, on Poles, run him the opposite way once in a while. Go back to practicing on random obstacles until your horse is listening for the turn cue.
6. When stopping a horse after running an event, don't jerk him down to a quick stop. Ask him to stop by saying "Whoa" and slow him down by turning him into a circle if necessary. It is important that you begin stopping him at about the same place after the finish line each time so that he will create a habit of stopping on his own, making it easier for him and safer for the rider.
7. Before going into an arena to run an event, check your equipment. Make sure the cinch on the saddle is tight, the bit and curb strap are fitted properly, and the stirrup leathers are in good condition.
8. Spurs are not generally used to make a horse run faster. Spurring when running will generally shorten the horse's stride. However, spurs are very useful for moving a horse sideways. Spurs, correctly used, may help in events such as Poles I and II. Care should be taken to never cut or gouge your mount with spurs.
9. Too much whipping, jerking or spurring will make a horse 'gate sour' and the horse may refuse to go into the arena.
10. If you are going to be riding all day at a show, loosen your horse's saddle and give him a rest between each event. Most horses use much more energy throughout the day carrying around their riders than they do competing in the arena. Dismounting is the best reward you can give your horse. Horses that are rewarded will want to run again.

Section 2: What To Expect At A CGA Approved Show

2.1 General Procedures

The fun and enjoyment of competing with your horse at a Gymkhana show can be very rewarding for both the rider and family. A CGA show is a place to meet new friends and win a ribbon or a trophy. Many riders start at the lower levels of competition and by their personal perseverance many progress to the advanced levels. It takes time and patience.

If you live in California, there is probably a CGA show in your area. The CGA show districts and show schedule are listed in the CGA newspaper entitled "The World of Gymkhana™" on the CGA Web site.

The CGA Annual Awards Banquet is part of the annual CGA Convention where all riders are honored and receive their awards. Attendance at the Banquet is not a requirement but it is certainly an experience that many riders treasure.

The objectives of the CGA State Awards Program are:

1. Provide an opportunity for all riders to earn one or more Year End Awards regardless of their riding capability.
2. Provide extra or special incentives for riders to excel at whatever level of capacity they may have achieved.
3. Provide an opportunity for the most outstanding riders to participate in championship level competition that may enable them to earn special awards and enter the CGA Hall of Fame.
4. Assist in the development of sportsmanship and the individual character of riders in a wholesome family-oriented environment.

2.2 CGA Membership

Membership is a requirement for any rider to compete in a CGA approved show. Membership in the CGA is open to any person upon application of an individual membership or a family membership and payment of the required fee. Family membership is defined as immediate members of a family living at home, i.e., father, mother, and dependent children under 18 years of age residing at the same address, up to a maximum of 7 people. A membership application form may be obtained from your District Show Secretary or by contacting the State Office. You may also print a membership form from our web site at calgymkhana.com.

CGA membership entitles a person to sign up for CGA Year End Awards and provides:

A member has the right to participate in any CGA sanctioned show at any district in the state, unless otherwise sanctioned by a district.

2.3 Divisions of Competition

There are generally two philosophies of running horse shows relative to the division of competition. CGA does not make the decision for how each district or club divides their competition at their local shows. This is the decision of each local district or club. However, we will try to explain for the benefit of the reader the difference in philosophy of the two kinds of divisions of competition that are seen at different shows.

2.3.1 Age Group Concept

Some show managers divide their competition by the age of the rider, believing that riders should compete with their own peers in the same age bracket. Thus, for example, a 10-year-old rider does not compete with a 20-year-old rider. These shows generally have the following age groups: (1) 12 & under, (2) 13 through 17, and (3) 18 & over. Sometimes a pee-wee and/or an old timers class is added. This makes sense when it is the rider being judged on subjective criteria (judge's opinion), such as Western Pleasure or Hunt Seat Equitation.

2.3.2 Speed Division Concept

In Gymkhana, the judging is objective. The timer determines the placing, not the judge. Many CGA Districts use Speed Divisions at their shows because they believe that a rider's age has very little to do with the ability of a rider and horse. They believe that the rider/mount combination should compete against riders/mounts with similar ability. Therefore, they use the CGA Speed Division Time Charts (see Appendix A) and divide their competition accordingly. By using this method, fast riders ride against other fast riders, regardless of age. This means fair competition for all. Beginners ride against beginners and intermediate riders ride against intermediate riders. These shows generally include 5 classes that include Future Champion, A, AA, AAA and AAA+ with each division being faster. Of course, all of these classes are not required if the number of riders doesn't warrant them. Classes are sometimes combined when the number of riders in a class is less than 3. Also, many clubs with large numbers of riders further divide their speed divisions into age groups, AA 12 & under, AA 12 & over, etc.

It is the choice of each district to use the type of division they think is best for their riders. Approximately 99% of the CGA districts are currently running under the Speed Divisions concept and are further divided by age within their largest divisions. Generally, shows using Speed Divisions have more riders than age group shows.

2.4 Types of Rides

As in most organizations, terminology can be confusing. When describing types of rides, it is important to use the proper terminology. CGA recognizes five (5) types of rides (sometimes called runs or times). They are:

1. "Regular Rides" - These rides get club day awards, have times posted in the State Office, and are eligible for daily high point awards. Most clubs charge about \$4.50 for this type of ride.
2. "Points Only" - These rides have times posted in the State Office, are eligible for daily high point awards, but do not receive day awards (ribbons, etc.).
3. "Time Only" - These rides only have the time posted in the State Office and are not eligible for points in the club, day awards or daily high point awards. They are run as part of the regular show.
4. "Setup Rides" - These rides are not part of the regular show and are run only for times to be sent into the State Office. Set up rides are usually run after the Regular show and have been requested in advance. If the event was run as part of the regular show, it cannot be run again as a set up event (see 2.6 Setup Events). CGA has fixed the price districts may charge for "Setup" rides not to exceed \$5.00 . Districts may not charge more than \$5.00 for Setup rides.

5. "Schooling Rides" - These rides are announced only but not written down anywhere or reported to the State Office. A Schooling Ride is usually requested by a rider after they have had a problem in the event. They are primarily used as a training tool and may only be run with the permission of the arena judge. Many districts do not allow Schooling Rides except for those riders who were already entered as part of the regular show. Districts may charge any amount for a Schooling Ride. No money is sent to the office for Schooling Rides.

Districts are not required to offer all five types of rides. Districts must offer Regular, Time Only, and Set Up rides. Schooling Rides are always at the discretion of the arena judge. All "good rides" (except schooling rides) count towards State Year End Awards regardless of the "type" of ride.

Districts are free to set any amount they wish for any type of ride except set-ups, which may not exceed \$5.00 per event per rider/mount.

Regardless of the type of ride a rider signs up for, ALL RIDERS entering the arena for ANY RIDE on any horse MUST fill out and SIGN a sign-up sheet which contains a release of liability. This includes Schooling Rides.

2.5 Rider Signup

At the end of each show the rider must be given a copy of his/her times for the events run during the day. These times should be kept for the following purposes: (1) to maintain a record of times so that times needed to earn specific Year End Awards can be determined throughout the show season, and (2) to have proof if any paper work is lost or if there are errors in times sent to the CGA State Office. Errors do occur and rides are very occasionally mislaid or lost. It is very important to give every rider their 'pink' sheet at the end of the show.

Riders must complete the show entry form with their full name, address, and the name of their horse or pony. **It is important that the name of the rider and horse/pony be written the same at each show the rider attends.** Otherwise, there can be mistakes in keeping track of the times earned by each rider and it is difficult to find these kinds of errors. If your horse's name is Tinky Twist Bar, determine at the beginning of the show season the name you will use at each show. Be consistent. For example, don't call your horse Tinky Twist Bar at one show and Tinky the next. The horse/pony name should be entered on the sign up form.

2.6 Setup Events

All CGA events run at sanctioned CGA shows count for Year – End CGA awards. However, all thirteen (13) CGA events are not normally run at a CGA sanctioned show. If a rider wants to run an unscheduled event, the rider must request a setup for that event. Requests must be made to Show management at least 48 hours in advance of the show. Show management must run these requested events if time permits. A setup event must be offered to all riders present at the show. There is a setup fee which is determined by the district not to exceed \$5.00/event, for the requested events. Show management should run all setups at the end of the regular show so that other riders can plan their day and end competition at the desired time. Some Districts want to run the setup events prior to the Regular show events. Because of insurance reasons, all shows, including start times, must be logged in the CGA State Office 14 days in advance. If your district wants to run setups prior to the start of the regular show, you must advertise the show as follows in the CGA paper and the Web site: “If any setups have been requested, we will run them starting at <time> before the regular show. Please call <name, number> for information on which setups, if any, are being run. Signups for setups begin at <time> and setups will start at <time>. The regular show Signups start at <time> and the regular show events start at <time>.”

2.7 Day Awards

The day awards will vary from one show district to another depending upon the policies of each district. In most cases, show districts will provide Year End Awards for those people who attend their local shows. Information about day and Year End Awards can be obtained from the Show Secretary at each of the CGA show districts, since each district is different.

Section 3: CGA Rating System and Year End Awards

3.1 Introduction

No matter what level of ability you and your horse may have, you can ride in CGA's programs and earn a Year – End Award. CGA realizes that each rider and horse combination have different degrees of skill at various stages of development. Therefore, CGA has a program in which a rider can compete in any division of competition against riders of similar ability. The following paragraphs discuss the Gymkhana events, the CGA Rating System, and how each rider can earn Year End Awards. The competition starts with the first approved CGA show following the CGA State Championship Show and ends with the last ride at the State Championship Show the following year. A rider may sign up for one or more programs at any time during the show season. All programs are 60 days retroactive. This means that you must sign up for a program within 60 days of a show for that show and all subsequent shows that season to count for that award program. Registrations for Year End Awards and changes to existing registrations will not be accepted after the last day of State Show. This is necessary to order the awards in time for Convention.

