

Timely, Accurate & Consistent Forms

The 2010 show season is rapidly approaching and the board has a lot of planning and administration work to do. Keeping accurate membership and horse registration lists is one of the most time consuming and important aspects of running PJHSA. We have just jotted down a few ways members can help us keep information accurate and tracking point count run smoothly.

1. Try to send your membership forms in as soon as possible.
2. When filling out the forms - please fill out all the information and recheck to make sure it is accurate. Print **clearly** and include a valid phone #, address and e-mail (if one is available). Designate how to send the newsletter - regular mail or e-mail. Choosing e-mail will help PJHSA *conserve funds* and you will receive the newsletter sooner. Keep a copy of your forms for yourself so you know what you sent and when you sent it.
3. When filling out your horse registration please use **one show name** for your horse. Do not put down a barn name and a show name. It is too difficult for point count people to keep track of two names.
4. During the show season remember to fill out your class registration forms with the **show name** of your horse. Keep a copy of your PJHSA horse registration with you and give it to anyone who may be filling out class registrations for you. This will insure that the rider and horse's correct name is used. This will help when the point count people receive the class placings from show management. Show management and point count people do not know that "Ben" may also be "Simply Red". Using different names cause incorrect point count totals.
5. We will be posting the point count at least 3 times this season. Keep track of your points. When they are posted on the web and in the newsletter check it against your records. If there is a discrepancy please contact the point count person right away. Anyone can make a mistake and correcting it sooner rather than later will make the year end count accurate.

Remember the 2010 membership and horse registration forms can be printed from the PJHSA website. We are excited to start the new season and with everyone's help we can make record keeping a little less chaotic. Thanks to all the members who have already sent in their information for the 2010 season. We hope everyone has a successful show season!!!!

PJHSA Board