

III. FINANCIAL

G. Regional Championships, page 15

Change to read:

3. The ~~\$7.50~~ **\$10** prize money portion from regional championship qualifying fees will be equally distributed among all the regions.
4. Based on the ~~\$7.50~~ **\$10** fees, each championship class offered will receive an equal amount of prize money for three championship divisions (Open, Amateur, Jr/YR).

Submitted by: Lacy Jinks

Reason for proposal: Regional championship qualified ride fee increase approved by the Executive Board in October 2023.

Effective: The 2025 regional championship qualifying season (date will differ upon region).

III. FINANCIAL

G. Regional Championships, page 15

Add:

- 10. Regional championship qualifying ride fees will be allocated 20% to the US Dressage Finals investment fund, 50% to regional championship prize money, and 30% to regional championship administration.**

Submitted by: Lacy Jinks

Reason for proposal: To document the distribution of funds received from regional championship qualified ride fees. This distribution has existed in practice but has not been stated in the Policies and Procedures.

Effective: Upon Executive Board approval.

IV. MEMBERSHIP

A. Group Member Organizations (GMOs) and Group Members (GMs), page 18

Change to read:

4. A GMO shall pay annual dues to USDF of \$24 (**\$25 - effective for the 2025 membership year**) per member on the basis of per capita assessment of its dues-paying members as listed in the current roster. All members of the GMO shall be included on the roster and dues paid for each member. USDF offers a Family Membership category. A family is defined as individuals in an immediate family who either live at the same address or who have the same legal address. For each Family Membership submitted, one member must be designated as the Primary Family Member and all others will be considered Supporting Family Members and must be designated as such on the roster. A GMO shall pay annual dues to USDF of \$24 (**\$25 - effective for the 2025 membership year**) per Primary Family

Member and \$10 (**\$12 - effective for the 2025 membership year**) for each Supporting Family Member. Corrections and addition to membership rosters shall be filed at least quarterly, monthly is recommended. Rosters received after September 1 of the current membership year must be clearly marked as to which year the memberships should apply. If a year is not indicated with the roster, the memberships will automatically be applied to the following membership year (membership will be effective December 1). GMOs will be notified of their credit/balance due and all current membership year balances must be paid no later than December 31 following the end of the membership year.

Submitted by: Melissa Schoedlbauer

Reason for proposal: Reflects dues increase for the 2025 membership year, approved by the Board of Governors at the 2023 annual convention.

Effective: The 2025 membership year (membership effective date of 12/1/2024).

IV. MEMBERSHIP

B. Participating Members (PMs), page 20

Change to read:

4. Classification of PMs

- a. Life PM - \$1800 (**\$2,000 - effective for the 2025 membership year**)
- b. Five -Year PM - \$360 (**\$400 - effective for the 2025 membership year**)
- c. One -Year PM - \$90 (**\$100 - effective for the 2025 membership year**)
- d. One -Year Youth PM - \$72. (**\$80 - effective for the 2025 membership year**)

Members who have not reached their 21st birthday by the first day of the membership year (December 1) for which they are applying.

Submitted by: Melissa Schoedlbauer

Reason for proposal: Reflects dues increase for the 2025 membership year, approved by the Board of Governors at the 2023 annual convention.

Effective: The 2025 membership year (membership effective date of 12/1/2024).

IV. MEMBERSHIP

D. Business Members (BMs), page 21

Change to read:

- 2. One -Year Business Membership - \$240 (**\$280 - effective for the 2025 membership year**)

Submitted by: Melissa Schoedlbauer

Reason for proposal: Reflects dues increase for the 2025 membership year, approved by the Board of Governors at the 2023 annual convention.

Effective: The 2025 membership year (membership effective date of 12/1/2024).