3.2 Gymkhana Events

The CGA has thirteen (13) individual events that a rider may be rated in. 'Rating' means that the rider/mount combination has at least 3 rides in that event. These individual events are: Barrel Race (BAR) Birangle Stake Race (BR) Figure 8 Flag Race (F8F) Figure 8 Stake Race (F8S) Hurry Scurry (HS) Keyhole (KH) Pole Bending 1 (PI) Pole Bending 2 (PII) Quadrangle Stake Race (QR) Speedball (SBL) Speed Barrels (SBR) Single Stake Race (SSR) and Big T (BT).

Some of these events favor horses/ponies that have speed and some events favor horses/ponies that have good control. There can be quite a variation in the times obtained by riders in each of the events. As riders become more proficient, they become more consistent in the times obtained in the various events. Riders may find that they have a different rating for different events. This is normal.

The course layout and the rules for running each of these events are given in the CGA Rule Book. A copy of the rule book is given to each new CGA member. Replacements are available to members upon request to the CGA State Office and payment of a small fee.

3.3 CGA Rating System and Year End Awards

CGA has adopted five (5) rating divisions, separating the riders by speed ability. The FC (Future Champion) rating is the easiest rating to acquire, with A, AA, AAA and AAA+ ratings progressively harder to achieve. The times associated with these ratings are given in the CGA Divisional Rating Matrix (See [Appendix A: CGA Divisional Rating Matrix](#))

The CGA Divisional Rating System places a rider/mount combination in a “Division” according to the speed in which they run the 13 different events. (See [Appendix A: CGA Divisional Rating Matrix](#))

- * FC (Future Champion)
- * Lead Line (LL), same as Future Champion
- * A
- * AA
- * AAA
- * AAA+

“Rating” means that the rider/mount combination has a certain number of successful rides within the 13 events.

For instance, a rider must run an event successfully at least three (3) times in the FC or Lead Line division in four (4) different events for that rider/mount combination to be “Rated” FC or LL if they are riding Lead Line To be “Rated” is as follows.

A rider/mount combination must run an event successfully at least three (3) times in the required number of different events to be rated in that Division. See below.

<u>Division</u>	<u># of events needed</u>
FC or LL	4
A	6
AA	8
AAA	10
AAA+	12

During the CGA season, if a rider/mount combination starts riding in a slower division and is successfully achieving times in a faster division they will automatically be bumped up into that division once they meet the required number of events needed to achieve the faster division.

At the start of a new CGA season all “Ratings” are reset to “not rated”. As the show season progresses, current standings can change and may be obtained at any time by going onto the CGA web site under “Reports. General Ratings” or by email tocgastate@aol.co, and requesting your “rating report”.

3.4 How To Earn a Year End Award

First, a rider must sign up and pay the fee. See current Year End Awards Application for current registration fees. If a rider is riding multiple mounts and wishes awards for both, they must sign up each mount separately, with the exception of Lead Line. Lead Line riders may accumulate points on multiple mounts to earn a Future Champion Award. Each level has different requirements and awards. See [section 3.4.1](#) for the Level 1 Awards, and [section 3.4.2](#) for the Level 2 Awards. The specific awards for each level can be found on the Year End Awards form.

If you are signing up for a Year – End program as a pony, a current pony certificate must accompany your application or be supplied within 60 days of your application. All pony certificates must have been supplied by the end of State Show. See Section 3.5 in the **CGA Rule Book** for information on how to qualify your equine as a pony for CGA programs.

In both levels, the Champion and Reserve Champion requirements for each of the rating levels are specified in [Table One](#) on the next page.

Champion/Reserve Champion awards are available to riders in both the horse and pony divisions who meet the rating division requirements. These awards are presented at the annual CGA Convention and Awards Banquet each year, but attendance is not required to receive your award.

As shown in [table one](#), a rider needs ratings in only 4 events to receive a FC Championship Award. A rider must be rated in 6 events to receive an 'A' Championship Award. Reserve Championship Awards are available at all rating divisions except Future Champion.

Table One: Number of Events a Rider must be rated in:

Division	# of Events for Champion Award	# of Events for Reserve Champion Award
Lead Line	4	N/A
Future Champion (FC)	4	N/A
A	6	4
AA	8	6
AAA	10	8
AAA+	12	10

3.4.1 Level 1 Year End Awards (Three Rides per event)

A rider must run an event successfully at least three (3) times before he/she has earned a Level 1 rating for that event. A rider's overall rating and his/her Year – End award is based on the rating division the rider is able to achieve in a specified number of events throughout the show season. For example, if a rider can accomplish a Future Champion Rating in each of 4 events, that rider can earn his/her Year – End Award and become a Future Champion. Faster rides count toward a lower rating division. For example, if a rider rides Barrels 3 times, twice in 'A' time, and once in 'FC' time, the rider is rated 'FC' in Barrels. If the rider then rides Barrels again in an 'A' time, they will have 3 rides in 'A' time and be rated 'A' Level 1 for that event.

3.4.2 Level 2 Year End Awards (Five Rides per event)

A rider must run an event successfully at least five (5) times before he/she has earned a Level 2 rating for that event. A rider's overall rating and his/her Year – End award is based on the rating division the rider is able to achieve in a specified number of events throughout the show season. For example, if a rider can accomplish a Future Champion Rating in each of 4 events, that rider can earn his/her Year – End Award and become a Future Champion. Faster rides count toward a lower rating division. For example, if a rider rides Barrels 5 times, four in 'A' time, and once in 'FC' time, the rider is rated 'FC' in Barrels. If the rider then rides Barrels again in an 'A' time, they will have 5 rides in 'A' time and be rated 'A' Level 2 for that event.

3.5 Record Of Performance Standings

During the season, each rider's times are sent to the CGA State Office for posting in the computer. The shows from each district are entered in the computer as they are received, they are proofread to eliminate any data entry errors, and a copy of the show results is printed and sent to the submitting districts. As the show season progresses, current standings may be obtained at any time by requesting your "rating report" via email to cgastate@aol.com or sending a self-addressed, stamped #10 (business size) envelope with your rider/mount name to the CGA State Office. If you are requesting standings for more than one rider, please include sufficient postage.

The show district secretary also maintains a copy of these records for easy reference by the riders.

3.6 Fees Are Not Refundable

Due to extenuating circumstances such as illness or injury to a horse, a rider may not be able to complete the show season. In this case, at the request of the rider, fees may be transferred to another mount. Times may not be transferred under any circumstances. All requests for transfer, and all other awards changes must be completed by the end of the State Championship Finals Show.

Section 4: Top Rating Awards

Any CGA member who has signed up for a Top Rating award may earn a special Top Rating Jacket by rating in 7 events in any performance division. Any rider who rates in 7 of the 13 events in a specific division will earn a CGA Top Rating Jacket. The 'Top' refers to 7 events being more than half of the total 13 events, i.e., 'Top'. 'Top' does not refer to the Rating Matrix.

Example: an 'A' rider who gets rated by the end of State Championship Show in a minimum of 7 out of 13 events with an 'A' Rating will be awarded an 'A' Top Rated Rider's Jacket, embroidered with the CGA Barrel Racer, the rider's name and rating, and "TOP 'A' DIVISION RIDER". The same applies to a rider in AA, AAA or AAA+. All it takes is a minimum of 7 out of the 13 events in any division. See current Year End Awards Application for current registration fees. Signing up for this program automatically enters the rider in the CGA Level 1 Year End Awards program with no additional fees. If the rider wishes, they may pay the fee for a Top Rating with Level 2 instead of Level 1. They may also pay the fee for a Top Rating with Level 1 **and** Level 2. See current Year End Awards Application for current registration fees.

Section 5: Family Team Awards

The Family Team Awards Program is designed to encourage the participation of various family members so that they may earn an award for which each family member has contributed. A family team may be comprised of two or more people who are related by law or legal guardianship. The team may have the parents, children, grandparents, or other relatives.

To receive the Family Team Award, each member of the team must have achieved the rating level of a Future Champion or greater in four events. The award for each member of the family team will be an embroidered jacket. The back of the jacket will have "California Gymkhana Association" above a drawing of a barrel racer and the year the jacket was earned. Below the barrel racer is the last name of the family above the words "Family Team Member". All jackets will have the same family name. The front of the jacket will show the Rating of the team member and his/her first name. See current Family Team Application for current registration fees. Signing up for this program automatically enters each rider in the CGA Level 1 Year End Awards program with no additional fees. If the rider wishes, they may pay the fee for a Family Team with Level 2 instead of Level 1. They may also pay the fee for a Family Team with Level 1 **and** Level 2. See current Family Team Application for current registration fees.

Section 6: Race Of Champions Awards Program

6.1 General

The Race of Champions (ROC) awards program is designed to provide competition and awards for the fastest and most accurate riders within the CGA in both the horse and pony divisions. The number of possible awards for a given rider is extensive and is described in the following paragraphs.

6.2 Registration And Fees

See Race of Champions Application for current registration fees. An ROC rider that enters Hall of Fame will receive the Hall of Fame award, but not the Level 1 award. An ROC Rider that does not enter Hall of Fame will receive the Level 1 award.

ROC riders may sign up for Level 1 and Level 2 award. See Race of Champions Application for current registration fees. An ROC rider that enters Hall of Fame will receive the Hall of Fame awards and the Level 2 award. An ROC Rider that does not enter Hall of Fame will receive both the Level 1 and Level 2 awards. Fees are not refundable - see Section 3.6.

If you are signing up for the ROC program as a pony, a current pony certificate must accompany your application or be supplied within 60 days of signing up. See Section 3.5 in the CGA Rule Book for information on how to qualify your equine as a pony for CGA programs.

6.3 ROC Awards

6.3.1 ROC Champion & Reserve Champion In Each Event

There is an ROC Champion and a Reserve Champion in each of the thirteen (13) individual events for each of the two categories, horses & ponies. A rider's time in an event is the average of his/ her best three runs in the event during the show season. The riders with the 1st and 2nd best average times in the event are the ROC Champion and ROC Reserve Champion, respectively. ROC Champions and Reserve Champions will receive an ROC jacket listing each event in which they are Champion or Reserve Champion. ROC Champion & Reserve Champion Riders must have an ROC rating of at least AAA.

