

PCASA Programs/Events

Things to remember when putting together a program/event that is going to be published, on any form of media.

1. Programs/flyers/entry forms should always be in word or publisher format and sent to proof reader at kjandjc@gmail.com contact number is 0409 202 454 (leave a message if required)
2. Make sure that you monitor your email to answer any queries relating to the program from the proof reader – after all questions/queries have been resolved, there is a 48 hour turnaround for return and placed on PCASA website
3. All programs need an event date, contact person, and number/email
4. If allowing EA riders mention the waiver form to be filled in and the extra cost – always include the form with the entry forms
5. Show Jumping – riders can only jump the height they are graded at and one grade above
6. Dressage – riders can only ride the level graded at and one above
7. Make sure there is reference to the event being run under PCASA rules and where to find the rules
8. Disclaimer – ensure the correct disclaimer is used – do not amend it

“Neither the organising committee of any event to which these rules apply nor the Pony Club Association of South Australia Inc. accepts any liability for any accident, damage, injury to horses, owners, riders, grounds, spectators or any other persons.”

9. Dressage competitions - all riders MUST have blue dressage cards (except EA riders)
10. Jumping is only available to riders who are members of Pony Club or EA – except when taking part in a rally under instruction under the rally participation (max 3 times)
11. Rallies where non pc members attend under rally participation must have instructors – and this must be displayed on the program that instructors are available, and must be made available
12. If unsure if your event information needs to be proof read – send it anyway, you just never know.