IV. MEMBERSHIP

E. International Group Member Organizations (GMOs), page 21

Change to read:

3. An International GMO shall pay annual dues to USDF of \$24 (**\$25 – effective for the 2025 membership year**) US dollars per member on the basis of per capita assessment of its dues-paying members as are listed in the current roster. All members of the International GMO shall be included on the roster and dues paid for each member. USDF offers a Family Membership Category. A family is defined as individuals in an immediate family who either live at the same address or who have the same legal address. For each family membership submitted, one member must be designated as the Primary Family Member and all others will be considered Supporting Family Members and must be designated as such on the roster. An International GMO shall pay annual dues to USDF of \$24 (**\$25 – effective for the 2025 membership year**) per Primary Family Member and \$10 (**\$12 – effective for the 2025 membership year**) for each Supporting Family Member. All USDF International GMO/GMO Family Members are considered GMs of USDF. Corrections and additions to membership rosters shall be filed at least quarterly, monthly is recommended. Rosters received after September 1 of the current membership year must be clearly marked as to which year the memberships should apply. If a year is not submitted with the roster, the memberships will automatically be applied to the following membership year (membership will be effective December 1). International GMOs will be notified of their credit/balance due and all balances must be paid no later than December 31 following the end of the membership year.

Submitted by: Melissa Schoedlbauer

Reason for proposal: Reflects dues increase for the 2025 membership year, approved by the Board of Governors at the 2023 annual convention.

Effective: The 2025 membership year (membership effective date of 12/1/2024).

IV. MEMBERSHIP

F. Membership Policies, page 23

Change to read:

3. Group Member officials, (President, Vice President, Secretary, Treasurer, Roster Contact, Official Contact, ~~and~~ Jr/YR Contact, **and Education Contact**) submitted to the USDF office must be current GMs of the GMO they represent and in good standing with USDF.

Submitted by: Melissa Schoedlbauer

Reason for proposal: Education Contacts are now recorded with USDF and included in communications that are targeted to GMO leadership.

Effective: Upon Executive Board approval.

V. HORSE REGISTRATIONS, pages 25-26

Change to read:

9. Leased horses may be recorded with USDF in the name of the lessee. If a lease is recorded, the lessee will be recognized as the bona fide “owner” for the period of the lease for all USDF membership requirements and for USDF championship and award purposes.
 - i. For qualifying scores to count for any USDF regional championships or year-end award program, the appropriate lease recording documentation and fees must be received by USDF on or before the first day of any competition where qualifying scores are earned or scores earned toward award programs.
 - ii. A copy of the lease recording and appropriate fees must be submitted to USDF. The effective date of the lease recording form is the date that appropriate form and fees are received by USDF.
 - iii. The lease recording form must be submitted and contain a start and end date, name and address of the lessee and the lessor, and include signatures of the lessee and lessor. If a lease agreement signed by both the lessee and lessor on file with USDF is submitted with the lease recording form, signatures of the lessee and lessor are not required on the form.
 - iv. The lease recording fee of \$35 (**~~\$45~~ – effective 12/1/24**) is paid for each lease recorded with USDF. If the horse is being registered at the same time, the \$35 (**~~\$45~~ – effective 12/1/24**) lease recording fee is in addition to any registration fees for the horse.
 - v. If there is no end date stated on the lease recording form, the recording will expire with USDF on November 30 of the current year.
 - vi. If a lease is extended or terminated prior to the end date, a new lease recording form should be submitted to USDF, and must contain an end or termination date, as well as the signatures of the lessee and lessor.
 - vii. A lease recording can be renewed free of charge if received by USDF prior to the lease expiration date, by submitting a recording form with updated information, signed by both the lessee and lessor. Otherwise, the recording fee of \$35 (**~~\$45~~ – effective 12/1/24**) applies. The new effective date will be the date the updated recording form and fees are received.
 - viii. USDF does not accept agent signatures on the lease recording form.

Submitted by: Melissa Schoedlbauer

Reason for proposal: Reflects the fee increase approved by the Executive Board on October 16, 2023.