6.3.2 ROC Yearly Record Holder In Each Event

There is a Yearly ROC Record Holder in each of the thirteen (13) individual events for each of the two categories, horses & ponies. Beginning with the first show after the Annual State Championship Show in August, the ROC time run in each individual event at the first show will establish the initial ROC record for those events. These records are generally improved as the show season progresses. The rider of each event who has the fastest time at the close of the show season will be honored as the ROC Yearly Record Holder. Each ROC Record Holder will receive an inscribed medallion for each record held.

NOTE: The ROC Yearly Record Holder should not be confused with the CGA State Record Holder. The CGA State Record Holder is earned by breaking a record at the CGA State Championship Show. Such records hold until broken by a rider at the CGA State Championship Show. There is an award of \$500.00 and a plaque for breaking a CGA State record at the CGA State Championship Show. The current CGA State Record holders are listed in the CGA Rule Book.

6.3.3 ROC Hall Of Fame

The ultimate achievement for a rider is to ride to the Hall of Fame. Any ROC rider who during the show season becomes AAA+ rated in twelve (12) of the thirteen (13) events will be entered into the CGA Hall of Fame. They will receive a special Hall of Fame buckle and \$75 towards a framed picture at the CGA Annual convention. The picture shall be administered by the rider, and shall not exceed 21"x25" including frame. If the rider does not also receive an ROC Champion or Reserve Champion jacket (see [section 6.3.1](#)), they have the option of receiving a Hall of Fame jacket instead of the Hall of Fame buckle. In the event the rider does not earn a Hall of Fame buckle, the rider will be eligible for the Level 1 Award. To actually be entered into CGA's Hall of Fame, the rider is required to make an acceptance speech at the CGA Convention. They must also remain in their formal attire and seated at the Hall of Fame table throughout the ceremony.

6.3.4 CGA's Elite Top Ten ROC Riders

The CGA's Elite Top Ten ROC Riders for both horse and pony will be determined by the following method: the rider's fastest 3 rides in each event are averaged. The top ten riders in each event with the fastest average will be given points as follows:

- 1st - 11 points
- 2nd - 9 points
- 3rd - 8 points
- 4th - 7 points
- 5th - 6 points
- 6th - 5 points
- 7th - 4 points
- 8th - 3 points
- 9th - 2 points
- 10th - 1 point

Points from all thirteen (13) events will be added together, and the ten riders with the most points will become a member of CGA's Elite Top Ten. Any ties will be broken by determining which rider has won the most first places. If the tie still exists, the rider with the most second places is selected. This process is continued, if necessary, to the place required to break the tie. Elite Top Ten Riders must have an ROC rating of at least AAA. They will receive either a special Elite Top Ten buckle or Top Ten Jacket.

6.3.5 Supreme Champion Rider

Any rider signed up in the ROC who achieves a Supreme Rating in all thirteen (13) events during the show season will be honored as a CGA Supreme Rider. In addition, the rider will receive a prize of \$1,000.00 (one thousand dollars) and a special 3 piece Supreme Silver Buckle. The Supreme Rating Times are shown in [Appendix A](#).

6.3.6 Supreme & Super-Supreme Horse

Any horse or pony that has entered the CGA Hall of Fame five (5) times will be recognized as the Supreme Horse or Pony. The rider will receive an embroidered blanket.

Any horse or pony that has entered the CGA Hall of Fame ten (10) times will be recognized as the Super-Supreme Horse or Pony. The rider will receive a custom halter with lead rope and an embroidered blanket.

6.3.7 All Around Champion

The All Around Champion for both horse and pony will be determined by the following method:

1. The rider's fastest 3 rides in each event are averaged. The top five (5) riders with the fastest average in each event will be given points as follows:

- 6 points to 1st
- 4 points to 2nd
- 3 points to 3rd
- 2 points to 4th
- 1 point to 5th.

2. Points from all thirteen (13) events will be added together for each rider and the rider with the highest number of points will be declared the All Around Champion. Ties are broken by the procedure for breaking ties given in Paragraph 6.3.4. The All Around Champion Horse and Pony will receive a special All Around Champion silver buckle.

6.3.8 Royal Crown Rider

Any rider that has entered the CGA Hall of Fame five (5) times will be recognized as Royal Crown Rider. They will receive a special Royal Crown buckle at the CGA Annual Convention.

Section 7: Senior Elite Awards Program

7.1 General

The Senior Elite (SE) awards program is a modified version of the ROC program designed to provide competition and awards for the fastest and most accurate senior riders within the CGA (those 45 and older as of Jan 1st of the current show season). To be eligible for this program, the rider must provide proof of age, and the horse/rider combination cannot be signed up for the ROC program in the same show season. Proof of age need not be the person's actual age, only a certificate from a Doctor stating they are over the age of 44 as of Jan 1st of the current show season. This program is for horses only (no pony divisions). The number of possible awards for a given rider is extensive and is described in the following paragraphs.

7.2 Registration And Fees

See Senior Elite Application for current registration fees. A Senior Elite rider that enters Senior Elite Hall of Fame will receive the Hall of Fame award, but not the Level 1 award. A Senior Elite Rider that does not enter Senior Elite Hall of Fame will receive the Level 1 award.

Senior Elite riders may sign up for Level 1 and Level 2 award. See Senior Elite application for current registration fees. A Senior Elite rider that enters Senior Elite Hall of Fame will receive the Hall of Fame awards and the Level 2 award. A Senior Elite rider that does not enter Senior Elite Hall of Fame will receive both the Level 1 award and the Level 2 award. Fees are not refundable (see [Section 3.6](#)).

7.3 Awards

7.3.1 SE Champion In Each Event

The riders with the 1st and 2nd best average times in the event are the SE Champion and SE Reserve Champion, respectively. SE Champions and Reserve Champions will receive an SE jacket listing each event in which they are Champion or Reserve Champion.

7.3.2 SE Yearly Record Holder In Each Event

There is a Yearly SE Record Holder in each of the thirteen (13) individual events. Beginning with the first show after the Annual State Championship Show in August, the SE time run in each individual event at the first show will establish the initial SE record for those events. These records are generally improved as the show season progresses. The rider of each event who has the fastest time at the close of the show season will be honored as the SE Yearly Record Holder. Each SE Record Holder will receive an inscribed medallion for each record held.

7.3.3 Senior Elite Champions

The ultimate achievement for an SE rider is to ride to the Senior Elite. Any SE rider who during the show season becomes AAA+ rated in ten (10) of the thirteen (13) events using the SE Matrix will be entered as CGA Senior Elite. They will receive a special Senior Elite buckle and an engraved trophy plate at the CGA Annual convention. They may bring a framed picture to be displayed at the awards banquet. The picture shall be administered by the rider, and shall not exceed 21"x25" including frame. In the event the rider does not earn a Senior Elite buckle, the rider will be eligible for the Level 1 Award using the normal Rating Matrix. If the rider does not also receive a Senior Elite Champion or Reserve Champion jacket (see [section 7.3.1](#)), they have the option of receiving a Senior Elite jacket instead of the Senior Elite buckle.

7.3.4 CGA's Senior Elite Top Ten Riders

The CGA's Senior Elite Top Ten Riders will be determined by the following method: the rider's fastest 3 rides in each event are averaged. The 10 riders in each event with the fastest average will be given points as follows:

- 1st - 11 points
- 2nd - 9 points
- 3rd - 8 points
- 4th - 7 points
- 5th - 6 points
- 6th - 5 points
- 7th - 4 points
- 8th - 3 points
- 9th - 2 points
- 10th - 1 point

Points from all thirteen (13) events will be added together, and the Ten riders with the most points will become a member of CGA's Senior Elite Top Ten. Any ties will be broken by determining which rider has won the most first places. If the tie still exists, the rider with the most second places is selected. This process is continued, if necessary, to the place required to break the tie. Senior Elite Top Ten Riders must have a SE rating of at least AAA using the normal Rating Matrix. They will receive a special Senior Elite Top Ten buckle or Jacket.

7.3.5 Senior Elite All Around Champion

This award is determined by the following method:

1. The rider's fastest 3 rides in each event are averaged. The top five (5) riders with the fastest average in each event will be given points as follows:

6 points to 1st

4 points to 2nd

3 points to 3rd

2 points to 4th

1 point to 5th.

2. Points from all thirteen (13) events will be added together for each rider and the rider with the highest number of points will be declared the Senior Elite All Around Champion. Ties are broken by the procedure for breaking ties given in Paragraph 7.3.4. The Senior Elite All Around Champion will receive a special Senior Elite All-Around Champion silver buckle.

7.3.6 Senior Elite Rating Matrix

The Senior Elite program uses a special SE Rating Matrix to determine a rider's eligibility for Senior Elite Rating. For Senior Elite Rating ([Section 7.3.3](#)) only, these times are considered AAA+ times. They are listed below:

BAR	19.646
BR	14.711
F8F	13.405
F8S	11.666
HS	10.599
KH	08.059
P1	11.540
P2	23.373
QR	20.717
SBL	07.999
SBR	10.374
SSR	09.994
BT	15.919

7.3.7 Senior Elite Supreme & Super-Supreme Horse

Any horse or pony that has entered the CGA Senior Elite Rating five (5) times will be recognized as the Senior Elite Supreme Horse. The rider will receive an embroidered blanket.

Any horse or pony that has entered the CGA Senior Elite rating ten (10) times will be recognized as the Senior Elite Super-Supreme Horse. The rider will receive a custom halter with lead rope and an embroidered blanket.

7.3.8 Senior Elite Royal Crown Rider

Any rider that has entered the CGA Senior Elite Rating five (5) times will be recognized as Senior Elite Royal Crown Rider. They will receive a special Senior Elite Royal Crown buckle at the CGA Annual Convention.

Section 8: CGA Sponsored Shows And Convention

NOTE: No CGA approved shows may be held during the dates on which the Southern & Northern Classic Shows, State Championship Show, Jamboree or Convention are held.

