

Guidelines for The Chronicle of the Horse 2021 Horse Show Issue

The Chronicle of the Horse will publish the 2021 annual Horse Show Issue on March 22, 2021. We will include association year-end champion and reserve results, and year-end champion photos in the hunter, jumper, hunter breeding and hunt seat equitation divisions.

Winners of the USHJA Zone or USEF National awards should submit their photos directly to us if they wish to have them appear in the Chronicle's Horse Show Issue. If a Zone/USEF Horse of the Year winner submits a photo for an association championship, that photo will be used for the Zone/USEF HOTY championship only.

All results and photos must be received by January 4, 2021. There will be no extensions of this deadline. Please don't confuse this deadline with the advertising deadline.

Guidelines Overview:

Results:

- Digital emailed results in the proper format
- Hard copy results also mailed and received by deadline
- Full contact and association information included
- Champions and reserves only

Photo Submissions:

- Champions only
- Action shots only
- Color photos
- Digital photos on flash drives, labeled: rider_horse_division_association_photographer.jpg; we will also accept CDs
- All flash drives or CDs submitted with a Word document with each file name and the required information for each photo (see below)
- Only photos submitted with the (mailed) results by the association will be accepted
- Each photo must have a release from the photographer (see next page)

Results Guidelines:

Include the following information for your association:

- Full official name and abbreviation
- Name, phone, email and mailing address for association contact person
- Name and address for flash drive or CD return

Digital results are REQUIRED, but a hard copy should also be mailed and received by the deadline.

The emailed results should be in text (tab or comma delimited), rtf, Word or Excel formats. PDF files are not accepted. Email the results to Lfoley@coth.com and include full association information in the text of the email. The subject line of your email should be: **HSI RESULTS: your association name**

Please include the name of the division, the award/placing (champion or reserve only), horse name, owner name and rider name. Please use tabs, not spaces, between columns when entering your results. Check spelling! Owner and horses are optional (but helpful) for equitation classes. Riders/handlers are optional (but helpful) for hunter, jumper and breeding classes.

Example:	<u>Class Name</u>	<u>Place</u>	<u>Horse</u>	<u>Owner</u>	<u>Rider</u>
	Working Hunter	CH	Blue Horse	Blue Farm	Blue Rider
		RES	Red Horse	Red Farm	Red Rider

Photo Guidelines:

Photos must be submitted by the association only. After the issue is published we will return flash drives and CDs.

All of the following information **MUST** accompany digital images in a document attached to or saved on the flash drive or CD:

- Name of Association
- Horse
- Rider in the photo
- Owner
- Photographer's name (even if not a professional)

Please include all information, even for equitation classes. It helps us match the names to see if they won in any other organizations.

Photographer's authorization for publication must be included. We have releases on file for some photographers. Some photographers will not issue releases for prints that have been scanned and submitted digitally. If in doubt, ask your photographer. Photographers are not paid for photos published in the Horse Show Issue.

We only accept original photographer prints. We will not accept copies of professional photographers' photos, proofs, scanned copies, photos that are not clear or of poor reproductive quality, or vignette prints and photos. If there's any question regarding the authenticity of a photo, we will not accept it.

Digital images must be a minimum of 72 dpi and 4"x6", but larger file sizes are preferred. Images smaller than this will be rejected. Please ask the photographer to issue a release for

digital images. Screenshots, video capture, proof, or other low-quality images will not be accepted.

If a horse or pony has won multiple championships, only one photo will be used. If a horse or pony won its division with one rider and another rider won an equitation division on that same horse or pony, the photo with the equitation rider on the horse or pony will be the one used.

Photos must be action shots. Do not send candid or award photos. (Hunter breeding is the exception.)

Photos should be from the 2020 show season. If there's a sticker/stamp or copyright date on your photo that shows a year other than 2020, the photo will be rejected.

If your photo has a sticker on it, put there by the professional photographer who took the photo, that says it must be of a certain size before it can be published, then it must be that size or be accompanied by a release from the photographer for that *specific* photo. A blanket release from the photographer does not include these photos.

Photos that are unauthorized copies of a professional's photo will be rejected. We can't accept a professional's photo that has been scanned and reprinted. A release from the photographer does not include these photos. If there's any question regarding the authenticity of a photo, we cannot accept it.

Please note: Winners of USHJA Zone and USEF Horse of the Year awards should submit their photos directly to us. We will not be receiving photos from the national organizations.

If you have any questions regarding these guidelines, please contact Lauren Foley at Lfoley@coth.com.

Mailing address for results:

USPS:

The Chronicle of the Horse
Horse Show Issue
P.O. Box 46
Middleburg, VA 20118

FedEx/UPS/DHL:

The Chronicle of the Horse
Horse Show Issue
108 The Plains Rd.
Middleburg, VA 20117

The deadline for photos is January 4, 2021.

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Please complete and return with your results and photos.

Association Name: _____

Primary Association Contact:

Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

Email: _____

Contact person for questions regarding this year's results/photos:

Name: _____

Email: _____

Phone: _____

Address for return of any photo prints:

Name: _____

Address: _____

City/State/Zip: _____