Effective: December 1, 2024

V. HORSE REGISTRATIONS, page 26

Change to read:

11. Registration fees:
 - a. Lifetime Registration of the horse - \$115 (**~~\$140~~ - effective 12/1/24**)
 - b. Transfer or change of ownership of lifetime registered horse - \$35 (**~~\$45~~ - effective 12/1/24**)
 - c. Printing of any duplicate certificate or card - \$10

- d. Change of life registered horse's name - \$35 (**\$45 - effective 12/1/24**) (In regard to foals, horses are allowed ONE name change, at no charge, within one year of their foaling date. Breed papers must be submitted to verify foaling date and name. The name change will only be completed, at no charge, if the name is being changed to match the breed registry name.)
- e. HID of the horse - \$35 (**\$45 - effective 12/1/24**)
- f. Transfer or change of ownership of horse with HID - \$15 (**\$20 - effective 12/1/24**)
- g. Change of name of HID horse - \$15 (**\$20 - effective 12/1/24**) (In regard to foals, horses are allowed ONE name change, at no charge, within one year of their foaling date. Breed papers must be submitted to verify foaling date and name. The name change will only be completed, at no charge, if the name is being changed to match the breed registry name.)
- h. Upgrade from HID to Lifetime Registration - \$80 (**\$95 - effective 12/1/24**)
- i. Lease agreement or renewal- \$35 (**\$45 - effective 12/1/24**)
- j. A certificate/card can be downloaded from the USDF website at no charge.
- k. Errors on the part of USDF, and reported within 45 days of the registration date, are corrected in the database. The old certificate/card is immediately invalid once changes are made. ONLY the updated certificate is valid for use at recognized competitions. A new certificate is sent free of charge.
- l. Errors on the owner's part and reported within 45 days of the registration date are corrected in the USDF database. The old certificate/card is immediately invalid once changes are made. ONLY the updated certificate is valid for use at recognized competitions. If a new certificate/card is requested the duplicate fee is charged.
- m. If any changes are requested outside the 45 day period, the appropriate charges above will be applied. The old certificate/card is immediately invalid once changes are made. ONLY the updated certificate is valid for use at recognized competitions.
- n. Owners have 60 days from the date the registration application is received in the USDF office to inform USDF that the certificate has not been received. If USDF has been notified within 60 days, a new certificate will be printed and mailed at no cost. After 60 days, a new certificate may be purchased for \$10.
- o. All transactions are charged individually. For example, if requesting a name change and transfer both transactions are charged for. If doing a name change for a horse and an upgrade at the same time, the HID fee is charged for the name change and the upgrade fee is also charged.

Submitted by: Melissa Schoedlbauer

Reason for proposal: Reflects the fee increase approved by the Executive Board on October 16, 2023.

Effective: December 1, 2024

VI. COMPETITIONS

B. USEF-Licensed/USDF Recognized Competition Reporting, page 30

Change to read:

10. USDF regional championship qualifying scores must be indicated as such. A ~~\$15~~ **\$20** fee for each qualifying ride must be submitted to USDF with the Report of Fees document.

Submitted by: Lacy Jinks

Reason for proposal: Regional championship qualified ride fee increase approved by the Executive Board in October 2023.

Effective: The 2025 regional championship qualifying season (date will differ upon region).

VI. COMPETITIONS

I. Awards, page 38

Change to read:

8. ***Except for the USDF Handler of the Year Award, The*** ~~the~~ following must be true at the time scores are earned for scores to count towards USDF year-end awards:
- The rider of the horse must be a USDF PM.
 - The primary owner of record of the horse **MUST** be a current USDF PM or Business Member. If there is a current lease recorded with USDF, the lessee is recognized as “owner” for all USDF membership requirements.
 - The horse must be USDF Lifetime Registered.
 - For the Breeder of the Year Award, the breeder must be a USDF PM or BM by September 30.

