



# Best Practices of County Fair Harness Racing: Ohio



## ***“Best Practices of County Fair Harness Racing”***

### **Mission Statement**

The mission of the *“Best Practices of County Fair Harness Racing”* Committee is to provide a valuable resource for fair boards, colt circuits, horsemen and racing officials in conducting harness racing programs at county and independent fairs in the state of Ohio.

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## ***“Best Practices of County Fair Harness Racing”***

### **Introduction**

“While fairs were initially created in the 19<sup>th</sup> century out of a sense of community at the municipal and county levels, it can be decisions and actions at the state level that have the greatest impact in the 21<sup>st</sup> century. Nowhere is this more accurate than in regards to racing at the county and independent fairs.

Ohio Fairs have conducted harness racing for over 125 years and races are still conducted at most fairs across the Buckeye State. These races serve as a tremendous PR opportunity for fairs and at best an excellent revenue generator. At the other end of the spectrum, racing is at the very least, an inexpensive form of entertainment to fill grandstands.”

The above quote by Dr. John Mossbarger, DVM hopefully gets the attention of all Fairs with Racing and all Ohio Horsemen. This document is directed to both groups to help them present the best possible entertainment to the Ohio Fair attendees. It is important for fair boards to understand their racing program and how to manage it and work with horsemen. It is just as important for horsemen to understand how the fairs operate and how they can work with the Fairs.

The “Best Practices of County Fair Harness Racing” can help fairs and horsemen work together to present the best possible racing to fair attendees and in doing so improve our fairs and our racing.

## Preamble

In November, 2007, representatives from many facets of racing gathered to discuss the State of Racing at Ohio's County Fairs.

USTA Directors and OHHA Directors were joined by representatives of the ten racing circuit sponsors along with breeding farm operators, racing regulators, and representatives of horse sales companies, pari-mutuel suppliers and others to examine the way that harness racing is conducted and identify what can be done better in the future to see that racing remains a viable part of the county fairs.

As a result of the day long sessions, an ad hoc committee was formed representative of the shareholders to continue the work started at the County Fair Summit.

During the ensuing months, under the guidance of the co-chairs, Joe Ewing, OHHA Director and Bill Peters, Jr., secretary/treasurer of the Northwestern Ohio Colt Racing Association, the committee met to: 1) Identify the issues associated with the current structure and ongoing operations of harness racing at the Ohio county fairs. 2) Gather additional information, as needed, to determine the strengths and/or opportunities that present themselves at the fairs. 3) Identify the weaknesses of county fair racing and any threats to racing. 4) Provide suggested actions to strengthen racing at the county fairs and ways to enhance opportunities for improving racing. 5) Provide suggestions to alleviate or eliminate any weaknesses or threats to the racing product conducted at the county fair level. 6) Identify objectives and goals that are appropriate, feasible, acceptable and valuable to the stake holders in the racing industry. 7) Seek a commitment from the shareholders to implement these findings in a timely manner.

A presentation of the committee's finding was made at the Harness Racing Workshop during the 2008 Ohio Fair Managers Convention on January 9<sup>th</sup> in Columbus, Ohio and also during the OHHA and USTA District One Annual Meetings.

At the conclusion of these presentations, a smaller ad hoc committee was identified to prepare and draft the "Best Practices of County Fair Harness Racing" Manual. We would like to take this opportunity to acknowledge these committee members:

Fred Arnold, OFMA Past President  
Rod Arter, OFMA Director  
Hugh "Sandy" Beatty, Jr., OHHA Director  
Joe Ewing\*, OHHA Director  
Bev Fisher, OFMA Director  
Judy Foureman, Ohio Colt Racing Assn.  
Bob Geist, Signature Series  
Kent "Chip" Hastings, USTA Staff  
Jerry Knappenberger, OHHA Staff

TC Lane, USTA Staff  
Joe Lanning, OFMA Appointed  
Dr. John Mossbarger, OHHA/USTA Director  
Rod Newhart, Southern Valley Colt Racing Assn.  
Bill Peters, Jr.\*, Northwestern Ohio Colt Racing Assn.  
Bill Serna, OFMA Appointed  
Phil Terry, Delaware County Fair  
Jim Walter, Signature Series  
\* co-chairs

## **Section I – Administrative / Officials Duties and Responsibilities**

### **A. Prior to the First “Draw”**

Verify:

1. The fair has a current license issued by the Ohio State Racing Commission (OSRC) and the United States Trotting Association (USTA).
2. Track supplies needed to conduct the meeting have arrived from the USTA.
3. Your program director is set up on USTA’s eTrack to produce the racing program and send results to the USTA.
4. Receipt of the correct judge’s sheets. Charted judge’s sheets if the races are to be charted.
5. Starting point is at least 200 feet before the first turn.
6. Quarter Poles are clearly marked.
7. Head numbers and saddle pads are in good condition.
8. Arrangements have been made for an ambulance and adequate medical personnel to be onsite for the racing program.
9. Communications with:
  - Starter
  - Photo Finish
  - Mutuels

### **B. Preparing for the “Draw”**

1. Declaration box is placed in a practical location. Box is locked.
2. Telephones are working and announcements made as to where and when declarations will be taken.
3. Advise the general fair office NOT to accept any declarations (check with the general fair office for any declarations just in case prior to opening the declaration box).

### **C. Drawing of Horses**

1. Presiding Judge, or their designee, opens the declaration box at the advertised time.
2. Sort the declarations according to event and in alphabetical order.
3. For all early closing, late closing, stakes and futurities, verify each horse’s eligibility against the official list of horses provided by the race sponsor.
4. Verify all horses declared into overnight events by using the USTA eTrack/RACEWAY system.
5. If it is necessary to split a race, make sure that you follow USTA Rule 13, Section 2(a) and keep in mind that you will also have to take into consideration the number of horses you start in two tiers allowing 8 feet per horse.
6. If there are more than 10 horses declared into the event and the conditions do not automatically split the race, and there are not over two tiers of horses, check



with the fair speed committee to see if they wish to exercise their option to split the race with fewer starters in each race.

7. If it is necessary to split a race and there are two or more horses declared in that qualify as a coupled entry, make certain to “seed” coupled entries insofar as possible, first by owner then by trainer but NEVER BY DRIVER.
8. Once you have determined the eligibility of all horses to all events, announce that you are ready to conduct the draw and do so in the presence of all interested parties.
9. Post a listing of the horses and their post positions for each race and indicate the race number.
10. In the event that a USTA Electronic Eligibility has not been issued, the horse is not eligible to start in any race.
11. After declaration to start has been made, no horse shall be withdrawn except by permission of the judges. If an entrance fee is due, you may complete a “Failure to Honor Declaration” form and return it to the USTA for collection.

#### D. Organizing Your Judge’s Stand / Working with Other Racing Officials

1. Unless you are using an electronic timer, you will need to have three timers with stop watches, appointed to time each race.
2. If the races are to be charted, you must have a licensed charter and approved photo finish equipment/operator.
3. All officials including the starter and photo finish operator should be in their positions at least 15 minutes prior to post time for the first race.
4. Medical Assistance – You MUST have a licensed paramedic, emergency medical technician, or the equivalent, and an ambulance or other suitable transportation available on the premises beginning 30 minutes before the first post time with direct access to the race track. The ambulance is to be occupied at all times by the medical personnel.
5. In the event the ambulance must leave the fairgrounds for any reason, the races MUST be delayed until such time as a replacement ambulance and personnel arrive.
6. Duties to be performed by the judges include:
  - Communications with mutuels, starter and announcer.
  - Alerting all officials, announcer and mutuels to any scratches or driver’s changes.
  - Observation of horses warming up and scoring.
  - Locking of pari-mutuel machines.
  - Verify working order of photo finish equipment prior to the first race.
  - Verify that the ambulance and personnel are in place.
  - Verify that Public Address System is in working order.

#### E. Parading of Horses / Controlling of Horses/ Scoring of Horses

1. The horses shall enter the race track when called by the announcer. They are to parade in head number order in front of the grandstand.

2. The Starter shall be in the starting gate for the post parade of each race and remain in the starting gate at all times during the post parade and scoring of horses. The Starter shall have complete control of the horses and drivers from the formation of the post parade until the word "go" is given.
3. It shall be the responsibility of the Starter to advise the drivers of the number of preliminary warming-up scores and after the completion of the requisite number of scores the Starter shall see that the horses are brought to the starting gate at the appropriate time to eliminate any unnecessary delay.
4. All entrances and exits to the race track should be manned at all times when horses are warming up. In addition, such entrances and exits should be equipped with gates that are closed at all times while horses and drivers are parading, scoring and racing.

#### F. Starter/Starting of Horses

1. The starter shall report to the judges' office at least one hour prior to post time for the first race.
2. The starter shall contact the presiding judge to obtain all known program changes prior to each racing program. It shall be the responsibility of the presiding judge to advise the starter of any other program changes as they become known. It shall be the responsibility of the starter to advise the driver of the starting gate of program changes.
3. All starting gates shall be in good working condition and checked on a regular basis for safety by the starter.
4. The starter and driver of the starting gate shall know and practice emergency procedures in the case of any malfunction of the starting gate.
5. The starter and presiding judge shall review the proper procedures to be used in the event of a racing accident. (Accident procedures appear elsewhere in this document.)
6. The starter shall be in communication with the drivers by means of a loud speaker system, volume only loud enough for the driver to hear his/her instructions.
7. The starter shall be available to communicate with the presiding judge at all times when horses are on the race track for the race. He shall advise the judges of any matter which might affect the racing program.
8. The starter shall advise the presiding judge of any driver with whom a hearing has been scheduled and the presiding judge and associate judges may be present at all starter hearings.
9. Proper notice of a hearing or opportunity for a hearing must be afforded to all drivers before any penalty is imposed.
10. The starter shall discuss all recall procedures with the presiding judge prior to the beginning of the race meeting.
11. After the completion of the requisite number of scores the starter shall see that the horses are brought to the starting gate at the appropriate time to eliminate any unnecessary delay in the start of the race.

