

Check List for Prize List Requirements

All prize lists must contain the following:

- Name of Show (must be on first page or cover)
- Dates of Show (must be on first page or cover)
- GPS friendly Physical Address of Location of the Show
- Location for: Motels, feed stores, places to eat
- Officials—no TBA (to be announced), Judges Names, also your rules committee of 3 people all members of WPCSA or a USEF Steward or WPCSA TD.
- WPCSA Provisionally Sanctioned Standard (must be on first page or cover)
- WPCSA current Membership Form
- Classes list and class Schedule
- “No Entry – Qualify Only” must be listed on any Championship, Grand Championship, Supreme Championship, Ridden Championship, or Division Championship that has a class number listed in the class list.
- Current class specs link will be posted with your prize list on the WPCSA website.
- Fees – Include a list of fees in the premium with a matching set of fees in the entry blank
- Refund policy
- Stabling
- Prize monies – Gold show = \$600, Silver show = \$200
- Post entry requirements
- Any rules and regulations specific to the show—include the WPCSA Rules for Helmets, Hitching Ponies, and Peacock Stirrups
- Services available on show grounds i.e. veterinarian, farrier, food, medical
- Entry blank, with disclaimer on back and a place for WPCSA number, children’s birthdates
- The competition year is defined as starting December 1st and ending November 30th. If a competition has dates in two competition years, the last day of the show will be the deciding factor as to which competition year the points will be tabulated for. Any show falling into this category **MUST** list the competition year the points for the show will be earned in on the first (cover) page of the premium in **BOLD**.

If your show is in conjunction with a fair or other breeds and you can't have all the above published, you will need to make a hand out for the exhibitors and send it in with your Prize List and/or have it on line with your prize list.

All changes to approved Prize Lists, classes, or prize money must be turned in 2 weeks before show date or earlier to be reapproved and your exhibitors notified.

Prize List is due 60 days before show date or earlier. All premium submissions and re-submissions must be made at: <https://wpcsa.org/compete/show-management/prize-list-premium-upload/>

If corrections are needed, you must return prize list with corrections within 5 business days if within the 60 days prior to the show. If you are still ahead of the 60-day deadline, please return at your earliest convenience no later than the 60 day deadline prior to the show.

Once your prize list is approved you will receive an e-mail informing you of such with a link to your approved prize list. Prize List must be approved prior to printing or putting on the internet.

FINES: Posting on internet and/or printing before approval \$50.00 Not sending in on time \$50.00 per day Not returning corrected form on time \$50.00 per day. If you do not pay your fines by December 1, your exhibitor's points will not be posted, nor will they count.