



# VERSATILITY RANCH HORSE

AQHA WORLD CHAMPIONSHIPS



## 2022 NRSHA National Championships

### ***Entry Form Instructions – NRSHA Only***

*Please contact [worldshow@aqha.org](mailto:worldshow@aqha.org) with any specific questions*

*Each entry form is horse-specific, and a new form must be completed for each additional horse.*

***It is recommended to complete the entry form on a computer.***

#### **Horse Information - AQHA Registered Horse**

- Click “Horse Lookup”
- Enter the AQHA ID of the horse (found on the AQHA Registration Papers)
- Select “Lookup”
- The horse’s AQHA Registered Name, Gender, Date Foaled, and Owner information will automatically populate
- Verify that the correct horse populates.
  - If the incorrect horse information is listed, select “Horse Lookup” again and re-enter the AQHA Registration number
- Verify that the owner’s information is correct
  - The Owner’s contact information will automatically update with the most current address, phone number, and email address that is in AQHA’s database.
  - If the address, phone number, or email address are incorrect, you may click on the field and edit the information
- If the incorrect owner is listed, select “No” at the bottom when asked if the information is correct. Enter the AQHA ID number for the correct owner/lessee.

Horse Lookup

 NRHSA only/Non-AQHA horse

Find Horse ✕

Please enter Horse AQHA ID

1234567

- If an AQHA lease is on file and is not showing in the “owner” section, select “No” at the bottom when asked if the information is correct. Enter the AQHA ID number for the correct lessee – a current Show Lease must be on file with AQHA.
- If the Horse and Owner are correct, select “Yes” at the bottom of the screen.

My owner/lessee information is correct. If the information is not correct, select "No" and enter the AQHA ID of the owner/lessee.

Yes

No

- Continue to Exhibitor Information section

### Horse Information - **Non-AQHA** Horse

- Select the “NRHSA Only/Non-AQHA Horse” box
- Enter the Horse’s name in the box provided
- Select the horse’s gender
- Enter the date foaled, in the format: mm/dd/yyyy
- Select “Save”

Horse Lookup

NRHSA only/Non-AQHA horse

Horse Name:

Max

Choose a Gender:

Gelding

Date Foaled:

03/15/2001

- **Owner Information**
  - A box will appear to ask about the horse’s owner
  - If the horse’s owner has an AQHA membership, select “Lookup Horse Owner”

- Enter the owner’s AQHA ID number
- Verify all information is correct
  - The Owner’s contact information will automatically update with the most current address, phone number, and email address that is in AQHA’s database.
  - If the address, phone number, or email address are incorrect, you may click on the field and edit the information
- If the Horse and Owner are correct, select “Yes” at the bottom of the screen.

NRSHA-Only Owner

Do you need to add a non-AQHA Owner or lookup an AQHA Owner for the horse you entered??

Enter Non-Member

Lookup Horse Owner

Cancel

My owner/lessee information is correct. If the information is not correct, select "No" and enter the AQHA ID of the owner/lessee.

Yes

No

- If the horse's owner does **not** have an AQHA membership, select "Enter Non-Member"
  - Enter the owner's full name – first and last name
  - Enter the owner's current address – street, city, state, zip, country
  - Enter a valid email address and phone number
  - Select "Save"

Owner Name:		
Jane Doe		
Owner Current Address:		
123 Street Rd		
City:	State/Province:	Zip:
City	State	12345
Country:	Email:	Phone:
USA	email@address.xyz	1234567890

### Exhibitor Information

- If the exhibitor has an AQHA membership, select "Lookup Exhibitor"
  - If the Owner has an AQHA membership and is the same as the exhibitor, select "Yes" when asked "Are Owner and Exhibitor the same?"
    - This will automatically populate the same information that was entered for the owner
  - If the owner and exhibitor are not the same, enter the exhibitor's AQHA ID number
  - Verify all information is correct
    - The exhibitor's contact information will automatically update with the most current address, phone number, and email address that is in AQHA's database.
    - If the address, phone number, or email address are incorrect, you may click on the field and edit the information.
  - If the Exhibitor's information is correct, select "Save".
  
- If the exhibitor does not have an AQHA membership, select "Enter Non-Member Exhibitor"
  - Enter the exhibitor's full name – first and last name
    - Note: This name must match the name used by NRSHA Alliance Partners.
    - *For example, do not use a nickname when SHOT records would reflect the exhibitor's legal name.*
  - Choose a membership type:
    - Amateur
    - Youth
    - Open
    - The rider must meet other amateur or youth eligibility requirements for their respective division per AQHA's definition of an amateur and a youth.
  - Enter the exhibitor's current address – street, city, state, zip, country
  - Enter a valid email address and phone number
  - Select "Save"