NOTE: No schooling rides are allowed at any CGA State Sponsored shows.

8.1 Jamboree

The CGA Jamboree is a special two day show that is held in either Southern or Northern California the second full weekend in October. Each of CGA's 13 events is run during the course of the show. It is a wonderful opportunity to get a head start on your times in all events for Year End Awards.

8.2 Southern Spring Classic And Northern Spring Classic Shows

The CGA Spring Classic Shows are special shows that are held in both Southern and Northern California each Spring. They are four day shows held during the Memorial Day Weekend. Each of CGA's 13 events is run at least 2 times during the course of the show. It is a wonderful opportunity to get times in all events for Year End Awards.

8.3 State Championship Show

The CGA State Championship Show is the largest and most prestigious State Championship Show held in the State. More riders attend than all other organizations' state shows combined. It is held in late July and is open to all riders. It is a full week of not only good competition, but fun for the riders and families alike. Many families find that it makes a very enjoyable vacation for the whole family. The Gymkhana match races which are held as a separate part of the show offer the ultimate in excitement for both riders and spectators.

A State Championship Silver Buckle is given to the winner of each individual event at the State Show. Also, any person who breaks a record for an individual event is given \$500.00 and is honored with a special award at the annual CGA Convention. Other awards given out at the CGA State Championship Show are listed in the Show Premium List that is published prior to the show.

Current year qualifying Hall of Fame riders may carry the Hall of Fame flag at State Show Grand Entry.

The CGA Flag may be carried at State Show Grand Entry by any CGA member.

8.4 CGA Convention

CGA has the nicest awards banquet in the State. Each year, in November, the CGA has its annual convention where all members come together to honor each individual rider for his/her achievements throughout the year. At the convention members may give their input to make the sport of Gymkhana better. They discuss and vote on rules, the CGA Awards Programs, methods of running shows, etc. They also elect their new officers and directors. At the conclusion of the convention, they have a large banquet to honor the riders who have earned individual awards for their achievements during the past season. It is not necessary that a rider attend the convention to receive his/her award, each recipient may pay postage and handling to have their awards shipped to them. However, the attendance of each rider is desired because it is a wonderful experience for each rider who participates in this event.

Section 9: Start Your Own Local Gymkhana District

9.1 General Information

Any person or existing club can start a new CGA show district. The California Gymkhana Association was formed in 1972 by Gymkhana people for Gymkhana people and is still working under that premise. That is why it is by far the largest Gymkhana organization in the State of California.

Its primary purpose is to be a support organization for sanctioned CGA show Districts and its members. CGA does not take away the identity of member clubs. CGA's only interest is to meet the needs of Gymkhana riders at both the State and Local levels. CGA works as a team with each CGA District to meet this objective. CGA realizes that the needs of Gymkhana riders may vary from one CGA District to another. Therefore, CGA's programs and the administration of the CGA are designed to maximize flexibility. The major requirement imposed on CGA Districts is that sanctioned CGA Gymkhana shows must be run in accordance with CGA Rules and regulations, without exception. These rules and regulations are designed to:

- * Ensure equal opportunity for the contestants.
- * Maximize the safety of the horse and rider.
- * Establish a reasonable code of dress and conduct.
- * Ensure humane treatment of horses.

9.2 Advantages Of Club Affiliation

There are a number of advantages to both a club and its riders in being associated with CGA. The biggest advantage is that riders want to attend CGA sanctioned shows so their rides will count towards the many Awards Programs available in CGA. Many more Gymkhana riders will attend shows where they know their rides will count towards awards. CGA provides Districts with free software to make running the shows easier. CGA sanctioned shows make money for the clubs. Also, arena owners are provided with \$1,000,000 liability insurance.

CGA provides all members with an opportunity to ride at their local club shows and earn Year End State Awards (no matter what their level of ability, from beginner to the speediest rider), whether or not they win at the local level. It also provides a Jamboree Show, a State Championship Show and Southern & Northern Spring Classic Shows each year for the club members to attend, and a Year End Awards Banquet and Convention for its members.

Member clubs can advertise their clubs' news and show dates in the official CGA newspaper, "The World of Gymkhana™".

Each club may appoint one of their members to represent their club to the CGA Board of Directors with voting privileges to ensure that their riders' views are heard at the state level. They have an everyday voice in the state management of CGA through their representative. All members not only vote in their officers and directors each year, but can come to the CGA State Convention every year and give their personal voice to any changes they feel are necessary to better CGA's programs and get their issues voted upon.

9.3 Requirements To Become A CGA District

Any club that is predominantly Gymkhana, or any individual who wants to start a new district can apply to CGA and have CGA shows if they meet the following minimal requirements. The new district must:

(1) be willing to schedule at least 7 shows with at least 6 events per show over a 12-month period and run all 13 events at least 4 times each.

(2) Have enough riders and workers who are willing to participate in the local area. It is necessary to have a petition signed by:

- a. Twenty (20) riders who will attend shows,
- b. Five (5) people to work at a show as secretaries, announcers, gate persons, etc.,
- c. Two (2) people who are judges.

(3) Have an arena that is safe and large enough to run the events. The district arena size must be at least 120 feet by 250 feet. This arena size allows for the largest CGA event to be run which is the Barrel Race. On occasion, an arena may be used that is smaller. For example, some districts may want to run some shows in the winter and must use an indoor arena which is generally not big enough to run barrels or the quadrangle race. Also, a district may want to split their regular arena down the middle with a temporary fence so that two events can be run at the same time. The fence is then removed to run the larger events. To run any event there must always be 80 feet to the start line and at least 15 feet between the course obstacles and the fence. **At no time may course dimensions be altered to fit the arena.** Every district must run all 13 events at least 4 times during each show season, including the large-long events. Any district may run in more than one arena.

(4) CGA Districts are expected to support the State Organization as follows:

- a. Support the Jamboree, CGA State Championship, CGA Classic Shows and other “State Run” Shows by providing help (judges, secretaries, announcers, and others) as required for these shows.
- b. Sponsor new districts as requested by the CGA State Office.
Pay \$1.50/ride for each ride at CGA sanctioned shows.
- c. Abide by the CGA By Laws.
- d. Uphold CGA rules and regulations.

If you can meet the above requirements, you should have no difficulty becoming a CGA District and having CGA sanctioned shows.

If you want more information regarding membership in CGA you can contact the CGA State Office during business hours between 8:00 am and 4:00 PM at (916) 698-1866. CGA will be happy to answer any questions you may have. Or, you can send any inquiries to our State Office at PO Box 410, Wilton, CA 95693. You may also visit our web site at **calgymkhana.com**.

Section 10: District Management Guidelines

10.1 CGA District Duties & Responsibilities

CGA Districts generally have a President, Vice President, Treasurer, Secretary and a Board of Directors who are either elected or appointed by their local membership. They may start as a new organization or as an existing club. In general, their duties and responsibilities are to:

- 1) Promote an atmosphere of comradeship and take care of the needs and desires of their club and district members.
- 2) Recruit and appoint qualified personnel to head each district committee.
- 3) Ensure that riders have a fair and equitable chance to ride and achieve some degree of success and recognition.
- 4) Promote excellence in horse shows, judging, and management in accordance with CGA rules when running CGA sanctioned shows.
- 5) Appoint a representative to the CGA State Board of Directors to ensure that District needs are heard at the State level and to report back to the local districts CGA State decisions and goals.
- 6) Promote CGA programs and activities that are designed for CGA members.
- 7) Uphold CGA rules and regulations.

10.2 Horse Show Manager

District management should appoint a Horse Show Manager. The Horse Show Manager plays a major role in the success of each district. Either he or a qualified alternate should be in attendance at each show. He/She will be responsible for the overall operation of the horse shows put on in your district. His/Her success depends greatly on his ability to choose the proper people to discharge the duties that are needed for each of the operations involved in running horse shows. He/She should stay in constant contact with each of these people to ensure that their phase of the show is well prepared and will be successful.

Major areas of responsibility rest with each of the following:

1. Show and awards secretaries
2. Grounds and Equipment Director
3. Judges
4. Announcers
5. Gate Keepers/Arena Crews
6. Time writer and computer operator.

The Horse Show Manager's duties and responsibilities include the following:

1. Establish show schedule and send to the CGA office for approval.
2. The following information should be available for distribution at least 30 days prior to the date of a show:
 - a. Division of competition and events to be run.
 - b. Awards to be given.
 - c. Location of the show and map and/or instructions for finding the show grounds.
 - d. Show starting time.
 - e. Availability of food and drinks.
 - f. Entry fee per class.
 - g. Name, address, and telephone number of Show Secretary.
 - h. Any other general information or ground rules for the show. However, ground rules must not be in conflict with rules of the California Gymkhana Association.

10.3 Show Secretary

A district should have a Head Show Secretary. The duties and responsibilities of the Show Secretary include the following:

1. Prepare and organize the paperwork required for starting and running the show.
2. Solicit and schedule all of the help required to run the show, i.e.; awards, hi-point, ribbons, booth, signup, judges, gate and arena crews.
3. Set up a program for training new secretaries so that the same people do not have to work every show. For example, Show Team A runs a show on week #1 and Show Team B runs a show on week #2, etc. You need to cross train people for all tasks.
4. At the end of each show, the Secretary and Show Manager should get together and count all money taken in at the show. Each should retain a copy signed by both as to the totals to ensure that all money is always properly accounted for. Those using the free CGA computer software can reconcile their cash box to the computer-generated show summary.