Submitted by: Krystina Wright

Reason for proposal: The new year-end Handler of the Year Award approved by the USDF Board of Governors in December 2023 does not require the horse to have a USDF Lifetime Registration nor the owner of the horse to have a current USDF Participating or Business Membership.

Effective: October 1, 2024

VI. COMPETITIONS

I. Awards, page 38

Change to read:

9. A horse is declared for All-Breeds awards based on the breed registry papers submitted to the USDF office. An All-Breeds Declaration Form and \$35 (***\$45 – effective 10/1/24***) declaration fee must accompany the papers and must be received in the office by August 1 of the award year, indicating the All-Breeds Participating Organization that the owner is declaring the horse for, in order to be eligible for awards during the same year. The All-Breeds Declaration Form, \$35 (***\$45 – effective 10/1/24***) declaration fee and breed registry papers will be accepted after August 1 and the horse will be eligible for awards during the

same year if accompanied with an applicable late fee. The late fee will be \$100 if received between August 1 and August 31. The late fee will be \$300 if received between September 1 and September 30. No declarations may be made for the current year after September 30. For foals: All-Breeds Declaration Form must be on file with USDF by September 30 of the award year in order to be eligible for awards during the same year. There is no late fee. If breed papers have not yet been issued by the registry, a copy of a letter of verification from the registry to the owner will temporarily fulfill the breed registry papers requirement above until official breed registry papers are submitted. This letter must state that the foal is eligible for awards from that registry. All foals without official breed papers on file by December 31 will be removed from the declaration list. This rule does not preclude, eliminate, or interfere with members pursuing awards recognition, or multiple registrations, outside the USDF program. By declaring a horse for the All-Breeds Awards, USDF may share owners contact information with the applicable All-Breeds Awards Participating Organization to verify a horse's award eligibility.

Submitted by: Krystina Wright

Reason for proposal: USDF All-Breeds Awards declaration fee increase approved by the Executive Board in October 2023.

Effective: October 1, 2024

VI. COMPETITIONS

I. Awards, page 39

Change to read:

14. Current USDF Participating, Group and Business members may access reports for no charge on USDFScores.com. Non-members and USDF Education members may access USDFScores.com with payment of a ~~\$20~~ **\$30** fee per report.

Submitted by: Krystina Wright

Reason for proposal: USDFScores.com fee increase approved by the Executive Board in October 2023.

Effective: April 1, 2024

VIII. COUNCILS AND COMMITTEES

C. Meetings, page 49

Change to read:

4. Except with EB permission, **councils and committees can hold only no more than** one closed meeting ~~may be held~~ at the USDF Annual Convention. At least one open ~~committee~~ **council forum** ~~meeting must~~ **will** be held at the convention.

Submitted by: Sarah Garn

Reason for proposal: Housekeeping. The updated language reflects the convention format as it has been the last few years with the elimination of open committee meetings on site at the convention in favor of open council forums.

Effective: Upon Executive Board approval.

VIII. COUNCILS AND COMMITTEES

D. USDF Council and Committee Structure, pages 49-50

Remove:

1. ADMINISTRATIVE COUNCIL: Members consist of the chairs, including any co-chairs, of the four committees and one At-Large Director (ALD).
 - a. Group Member Organizations Committee (geographic and GMO size diversity recommended)
 - b. Historical Recognition Committee
 - c. Bylaws Committee (two EB appointments)
 - d. Nominating Committee regional representation through consultation with RDs is required. Does not exclude additional appointments by chair with approval of the EB.)
 - e. ~~Membership Committee (geographic, PM and competitor representation recommended) (activities suspended as of 6/15/2023)~~

Submitted by: Sarah Garn

Reason for proposal: Housekeeping. With the Executive Board's approval, the activities of the Membership Committee were suspended 6/15/2023. #1, Administrative Council, in this section states that there are four committees within the council. Leaving the Membership Committee listed here makes it appear as though there are five committees within the council. With this committee no longer being active, they need to be removed.

Effective: Upon Executive Board approval.