



REQUIREMENTS DOCUMENT
Designation of
US Equestrian Elite Training Center

The Requirements Document provides US Equestrian (USEF) with information from venues that wish to designate their centers as a US Equestrian Elite Training Center (ETC). The Requirements Document will allow for potential venues to showcase their facilities and amenities worthy of hosting US Equestrian training sessions. The submission of the Requirements Document should not be construed as an automatic agreement to be designated as a US Equestrian ETC.

REQUIREMENTS FOR VENUES

1. **Any venue wishing to apply must have hosted at least one US Equestrian sanctioned Team or Developing rider / horse training session within the previous year, in one of the 8 FEI disciplines or national Disciplines.**
2. **Competition Facilities and Location – please complete the following and supply detail.**
 - A. Name, City and state and address where training venue is located.
 - B. Surface area of venue (size).
 - C. Number, dimensions & footing of competition arena(s).
 - D. Number, dimensions & footing of practice arena(s).
 - E. Spectator capacity for possible auditor attendance.
 - F. Parking capacity.
 - G. Indicate if there are any indoor or covered rings at the facility.
 - H. Indicate if a separate lunging area is provided. Indicate size and type of footing.
 - I. Provide photos of venue including arena(s), stables and facilities in general (stands, VIP areas, parking, etc.) in which the US Equestrian can use in any press releases or publicity.
 - J. Indicate the availability of rooms that can be utilized for presentations and physio/doctor/para classifier evaluations including AV equipment.
 - K. Indicate if the venue is handicapped accessible (and if it has a wheelchair mounting ramp).
3. **Stabling- please complete the following:**
 - A. Stables: location, number, size of stalls, footing, permanent or temporary.
 - B. Wash stalls or facilities must be available.
 - C. Indicate availability of lighting and water. Both must be available to every barn/tent.
 - D. Adequate power supply for lights, fans and portable evaporative fans must be provided.
4. **Other Considerations:**

US Equestrian may designate venues based upon the discretion of the following factors:

 - A. Discipline Director's recommendation;
 - B. History of hosting past training sessions;
 - C. Discounted rates

- a. Will US Equestrian be charged or have a discounted rate;
- D. Date priority.

5. Media and Commercial Rights:

USEF will retain and own all media and commercial rights to any US Equestrian Training Session which may be granted at the discretion of the US Equestrian.

Items include:

Sponsors, photography, videography, television/cable rights and webcast rights

Marketing:

- A. The venue will submit their Marketing plan to US Equestrian and will aide in publicizing the Training Session in order to attract auditors/spectators if there is a need.
- B. The venue must have US Equestrian approval for the use of US Equestrian marks and logos.
- C. The venue must agree in advance to coordinate and collaborate with any and all local sponsorship opportunities.
- D. The venue must coordinate with US Equestrian on media coverage.
- E. US Equestrian must approve all merchandise offered for sale related to the event.
- F. The venue must agree in advance regarding any fees brought in from auditors, vendors and catering.

6. Incentives for a venue to become a US Equestrian Elite Training Center:

Once a venue has been designated a US Equestrian Elite Training Center they will receive the following incentives:

- A. The right to refer their location as a US Equestrian Elite Training Center in their marketing materials;
- B. Use of the US Equestrian logo in publications and marketing materials;
- C. A Plaque will be presented where it can be displayed at the venue;
- D. The venue will be listed on the www.usequestrian.org web site.
- E. US Equestrian will write an article on selected ETCs in Equestrian Magazine.