12. The starter may carry extra equipment in the starting gate for emergency equipment changes or to aid in the event of an accident.
13. Only the starter, driver of the starting gate, patrol judge, or other authorized official may ride in the starting gate. All others must have proper authorization from the presiding judge.

#### G. Patrol Judges

1. Patrol judges, if any, shall contact the presiding judge to obtain all known program changes prior to each racing program. It shall be the responsibility of the presiding judge to advise the patrol judges of any other program changes as they become known.
2. All patrol judges shall be in their assigned posts at least 15 minutes prior to the post time for the first race for the purpose of observing the warm-up of horses paying particular attention to the equipment worn by the horses and soundness of horses and advise the presiding judge of anything unusual pertaining to the horses or drivers.
3. Patrol judges shall be placed in strategic locations, preferably in “blind spots” where it is difficult to see the entire track from the judge’s stand.
4. Once the horses have arrived on the race track for the post parade, the patrol judges shall advise all other horses and drivers to vacate the track.
5. The patrol judges shall check the post parade for the correct driver, head number and saddle pad and advise the presiding judge of any discrepancy.
6. All patrol judges shall be in direct communication with the judge’s stand when the starter calls the horses to the gate and until the conclusion of the race and “all clear” has been given by all patrol judges. In addition, all patrol judges shall be available to communicate with the judges stand at all times when horses are on the race track beginning with the post parade.
7. When taking objections, it is necessary for the patrol judge to note the driver’s name and head number along with who the objection is against, what happened and where on the race track the alleged violation occurred. Objections must be given to the patrol judge in the first turn prior to the driver dismounting from the sulky. The patrol judges shall advise the driver making the objection; and if possible, the other drivers involved to proceed directly to a designated telephonic device to communicate with the presiding judge.
8. If there are no objections or other matters which may directly affect the outcome of the race, the patrol judge shall advise the judges of the “all clear” immediately after the race when horses have passed the objection station and are returning to the paddock. Other matters which are not directly related to the race shall be communicated to the judges after the official sign has been posted.

#### H. Official Timers

1. The speed superintendent shall be responsible to designate three people to act as timers for all races. One shall be designated as the Chief Timer.

2. The timers shall be responsible for timing each race at each quarter pole marker and the final time of the race. The Chief Timer shall record the official time of the race and report the time of each quarter to the announcer and presiding judge.
3. Each timer should have a split second stop watch able to record times in fifths of seconds and each timer should agree on the times reported.

#### I. Warming Up Horses Prior to the Race / Post Parading of Horses

1. Unless otherwise specified by the presiding judge, beginning one hour prior to post time for the first race, drivers and all other persons warming up horses shall be in full colors. All horses shall have saddle pads and head numbers.
2. Horses for each race are to enter the track when called by the announcer. All horses are to parade in front of the grandstand in post position order.
3. When possible, a person (the starter) should be responsible to assemble the horses on the backstretch prior to the post parade.

#### J. Program Changes / Announcements

1. It is the responsibility for the presiding judge to provide all officials, and the announcer with the program changes that affect the racing program. This shall include scratches, driver changes and other relevant information.
2. It is the responsibility of the announcer to communicate these changes, several times, to the general public. When possible, these changes should be given well in advance to the actual race.

#### K. Observing the Race

1. Verify the post parade
  - Proper horse, head number, saddle pad and driver and all horses are present and accounted for
  - Soundness and behavior of horses
  - All horses are properly equipped
  - Drivers are properly dressed
  - Observation of the scoring of all horses
2. Horses are in correct order at the start of the race.
3. Watch closely for interference during the entire race. Areas where interference is mostly likely to occur:
  - First turn
  - Backstretch approaching the  $\frac{3}{4}$  mile pole
  - In the homestretch
4. Record breaks and watch for lapped on breaks at the finish
5. Each judge needs to record the order of finish and compare for a consensus
6. Give the first three finishers to mutuels

7. Call for a photo finish when two or more contending horses are within ½ length or each other.
8. Verify the order of finish and any possible lapped on break via photo finish before making the race official.
9. Entertain any objection or inquiry before making the race official.
10. If any objection is lodged, find out the following:
  - Who is making the objection
  - Who the objection is against
  - Where the alleged interference took place

Take as much time as necessary to come to a decision and talk to all parties that might be involved. Never disqualify a horse unless the facts are clear. When in doubt, do not disqualify.

11. After a recheck of the race, and when a decision has been reached, re-verify with mutuels that they have the correct first three finishers.
12. Post the order of finish and make the race official
13. Give the official placings to the announcer, clerk of the course/charter.

#### L. Racing without a Hub Rail / Dealing with Pylons

1. Some county fairs have eliminated the use of inside hub rails.
2. Judges must keep in mind that the primary purpose of eliminating the inside hub rail and using pylons is for safety. Drivers should be encouraged to take advantage of the inside of the racetrack whenever a situation occurs that may present a danger or injury to the horse or driver.
3. If at a track which does not have a continuous solid hub rail, a horse or part of the horse's sulky leaves the course by going inside the pylon(s) or other demarcation which constitutes the inside limits of the course, the offending horse may be placed one or more positions when, in the opinion of the judges, the action gave the horse an unfair advantage over other horses in the race, or the action helped the horse improve its position in the race.  
In addition, when there is an act of interference which causes a horse or part of the horse's sulky to cross the inside limits of the course, and the horse that caused the interference is placed, it must be placed behind the horse that went off course.
4. Going inside the pylons, or the line between the pylons, without room in order to pass another horse on the inside at any point on the course shall be considered an unfair advantage and the offending horse may be disqualified and the driver may be penalized.
5. Should a horse "bear in", passing inside one or more pylons continuously at any point on the course, that horse may be subject to disqualification for gaining an unfair advantage over other horses in the race.

6. Breaking horses may be taken inside the pylons, follow the breaking rule by only doing so when clearance exists and without causing interference. They must lose ground and once back on stride, come back on the course when clearance exists.
7. Any time a driver goes inside the pylons, except to avoid an accident, interference or with a breaking horse, they may be penalized. A driver who habitually hit, knock down, or otherwise drive in a manner that causes them to run over or tear up a pylon, may also be penalized.

#### M. Racing Accident Policy and Procedure

The following policies and procedures have been established to minimize the potential for injuries resulting from a racing accident, and to provide quick response to an accident without jeopardizing safety concerns or creating interference during the conduct of a race.

1. Prior to the start of the racing program the judges and starter shall meet with the emergency services personnel to review the procedures to be followed in the event of a racing accident.
2. In the event of a racing accident, or other situation which may have caused an injury to a driver or other participant during the racing program, the presiding judge shall immediately turn on the "accident lights", if any, to alert the drivers and officials to the situation.
3. The presiding judge shall direct the announcer to make a public announcement alerting the drivers and officials to the accident and give any other information that is deemed pertinent to the situation.
4. The presiding judge shall designate the starter as the official in charge of the accident scene. The starter may confer with the presiding judge regarding the situation.
5. The starter/starting gate shall proceed immediately to the scene of any racing accident or other incident as soon as instructed by the presiding judge. The starter shall be in communication with the presiding judge at all times during the accident.
6. The emergency medical personnel shall immediately proceed to the ambulance and prepare to enter the race track awaiting instruction from the paddock judge and/or starter. Unless otherwise advised, the EMS shall not proceed to the scene of the racing accident until the race has been concluded and instructed by the presiding judge or starter.
7. All vehicles, including the starting gate, shall stay to the outside of the race track at all times while responding to an accident. All persons and vehicles on the race track or entering and exiting the race track must be alert for horses and drivers.
8. Upon entering the race track, the EMS will proceed to the scene of the incident in a counter-clockwise direction as soon as the race is completed. However, when instructed by the paddock judge or starter, the EMS may proceed to the scene of the incident before the completion of the race.

9. The starter will be responsible to determine if the downed driver(s) should be shielded from any on coming horse. The starter may use the starting gate as a shield or direct the ambulance as a shield. It will be the responsibility of the starter to direct the positioning of the ambulance.
10. Any driver or other participant involved in an accident or other situation shall not be moved until the medical personnel have arrived at the scene and evaluated the injuries. If necessary, the driver(s) may be protected from horses but should not be moved without permission of the EMS.
11. Any driver that becomes unseated MUST be examined by the EMS and released by them before competing in any subsequent race.
12. All entrances and exits to the race track must be kept closed, except to allow authorized persons and authorized vehicles to enter and exit the track and to allow horses and drivers to vacate the track.
13. No horses will be permitted to enter the race track until the accident lights, if any, are turned off or the "all clear" is given by the announcer.
14. All entrances and exits to the race track shall be closed and remain closed during the running of a race. In addition, in the event of an accident or other situation in which there is a loose horse, the entrances and exits will remain closed until the situation has been contained and notice is given to open the gates. The only exception will be to allow the outrider(s) access to the track. Every effort should be made to maintain crowd control and keep spectators off the race track.
15. Only the starter and the outrider shall be permitted on the track during the running of a race. During the running of a race, only the starter and outrider shall be permitted to proceed to the scene of a racing accident. All other must await clearance from the presiding judge before entering the race track.
16. Security personnel shall make every effort possible to see that spectators or other horsemen remain clear of the track at all times during the handling of a racing accident.
17. Every effort should be made to keep any fallen horses calm until they can be untangled and raised to their feet. **DO NOT GET NEAR A HORSE'S LEGS/FEET OR BODY WHILE THEY ARE DOWN. SIT ON THE HORSE'S HEAD.** This will immobilize the horse until help has arrived and the horse can be raised to its feet.

