Show Manager Checklist

Must Keep Track of workers/volunteers/paid positions

Office 2 People for Entries _____
_____

1 Person Data Entry _____

Judges Cards Printed from software - choose ABRA format
Announcer _____

Ring Steward(s) AM _____
PM _____

Paddock/Gate AM _____
PM _____

Ring Crew _____
Includes Trail class setup/take down/adjustments during class, cones available for pattern classes

Radios - **CHARGED** _____

High Point Awards Need 10 total

Pinto	13/U	14/18	Open	Amateur
	Pony	Mini		
All Breed	13/U	14/18	Open	Pony/Mini

Reserve Rosettes are also available

Patterns Posted _____
Judge(s) usually bring Showmanship/Equitation/Horsemanship and will choose Reining, Western Riding patterns

New Mexico Pinto will supply Trail Patterns _____

Extra Trail Patterns for exhibitors _____

Rule Book/Tape Measure _____

Trail Equipment on site _____

Concession - Lunch arrangements for Judge(s) _____

Water for exhibitors/judge/crew _____

PAPERWORK (Plenty of these needed)
- Premiums/Showbills
- Trail patterns
- Membership forms
- Pinto Master Forms
- All Breed Master Forms (entry forms)
- National Pinto Membership forms
- **Note: Many forms are available on the laptop**