

MOUNTED ARCHERY Show Holding Body CHECKLIST



DATE	
VENUE	

NO	AUDIT / CHECK POINT	COMPLIANCE			COMMENT
		YES	NO	NA	
1	Equipment				
1.1	Timers				<i>If an adequate timer is not present then venue needs to supply 2 x Flag officials (one at start and one at end to indicate when a horse has passed through) & person with stopwatch.</i>
1.2	Flags/boards				<i>1 x Red Flag – Indicating track is not open for run 1 x Green Flag – Indicating track is open for run 3 x Sets of coloured and numbered flags (or boards) indicating target scores 1, 2, 3, 4, 5</i>
1.3	Microphone and speakers				<i>Adequate sound system to announce classes, runs, warm up times, class times, scores and times.</i>
1.4	Targets				<i>Minimum of 3 (preferably 5) standing targets: A round target with a diameter of 80cm, divided into 5 concentric circular zones of diameters 16cm, 32cm, 48cm, 64cm and</i>

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					<p>80cm. The target zones shall score, from inner to outer: 5pts, 4pts, 3pts, 2pts and 1pt respectively. (A standard FITA target.) OR A square target 71cm to a side, divided into 5 evenly spaced concentric zones. The target zones shall score, from inner to outer: 5pts, 4pts, 3pts, 2pts and 1pt respectively.</p> <p>Tower Target: The target(s) shall be placed half way along the track (45m) and 9m away from the edge of the track. The target faces shall be round and composed of Five concentric zones in contrasting colours. The zones shall be of 90cm, 72cm, 54cm, 36cm and 18cm diameter respectively. Front and back shot targets at 45 degrees. The centre of the target(s) should be 2m high +/- 10cm (relative to ground-level within the track).</p>
1.5	Arrow Stand				Adequate place for each archer to store and collect their arrows during their runs.
1.6	Bow Stand				Space provided for archers to hang up their bows.
2	Venue				
2.1	Indemnity boards				Indemnity notice boards clearly visible at the entrance of the venue

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2.2	The venue is neat, clean and free of obstacles / litter				<i>No dangerous wires, cables, rusty farm equipment etc. in the competition venue.</i>
2.3	Areas clearly demarcated				<i>Sufficient and clearly visible demarcation areas for:</i> <ul style="list-style-type: none"> • <i>Horseboxes</i> • <i>Spectator parking</i> • <i>Participants, horses and officials</i> <i>Spectators</i>
2.4	Dustbins				<i>Sufficient dustbins provided</i>
2.5	Toilets				<i>Ablution facilities available with appropriate signage (1 toilet per 40 people)</i>
2.6	Fire prevention				<i>If fire/gas are being used at the food stall, a serviced and up to date fire extinguisher present</i>
2.7	Horse camps (temporary/permanent)				<i>Safe horse camps without wires and situated so that horses cannot kick and bite each other.</i>
2.8	Water points				<i>Water point provided for the horses or from which the grooms/participants can fill their horse's water bucket</i>
2.9	Warm up areas				<i>Minimum of 1 x warm up arena/ area available, no more than 4 x horses allowed in a 40 x 20m arena, if more horses then a larger arena or more arenas need</i>

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					<i>to be available.</i>
2.10	Mobility				<i>Mobility factors considered e.g. Access for wheelchairs</i>
3	Track				
3.1	Track 2 – 4 meters wide				<i>Unless otherwise specified by the rules for a specific event.</i>
3.2	Track boundaries clearly delineated by rope or barriers				<i>Ensure that the rope or barriers does not present a hazard to horses or participants with the risk of injury when falling onto them. Allow for breakpoints in the rope or barrier.</i>
3.3	Sand or ground Track				<i>Sand deeper than 7cm and no deeper than 15cm. Loose ground no deeper than 10cm. Grass track not recommended, however if grass track then refer to next point for start and finish.</i>
3.4	Adequate space at beginning of track and after the finish point for the horse to slow and stop safely				<i>Ground or Sand tracks: At least 15 meters before the start of the track and 15m at the end of the track or if the track is curved, the diameter of the circle should be no less than 20m at the start and at the finish. Grass track: 20 meters before the start and a minimum of 20 meters after the finish to bring the horse to a halt or if a turn at the start 20m diameter and turn at the</i>

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					<i>end should have a diameter of at least 20 meters</i>
3.5	Safety Area behind targets/backstops				<i>Tracks need to be set up with targets that have a safe backstop (a hillside or net), and or a safety area for stray arrows that is clear for a minimum of 50 meters behind and 15 meters to the side of the targets. These areas should be well marked with surveyor flags, paint, and chalk, roped off or otherwise made clear. This area needs to be controlled so that no spectators and nonparticipants cannot walk in to the range or come in contact with horses. It is best if the target area is kept clear and if possible well mowed and also that it is cleared of rocks and debris. Holes and roots should be covered or well-marked.</i>
3.6	Slope / gradient of track				<i>The track should be on level ground with only a slight upward or downward angle of the track permitted.</i>
3.7	Track layout and track direction				<i>Recommended that track is not laid out North to South but rather East to West</i>
3.8	Competitor waiting area				<i>Adequate space provided where competitors can wait for their run to commence. No spectators / non competitors / non officials allowed in this space.</i>

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3.9	Horse traveling zone				<i>Return lane for the horseback archers to travel from the finish to the start that is a minimum of 4 meters wide.</i>
3.10	Officials & Horse Zone				<i>This can be the same zone as the Horse travelling zone. Ensure that this zone is cordoned off so that no spectators can enter this zone.</i>
3.11	Spectators zone				<i>Recommended that spectators are at least 5m from the track. The range must have a well-marked area for spectators and a lane for them to get to the seating area. There needs to be a barrier that is clearly visible and physical so that spectators are separated from the competitors. Horses should be kept away from the spectators.</i>
3.12	Horse Safety				<i>Ensured that no horses other than those in the current group are allowed on the track or horse travelling zone. Rider needs to have exited the track and be travelling down the horse traveling zone before the next horse will be allowed on track.</i>

AUDIT CARRIED OUT BY:

NAME & SURNAME	
DATE	
SIGNATURE	
COMMENTS	