N. Proper Notice of Hearing – Opportunity for Hearing

The procedure used by the presiding judge and starter shall be as follows:

1. The presiding judge/starter shall give notice of hearing indicating the nature of the infraction; rule violated; race number; race date; the proposed penalty to be imposed for the violation, and the time and date of the hearing.
2. The affected party may waive his/her right to a formal hearing. Under no circumstances shall any penalty be imposed by the judges or starter without giving the licensee an opportunity for a hearing.

## O. Conduct of Hearings

1. The presiding judge/starter shall advise the individual of the offense with which he or she is charged and other particulars relative to the charge which shall include where the violation occurred on the racetrack if the charge is for a driving violation.
2. The presiding judge and at least one associate judge must be present at all judge's hearings. Hearings shall be conducted in a dignified manner. The judges should record all testimony on a tape recorder.
3. The accused person must be given an opportunity to be heard along with anyone else who can contribute to his or her defense.
4. In conducting hearings the following steps shall be followed:
  - a. The presiding judge shall advise the accused of the offense with which they are charged and any other particulars relative to the charge, which shall include where the violation occurred on the racetrack, if the charge is for a driving violation.
  - b. The accused will be asked if they are being represented by legal counsel, and if so, the name of counsel. If they are not represented by counsel, they must be made aware that they have the right to be represented and if they advise the judges that they want counsel, the hearing may be postponed until counsel is obtained. If they do not wish to be represented by counsel, they shall be asked if they are ready to proceed with the hearing and with an affirmative answer the hearing shall continue.
  - c. The accused shall be asked how he or she pleads and the plea entered.
  - d. The accused party shall advise the presiding judge of the name(s) of any witness(s) which are present and who will testify on his or her behalf.
  - e. The accused shall have the right to make their statement relative to the offense.
  - f. The judges shall have the right to question the accused, relative to his statement of the charge(s).
  - g. If witnesses are to be called, they shall be advised of the charge against the defendant and they shall give a statement as to their personal observations relative to the violation.
  - h. The judges may question any witnesses relative to their statement(s).
  - i. The accused party shall be given an opportunity to make any closing statement which he or she may wish to make.
5. At the conclusion of the hearing, and prior to going into deliberation, the judges shall excuse the defendant and witnesses from the hearing room. The judges shall weigh the evidence carefully and discuss any doubtful points which they may have relative to the case. It may be necessary to review parts of the taped proceedings, of other evidence. Once a decision has been reached, and if a penalty is to be imposed, the judges shall consult the rule book to make certain that they penalize under the proper rule and that the penalty is within the limits prescribed by the rule.



6. In completing the ruling notice, the presiding judge must indicate the type of penalty to be imposed. In the case of suspensions, the judge must indicate whether the suspension is for driving only and the dates of the suspension. In the event a fine is imposed, the amount of the fine must be indicated along with the time limit for payment of the fine.
7. The ruling notice must include the following information:
  - a. The date the ruling is imposed.
  - b. The full name of the penalized person.
  - c. Date of birth.
  - d. Racing Commission ID number.
  - e. USTA membership number.
  - f. Penalty imposed.
  - g. Description of the rule violation.
  - h. Applicable rule numbers.
  - i. Signature of all judges.
8. Copies of the ruling shall be distributed as follows:
  - a. OSRC
  - b. USTA
  - c. Affected person
  - d. Judges

#### P. Penalties

1. When the word “judges” is used in this section, it shall mean the presiding judge unless otherwise specified, i.e. “starter”.

#### Q. Fines

1. The judges shall have the power to directly assess a fine of not more than \$1,000.00 for each violation.
2. Fines of more than \$1,000.00 may only be imposed by the Commission. The amount of the fine is discretionary with the judges.
3. Fines may be used in conjunction with “days” suspended. This is discretionary with the judges.
4. In considering whether or not to assess a fine, in conjunction with a suspension from driving, or the amount of fine to be assessed along with a suspension from driving, the judges should consider the following:
  - a. The purse structure offered at the track.
  - b. The offense committed; the violation was a result of indifference.
  - c. The horse’s contribution to the committing of the offense.
  - d. The offense was committed due to carelessness, dangerous driving or with intent.
  - e. The relationship of the driver (offender) to the horse, i.e., is the driver also the owner and/or trainer of the horse.
  - f. In the event of a disqualification which results in a loss of purse money, does this directly affect the driver of the horse?
5. In case of repeat offenders, the amount of the fine may be increased for each subsequent violation.

6. All fines in excess of \$299.00 are payable to the Racing Commission within 48 hours from the date of the ruling issued by the judges. Fines of less than \$300.00 are retained by the fair.

#### R. Driving Suspensions

1. The judges have discretion as to the number of “days” a driver may be suspended from driving for any driving violation. However, the normal suspension for a violation of the “Racing and Tracks Rules” shall be three (3) days from driving only, unless the violation results in a racing accident or causes a horse not to finish the race as a result of the violation, in which case the suspension from driving shall be for five (5) days.
2. In determining if a driving suspension is warranted, or in determining the number of days to suspend the driver, the judges shall consider the following:
  - a. The action of the driver(s) which resulted in the violation.
  - b. The action of the horse or horses in relationship to the action of the driver.
    - Whether or not the offense was committed due to carelessness, dangerous driving, or with intent.
    - The type of violation committed.
    - The repetition of the offense by the driver.
3. Suspensions from driving shall start the day following the hearing and the days shall be served on a continuing basis.

#### S. Warnings

1. The judges may give a “warning” for violation or possible violation of the rules and regulations.
2. Warnings may be issued for racing and track rules and other non-integrity violations when, in the opinion of the judge, a fine and/or suspension is not warranted. Warnings are to be recorded in the same manner as fines and suspensions and be made part of the persons permanent penalty record kept by the USTA.

#### T. Duties and Responsibilities of the Announcer

The announcer is important to the overall success of the racing program and interaction with the fans.

1. The duties of the announcer shall include the following:
  - a. Relaying all program changes to the general public in a timely manner.
  - b. Provide explanation (education) of racing program/chart information.
  - c. Coordinating activities prior to and between the races, i.e. music, entertainment, drawings, fair announcements, interviews, etc.
  - d. General betting information. How to bet.

- e. Handicapping information. Selections for each race.
- f. Introduction and comments regarding each horse in the post parade. Including name of driver, trainer owners and local interests.
- g. Announce the names of the sponsors of blankets/trophies/named races.
- h. Conduct/announce winners of drawings.
- i. Promote racing schedule at upcoming/neighborhood fairs/circuits.
- j. Fill time between races with information and entertainment for the fans.
- k. Remind people to bet.

U. Distribution of Purse Checks

- 1. All owners must complete an IRS 1099 form or other similar form and submit it at the speed office before purse check will be distributed. The trainer of the horse may submit the form.
- 2. When possible, this information should be collected at the time the entrance fee is paid.
- 3. The USTA no longer provides social security numbers to fairs.
- 4. Federal ID numbers may be available through the participating fair circuit.

**Section II- YEAR-ROUND COOPERATION**

- A. Each county that conducts harness racing should have a local horseman's organization. That organization should select two people as representatives to attend fair board meetings. The representatives would be responsible for maintaining a working relationship with the fair board. Both the horseman's representatives and the fair board should make each other aware of any activities, concerns, or problems that involve the fair racing or the use of the fairgrounds as a training facility.
- B. Each fair that conducts harness racing should have a horseman on the fair board and/or the fair's speed committee to help set up the fair's race program. This person should have a good understanding of the Ohio Fair Fund and be able to explain to the other fair board members how the race program is financed. The horseman's organization should assist the fair board in advertising, getting sponsorships, and with personnel to assure that the race program is run smoothly.
- C. The fair board and local horsemen should work together to keep the race horse barns clean and in good repair. The fair board should supply materials to repair stalls with the horsemen being responsible for seeing that the repairs are completed. Horsemen should pay their stall rent on time and make the fair board aware of any new horses that are being housed at the fairgrounds. The horsemen should assist with the maintenance of the track year-round, including the week of the fair.

- D. Any horse that is not entered to race at the fair where it is stabled should be removed until the races for that fair have been completed. All feed and tack stalls should be vacated and made available for incoming horses. All stalls should be clean and in good repair.
- E. Fairs within each circuit should schedule races so that they do not overlap or conflict with each other. This will provide more horses for each fair and provide a better quality of races.
- F. Neighboring fairs not in the same circuit should communicate schedules to recognize any conflicts that may occur, or possibly consolidate into the same circuit.
- G. Communication cannot be emphasized enough----among horsemen, between horsemen and fair board members, among fairs within the same circuit, and among neighboring fairs not in the same circuit.
- H. Sample – Application for Stall Rent – See Appendix (page 39)
- I. Sample – Stall Lease Agreement – See Appendix (page 40)
- J. Sample – Barns Rules for Agricultural Society – See Appendix – (page 43)

### **Section III – ADVERTISING AND PROMOTION**

#### USTA Fair and Publicity Guide

As part of the “Best Practices of County Fair Harness Racing” manual, this section addresses ways in which fairs can promote their racing. As in all sections of this manual it is understood that all fairs are different, but with a little modification most of the items addressed can be valuable parts of your fair and racing program.

The USTA Fair and Publicity Guide is available from the USTA in printed or electronic form. Below is a brief synopsis of the USTA Fair and Publicity Guide for quick reference.

County Fairs have been a mainstay in Ohioans’ lives for decades, but in recent years, many alternatives have become available and we need to make sure that our residents know about the fair and its racing. As our counties change and populations increase, we must make sure that our new residents are aware of the fair. Make sure you are getting the information out in as many ways as possible.

Below is an outline of the USTA Fair and Publicity Guide for quick reference.