5. Complete the CGA Show Summary Form with accompanying show results for transmittal to the CGA State Office within one week. The show packet you mail to the CGA State Office should include these items;

- a. BOTH copies of your announcers' sheets with handwritten times in two different handwritings. Time writers should sign each of their sheets.
- b. The sign-up sheets. Please sort them in alphabetical order by last name. Make sure they are signed.
- c. A Show Summary sheet. Cross check that the same number (if any) of membership and awards forms are included in the packet as shown on the Summary. Membership and award forms must be signed and sent in with the show.
- d. State Office diskette and include it with the show packet.
- e. CGA State Posting List. This is an alphabetical listing of the riders with the times that have been entered for them. Include this in the packet.
- f. Include a check for the amount shown on your Show Summary owed to CGA. This amount is the total of all rides x \$1.50 plus the total membership amount, plus the total in awards.
- g. The check should be paper clipped (no staples please) to the Show Summary. Place the diskette between layers of time sheets for protection. Do NOT use paper clips to secure the diskette, as they will damage it. Make a stack with the following in order (bottom to top): Hand written time sheets, computer generated reports, sign-up sheets, Accident reports for any accidents (even if there is no insurance claim be made, accidents must be reported on the CGA Accident Report Form and sent in with the show packet), membership and Year End Award sign ups, and the show summary and check on top.

This entire packet should be mailed to the State Office no later than one week after the end of your show. The current mailing address can be found on the CGA Website. The State Office will return a report of the rider's times to you that you should keep available for reference. Many riders will come to you for this information. Please do not hold one show in order to send in two together unless both shows are run on the same weekend.

10.4 Announcer

Announcers at any show are very important to the success of the show. An announcer can make a show fun or can be upsetting to riders. Do's and don'ts of announcing are as follows:

Do's

1. Be upbeat and cheerful. Never make any negative comments over the PA system for any reason.
2. Explain how the show will be run; i.e., dress code, either age groups or speed divisions and the sequence they will be called to run, awards they will be competing for that day, and that their runs will count toward district and Year End State awards if they are registered for these awards. Additional information can be obtained from the Horse Show Secretary.
3. A clear voice is imperative.
4. Check the volume and clarity of the sound system and how close to hold the mike. Make sure the riders can hear you in the warm-up areas.
5. Have a system to call up the rider that is to ride and the riders who need to be
6. ready. For example: Our event will be single stake race, our 1st competition is the 12 years and under class. The 1st rider is Julie Jones, Tanya Smith on deck, and John Davis be ready.
7. Pronounce the rider's name correctly. If unsure, ask how to pronounce it correctly.
8. Announce the names of your judge, secretaries, and gate people.
9. Keep the show running at a fairly fast pace.
10. Watch for signals from the judge. The judge has complete control of all arena functions including the announcer's booth and timers. Do NOT announce the result of any ride until you have a signal from the judge.

Don'ts

1. Never use profanity or off color jokes.
2. Never show anger or negativity.
3. Never call a good ride and time or a timer malfunction before you get the judge's signal.
4. Don't leave the mike on and allow the public to hear conversations going on in the booth.
5. Don't discuss the riders among yourselves.
6. Don't announce anything or talk while the rider is on course unless the judge signals you to do so for safety reasons.
7. Never make personal comments about a rider over the PA system.
8. Remember that you are the announcer, not the show manager or judge. If there is a problem, let the show manager or judge work it out.
9. If the timer fails, do not say so until the judge gives the signal for a good or bad ride. If the rider does not have a good ride, it does not matter whether the timer worked or not.

10.5 Judge

The Judge has total control of the activities in the arena. The Judge generally knows more about the rules and the CGA procedures than most other individuals. All Judges MUST be a fully carded CGA Judge. The Judges decisions are final. Judges should keep up to date on all approved changes in the rules that are not currently published in the CGA Rules Book. An apprentice judge must judge under the direct supervision of a carded judge. The judge must stand in the arena at all times while judging. It is impossible to properly judge a show without giving continuous and full attention to all activities going on within the arena.

CGA Judges are not compensated for their work, they are volunteers. However, it doesn't hurt to buy them beverages and food to thank them for their efforts.

NOTE: Judges making improper calls or decisions may be required to be retested by the Rules Chairman or a Master Judge (see [Section 11](#) for requirements to become a CGA Master Judge).

10.6 Grounds And Equipment Chairperson

A good Grounds and Equipment Chairperson is a must for a successful show. He or she is responsible for seeing that the ground is worked up properly to ensure a fast and safe arena prior to the show and make sure that all of the equipment is available and operable for the show such as poles, barrels, speed ball cones, golf balls, hurry scurry jumps, measuring tapes, rakes, chalk, sand, 10 quart buckets, flags and electronic timers. All equipment required for a show and its specifications are described in the CGA Rule Book.

10.7 Gate person

The gate person is more important than most people understand. His or her duties include the following:

1. A good gate person will check all riders for proper dress code before they enter the arena so the rider will not be penalized. The gate person should watch for directions from the judge.
2. Speed up the show by having the next rider at the gate and ready to run.
3. Open and close the gate as rapidly as possible consistent with good safety practices.
4. Encourage each rider with a compliment - i.e., "Good luck", "Nice Ride", "Go get 'em", "You can do it", etc.

The gate person has more personal contact with the riders than any other person at the show. Therefore, his/her attitude can either make or break a show for the rider and district. Choose your gate person carefully. It is extremely important that the gate person not open the gate prematurely.

10.8 Membership Chairperson

Duties and responsibilities of the Membership Chairperson are as follows:

1. Identify and officially welcome all new riders at each horse show.
2. Personally greet the riders with your district's new member packet.
3. Personally explain the riders program on district and state level and outline all benefits of CGA membership.
4. Personally introduce the new rider to at least three other regular riders.

10.9 Treasurer

Duties and responsibilities of the Treasurer are as follows:

1. Receive and disburse operating funds.
2. Maintain records and prepare financial reports as required.
3. Give a treasurer's report at club/local Board of Directors and General Meetings.

10.10 Publicity Chairperson (Scribe)

1. Submit district news to the CGA Office by the 10th of each month for publication in the World of Gymkhana. Include the photographs of riders and information about their activities and accomplishments. Clubs must send their articles and photos via Email. Please attach photos as .jpg or .bmp files. Do not include them in the body of the Email or text.
2. Provide information to all local establishments who are willing to disseminate Gymkhana information to riders in your area. For example, posters and show premiums. The objective, of course, is to provide the kind of publicity that will increase attendance at your shows.

10.11 Approved Show Dates

Each show district must submit all proposed show dates and start times to the CGA State Office in time for approval at least 15 days prior to the date of the proposed shows. This requirement is necessary for the following reasons:

1. It is required by our insurance carrier. Failure to properly notify the State Office will jeopardize our insurance.
2. To avoid conflict with show dates of neighboring show districts whenever possible.
3. To provide riders throughout the state an equal opportunity to attend any show.
4. No CGA approved shows may be held during the dates on which the Southern & Northern Spring Classics Shows, State Championship Show or CGA Convention are held. For Jamboree, special rules apply depending on whether it is being held north or south of Bakersfield.

Rain dates should be submitted with all proposed show dates if there is a possibility of rain and it is the policy of show management to postpone shows in the case of rain. In any event, the CGA State Office must be notified if the district intends to use a previously scheduled rain date at least 7 days prior to a show. The CGA State Office must be notified of all show cancellations within 5 days following the scheduled show date. This is also a requirement of our insurance carrier.

10.12 Show/Premium List

Some districts use only the CGA Newspaper to advertise their show. Others use both flyers and telephone committees in addition to the newspaper. If you send flyers, the following checklist of information riders look for in a flyer may be helpful. This information is needed in any event to answer telephone inquiries regarding your shows. If you prepare flyers, they should be mailed to tack shops, stables, etc., for placement on bulletin boards and should be mailed to prospective riders approximately one week prior to a show. It should contain the following information as a minimum:

1. Name of CGA Show District Date/Day of Show
2. Address of the Show Arena (also map showing location is desired)
3. Show Starting Time
4. Divisions of Competition
5. Entry Fee/Event: Regular Show Events & Special Setups
6. Awards to be Presented
7. Events Listed in the Order They Will Be Run
8. General Information/Ground Rules for the Show
9. Availability of Food/Drink on Show Grounds
10. Show Manager/Secretary's Name & Telephone Number
11. Combining of Classes
12. Dress Code

10.13 CGA Membership & Awards Programs

An application for membership in the California Gymkhana Association and applications for all of the CGA Awards Programs should be displayed at the Signup booth. They are as follows:

- * Individual or Family Memberships
- * Year End Awards/Top Rating/Forms
- * Top Rating Division Awards
- * Family Team Forms
- * ROC (Race of Champions) Forms
- * Senior Elite Forms
- * District Evaluation Forms
- * Time Matrix/Event Diagram Forms

10.14 Playdays

Rider times resulting from a CGA District Playday do not count as regular CGA Approved Shows whose results count toward CGA Year End Awards. However, a district may put on a Playday if the following conditions are met:

1. Each district should limit the number of Playdays per show season to no more than one and it must be reported to the State Office at least 14 days in advance of the Playday.
2. The CGA will absorb the insurance cost associated with the Playday even though the Show District makes no payment to the CGA for the Playday.
3. **Typical/Regular CGA** show is 6 plus events. Show date must be turned into CGA State 15 days prior to show. All Riders must be CGA members. All events must be set-up with a carded judge overseeing the course set-up. A carded judge must judge the event. Paperwork must be filled out properly and turned into CGA state along with all monies due. Pink sheets must be made available to all riders that rode. Events are the 13 standard events found in the CGA Rule book.

CGA Play Day. Show date must be turned into CGA State 15 days prior to show. All Riders must be CGA members. A district is allowed 1 Play Day per show season. CGA will waive the minimum # of rides required to cover insurance for the Play Day. A Play Day does not count toward the districts contract requirement to hold 7 shows with a minimum of 6 events. A Play Day would be counted as a districts 8th show (but not necessary the 8th show in running order). A Play Day maybe run with whatever events a district wants to run. They do not have to conform to any of the CGA courses. Events for the purposes of CGA are those run on horseback. Examples of some Play Day events that districts like to run are egg & spoon race, wet hat race, sit-a-buck and other such fun events. These events are listed as part of the Play Day and do not have associated paper work that goes to CGA state. There are no times associated with the Play Day events to send to CGA State. There are no monies paid to CGA state for the Play Day events. The Play Day events may be judged by whoever the district deems responsible. Participants do not have to conform to CGA dress code with the exception of Helmets on riders under the age of 18. All Riders on horseback at any CGA Show State shows, Regular District Shows, and Play Days) under the age of 18 are to have a helmet on when on horseback. At a Play Day a District may run Set-up events for times that go to CGA State. Those events are run per all associated rules of CGA. That means, proper dress code, course, judge, paperwork including pink sheets and monies paid to CGA State, only one ride for time on a horse per event....all your standard CGA rules apply to those Set-up events run at a Play Day.

