



**FOUNDATION QUARTER HORSE REGISTRY
SHOW OFFICE
SHOW APPLICATION INSTRUCTIONS**

The following items must be completed when applying for an FQHR – approved show/event.

- 1) Obtain show application(s) from the FQHR show office or on line at [www. Fqhr.net](http://www.Fqhr.net).
- 2) Complete the show application. The application may be submitted with certain information pending (judge, etc), however, the show will not be approved until the pending information is submitted.
- 3) Mail the show application to the FQHR with appropriate fees to the FQHR Show Office. Application date will be determined by the postmarked date. All fees U.S. funds only.
- 4) Fee Schedule: Show Applications (per show/judge).
 - a. 90 days or more -----\$50.00
 - b. 60-89 days -----\$75.00
 - c. 30-59 days-----\$100.00
 - d. 11-29 days-----\$250.00

No approval will be granted for applications postmarked less than 10 days from show date(s). Show application fees are non-refundable.

- 5) Approval of show will not be granted until the Show Office receives a list of classes, in the order in which they will be held at the show. Once the list is submitted, the list of classes may be amended up to thirty (30) days prior to the show by written notification to FQHR Show Office. FQHR specific class rules apply.
- 6) All forms required for the show are available on the www.FQHR.net website or contact this office at 269.649.1106 and forms will be mailed to your show secretary.
- 7) All correspondence and communication will be mailed to the FQHR Show Secretary indicated on the application form unless otherwise indicated on the application. All changes to the application or show schedule must be made in writing and sent to the FQHR Show Office thirty (30) days prior to the show.
FQHR Show Office Contact _____

Show Approval Correction Form

Please submit all corrections on this form and return to the FQHR Show Office.

Address _____

Show Date _____

Show City & State _____

Show Name _____

Add/Delete Judge _____

Add/Delete Classes _____

Change Management _____

(Manager/Show Secretary) _____

Other _____

Changes made by: _____ Signature: _____

Date: _____