#### A. Dealing With the Press

This chapter deals with ways to make contact with the press and getting them interested in the Fair. It also covers what kind of information the press needs

and how to provide the information. It reviews ways to follow up and how to get contact information.

B. Promotion: "Getting Fans into the Stands"

Let's call it "Butts in Seats". There are numerous ideas on how to get people to come to the races. Remember, pick ideas that work with your county and make sure the people that will be most interested get the word about the promotion. Cross promotions help get the word out. Do something with a local popular restaurant, and their customers will come. Make sure the press knows about any and all promotions.

C. Collateral Materials Available

Just as this chapter is a synopsis of a manual, there are many other reference sources that can help you put on a successful racing program. There are also several visual aids that are available to you to make the product look more exciting.

D. Industry Support

It is just what it says --- ask the USTA, ask Harness Racing Communications. Don't limit yourself to the horse industry; get your local Farm Bureau, Lions, Kiwanis and other groups involved. They have expertise in promoting.

E. A Publicity "Tool Kit"

Work with other sections of the Fair in promotion as racing is just one part of the whole experience. Remember to work together as a team in publicizing the fair and racing.

F. Sample Materials

Many of your local media representatives won't know how to read race entries, results or feature releases. Give them examples of each and explain how to read and use them. Find out how they would like to receive the information and send it to them. Remember to make it as easy for them as possible.

The manual gives good tips on how to write news releases and provides examples. Read through the different examples to get a good idea of how to put a story together. As you read the examples, you will quickly identify many local stories that are of interest to your community.

The most important thing to remember is to conduct promotions, write stories, and provide information that best fits your community.

## Section IV- FAIR PREPARATION

### A. Year End

1. Attend fall circuit meeting (Speed Superintendent & Fair Board President) and establish race dates by January 15<sup>th</sup>, so you can notify circuit secretaries and send information to Huff's Guide as well as your fair secretary for your fair book.

### B. First Quarter

1. Review all contracts to make sure they have been sent or received, these would include:

- Ambulance
- Starting Gate
- Photo Finish
- Pari- Mutuels
- Presiding Judge
- Charter
- Clerk
- Announcer
- Veterinarian \* ( Post Race Blood Test )
- Veterinarian ( Pre Race Lasix )
- Programs

\* State Veterinarian is hired by you but will be paid by racing commission (post race only).

2. Set a Speed Committee meeting to review all contracts and identify all other personnel:

- Associate Judges (2)
- Timers (3)
- Out Rider
- Track Man
- Any others deemed necessary

3. Sometime near the end of this quarter, you should receive a check from the Ohio Department of Agriculture for your race event. This comes from the Ohio Fair Fund and must be used for your race event at the fair.

### C. April

- Fill out and send in forms to the Ohio State Racing Commission for a license to conduct racing.
- Obtain a track membership with The United States Trotting Association.
- The sale of blankets for winner's circle presentations can start now.

D. Early Spring

- Start selling ad's for your race programs.
- Attend the OHHA, USTA and OSRC training session for clerks, charters and associate judges, which is very good training.
- Have phones turned on and checked for proper operation.
- Obtain on-track drivers insurance for all sessions from the OHHA. (Some colt circuits provide this service.)
- Work out any media contracts or advertising.

E. One-Month Before Race Dates

- Install pylons.
- Set quarter and eighth poles.
- Remove weeds, grass, etc. from Winner's Circle.
- Update and display track-record signs.

F. One-Week Before Race Dates

- Clean speed office, judges' stand, photo finish booth, etc.
- Have electrician check and repair track lights.
- Make sure available stalls are cleaned and ready to use.
- Start watering and working the track several days ahead of race day (if possible).

## Section V- HOSTING YOUR GUESTS ON RACE DAY

- A. Horsemen or representatives of the local horsemen's association should attend monthly fair board meetings and have input when appropriate concerning the harness racing department. They should ask the fair board members, **"What can we, the harness horsemen, do this year to make the upcoming fair better than last year?"**
- B. The stable, track, and infield areas of the fairgrounds should be maintained so their appearance creates a welcoming atmosphere for horsemen and fair guests alike.
- C. On days when entries are taken, but there are no races, the Speed Office should open at least two hours prior to entry box closing and remain open at least three hours after the box closes. On race days the Speed Office should open at least four hours prior to first post time.
- D. Trainers who occupy fairgrounds barns for year around training should clean up their stable areas before the fair.
- E. All barn and stall areas should be clean inside and out, and all lights should be tested to assure they are in working order.

- F. Areas that are designated for truck and trailer parking for incoming horsemen should be picked up, mowed, and ready for visitors.
- G. Race programs should be made available for sale as soon as they arrive from the printer. There should be an announcement over the fairgrounds loud-speaker system as to the location(s) where the race programs may be purchased.
- H. The saddle pads should be washed prior to their placement on the first day of racing. They should be made available to the horsemen at the same time that the Speed Office opens and should be placed for easy selection in color and numerical order. The head numbers should be available in the same area as the saddle pads.
- I. Someone should greet visiting horsemen as they enter the fairgrounds on race day and direct them to available stabling area.
- J. Someone should assist the incoming horsemen with the unloading process at the stabling area and help them to the trailer parking area. If the parking area is a distance from the stabling area, someone should provide the driver of the truck with a ride on a golf cart back to the stabling area.
- K. Someone in authority should be stationed to open and close all draw gates, making sure all openings to the track are closed during racing.
- L. All winner awards (blankets, trophies, flowers, etc.) should be placed at the presentation area prior to the first race.
- M. Two people should be present in the winner award area during the races. They should be able to remove the overcheck and head poles as the horse and driver enters the award area if grooms are not available and ensure that the sponsor's blanket is exhibited properly.
- N. Someone should transport the winner connections (owners, groom, and family) to and from the award area on a golf cart.
- O. Saddle pads and head numbers should be returned to their distribution area and made ready for the next day of racing.
- P. Stalls and barn areas should be cleaned in preparation for horses arriving for the next day of racing.
- Q. The grandstand area should be properly cleaned after each session of racing.
- R. At fair time it is important to greet and treat visiting horsemen and harness racing fans as your guests. The fair board and local horsemen should be proud to say when their fair racing program is complete that they did the best they could: "HOSTING THEIR GUESTS AT THIS YEAR'S FAIR".



## Section VI – CONDUCTING YOUR RACE PROGRAM

- A. Administration / Official Duties and Responsibilities – The details of a racing program are in Section I. All individuals involved with conducting the racing program need to know the contents of that section.
- B. Before the Races
1. Approximately 2 hours before the races, your fans will begin to arrive. It would be nice if music were played during this time. This could be done with a CD player or by having a band or singer.
  2. Approximately 1 hour before the first race, your announcer should arrive and begin his dialogue with the crowd. Suggestions for the announcer are as follows:
    - a. Give changes to the program
    - b. Explain how to place wagers
    - c. Announce where to place wagers
    - d. Announce Track Records
    - e. Give all time leading drivers & trainers (USTA will help with research)
    - f. Conduct interviews
    - g. Make and announce Win, Place, and Show picks for races
    - h. Explain how to read a program
    - i. Introduce Politicians / Local Celebrities
  3. Before the start of the first race, play the National Anthem. This is a good time to recognize the veterans attending the races.
- C. Between the Races
1. The announcer should keep the crowd entertained between the races. Suggestions for the announcers are as follows:
    - a. Make and announce picks for that race
    - b. Comment on locally owned horse and local drivers / trainers
    - c. Discuss any political action that would be beneficial to the industry or pending legislation
    - d. Give dates and locations of upcoming fairs
    - e. Conduct interviews
    - f. Introduce sponsor of race and something about them
    - g. Explain what to do if you would like to sponsor a race
    - h. Explain the process to become a licensed driver / trainer
  2. Other activities should be considered for the times between races.
    - a. Conduct special events for children
    - b. Conduct special events for teenagers
- D. Entertaining The Fans - We need to make the most of the time we have fans at the racetrack. They should be entertained for the entire time. Ideally, they have such a good time that they want to return the next day and bring others with them. A county fair race may be the first time that someone checks out our entertainment product. We need to ensure that the event is conducted in a professional manner and is entertaining.

- E. Publicize Local Horsemen - The race program is an excellent opportunity to publicize a local horsemen group. This may be the time to try to recruit new members to your local organization.
- F. Recognizing Local Politicians - Do not forget your local politicians. The fans are able to vote for them, and the politicians usually are looking for “face time”. Wherever possible we need to build our relationship with the politicians in order to help with the support of County Fairs and Racing. Develop plans for events during the racing program that will support this effort.

## **Section VII- FINANCIAL ANALYSIS OF RACING PROGRAM**

“While fairs were initially created in the 19<sup>th</sup> century out of a sense of community at the municipal and county levels, it can be decisions and actions at the state level that have the greatest impact in the 21<sup>st</sup> century. Nowhere is this more accurate than in regards to racing at the county and independent fairs.”

“Ohio Fairs have conducted harness racing for over 125 years and races are still conducted at most fairs across the Buckeye State. These races serve as a tremendous PR opportunity for fairs and at best an excellent revenue generator. At the other end of the spectrum, racing is at the very least, an inexpensive form of entertainment to fill grandstands.”

The Ohio Fairs Fund was established in 1958 by the Ohio General Assembly with the blessing of Ohio’s horse industry, county and independent fairs and State Administrative Government. The Ohio Fairs Fund is generated from a special tax calculated on all pari-mutuel wagering (Harness, Thoroughbred, and Quarter Horses) at the State’s commercial raceways and all fairs that offer pari-mutuel wagering based upon revenues collected during the preceding year. Other sources of revenue are from refunds from scheduled fair races that were not contested.