4. A Playday may be advertised in the District News section of "The World of Gymkhana" and in the Show Calendar section of the newspaper.
5. All "Riders" must be CGA members.

Section 11: CGA Rules Chairman, Master Judges and Senior Judges

11.1 Rules Committee

The CGA Rules Committee consists of ALL carded CGA Judges. Since it is not practical to gather the Rules Committee in one place except at Convention, the Board of Governors has created the Master Judge Advisory Committee (MAC). This committee has the responsibility to interpret ambiguous rules throughout the year as needed, and present clarifications and rules changes as needed to the Rules Committee at Convention, where they will be voted on.

11.2. Master Judge Advisory Committee (MAC)

This is a committee consisting of ALL Active Master Judges. Inactive Master Judges may participate as well, if they choose to do so. It has the responsibility to make rulings on ambiguous situations that come up throughout the year, review and decide on the final disposition of suspended Judges, and any other functions as directed by the Rules Chairman and the Board of Governors.

11.3. Rules Chairman

The Rules Chairman is the person elected by the MAC to be their spokesperson. The MAC election is held prior to the first Board of Directors meeting at Convention. The CGA President appoints the MAC spokesperson to be the CGA Rules Chairman. The Rules Chairman is a member of the Board of Directors and the spokesperson for the MAC, but does not have absolute authority regarding rules interpretation. Instead, the Rules Chairman presents the question to the MAC and then reports the decisions of the MAC.

11.4. Master Judge

A Master Judge is recognized as having superior knowledge and experience regarding CGA, its rules and the organization in general. By virtue of being a Master Judge, they are also a member of the MAC. The specific duties and authority of a Master Judge are:

- A. Give Written tests to prospective CGA Judges. Be willing to travel to other areas to do so.
- B. Give Arena tests to prospective CGA judges. Be willing to travel to other areas to do so.
- C. Provide 'on site' support to new and existing CGA Districts. Each Master Judge has responsibility for specific CGA Districts in his/her geographical area. They are responsible for assisting the district in any way possible.

- D. Monitor the performance of existing CGA Judges. If a Judge is not judging fairly, making bad calls consistently, etc., the Master Judge has the authority and responsibility to temporarily suspend that Judge's card, pending a review by the MAC. This is, of course, not a decision to be made lightly. The Master Judge should explore all other possible solutions before suspending a Judge's card. If the card is suspended, the Master Judge must take the responsibility to provide Judges for that district until the matter is resolved. Further, the Master Judge must report the situation to the Rules Chairman immediately, so that the MAC can act on the issue as expeditiously as possible.
- E. When the CGA State Office receives a petition for a new CGA District, an active Master Judge and a secretary will be assigned to that district to provide or make arrangements for any and all materials, training and support needed to get the district up and running.
- F. A Master Judge has the authority to override an Arena Judge's decision only if the call demonstrated that the Arena Judge misinterpreted a Rule. A Master Judge may override the call whether or not a protest has been filed, since to not do so would be unfair to the rider. Normally, a Master Judge should not override a call, but should speak with the Judge in question and explain the situation, requesting that the Arena Judge reverse their own call.
- G. Accompanied by either another Master judge or Senior judge, measure any pony who falls within 4" of the height requirement to give final certification as to whether or not it qualifies as a pony.

11.5 Criteria to Become a Master Judge

1. General - A CGA Master Judge candidate is an individual who upholds the highest standard of the CGA. They will have a demonstrated history of supporting CGA and its programs. They are very knowledgeable in the structure and history of the organization, the bylaws, the rules, and the intent behind the rules. They are able to provide correct answers to any question about any aspect of CGA.
2. Management experience - A CGA Master Judge candidate shall have served in a management capacity at the District and State Levels. At the State Level, this includes serving in some management capacity at Jamboree, Northern or Southern Spring Classic, or State Show. At a District level, this includes being a club officer or show manager.
3. CGA commitment - A CGA Master Judge candidate shall have demonstrated a commitment to the CGA by having served as an elected or appointed member of the Board of Directors for a minimum of two years. This does not include being a District Representative to the Board. The candidate shall be willing to travel to support CGA's programs.

4. Experience - A CGA Master Judge candidate shall have been an active carded CGA Judge in good standing for at least 3 years (longer is preferred). 'Active' means that they currently judge CGA shows on a regular basis, both in their local district and in other districts. They shall have judged at a CGA State show. They shall be acknowledged by their peers and riders as being fair, impartial and an adherent of the rules.
5. Character - A CGA Master Judge candidate shall be generally regarded by the CGA membership as diplomatic, tactful, impartial, ethical, open to suggestions and appear to have good decision-making skills. They shall have demonstrated an ability to make 'hard' decisions, even when those decisions are unpopular.

11.6 Nomination Procedure to Become a Master Judge

1. A person from any District management, Board of Governors or the MAC can identify a proposed "need" and then the Board of Governors and the MAC must agree that the proposed need is valid for an additional Master Judge in a specific geographic area. A valid "need" is defined as a District whose current Master Judge assigned is not available to the arena in question, already manages more than 1 arena, and/or the arena assigned to Master Judge more 50 miles of home District the Master Judge is a CGA member of.
2. Districts and Board of Governors can submit potential candidates. The MAC will then review the submitted candidates and survey the area for additional potential candidates based on the above criteria. NOTE: First priority will be given to active Senior Judges in the area.

NOTE: First priority will be given to active Senior Judges in the area.

3. When a suitable candidate is found, they shall be nominated by at least one (1) member of the MAC. The candidate must accept the nomination before the process can go any further. They must be apprised of the responsibilities of a Master Judge, and agree to accept those responsibilities.
4. The full MAC shall vote on that person's candidacy to become a Master Judge. It shall require a 2/3 majority of the votes to move the nomination to the Board of Governors.
5. The Board of Governors shall receive the nomination from the MAC, conduct additional interviews as needed, and then confirm the vote of the MAC. A simple majority of the vote of the Board of Governors shall be required for confirmation.
6. The candidate is then appointed as a provisional Master Judge. The Rules Chairperson shall appoint a sponsoring Master Judge to work with the candidate. This shall include giving written and arena tests, serving on protest committees as needed, and the usual daily functions of a Master Judge.

7. At the end of one year, the MAC shall vote again, recommending the candidate for permanent status. This time, a simple majority vote shall send the recommendation to the Board of Governors.
8. The Board of Governors shall confirm or deny the permanent status by a simple majority vote.

11.7 Master Judge Status

A Master Judge has a lot of responsibility, and there are times (personal situations, 'burned out', etc.) when they are unable or unwilling to perform the responsibilities of the position. Consequently, Master Judges may, at their own choosing, elect to change their status to one of the 3 listed below.

1. Active - The Master Judge is completely active and fulfilling the responsibilities of the position.
2. Inactive - The Master Judge is taking time off. They are not giving tests or actively participating in the functions of CGA. They may still judge at shows, and participate in the discussions of the MAC, but may not vote on Rules questions presented to the MAC. A Master Judge may remain in Inactive Status for a maximum of 1 year, at which time they must choose to return to Active status, or move to Retired status. During the period of inactivity, Districts assigned to the Master Judge will be temporarily reassigned to other Master Judges by the Rules Chairman.
3. Retired - At some point, a Master Judge may decide that they have 'done their time' and no longer wish to fulfill the responsibilities of the position. They notify the MAC and Board of Governors that they are retiring from Active status. As a recognition of the services provided over the years, they then become a Retired Master Judge. They may no longer give tests, participate in MAC discussions, or perform any of the duties of a Master Judge. The Rules Chairman will permanently reassign their Districts to other Master Judges. If, at some point in the future, they decide they would like to resume their duties, they must petition the Board of Governors to be reinstated as an Active Master Judge. A majority vote of the Board of Governors is required to reinstate a Retired Master Judge.
4. A person from any District Management, Board of Governors or the MAC can identify that a Master Judge is not meeting the criteria to maintain "active" Master Judges status. The Board of Governors shall conduct additional interviews as needed, and then confirmation or denial of removal of "Active" Master Judge Status with a 2/3 vote from the Board of Governors.

11.7.1 Criteria to Maintain “Active” Master Judge Status

1. General - A CGA Master Judge candidate is an individual who continues to uphold the highest standard of the CGA. They continue to demonstrated history of supporting CGA and its programs. They are very knowledgeable in the structure and history of the organization, the bylaws, the rules, and the intent behind the rules. They are able to provide correct answers to any question about any aspect of CGA.
2. CGA commitment - A CGA Master Judge continues to demonstrated a commitment to the CGA. The candidate shall be willing to travel to support CGA's programs.
3. Experience - A CGA Master Judge is an active carded CGA Judge in good standing. 'Active' means that they currently judge CGA shows on a “regular basis”, both in their local district and in other districts. They shall be acknowledged by their peers and riders as being fair, impartial and an adherent of the rules. NOTE: “Regular basis” to maintain active is considered at least 1 show a year.
4. Character - A CGA Master shall continue to be generally regarded by the CGA membership as diplomatic, tactful, impartial, ethical, open to suggestions and appear to have good decision-making skills. They shall continue to demonstrate an ability to make 'hard' decisions, even when those decisions are unpopular.

11.8 Senior Judge

A Senior Judge is recognized by the Master Judge for his or her area as having the potential to become a Master Judge. They have broad knowledge and experience regarding CGA, its rules and the organization in general. A Master Judge may appoint a Senior Judge to help him or her with the duties of a Master Judge as a first step in training them to become a Master Judge in the future. Senior Judges are appointed by the Master Judge for their area, and have responsibility and authority only in the district(s) they are assigned to. While a Senior Judge may be assigned to more than one district, no district may have more than one Senior Judge.

