

**APPLICATION FOR HOSTING  
4-H HORSEMANSHIP SKILLS EVALUATIONS**

Please complete and return to your District Horse Council

County: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Day Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Proposed Evaluation Date: \_\_\_\_\_ Alternate Date(s): \_\_\_\_\_  
Proposed Evaluation Location: \_\_\_\_\_  
Does your facility have an outdoor riding arena? \_\_\_\_\_ If yes, how many? \_\_\_\_\_  
Indoor arena? \_\_\_\_\_  
Adequate parking for trailers? \_\_\_\_\_  
Stalls for participants? \_\_\_\_\_  
Appropriate footing? \_\_\_\_\_  
Appropriate fencing? \_\_\_\_\_  
Safe warm-up area? \_\_\_\_\_  
Restrooms? \_\_\_\_\_  
Accessible water for horses? \_\_\_\_\_  
Quick/easy access for rescue personnel? \_\_\_\_\_  
Will you offer an official horse measurer? \_\_\_\_\_

Who will be your evaluator(s)? Please list name, county.

A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_  
D. \_\_\_\_\_

Maximum number of participants in this evaluation? \_\_\_\_\_  
What is your volunteer source to manage this horsemanship skills evaluation? \_\_\_\_\_

**Attach a tentative agenda for your event.**

The following individuals will be required to pass Horsemanship Skills levels 1&2 in order to be eligible for the State 4-H Championship Horse & Pony Show:

- All riders/drivers who have not previously attended the State 4-H Championship Horse & Pony Show.
- 4-H members only doing showmanship and/or minis in hand at State only need to pass Level 1.

**Following are the minimum requirements that must be met to be considered to host a 4-H Horsemanship Skills Evaluation:**

1. The evaluation must focus and provide testing on Skill Level 1 and Skill Level II. All 4-H members must complete these before testing can be considered for Skill Level III and Skill Level IV.
2. The evaluation must provide the opportunity for each rider and horse a safe contained area for the horse to be turned out with no halter.
3. The evaluation may include an opportunity for 4-H members to have their horses officially measured.
4. The evaluation must provide participants with feedback in the form of the official Horsemanship Skills Evaluation sheet. Test sheets can be found on the State 4-H Horse Program website.
5. Event coordinators **MUST** send a completed form for evaluated riders electronically to Sandy Arnold at [horse4h@vt.edu](mailto:horse4h@vt.edu) within two (2) weeks following the event. *If this form is not received, youth are not eligible for the State 4-H Horse Show!* This form is available online on the State 4-H Horse Program website.
6. Evaluations must follow all VCE and VA 4-H Horse Program policies.
7. Evaluations must have signed equine waivers from all participants, evaluators, and helpers (adults and youth).
8. Applications for hosting 4-H Horsemanship Skills Evaluations will be posted on the State 4-H Horse website.
  - a. These forms must be completed and forwarded to your District Horse Council for evaluation approval.
  - b. Approved evaluation information will be sent to Sandy Arnold at [horse4h@vt.edu](mailto:horse4h@vt.edu) by the evaluation organizer so that it can be added to the 4-H Horse Program calendar.
9. Official Horsemanship Skills Evaluation forms must be ordered from your District Horse Council or the State 4-H Horse Program office at least one week prior to the evaluation date.
10. The cost of a Horsemanship Skills Evaluation to participating 4-H members should be determined by district horse councils as needed to cover expenses.
11. Two trained Horsemanship Skills Evaluators must be on-site for all evaluations.
12. Once completed, official Horsemanship Skills Evaluation signed copies should be provided to the following:
  - a. Evaluators
  - b. 4-H Members
  - c. 4-H Member's Extension agent
  - d. 4-H Member's Club Leaders

**All Horsemanship Skills Evaluations must be hosted prior to the State 4-H Horse Show entry deadline.**