Racing is highly regulated and highly taxed at the state level and part of the regulations and taxes directly benefit county fairs. The Ohio Fairs Fund provides money for fair racing purses. Most involved with agricultural societies are aware of this purse money being distributed to the fairs that race. However, the Fairs Fund also provides for a stipend that goes to all 94 agricultural fairs regardless of their participation in harness racing. This fact is less widely understood. This money doesn’t come from the general revenue fund, but rather it comes directly from wagering on horse racing at both the fairs and the pari-mutuel tracks. Once the total amount of the Ohio Fairs Fund is determined from the previous year’s revenues, then 12% of the Fairs Fund total is distributed equally to all 94 fairs in the state.

**A. Revenue provided to all Fairs that conduct Harness Racing from Ohio Fairs Fund**

Stake race purse allocation	\$4,000
Non-Stake purse allocation	\$4,000 (a)
Harness Racing Related Expenses	\$1,000
Stake Race Allocation	\$_____ (remainder of fund divided by # of fairs conducting harness racing.)
General Operation Allocation	12% of total amount for distribution (b)

(a) Up to \$3,000.00 of the \$4,000.00 non-stake race purse allocation can be used for 6 of the 8 stake race (Fair's matching funds)

(b) Twelve percent of the total amount for distribution each year is shared by all (94) agricultural fairs who apply for distribution regardless of whether or not they conduct racing at their fair.

Minimum Stake Race Purse Structure

4 Colt Races: \$500 (stake race allocation) + \_\_\_ (fund remainder) + \$500 (Fair's matching funds) = base purse  
 4 Filly Races: \$500 (Stake race allocation) + \_\_\_ (fund remainder) + \$500 (Fair's matching funds) = base purse

For Current Information Contact:  
 Ohio Department of Agriculture, Fairs Office, 614-728-6200

**B. Example of Fair Fund Distribution**

\$1,691,317.28	total amount for distribution
_____ X12%	distribution shared by 94 counties & independent fairs
\$202,958.07	(\$202,958.07 ÷ 94 = \$2,159.12)
\$1,691,317.28	total amount for distribution
- \$202,958.28	general operating funds for the 94 local fairs
\$1,488,360.00	
- \$70,000.00	less harness racing related expenses (\$1,000 X 70fairs)
\$1,418,360.00	
- \$280,000.00	less non-stake race purse allocation (\$4,000 X 70fairs) *
\$1,138,360.00	
- \$280,000.00	less stake race purse allocation (\$4,000 X 70fairs)
\$858,360.00	
- \$120,000.00	less Ohio State Fair base harness racing purses
\$738,360.00	
- \$29,534.40	less 4% of balance added allocation for Ohio State Fair purses
\$708,825.60	
- \$708,400.00	remainder divided among the 70 fairs with harness racing \$10,120.00 X 70 = \$708,400.00
\$425.00	remaining balance, carried over into next year distribution

Minimum Stake Race Purse Structure

4 Colt Races: \$500 (Stake race allocation) + \$1265 (Fund remainder) + \$500 (Fairs matching funds) = Base Purse \$2265

4 Filly Races: \$500 (Stake race allocation) + \$1265 (Fund remainder) + \$500 (Fairs matching funds) = Base Purse \$2265

- Up to \$3000 of the \$4000 non-stake purse allocation can be used for 6 of the 8 stake races (sponsors matching funds)

**C. Coding of the Ohio Fairs Fund**

Code 2-1-2110 \$2,159.12

Code 2-1-2130 \$5,000.00

Code 2-1-2140 \$14,120.00

Distribution to fairs with racing \$21,279.12

**D. Ohio Fair Racing Purse Structure**

1. Stake Race Purse

Base Purse from Ohio Fair Fund \_\_\_\_\_

Horsemen's Nominations (# of entries x fee) \_\_\_\_\_

Horsemen's Sustaining (# of entries x fee) \_\_\_\_\_

Horsemen's Entry Fee (# of entries x fee) \_\_\_\_\_

Total \_\_\_\_\_

Number of divisions \_\_\_\_\_

Purse per Division \$ \_\_\_\_\_

Example - Stake Race Purse

Base Purse from Ohio Fair Fund \$2265.00

Horsemen's Nominations (50 entries x \$30.00) \$1500.00

Horsemen's Sustaining (45 entries x \$30.00) \$1350.00

Horsemen's Entry Fee (16 entries x \$75.00) \$1200.00

Total \$6315.00

Number of divisions 2

Purse per division \$3157.00

2. Non-Stake/Overnight Race Purse

Advertised Purse \* \_\_\_\_\_

Horsemen's Entry Fee (# of entries x fee) \_\_\_\_\_

Additional Contribution \_\_\_\_\_

Sponsorship (if applicable) \_\_\_\_\_

Total \_\_\_\_\_

Number of Divisions \_\_\_\_\_

Purse per division _____	
<u>Example - Non-Stake/Overnight Race Purse</u>	
Advertised Purse *	\$1,000.00
Horsemen's Entry Fee (14 entries x \$30.00)	\$420.00
Additional Contribution	\$80.00
Sponsorship	\$ 0
	Sub Total
	\$1,500.00

Number of Divisions	2
Purse per Division	\$750.00
Fair's Contribution / Added Money *	\$ 0

\* Must race for 75% of advertised purse for each division

**E. Typical Expenses for Fair Racing – Per Program**

1. Racing Officials (Note: All expenses are estimated)		
Presiding Judge	\$200.00	
Associate Judge (2)	0	(Volunteer)
Starter	\$350.00	
Clerk/Charter	\$300.00	
Announcer	\$150.00	
Photo Finish	\$300.00	
Timer (s)	0	(Volunteer)
2. On Track Accident Ins.	\$175.00	
3. License Fees (Annual)	\$300.00	
4. Huff's Guide (Annual)	\$190.00	
5. Racing Circuit Fee	\$100.00	
6. Miscellaneous *	\$400.00	
Estimated Total	\$2465.00	

\* May include; Additional Race office personnel, Associate Judges, portable stalls, marketing/publicity etc...

**F. Sample-Fair Racing Profit and Loss Statement**

<u>Income</u>		<u>Expenses</u>	
Ohio Fairs Fund Distribution	\$ _____	Memberships	\$ _____
Circuit Nom. & Sus. Fees	\$ _____	Trophies & Blankets	\$ _____
Race Entry Fees	\$ _____	Telephone	\$ _____
Sale of Programs	\$ _____	Purses Paid	\$ _____
Pari-Mutuel Income	\$ _____	Starting Gate	\$ _____
Promotions	\$ _____	Photo Finish	\$ _____
Interest	\$ _____	Announcer, Judge, Timer	\$ _____
		Clerk/Charter	\$ _____
		Other Race Related Expense	\$ _____
		Other Services	\$ _____
		On-Track Insurance	\$ _____
			_____

Total \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

G. Example-Fair Racing Profit and Loss Statement

(This example is a fair with two days of racing and one overnight race with an advertised purse of \$1,000.00.)

<u>Income</u>		<u>Expenses</u>	
Ohio Fairs Fund Distribution	\$25,233.45	Memberships	\$ 365.00
Circuit Nom. & Sus. Fees	\$14,350.00 (a)	Trophies & Blankets	\$1,277.20
Race Entry Fees	\$10,725.00 (a)	Telephone	\$ 238.72
Sale of Programs	\$ 1,155.00	Purses Paid	\$48,775.00
Pari-Mutuel Income	\$ 2,816.74	Starting Gate	\$700.00
Promotions	\$1,640.00(b)	Photo Finish	\$600.00
Interest	<u>\$50.53</u>	Announcer, Judge, Timer	\$ 700.00
Total	\$ 55,970.72	Clerk/Charter	\$600.00
		Other Race Related Expense	\$1,068.00
		Other Services	\$ 92.00
		On-Track Insurance	<u>\$ 290.00</u>
		Total	\$54,705.92

(a) Paid by horsemen to race at the fair.

(b) Includes Trophies and Blankets.

H. Sample - County Fair Pari-Mutuel Wagering Breakdown

Straight wagers = \$ \_\_\_\_\_ (a) x 18% takeout = Track Commission \$ \_\_\_\_\_  
(Win, Place, Show)

Exotic wagers = \$ \_\_\_\_\_ (a) x 22 ½% takeout = Track Commission \$ \_\_\_\_\_  
(Exacta, Trifecta, Daily Double)

Total (wagers) =	\$ _____
Total Track Commission	\$ _____
Plus: Breakage	\$ _____ (b)
Less: Ohio Fairs Fund tax (.005%)	\$ _____
Less: Ohio Standardbred Development Fund tax (.0065%)	\$ _____
_____ Less: Racing Commission Operation Fund tax (.0025%)	\$ _____
\$ _____	
Less: Agricultural Society Fund tax (passport) (c)	\$ _____
Total Tax	\$ _____

Net to Track (Fair)	\$ _____
Fair Receives: 30% to 50% of "Net to Track" from pari-mutuel company	\$ _____
Fair Receives Agricultural Society Fund tax (Passport) back from State	\$ _____ (c)
Total Amount Fair Receives	\$ _____

- State tax on first \$200,000 of straight wagers is 1%.
- State tax on exotic wagers is 4%
- Breakage treated separately – pari-mutuel company may keep all breakage or share a percentage with fair.

