

## **I/I Tournament Work Routine Guidelines**

The following is a list of guidelines. Different host locations may require additional or varied work responsibilities. The tournament manager/committee will assign work duties as fairly as possible. *Violations and penalties for not complying with work responsibilities shall be determined by the NHTC as listed in the 2010 I/I Tournament Conditions.*

### **Playing Teams' Responsibilities:**

1. Arrive at tournament center at least 1 hour prior to scheduled game time. Report to tournament manager for string assignment.
2. Brush, wrap and tack horses scheduled to play, *including spares and umpire horses* (according to horse owner/manager instructions). Typically, each team will tack up eight (8) horses each.
3. Be dressed and ready to mount 15 minutes prior to game time.
4. Mount and warm-up when allowed.
5. Submit horse scores to the Tournament Manager promptly after the game. Horses are to be scored 1-10, 10 being best. Horse scores are used to award Best Playing Ponies for each tournament.
6. *Clean and put away tack* of played horses and umpire horses promptly after the game. Each team will be responsible for one string's tack (eight horses).
7. Work duties are not complete until all horses are fully cared for and you are excused by the tournament manager. (This may include blanketing, watering, feeding, etc.)  
Player's must be excused by the Tournament Manager prior to leaving the host facility.

### **Working Teams' Responsibilities:**

1. Report to tournament manager 20 minutes prior to scheduled game time for string assignment.
2. Each team will be responsible for one string of horses (6 horses plus the spare) *and the umpire horses*.  
Duties include: walking, tack time adjustments, getting spare if needed, untacking and washing.
3. First chukker horses and umpire horses should be in the arena walking 10 minutes prior to game time.
4. Horses should be *ready to mount* (adjust saddles, check wraps, etc.) and by the arena ingate 2 minutes prior to the end of previous chukker.
5. Give players their mounts in the arena. Keep the ingate area clear to allow horses to enter and exit safely. Keep safe distances when helping players mount.
6. Working teams are required to assist with tack time-outs when your assigned horses are playing. Workers must be ready to enter the arena immediately after tack time has been granted by the umpires.
7. Take horses that just played out of the arena to walk in the designated hot walk area. *Horses are to continue walking unless otherwise directed by the tournament manager.*
8. After the third and fourth chukkers, strip, wash, and walk your assigned horses *until directed to put them away by the tournament manager.*
9. Alert the Tournament Manager or Equine Welfare Advocate of any concerns or questions about a particular horse's well being (i.e. injury, respiratory rate).
10. Work duties are not complete until all horses are fully cared for and you are excused by the tournament manager. (This may include blanketing, watering, feeding, etc.)  
Working students must be excused by the Tournament Manager prior to leaving the host facility.

### **Goal Judging, Score Keeping, Lining the Arena:**

1. A minimum of one goal judge at each goal will be needed. When the *whole* ball crosses the front plane of the goal line, signal a goal scored by flag, light, or buzzer. Ask the tournament manager or umpires if you have any questions regarding what constitutes a goal *before* the start of the game.
2. Goal Judges are also required to line the arena once it has been dragged. Lime will be available to mark the center, 25 yard, and 15 yard lines. Be prepared to line the arena 15 minutes prior to game time and again at game's halftime. Ask the Tournament Manager if you have any questions.
3. Scorekeepers and timers will sit in an official area designated by the Regional Host Tournament Committee. This area is for the announcer, scorekeeper, timer, and tournament officials only. Please ask questions regarding score keeping and timing procedure if needed.

**All players are required to be respectful of the host facility and to clean up after themselves.**