

Important Notes:-

1. Don't forget to fill out the top of the form. (Obstacle Number, Judges Name and Event)
2. Don't try to put riders onto sheets according to grade. Just in the EXACT order you see them and nothing else. So that the order of the riders approximately matches the order that the starter sent them off at.
3. The numbers on the sheet are only to help score. Please avoid adding lines or leaving blank lines.
4. Write the number as soon as you SEE the horse. Then wait until the horse is finished and tick the appropriate box. If the horse misses a jump or does anything not otherwise accounted for write that. So that every horse seen has some result next to its number.
5. If YOU need to halt any rider, clearly write the time of stoppage FOR EACH HORSE, and the time that it was restarted FOR EACH HORSE.
6. If there is anything you are not sure about, write details on back of sheet for further consideration.
7. You should note, if feasible, the position of obstacles immediately before and after yours. If you see a horse omitting either of these, make a note on the score sheet
8. I interpret the column "2R" to mean that the rider had 2 refusals. NOT that they cleared it on the second attempt.

Take Care,- Put a mark on your sheet when you see a horse. Fill out the number when you can see the number (which might be after it has jumped). Tick ONE box.. Remember that if there is row with no ticks at all then we must treat the rider as **eliminated**. *This is always distressing because the rider is certain that they did jump yet we can't take their word for it.* The riders rely on us all to get it right every time. Note that even if you fail to see the number as long as you have the row filled out we know that SOME horse did the jump and we can identify that from other judge's sheets nearby.

What you should bring

Time piece

Ensure that you have stop watch or a watch with a sweep seconds hand to record any times for riders who are held on course.

Bring a folding chair, rain/sun gear (depending on weather), extra warm clothing, insect repellent, sun lotion, etc.

A mobile phone can be convenient if you need to be contacted out on the course or if you need to contact the starter/first aid urgently.

You will be provided with a clipboard, scoresheets and pencil/pen.

You should remain on the grounds for at least 30 minutes following the final posting of all the scores in the section(s) that you judged. This is the time that competitors have to lodge an objection to decisions made. The person in charge of the appeal process may need to discuss your decision with you.

Mobile phone app.

Many mobile phones have a stop watch app already. Find it and start it now. You won't have time to find it when things happen on the course.

There are simple, small, downloadable stopwatch apps if you don't already have one.

Remember that riders are timed to the NEAREST SECOND and "the course was held for 21 minutes" completely destroys the scoring for the event.

ONE LAST THING

We all want to get home. At the end of the day please **WAIT** until your sheets are collected. Do NOT walk in. We can't start work until the sheets arrive and if this takes 20 minutes after the last rider then everyone is held up by these extra 20 minutes and we all go home later. Even a single missing judge or sheet adds a lot of needless delay.