- d. Passport fund receives 25% of taxes paid, but does not apply to fair racing and is returned to the fair

I. Example-County Fair Pari-Mutuel Wagering Breakdown

Straight wagers = \$ 6076.00 (a) x 18% takeout = Track Commission (Win, Place, Show)	<u>\$1093.68</u>
Exotic wagers = \$ 4976.00(a) x 22 ½% takeout = Track Commission (Exacta, Trifecta, Daily Double)	<u>\$1119.60</u>
Total (wagers) =	<u>\$2213.38</u>
Plus: Breakage	<u>\$152.32(b)</u>
Less: Ohio Fairs Fund tax (.005%)	<u>\$ 67.70</u>
Less: Ohio Stdb. Development Fund tax (.0065%)	<u>\$81.52</u>
Less: Racing Commission Operation Fund tax (.0025%)	<u>\$ 49.76</u>
Less: Agricultural Society Fund tax (passport) (c)	<u>\$ 85.76</u>
Total Tax	<u>\$ 284.74</u>
Net to Track (Fair)	<u>\$1928.54</u>
Fair Receives: 30% to 50% of "Net to Track" from pari-mutuel company	<u>\$ 40% = 771.42</u>
Fair Receives Agricultural Society Fund tax (Passport) back from State	<u>\$ 85.76</u>
Total Amount Fair Receives	<u>\$ 857.18</u>

- a. State tax on first \$200,000 of straight wagers is 1%.
- b. State tax on exotic wagers is 4%
- c. Breakage treated separately – pari-mutuel company may keep all breakage or share a percentage with fair.
- d. Passport fund receives 25% of taxes paid, but does not apply to fair racing and is returned to the fair

**Section VIII - OPERATIONS OF RACING CIRCUITS**

A. Racing Circuit

1. A Racing Circuit is identified with Stake Races held at a County Fair.
2. A Racing Circuit consists of Member County Fairs which are charged annual dues.
3. The Racing Circuit has a President and Vice-President elected by the membership.
4. The Secretary/Treasurer is appointed by the membership.
5. The membership establishes By-laws and racing conditions for their racing circuit.
6. Nominating and sustaining payments for horses sired by a stallion registered with the Ohio State Racing Commission are made by horsemen to the Racing Circuit Treasurer on specified dates. These make the horses eligible to race in the Stake races at their chosen fair. Stake races consist of two and three-year-old Colts and Fillies, Trotters and Pacers.
7. Membership dues paid by the owners of the horse to cover costs generated by the circuit, and entitle them to a pass to all the fairs in the circuit.

8. The Treasurer sends a payment, in the total amount of the nominating and sustaining fees collected, to the Racing Circuit Fairs to be made a part of the race purses.

**B. Purse Money Calculation:**

1. An amount established by the Ohio Fair Fund
2. \$500.00 mandated as the fair's share per stake race
3. All nominating and sustaining fees
4. All entry fees

**C. Annual Meeting**

1. An annual meeting is held at year-end. The Secretary's minutes, from the prior annual meeting, is read for approval. The Treasurer's report is provided showing balances from revenue and expenses for the current year for approval.
2. Other business conducted includes the election of officers and the reviewing of By-laws and conditions.
3. This is also the time to celebrate with the winning drivers, horse owners, etc., as they receive their awards, it is usually accompanied with a meal.

**D. Racing Circuits Services (May vary with each Racing Circuit)**

Services offered by various circuits are:

1. Treasurer is Audited and/or Bonded
2. Pay for On-Track Insurance for a specified amount of sessions
3. Pay a set amount for charting the races.
4. Compensate the fairs to acknowledge Racing Circuit passes at the gate.
5. Provide saddle pads and head numbers.
6. Make available an associate membership at a lesser amount for a pass for trainers, grooms, etc.
7. Provide food for the horsemen racing at their circuit fairs.
8. Provide track conditioner.

**E. Racing Circuit Secretaries Services to Fair**

1. Provide guidelines for a new Speed Supt. to follow to conduct a race program.
2. Some circuits now have a Web Site to be more user friendly for the horsemen, which has a trickle-down effect for greater participation at the fairs.
3. Can advise personnel taking declarations, entry fees, etc. for proper procedure and help obtain necessary personnel to conduct the races.
4. Provide social security numbers to the fair secretary for 1099's.
5. Furnish a completed State Annual Report for fair secretary to submit to the State.
6. Provide data, regarding races held for individual fairs, by submitting a report or visiting the entire Fair Board to answer questions.



F. Sample - Profit and Loss Statement for a Circuit Report

1. BALANCE ON HAND (beginning of year)

Checking	\$ _____
Savings	\$ _____
CD's	\$ _____
Other	\$ _____
Carry Over	\$ _____

2. REVENUE AND EXPENSES

<u>Revenue</u>		<u>Expenses</u>	
Fair Annual dues	\$ _____	Advertising	\$ _____
Interest	\$ _____	Postage	\$ _____
Nominating Payments	\$ _____	Printing/copying	\$ _____
Sustaining Payment	\$ _____	Supplies	\$ _____
Membership Fee	\$ _____	Track Insurance	\$ _____
Miscellaneous	\$ _____	Reimbursement (gate passes)	\$ _____
		Charting	\$ _____
		Secretary/ Treasurer wage	\$ _____
		Nominating payments	\$ _____
		Sustaining payments	\$ _____
		Miscellaneous	\$ _____
Total Revenue	\$ _____	Total Expenses	\$ _____
Carry Over	\$ _____	Balance on hand:	
Revenue	\$ _____	Checking	\$ _____
Expenses	\$ _____	Savings	\$ _____
		CD's	\$ _____
		Other	\$ _____
BALANCE \$ _____		TOTAL \$ _____	

Per FDIC, never have over \$100,000 in one (1) financial institution.

**Section IX - Political Action**

“While fairs were initially created in the 19<sup>th</sup> century out of a sense of community at the municipal and county levels, it can be decisions and actions at the state level that have the greatest impact in the 21<sup>st</sup> century. Nowhere is this more accurate than in regards to racing at the county and independent fairs.

Ohio Fairs have conducted harness racing for over 125 years and races are still conducted at most fairs across the Buckeye State. These races serve as a tremendous PR opportunity for fairs and at best an excellent revenue generator.

At the other end of the spectrum, racing is at the very least, an inexpensive form of entertainment to fill grandstands.”

Racing is highly regulated and highly taxed at the state level and part of the regulations and taxes directly benefit county fairs. In 1958, the State created the Ohio Fairs Fund to provide money for fair racing purses. Most involved with agricultural societies are aware of this purse money being distributed to the fairs that race. However, the Fairs Fund also provides for a stipend that goes to all 94 agricultural fairs regardless of their participation in harness racing. This fact is less widely understood. This money doesn't come from the general revenue fund, but rather it comes directly from wagering on horse racing at both the fairs and the pari-mutuel tracks.

As recently as 2001, wagering in Ohio amounted to \$620 million and provided a generous amount of money for fair purses. This provided excellent racing opportunities for horsemen in Ohio and surrounding states who traveled the fair circuits during the summer months. Many even stabled at the fairgrounds for training purposes in the off-season generating additional revenue.

A healthy racing industry directly benefits agricultural societies who DO NOT race. The stipend that goes to these societies regardless of their harness racing programs is generated from wagering on races at the fairs that DO race. Better purses equal more and higher quality horses which equal better wagering opportunities and thus higher amounts bet.

Since 2001 many states surrounding Ohio have implemented expanded gaming at their racetracks or on riverboats. In most cases, a portion of these proceeds have inflated both purses and breed funds of those states. Ohio has been woefully unable to compete with these states due to its inability to offer these wagering options. As a result, where wagering amounted to \$620 million in 2001, it was down to \$430 million in 2005 and even lower in 2007 to \$372 million. This has not only had a catastrophic effect on the entire horse racing industry, but on the fairs as well. The money available for fair purses has dwindled, more and more horses and horsemen have left the state resulting in fewer horses per race, and less training activity at the county's fairgrounds. The health of the county fairs is irrevocably tied to the health of the Ohio horse racing industry. Fairs are encouraged to join groups in supporting initiatives such as expanded gaming which may will help even the playing field for Ohio and remove its competitive disadvantage.

One group is the Ohio Equine Industry Coalition. This group is dedicated to promoting and preserving the entire horse industry in Ohio, which includes not only racing, but also the 4-H shows and other equine exhibitions held at county fairs.

## A. Tips for Contacting Legislators (whether in person, on the phone or in writing)

- Don't be intimidated. They "work" for you. Look at it this way -- your input helps them do their job.
- Salutations - Addressing the letter/e-mail to "The Honorable \_ (name)\_ " is always safe.
- E-mails vs. Letter - You don't need to choose between e-mail and writing a letter. Chances are the aide or the person designated to receive e-mails and the one going through the mail on that particular day may not be the same person. Too much paper is overwhelming for anyone, so please only send one copy per method.
- Phone Calls - A phone call can be a very effective method of getting your point across and ensuring that you are heard. Save phone calls for officials with whom you have a "First Name" relationship and for critical issues.
- Communications with YOUR legislator/elected official - Writing one letter, e-mail, or specially-timed phone call from a constituent is equivalent to 20 contacts from a non-constituent. Make it known early in your communication that you are a resident voter. On critical issues where it is important that all legislators hear a particular message or receive particular facts/figures, it is acceptable to send a letter to all members of a committee or all members of a particular legislative body.
- Be respectful
- Be specific - Make your point early in the communication and often.
- Be succinct.
- Make it personal - Write from your perspective and your experience.
- Reference a specific bill or action, whenever possible.
- Send letter/e-mail to the statehouse or the district, depending on where the legislator is likely to be.
- Don't be intimidated – grammar and sentence structure are not as important as your message.

## B. Ideas for Legislative Outreach / Advocacy

### 1. Before the Fair

- Keep your fair on the radar screen of elected officials/key stakeholders.
- Be sure to extend a formal invitation to elected officials for a specific day. It may help to partner with other community organizations like your County Republicans and Democrats.
- Prepare a Fair schedule of daily events for the elected officials. They may come more than one day, or they may not be able to make it on the day they have been invited.
- Develop a brief fair primer including a history of the fair with a summary of things they're likely to see and a glossary of terms associated with the fair.