Exhibitor Name:
John Doe
Choose a Membership Type:
Amateur ▼

**Exhibitor Classes**

- This horse is only eligible to enter NRSHA National Championship Show classes, since the “NRSHA Only” box was selected
  - If you need to enter VRH, RHC, or Cattle Level 1 classes, you will need to start over and not select “NRSHA Only”
- Select the box next to “NRSHA National Championship Show” for classes to appear
- **All** NRSHA classes for the exhibitor’s membership type will appear
  - Amateur exhibitors will be shown Open, Amateur, Limited Amateur, and Novice Amateur class options
  - Youth exhibitors will be shown Open, Youth, Limited Youth, and Novice Youth class options
  - Open exhibitors will be shown Open class options
- The exhibitor must be **eligible and qualified** for the classes that are selected.
  - *All entries will be verified, and you may not receive a refund for classes entered that the horse/exhibitor are not qualified for.*
  - *If you have questions about NRSHA eligibility or qualification, contact your NRSHA affiliate for assistance.*
- NRSHA open classes will run concurrently with VRH junior and senior classes.
  - These classes will be placed as all age classes, even though they are run based on age of horse.
  - Select Open Junior or Open Senior, based on the age of the horse

• **Select all classes that this exhibitor would like to enter in the NRSHA National Championship Show. Select OK.**

• If the horse or horse/rider enters the appropriate classes to be eligible for the All-Around in a specific division (at least one cattle class and all other non-cattle riding classes in the same division), an additional box will appear with the opportunity to enter an Optional All-Around Jackpot.

<input checked="" type="checkbox"/>	NRSHA Novice Amateur Ranch Boxing	785000	\$110	\$85 Cattle Fee
<input type="checkbox"/>	NRSHA Novice Amateur Ranch Cutting	782200	\$110	\$120 Cattle Fee
<input checked="" type="checkbox"/>	NRSHA Novice Amateur Ranch Reining	784200	\$110	
<input checked="" type="checkbox"/>	NRSHA Novice Amateur Ranch Riding	780200	\$110	
<input checked="" type="checkbox"/>	NRSHA Novice Amateur Ranch Trail	781200	\$110	\$35 Obstacle Fee
	<b>Optional Class Name</b>	<b>Optional Class Code</b>	<b>Entry Fee</b>	<b>Additional Fee</b>
<input checked="" type="checkbox"/>	NRSHA Novice Amateur All-Around Jackpot	780000	\$250	

- The exhibitor must select the Alliance Partner with which he/she is a member & qualified through.
  - Select the box next to each Alliance that the exhibitor is a member

- Enter the Member ID and Expiration of each Alliance membership

Which NRSHA Alliance is the exhibitor a member of (select all that apply)?

- East Coast Stock Horse Association
- Oklahoma Stock Horse Association
- Stock Horse of Texas
- American Quarter Horse Association
- American Paint Horse Association
- Western States Versatility Ranch Horse Association
- National Versatility Ranch Horse Association
- Volunteer Ranch Horse Association

East Coast Stock Horse Association Member ID: East Coast Stock Horse Association Expiration:

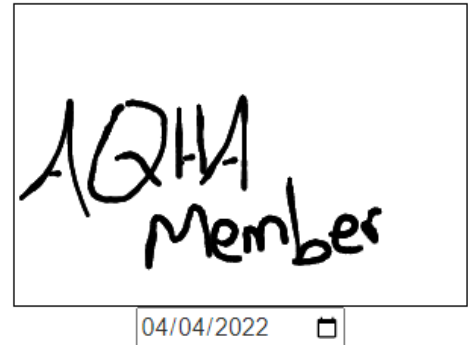
12345	12/31/2022
-------	------------

American Quarter Horse Association Member ID: American Quarter Horse Association Expiration:

1234567	12/31/2023
---------	------------

- Eligibility Acknowledgement

- Exhibitors entered in the NRSHA Novice divisions must sign an Eligibility Acknowledgment
- Use the mouse to drag and sign in the box provided



- W-9

- A completed W-9 is required for all NRSHA entries
  - Amateur and youth classes – W-9 and individual social security number is required for the exhibitor
  - Open classes – W-9 is required for the owner
    - The submitted tax ID information must match the owner of the horse

- For example: if the owner of the horse is Seven Oaks Quarter Horses, the tax ID must be an EIN for the business. If the owner is Bob Smith, the tax ID must be Bob's social security number.

1. First Name (as shown on your income tax return)*
Jane
Last Name (as shown on your income tax return)*
Doe
Social Security Number*
123-45-6789

- A signature is required to complete the W-9 section
  - Use the mouse to drag and sign in the box provided
  - Select "Save Exhibitor W9" once signed

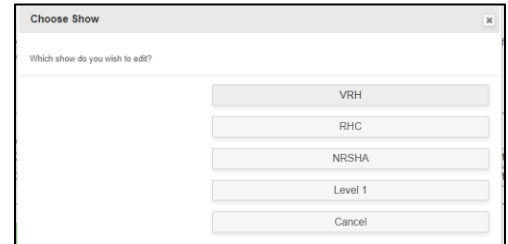
- Once all classes are entered for this exhibitor in all divisions, select "Yes" when asked "Are you done entering classes for this exhibitor?"

- Click "Save Exhibitor"

Are you done entering classes for this exhibitor?
<input checked="" type="radio"/> Yes <input type="radio"/> No

- If there is an additional exhibitor planning to compete on this horse, select "Add Exhibitor"
  - If this exhibitor is the same as the owner, select "Yes" to "Are Owner and Exhibitor the same?"
  - If not, select "no" and enter the AQHA ID number of the Exhibitor.