The duties of a Senior Judge are:

- a. Help less experienced Judges make difficult calls.
- b. Select and sponsor Apprentice Judges.
- c. Report any problems to the Master Judge for their area so that they can be resolved quickly.
- d. Assist the Master Judge in giving written and arena tests.
- e. Have the authority to override a bad call made by an Arena Judge, but ONLY after consultation with the Master Judge. Normally, a Senior Judge should not override a call, but should speak with the Arena Judge in question and explain the situation, requesting that the Arena Judge reverse their own call.
- f. Participate in Protest discussions at a State Sponsored show with the MAC, but will not have a vote on the decision.

11.9 Criteria to Become a Senior Judge

1. General - A CGA Senior Judge candidate is an individual who upholds the highest standard of the CGA. They will have a demonstrated history of supporting CGA and its programs. They have a broad knowledge of the structure and history of the organization, the bylaws, the rules, and the intent behind the rules.
2. Management experience - A CGA Senior Judge candidate shall have served in a management capacity at the District Level. This includes being a club officer or show manager.
3. Experience - A CGA Senior Judge candidate shall have been a CGA member for at least 3 years, and an active carded CGA Judge in good standing for at least 2 years (longer is preferred). 'Active' means that they currently judge CGA shows on a regular basis, both in their local district and in other districts. They shall be acknowledged by their peers and riders as being fair, impartial and an adherent of the rules.

4. Character - A CGA Senior Judge candidate shall be generally regarded by the CGA membership as diplomatic, tactful, impartial, ethical, open to suggestions and appear to have good decision-making skills. They shall have demonstrated an ability to make 'hard' decisions, even when those decisions are unpopular.

11.10 Nomination Procedure to Become a Senior Judge

1. The Master Judge for a specific area shall have the authority to name an existing Judge a Senior Judge, based on the above criteria. They shall do so by notifying the CGA State Office, the MAC, and the Board of Governors of the change in status. Conversely, if the Master Judge feels the Senior Judge is not performing their responsibilities, the Master Judge has the authority to remove a Senior Judge and revert them back to normal Judge status.
2. The Master Judge should only select individuals who have the potential to become Master Judges in the future when the need arises. They should apprise the candidate of the requirements to become a Master Judge (Board service, State sponsored show management experience, etc.) and assist them in fulfilling those requirements.

Section 12: How To Promote A Good CGA Show

The success of a horse show starts long before the show. There is no substitute for good planning. It is important to see that potential riders are made aware of your show dates. This can be accomplished by a phone committee. For example, if you have potentially 150 riders in your geographical area, you should list these riders in different local areas by phone prefix numbers and assign approximately 15 numbers to each of 10 people whose responsibility it would be to phone each of these riders a week before each show to remind them and invite them to the show. This phone committee should ask and be prepared to answer any questions regarding how the shows are run, the district high point program, and the different State Awards programs.

The key for each phone call is to make the riders feel special and keep them informed. Throughout the season the caller and the rider can build a relationship that would be important to the success of the club, and it's shows. One person should be in charge of the phone committee to ensure that they are making their calls.

The next step is to make certain that show management assignments are made, i.e., show and awards secretaries, announcers, judges, gate persons, grounds preparation and arena personnel. These people should all be contacted by the head of the show committee at least a week in advance.

THIS IS ONE OF THE MOST IMPORTANT. There should be one person assigned the task of mingling with the riders throughout the day to make each person there feel welcome and to be prepared to answer any question regarding the club and the awards programs. At this time the people can also be recruited to assist at the shows as gate persons, assistants to the secretaries, handing out awards, etc. People like to feel needed and made to feel that they are an important part of the show, which they are. This friendly envoy of the club and CGA will do wonders for your club and for CGA's growth. Too many times show management is so involved in putting on the show that they forget the riders need to feel wanted, needed and special, and they need to know what the club and CGA has to offer them.

You don't want "just another horse show". If the above steps are taken you will form a special alliance with the riders and the parents which will undoubtedly benefit your club and the CGA.

So, remember....make them feel special, welcome and informed.

Section 13: What Makes A Successful Club?

In analyzing what makes clubs successful, there are a lot of factors which may not really be addressed in the internal thinking of the club officers and members.

The best asset a club has is "Enthusiasm" from its leaders and members with the rider's best interest in mind. This is fairly easy to attain when a club is new and just beginning, but within a few years this can change drastically. Analyzing how this evolves, may allow redirecting our priorities to ensure a healthy and growing club.

When a club first starts, there are many people involved with the total participation of organizing the club; in voicing their opinion as to what would make riders want to belong and ride with their club. Everyone is enthusiastic about finding the right arena, talking to all of their friends about joining with them to be a part of something special. Everyone does their part helping in all of the areas of the show, such as secretaries, arena crews, food, etc. They are all working for a common goal, to collectively be successful, and each one involved gets some personal satisfaction from the club's success because they had a personal hand in making it happen.

As time goes by, the enthusiasm may decrease, and generally the control of the club may go to only a few people. When this happens, the involvement of the total club's planning and action may not be shared any longer with the majority as far as decision and input are concerned. Some members could subconsciously feel slighted, thus bringing negative comments and complaining. If this starts to happen, unrest throughout the club could set in.

As leaders, remember to be responsive to the needs and feelings of the members, and, as members, remember; give your leaders the authority to make decisions for the club on your behalf; members have a responsibility to help the elected directors to carry out the duties required to make the shows and club activities successful, then everyone can have a successful club that responds to all in unity and harmony.

It's not unusual for members to have some personal conflicts in their approach to the operations of the club, but if they continue to pursue their common goals, they should all be big enough to set aside any trivial difference that they may have so that riders may enjoy the sport and have a feeling of pride and comradeship about and within the club.

It's wise to remember that everyone needs self-esteem. To criticize either openly or behind the scenes any individual who is trying to help is really uncalled for. After all, the people who work in any aspect or function within the club are unpaid volunteers and personal criticism isn't part of the job. It should be remembered that no one is perfect but at least they are trying.

Some of the ways to keep the enthusiastic spirit is by (1) always attracting new members and letting them be part of the club (2) have a training program for judges, announcers, secretaries, etc. It's a well-known fact that if the work load is not shared (which can be fun) a person who is always overworked will burn out. It's natural. Everyone doing a job at a show should always make an effort to get someone else and train them to do that job. This should happen at every show. If this is done, no-one needs to work the entire show. There should be plenty of others to alternate with the work load throughout the day in each job. This makes everyone a part of the show and the club.

Of utmost importance at shows, there are three critical areas that management and members should be aware of; the Signup secretary, the announcer, and the gate person. These people have a major influence on the attitude of the riders as to whether or not they will want to be a part of the club or want to come back to the next show. It is imperative that these three jobs be handled with a very positive attitude and each rider be treated with respect as a friend.

Throughout the year each club will experience new riders and their families coming to shows. It's up to the club, its members and its management as to whether or not these people will want to come back and be involved in the club. If they are treated special, they will be back. If they are ignored or not made to feel welcome, then you can guess the outcome.

The success of any club is to keep its enthusiastic spirit and remember the ideas that were the focus point for the formation of the club in the beginning.

Section 14: CGA District Board Of Directors Meetings

District level Board of Directors Meetings are an intricate part of making a district successful. If mishandled, these meetings can cause dissension among the members. The biggest problem at board meetings is allowing resentment and animosity to come between board members on a personal level. If board meetings are run properly, this will not hap- pen. Some suggested rules for conducting a board meeting are as follows:

1. The President should send out an agenda of the items to be discussed at each board meeting. The agenda should be sent out 30 days prior to the meeting so as to ensure that members have the time to digest the topics to be discussed. Each board member should have time to prepare adequate inputs to the subjects to be discussed; spur of the moment decisions are rarely healthy. The agenda should include Minutes of the Last Board Meeting, Treasurer's Report, Old Business, and New Business, and "Other Comments or Concerns".
2. Never have Board of Directors Meetings that are unnecessary. No one enjoys taking their time to go to a board meeting that is unnecessary.
3. The president should start every meeting with these ground rules;
 - a. We all agree that we have the right to disagree.
 - b. No comments of a personal nature will be tolerated against another member. Any member who does so will be excused from the rest of the meeting "with no exceptions."
 - c. When a topic is presented, every member shall have an opportunity to give their input on the subject "without interruption."
 - d. Have open discussion and input by board members about new subjects that could help the district. The new subjects and ideas for consideration should be taken up at the next board meeting after the members have had sufficient time to evaluate the different suggestions.
 - e. Stick to your agenda and keep the meetings as concise as possible. If the discussion wanders away from the topic at hand, the President can simply remind the group that the topic under discussion is, and request that they discuss that topic.

Section 15: CGA Organization And Management

15.1 General Information

See the CGA Bylaws for the CGA Organization and its relationship to the CGA Show Districts.

15.2 Sources Of Revenue

The sources of revenue for CGA are from membership dues, registration fees for CGA Awards Programs, Jamboree, Spring and Northern Classic Shows, State Championship Show. In addition, a \$1.50 per ride fee is paid by the clubs for each event. All of this money is returned to the riders as benefits in one way or another.

15.3 The CGA Budget

CGA's entire function is to support Gymkhana clubs and their members. We are a nonprofit, Tax Exempt organization that subcontracts to a CGA General Manager. CGA is not a Tax Deductible organization. The General Manager runs the CGA office, administers CGA policy and supports CGA activities, and hires help as required to handle the administrative details associated with the organization. The yearly budget is comprised of; administrative expenses, General Manager's fee, office lease, office supplies, rule books, postage, supplies used to support the CGA programs; CGA awards, insurance, and the World of Gymkhana™ newspaper.