## 2. During the Fair

- Invite the elected officials on a day that exhibits everything that makes the fair great.
- Have knowledgeable fair officials give guided tours. Make sure they discuss not only the importance of your fair to the community, but also the importance of all agricultural industries on the local economy.
- Make the elected officials feel important. Let them give out a trophy after a race, announce the winner of a contest, or allow them to ride in the starting gate.
- Send elected officials daily updates on what has happened at the fair.

## 3. After the Fair

- Send elected officials a fair re-cap similar to what you send to media. Keep all information short, utilize bullet points and not paragraphs, and include many facts and figures that they might be able to use
- Send them something for their offices (horseshoes, pictures of them presenting a trophy).
- Attend fundraisers/events year-round.

## 4. Additional Information

*For additional information you may find helpful, please visit:*

- [www.ohioequineindustry.org](http://www.ohioequineindustry.org) (Ohio Equine Industry Coalition)
- [www.ohha.com](http://www.ohha.com) (Ohio Harness Horsemen's Association)
- [www.ohiofairs.org](http://www.ohiofairs.org) (Ohio Fair Manager's Association)
- [www.ustrotting.com](http://www.ustrotting.com) (United States Trotting Association)
- [www.legislature.state.oh.us](http://www.legislature.state.oh.us) (Ohio legislature)
- [www.ohioagriculture.gov](http://www.ohioagriculture.gov) (Ohio Department of Agriculture)
- [www.congress.org](http://www.congress.org) (Tool to determine who your elected officials are)
- [www.wocra.com](http://www.wocra.com) (Western Ohio Colt Racing Association)
- [www.svcolt.org](http://www.svcolt.org) (Southern Valley Colt Circuit)
- [www.ohiocoltracingassociation.com](http://www.ohiocoltracingassociation.com) (Ohio Colt Racing Association)

## **Section X- INDUSTRY STUDY ITEMS (FOR CONSIDERATION)**

- A. Consistent Days for Closing Entry Box - All fairs in the state should establish a consistent number of days prior to a race that horses must be declared in to race. This would eliminate the confusion for horsemen making entries.
- B. Entry "Team" / Centralizing Services - Each colt circuit should establish a centralized phone number for horsemen to make entries with a team of core people taking the entries and conducting the draws. This would help decrease the cost associated with putting the racing program together, make it more efficient, and lessen the chance of errors.

- C. Uniformity of “Days Between Races” - Divisions of the two-year-old and three-year-old colt and filly events should be scheduled at least three days apart within a colt circuit and between other colt circuits with neighboring fairs. With the diminishing number of colts and fillies, this would allow horses to race at more fairs and provide fuller fields.
- D. Sharing Stake Divisions Between Fairs - Due to the diminishing number of colts and fillies, the following options may have to be considered:
1. Some fairs may be capable of only offering colt races or filly races, but not both. There would be coordination so there would be an equal number of colt races and filly races in the state.
  2. Some fairs may choose not to race colt and filly stakes.
- E. Regional Fairs - If fairs combine into one regional fair; the regional fair could only apply to the Ohio Fairs Fund as a single fair for the purpose of conducting colt and filly stakes, regardless of the number of fairs combined.
- F. Consolidation of Racing Circuits - The current number of seven colt circuits could be reduced. Colt circuits could be consolidated based upon, among other things, the geographic area and the calendar weeks that fairs are held. This restructuring would provide a savings on personnel, would reduce the redundancy of information and services, and would provide better coordination of racing schedules of neighboring fairs. Horse owners who currently race in more than one circuit would realize a savings on colt circuit membership fees and encourage them to nominate their horses to race at more fairs.
- G. Pari-Mutuel Wagering
1. Significant improvements in the pari-mutuel wagering systems would benefit harness racing at the fairs. The main benefits would be increased financial contribution to the racing program. Also, with improved wagering opportunities, new fans may be attracted to racing events. Current fans would increase their wagering if wagering were more accessible.
- Some of the specific improvements that should be evaluated and implemented are as follows:
- Additional tote machines
  - Multiple locations for tote machines
  - Hand held wagering devices that are circulated through the crowd
  - Increased variety of wagers offered (examples – superfecta, pick 3, pick 4)
- H. Late Closers
1. Introduction of a late closer series at county fairs could reduce the financial risk of having overnights. Also, this could provide greater fan interest and interest from horsemen.

2. The program should be designed in such a way that the current Signature Series is not negatively impacted.
3. The late closers could be organized on a circuit basis or just with individual fairs.

I. Greater Use Of Technology

1. Utilizing current computer technology would reduce expenses and improve administrative aspect of county fair horse racing. Each circuit should have a web site or a single state wide web site with a page for each circuit should be considered.
2. Fairs should have high speed internet connections so that they are able to process entries and results as quickly and efficiently as possible.
3. Racing results and standings for all events such as “Night of Champions” and the “Signature Series” should be posted on both the USTA and OHHA web sites.
4. Potential Benefits of Increased Technology Are As Follows:
  - a. Reduced postage expense
  - b. Easy access to information
  - c. Another opportunity to sell advertising or sponsorships
  - d. Increased appeal to younger racing fans
  - e. All fairs could link to site and increase their exposure
  - f. Easier for entries at the various fairs

J. Huff Guide Standardization - The format of the Huff Guide may vary from fair to fair. This leads to the potential for errors in entering horses at the various fairs. It would be a benefit for Horsemen if a standard format was used by all fairs. Anything that improves the process without adding expenses is a benefit to the program.

K. State Wide Promotion / Sponsor Program - Increasing sponsors or selling advertising for the racing programs would lead to increased purses or reduced expenses. Many fairs may be currently utilizing all available local sponsors. Therefore, an evaluation and implementation of a state wide or regional program should be evaluated.

We have a fan base of some where between 35,000 to 70,000 and that should be attractive to some company.

70 fairs (estimated) X 2 days of racing X 250 fans per race = 35,000  
 70 fairs (estimated) X 2 days of racing X 500 fans per race = 70,000

We have already seen this concept on driver’s colors and other racing venues.

Some areas that could be utilized are as follow:

- a. Saddle pads with company logos
- b. Each race blanket with a logo
- c. Late closers with sponsors
- d. Each class of racing could be sponsored (Example - 2 year old colt races could become known as the "XYZ Company Classic", 3 year old filly races could become know as ....., etc.)

L. Purchase All Blankets From One Source

1. All fairs provide blankets for the winner of each race. The total blankets purchased in a year are in a range of 1,200 to 1,500. There are currently 3 suppliers of these blankets. If the purchase were consolidated at one vendor this would provide an opportunity to negotiate a lower price for all fairs. With a single order point, the administrative burden of the fair board may be reduced.
2. Having a single supplier would facilitate adding advertising to each blanket if that program is successful.

**Appendix**

**Section II (H) – Sample – Application for Stall Rent**

Application for Stall Rental

Applicant's Name \_\_\_\_\_ Date \_\_\_\_\_  
Address \_\_\_\_\_ # of Stalls \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone Number \_\_\_\_\_ Circle one: Race    Riding  
Alternate Contact Person/ Number \_\_\_\_\_  
Where horse(s) were stalled prior to moving here \_\_\_\_\_  
\_\_\_\_\_  
Contact Person/ Number for prior boarding facility \_\_\_\_\_  
\_\_\_\_\_

References (Other than relatives)

Name _____	Phone _____	Relation _____
Name _____	Phone _____	Relation _____
Name _____	Phone _____	Relation _____

Attach Current Coggins (EIA) Test Result or other vaccinations and/or Health Certificates. (If Required)

For Committee Use:			
Approval Date _____	Barn Number _____	Stall(s) _____	Initials _____
Denial Date _____	Comments: _____		



**Section II (H) – Sample - Lease Agreement (Should require legal review)**

**STALL OCCUPANCY LEASE**

JANUARY 1, \_\_\_\_ TO DECEMBER 31, \_\_\_\_

This Stall Occupancy Lease (“Agreement”) is entered into at any county, Ohio and is between any Agricultural Society, (“the Fair Board”), and \_\_\_\_\_

whose mailing address is \_\_\_\_\_ (“The Lessee”).

The Fair Board and Lessee desire to provide for Lessee to occupy \_\_\_\_\_ stalls for the keeping of horses and \_\_\_\_\_ stalls for the use of feed rooms or tack rooms (the “stalls”), which are in barn(s) \_\_\_\_\_ (the “barns”) on any county Fairgrounds (the “Premises”).

In consideration of the foregoing and the mutual promises herein made, the Fair Board and the Lessee hereby agree as follows:

1. **LIMITED RIGHTS TO OCCUPY** - Subject to the terms, conditions and provisions herein after set forth, the Fair Board hereby grants to the Lessee the limited right to occupy those Stalls designated by the Fair Board, and the Lessee accepts such limited right from the Fair Board, all upon the terms and covenants set forth in this Agreement. The Fair Board may designate the identity and location of the Stalls at its sole discretion from time to time. When unoccupied, a stall may be occupied by the Fair Board or any designee of the Fair Board.
2. **OCCUPANCY FEES** - Lessee agrees to pay fee of \$\_\_\_\_\_ per stall, per month, payable in advance at the office of the Fair Board, without notice, on the first day of each calendar month during the term of this Agreement. Any payment not made by the first day of the month shall be deemed delinquent, and after the tenth (10<sup>th</sup>) day of the month is subject to a late fee. Stalls are rented by the month, if you occupy the stall for 30 days or 10 days, the price is \$\_\_\_\_\_ per stall. \*\*\* STALL RENT PRICE IS SUBJECT TO CHANGE WITH NOTICE. \*\*\*
3. **SECURITY DEPOSIT** - In the event that the Lessee is delinquent in his license fee more than once during the term or fails to abide by any of the obligations set forth herein, the Fair Board may require the Lessee to deposit an amount equal to two months of occupancy fees for each stall. The failure of the Lessee to abide by the terms of this lease may, at the Fair Board’s option, result in the forfeiture of the deposit. Any deposit will be held without interest accruing on the amount of the deposit. The deposit is intended as a security for the full and faithful performance of the Lease of all the terms, covenants and conditions of this Agreement and may be applied to any charges due at the Expiration of this Agreement or against any expenses arising out of any violation of this Agreement by the Lessee.
4. **USE** - The stalls shall be used for the stabling of Standardbred horses and the storage of feed, equipment, bedding and incidental to the training of the same and for no other purpose. No stall shall be used for human habitation on a temporary or full time basis. The Lessee will not (i) interfere with another Lessee; (ii) store any property outside a stall; (iii) allow any other person to use a stall; (iv) deface or damage any stall or the premises; (v) alter any stall, on the premises or the Fair Board’s equipment (unless otherwise expressly permitted herein); or (vi) store any flammable, combustible, explosive or other dangerous items. Standardbred horses are the only horses allowed to be stalled here on a permanent basis. Others are allowed to be stabled for weekend horse shows. There are no exceptions!