- Repeat all steps to add classes for the additional exhibitor. Continue to “Add Exhibitor” for each rider that will be competing with this horse.
- All Saved Exhibitors and the total cost per exhibitor will be listed
  - You may select “Edit” to make changes, or “Delete” to remove an entire exhibitor
    - Select NRSHA show to edit
    - Make all changes necessary
- Once all classes are entered and saved for all exhibitors, select “Next”



**Stalling Information**

- Every horse entered must either have a stall purchased, or pay for a haul-in (grounds) fee
- If a tack stall is purchased, the payment may not be split between exhibitors through the entry form. The splitting must be done on your own.
- Select a stalling option
  - Stall for the entire show - \$200
    - Enter the stalling agent name and phone number
      - All entry forms must include the SAME stalling agent name to be stalled together.
        - For example: If Jane, John, Joe, and Bob want to stall together, ALL stall orders should put Bob as the Stalling Agent.

Click here if you will stall your horse for the entire show - \$200

List stalling agent name below for stall block. Please only list ONE NAME for the entire stall block to ensure everyone is stalled together.

Stalling Agent Phone:

- Enter the number of stalls to be paid for on this entry form
  - The form defaults to 1 stall. If you need to pay for other stalls, tack stalls, etc., enter the total number that YOU would like to pay for.

Number of Stalls you are paying for:

- Enter your date of arrival and date of departure.
  - Horses may NOT arrive before noon on Sunday, June 19.
  - Horses must depart prior to noon on Sunday, June 26.

Day of Arrival*	Day of Departure*
06/20/2022 <input type="button" value="📅"/>	06/26/2022 <input type="button" value="📅"/>

- Stall ONLY for one or two nights - \$120
  - Enter the stalling agent name and phone number

Click here if you will stall your horse for ONLY one or two nights - \$120

- Enter the number of stalls to be paid for on this entry form
- Enter your date of arrival and date of departure
  - To receive the discounted stall rate, the stall may NOT be used more than two nights.
  - The date of arrival and date of departure must reflect one or two nights only

○ Haul-in (grounds) fee - \$50

Click here if you do not need a stall & will be hauling in - \$50

○ Previously purchased stall for this horse

Click here if you have already paid for your stalls on another tab

- If the stall was purchased on another entry form, select this option.
- If more than one entry form has been completed for the same horse, also select this option.
- List the name of the horse or the owner where the stall was purchased.
  - Please include details to assist AQHA staff in locating the entry form where the stall was purchased.

List the name of the horse/owner where stalls were purchased.\*

• Click "Save Stalling Info"

**Review Charges**

- All classes, stalls, and charges will be listed and itemized.
- Review classes and charges for each exhibitor
- If there are changes or edits, scroll above to "Saved Exhibitor" section to edit classes.

Item	Price
██████████ LTD Youth Ranch Cutting	\$105
██████████ \$95 cattle fee	\$95
VRH Youth Drug Testing Fee	\$55
Total \$255	

**Participant Acknowledgment Form**

- Review the legal Acknowledgment section
- Use the mouse to drag and sign in the box provided
- If the user signing the form is not the exhibitor
  - Include the name of the person completing the form
  - Enter the relationship of the person completing the form to the owner/exhibitor, if different

**Name if different from participant:**

Jane Doe

**Relationship to owner if different from participant:**

Aunt

## Entry Contact Information

- Enter the name, phone number, and email address for the best contact for the entry
- A confirmation of the entry form will be sent to this email address.
- All questions, concerns, eligibility issues, etc. will all be directed towards these methods of contact.

Entry Contact Information

Who is the best contact for this entry?

Jane	Doe
------	-----

Contact Phone Number:

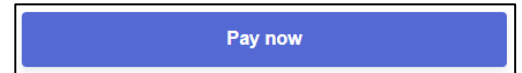
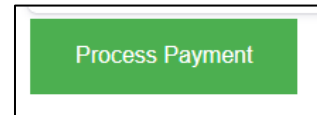
123-456-7890
--------------

Contact E-mail address\*

email@address.xyz
-------------------

## Finalize and Submit Payment

- Once all sections are completed, select “Process Payment”
- Select Card or Google Pay
- Card
  - Enter the 16-digit card number for a valid credit card
  - Enter the Expiration Date formatted mm/yy
  - Enter the CVC code
  - Select the Country
  - Enter the Zip Code associated with the credit card
  - Select “Pay Now”
- Google Pay
  - Select “Pay Now”
  - A new screen will appear with steps to complete to process the Google Payment
- Confirmation
  - Once the entry form is submitted and payment is processed successfully, the following screen will appear:



Thank you for your 2022 VRH World Show entry submission! You will be receiving a confirmation email shortly for your records.

Please fill out the [Competitor Bio Questionnaire](#). The information will be used by the AQHA Media Team and shared with additional media outlets during the show.

- You will also receive a confirmation email to the contact email that was provided. This is your receipt that the entry was submitted.