CGA spends all of the annual budget, with the exception of a carry over to offset the decreased income during the off season. The carry over amount varies from year to year, but is always sufficient. Details of CGA's fiscal status are presented at each Board of Director's meeting. CGA's books and tax records are open to all CGA members.

Section 16: The CGA Rule Book

16.1 Historical Background

CGA has developed a Gymkhana Rule Book that has become the standard for Gymkhana throughout California. The Gymkhana rules in existence in 1972 were contained within the rule books of large equestrian organizations who were primarily concerned with the English and Western shows. The Gymkhana rules within these books were, in general, different from one organization to another even for some of the same events and they were not necessarily designed with the needs of the Gymkhana rider in mind. CGA believed that the sport of Gymkhana could not develop to the status it de- served until Gymkhana rules were standardized.

16.2 Guidelines & Criteria For Development

CGA embarked on an effort to review all Gymkhana rules that were available in 1972. The intent was to maintain as many of these rules as possible so that an orderly transition could be made to a standardized rule book. This rule book was written by Gymkhana people for Gymkhana people. To accomplish this objective, the following six general guidelines were established:

1. Keep the number of rules to a minimum.
2. Design rules, when possible, to eliminate penalties when the penalties are based on value judgments of judges. However, in all cases where a value judgment is required by a judge, instruct the judge to rule in the favor of the contestant when there is any doubt as to the circumstances.
3. Provide an equal number of speed and skill events.
4. Design rules to ensure one or more of the following criteria:
 - a. Ensure equal opportunity for the contestants.
 - b. Maximize the safety of the horse and rider.
 - c. Provide a reasonable code of dress and conduct.
 - d. Ensure humane treatment of the animals.
5. Recommend procedures to:
 - a. Assure that the judge has an opportunity to evaluate whether a rider can complete the course safely.
 - b. Improve horsemanship practices.
 - c. Provide procedures to be followed so that Gymkhana shows will run smoothly.

6. The rule book should contain only the rules and guidelines required for judging a show. It does not contain information about other activities or programs of CGA such as the CGA Year End Awards Program. This information, along with CGA regulations are found in this book.

These general guidelines have enabled CGA to make changes and additions to the Gymkhana rules that existed in 1972 to arrive at the rules that currently exist in the CGA rule book.

16.3 Provisions For Updating The Rule Book

CGA's rules and recommended general procedures are continuously being monitored by show management and CGA judges for possible improvements. If any changes are felt to be needed, recommendations are made to the CGA Rules Committee. The CGA Rules Committee discusses the proposed change and makes a formal recommendation to the General Membership, to be voted on at the General Meeting. Under normal circumstances, these changes are voted on at the annual CGA Convention. However, the Board of Directors has the power to make a change at any time if circumstances, such as safety considerations, warrant such change.

The Rule Book is reprinted approximately every two years. Changes are usually fairly small. Each CGA Judge receives a new Rule Book when they renew their membership.

Appendix A: CGA Divisional Rating Matrix

(Adopted, August 2001)

Horses						
SUPR	AAA+	AAA	AA	A	FC	
BAR 18.199	<<18.709	18.710-20.539	20.540-22.849	22.850-28.309	28.310>>	
BR 13.499	<<14.009	14.010-15.539	15.540-17.369	17.370-21.699	21.700>>	
F8F 11.099	<<11.629	11.630-15.419	15.420-21.019	21.020-30.029	30.030>>	
F8S 10.699	<<11.109	11.110-12.229	12.230-13.569	13.570-16.759	16.760>>	
HS 09.499	<< 09.799	09.800-11.429	11.430-14.489	14.490-26.709	26.710>>	
KH 07.259	<< 07.509	07.510- 08.969	08.970-11.459	11.460-16.109	16.110>>	
P1 10.029	<<10.989	10.990-13.289	13.290-15.589	15.590-19.759	19.760>>	
P2 21.019	<<22.259	22.260-25.559	25.560-29.359	29.360-36.809	36.810>>	
QR 19.189	<<19.729	19.730-21.929	21.930-24.489	24.490-30.559	30.560>>	
SBL 07.109	<< 07.359	07.360- 08.519	08.520-10.969	10.970-16.109	16.110>>	
SBR 09.589	<<09.879	09.880-10.979	10.980-12.319	12.320-15.709	15.710>>	
SSR 09.189	<<0 9.469	09.470-10.219	10.220-11.099	11.100-13.529	13.530>>	
BT 14.309	<<15.160	15.161-17.274	17.275-19.770	19.771-25.029	25.030>>	

Ponies						
SUPR	AAA+	AAA	AA	A	FC	
BAR 18.729	<<19.179	19.180-22.059	22.060-26.999	27.000-38.679	38.680>>	
BR 13.899	<<14.329	14.330-16.379	16.380-20.089	20.090-29.989	29.990>>	
F8F 11.399	<<12.019	12.020-18.429	18.430-24.679	24.680-39.359	39.360>>	
F8S 11.089	<<11.359	11.360-12.939	12.940-15.479	15.480-21.609	21.610>>	
HS 09.879	<<10.099	10.100-11.759	11.760-16.539	16.540-34.359	34.360>>	
KH 07.419	<< 07.789	07.790- 09.739	09.740-13.359	13.540-19.189	19.190>>	
P1 09.429	<<10.359	10.360-12.889	12.890-15.979	15.980-22.059	22.060>>	
P2 21.009	<<22.099	22.100-26.259	26.260-32.939	32.940-45.739	45.740>>	
QR 19.399	<<19.989	19.990-22.679	22.680-26.889	26.890-38.439	38.440>>	
SBL 07.399	<< 07.679	07.680-09.429	09.430-13.589	13.590-20.859	20.860>>	
SBR 09.949	<<10.229	10.230-11.659	11.660-14.649	14.650-23.029	23.030>>	
SSR 09.609	<< 09.799	09.800-11.049	11.050-13.329	13.330-20.049	20.050>>	
BT 14.309	<<15.160	15.161-17.274	17.275-19.770	19.771-25.029	25.030>>	

Abbreviations:

- | | | |
|----------------------|-------------------|---------------------|
| BAR = Barrels | BR = Birangle | F8F = Figure 8 Flag |
| F8S = Figure 8 Stake | HS = Hurry Scurry | KH = Keyhole |
| P1 = Poles I | P2 = Poles II | QR = Quadrangle |
| SBL = Speed Ball | SBR = Speed | SSR = Single |
| BT = Big 'T' | | |

Appendix B: Performance Horse Obstacle Racing Bylaws

Bylaws of the California Gymkhana Association Revised 11-2-2019 by the By Laws Committee

ARTICLE 1 - NAME

This organization is known as the California Gymkhana Association, Performance Horse Obstacle Racing, and shall do business as CGA.

ARTICLE 2 - PURPOSE AND OBJECTIVE

This organization shall be a nonpartisan, nonsectarian, nonprofit, and nonpolitical organization. It shall promote and further the sport of Gymkhana, Performance Horse Obstacle Racing and related horsemanship programs based upon the principles of competitiveness and recreation to satisfy the membership and public. It shall provide an attitude of wholesome sportsmanship and respect for fellow participants. It shall develop a program that will provide fun, enjoyment and competition for the membership and develop programs that promote the acquisition of skills needed to succeed in Gymkhana.

ARTICLE 3 - MEMBERSHIP

No person shall be allowed to ride in any sanctioned CGA horse related function without first becoming a member of CGA. Membership shall be open to all persons regardless of race, color or creed who indicate an interest in the purpose and objectives of this organization. Any member in good standing may add any agenda items at any Board of Directors meeting.

ARTICLE 4 - POLICY AND PROCEDURE

These Bylaws establish CGA Policy. CGA will maintain a written Procedure Manual that will define process and procedure for all operations of the organization.

ARTICLE 5 - RULING BODY

The Board of Directors shall consist of the following:

Five (5) members of the Board of Governors, the immediate Past-President, an elected President, Vice President, Secretary, Treasurer and Eight (8) elected Board Members. The President shall appoint three (3) Regional Vice Presidents (Northern, Central and Southern) and not more than eight (8) Board Members. The President shall also appoint a non-voting Parliamentarian.

One (1) Primary Delegate from each CGA District may be appointed by that District for each Board of Directors meeting to represent that District's interests. Such appointment shall be in writing and signed by the President of the District. The Delegate is not a member of the Board of Directors, but shall have one vote on general membership issues for that meeting only. The District President may also appoint one alternate Delegate. If both Delegates attend a board meeting, only the Primary Delegate may vote. All Delegates must be CGA members in good standing.

ARTICLE 6 - MEETINGS

An annual meeting shall be held during the month of November, at Convention unless the President, with the approval of the Directors, fixes a new and different date. Notice of the annual meeting, also stating where the meeting shall be held, shall be mailed to each member of the Board of Directors, each District and will be posted on the CGA website at least thirty (30) days prior to the meeting.

There shall be at least one (1) additional Board of Directors meetings annually. The time, date, and location of the meetings shall be decided on mutually by the incumbent Board of Directors. Any member of CGA shall have the opportunity to attend any board meeting. A majority of the Board constitute a quorum for any meeting. The President and (3) three members of the Board of Directors shall have the power to call special meetings as prescribed in the CGA Procedure Manual. Those members in attendance shall constitute a quorum for all General Membership meetings. The majority vote of those members in attendance shall prevail. To vote, a member must be at least 12 years of age.

ARTICLE 7 - FINANCES AND OPERATIONS

The fiscal year shall be JANUARY 1 to DECEMBER 31. The CGA Board of Governors shall be responsible for all CGA finances and the day to day operation as described in the CGA Procedure Manual.

ARTICLE 8 - PARLIAMENTARY AUTHORITY

Roberts Rules of Order, Revised, shall be the parliamentary authority for this organization except as provided in these Bylaws.

ARTICLE 9 - AMENDMENTS

These Bylaws may be amended by a two-thirds vote of the membership in attendance at the General Meeting or by a unified vote of the Board of Directors. The Board of Directors by majority vote of the quorum may make all rules, which they at their discretion, may deem necessary to carry out the forgoing Bylaws.