5. CARE OF STALLS - The Lessee agrees to keep the stalls and adjoining areas free of trash and debris. All manure and bedding materials shall be deposited at such place as designated by the Fair Manager or such superintendent the Fair Manager may appoint. All bedding materials (straw & sawdust) must be kept in a Stall designated as a tack room. The Lessee acknowledges that the depositing of sawdust in a straw container or straw pile is a direct violation of this agreement. Any material other than straw or sawdust used for bedding requires the express written consent of the Fair Board prior to its use. Sawdust removal is a \$\_\_\_\_\_ per stall per month charge, and will be added to your monthly stall rent total. Blue tarps must be used to cover sawdust plies. They must not be tattered. Tires will not be allowed to hold down tarps. You are to use cement blocks. Tires accumulate water, and in turn become mosquito havens. Any County Fair Board insists that stall areas and all areas around the horse barns be kept in a clean, neat order. Those horse trainers/owners who are unable and unwilling to comply with this rule will be evicted.
6. UTILITIES - The Lessee agrees to exercise good conservation practices in the use of electricity and water. The Lessee agrees to refrain from the use of electrical appliances or other equipment, including but not limited to, radios, extension cords, water heaters, kerosene heaters, or other appliances or equipment, which is a fire risk. The Lessee shall be liable for any damages incurred as a result of the use of such electrical appliances or equipment. The Fair Board shall have the right to inspect all stall areas and may order the removal of any appliances, equipment, or materials which are considered fire hazards in the sole discretion of the Fair Manager or such superintendent the Fair Manager may appoint.
7. REPORTING - The Lessee shall make any reasonable and necessary repairs to the stalls. The Lessee shall report immediately to the Fair Manager's Office any conditions in or about the barn(s) regarding electrical deficiencies, water line breaks, roof damage, etc.
8. INSURANCE - The Lessee shall purchase and maintain public liability insurance in customary amounts and with insurers licensed to do business and in good standing in the State of Ohio protecting the public from any damages created by the Lessee or his animals while on or about the Premises. The Fair Board in its discretion may require written evidence of such insurance.
9. INDEMNIFICATION - The Lessee does hereby expressly stipulate and agree, in consideration of his right to occupy the facilities, to indemnify and hold forever harmless the Fair Board and its member, officers, directors, trustees, agents, servants or employees against loss from any and all claims, demands or actions in law or in equity that may hereafter at any time be made or brought by person or persons against the Fair Board or its members, officers, directors, trustees, agents, servants, employees arising out of the Lessee's use of the stalls or the premises.
10. CAMPING TRAILERS - No camping trailers shall be parked upon the premises.
11. HORSE TRAILERS - All horse trailers shall be parked in the area designated by the Fair Manager. No horse trailer shall be parked in such proximity to any barn as to block access of said barn to public safety officials and fire equipment.
12. USE OF TRACK - No persons shall jog and/or train horses on the track when the track has been declared unsuitable for use or locked by the Fair Manager or such superintendent the Fair Manager may appoint. Any unauthorized individual taking equipment onto the track without prior approval of the Fair Manager or such superintendent the Fair Manager may appoint will be subject to permanent removal from the Premises. Use of the track is limited to Lessees who have signed a Stall Occupancy Lease and who are current in all fees under such agreement. Others may use the track

only with permission of the Fair Manager who shall levy a reasonable charge for such use.

13. SECURITY - The Lessee does hereby expressly stipulate and agree that the Fair Board shall have no obligation to provide any safety or security measures, services or programs for the Lessee or the Lessee's personal property and shall have no liability for failure to provide the same or for the inadequacy of any measures provided.
14. DEFAULT - If (a) Lessee fails to pay any amount payable to Fair Board when due and such default continues for 10 days after notice by the Fair Board to Lessee, or (b) Lessee fails to observe, keep or perform any of the other terms, covenants, agreements or conditions contained herein on its part to be observed or performed; then Lessee shall be deemed to be in default hereunder.
15. TERMINATION - In the event a default exists hereunder, Fair Board may at its option and without further notice or demand, have the right at any time thereafter to give notice of termination to Lessee, and on the date specified in such notice this Agreement shall terminate without prejudice to any other remedy the Fair Board may have at law or equity. Such notice of termination need not be in writing and may be oral.
16. EXPIRATION - On the day this Agreement expires or sooner terminates, Lessee will deliver possession of any stalls occupied hereunder. The stalls shall be empty, broom cleaned and in the same condition as on the date of this Agreement. If the Lessee does not leave a stall empty and broom clean, the Lessee will pay on demand, a cleaning charge of \$\_\_\_\_ per stall. The Lessee will also be responsible for and shall pay for any damages he causes to a stall. Any property not removed on the day this Agreement ends will be considered abandoned and may be disposed of at the Lessee's cost and without any liability to the Fair Board.

(Name of Agricultural Society)

\_\_\_\_\_  
NAME OF LESSEE

\_\_\_\_\_  
Signature of Lessee

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Name of Fair Manager

\_\_\_\_\_  
Signature of Fair Manager

\_\_\_\_\_  
Date of Acceptance

## Section II (J) Sample - Barn Rules for Agricultural Society

### STALL RULES FOR BARN

The (Name of Agricultural Society) Board of Directors shall have complete authority to change, add, delete rules; adjust cost of all stalls or to assign stalls. Such changes shall become effective when posted in public areas at the fairgrounds.

#### 1. General Rules for Conduct and Use of Premises

- a. Any lease agreement is for the purpose of stabling equine animals in a safe and humane manner.
- b. If required by the Agricultural Society, each horse shall have a current Health Certificate, negative Coggins Test, and other vaccinations.
- c. There shall be only one equine animal per stall, with the exception of a mare and its foal.
- d. Any lessee's stall may be moved at the discretion of the Stall Committee, as it becomes necessary to accommodate incoming horses. Three (3) calendar days notice will be given to make the transition to the reassigned stall.
- e. A lease agreement must be signed prior to occupancy. Sub-leasing is prohibited.
- f. Water and electricity are furnished and the prudent use of the same is required.
- g. Hot water will be made available AT A CENTRAL LOCATION. USE OF ELECTRIC BUCKET HEATER IS PROHIBITED.
- h. Barn aisle ways shall be kept clean and neat at all time in accordance with the directions, rules, and regulations of the State Fire Marshall.
- i. Persons are prohibited from sleeping in barns.
- j. Animals shall not be turned loose into the pony area or any building.
- k. Only harness horses are permitted on the race track.
- l. Any equines in barns \_\_\_ shall vacate prior to the (name of your fair) if horse will not be competing in harness racing at the (name of your fair)
- m. Breeding of any animals is prohibited.
- n. All manure must be piled in the designated areas. Those using sawdust must pile it separate.
- o. Goats are permitted on the grounds as long as they are tied to or in a stall occupied by an equine that is paid for by the owner.
- p. No horse may be placed in an opened stall or moved from one stall to another without prior approval of stall committee.

#### 2. Violation of Rules

- a. Violation of the stall rules may result in termination of lease and eviction from the premises. Violation of Rule 1(k) will have a \$\_\_\_ fine due \_\_\_(month) \_\_\_(day) of said year.
- b. Any dispute over rules and procedures must be addressed to the Secretary and the stall committee for review.

#### 3. Payment

The parties agree and understand that \_\_\_% of rent money is placed in the account for the track maintenance. Payments due under this Agreement shall be paid as follows:

- a. Yearly Payment - \$\_\_\_ per stall / tack room/feed room (one month free, plus no payment for \_\_\_(month). Payment is due by December 10 prior to commencement of the lease.
- b. Tri-Monthly
  - 1<sup>st</sup> tri-month- December, January, February, March
  - 2<sup>nd</sup> tri-month- April, May, June, July

- 3<sup>rd</sup> tri-month- September, October, November

Must be paid by December 10<sup>th</sup>, March 10<sup>th</sup>, June 10<sup>th</sup>, September 10<sup>th</sup> for \$\_\_\_\_\_ per stall/ feed room/ tack room.

#### 4. Monthly Payment

##### a. Monthly and Tri-Monthly Agreements:

- i. If payment is not received by the 10<sup>th</sup> of the month lessee will be notified by certified mail of failure to pay and a \$\_\_\_\_\_ late fee per stall accessed. If payment is not made by the 15<sup>th</sup>, the Stall Committee will proceed with the process to terminate the lease.
- ii. If Lessee is delinquent in payment of stall rent, the Board may take whatever action they deem appropriate.
- iii. Insufficient Funds Check will be charged \$\_\_\_\_\_ and the Stall Committee will assess necessary penalties.

Any fines or penalties assessed for late payments or for rules violations must be paid within \_\_\_\_\_ days of assessment or eviction proceedings will begin.