



*the* **WASHINGTON  
STATE HORSEMEN**

**How to submit Proposed Rule Changes  
For the WSH Rule Book**

1. First you need to define the problem that exists with current rule or lack of a rule.
2. Determine the range of the problem.
3. Develop as many possible solutions for the problem. Ask others for their input.
4. If it involves a specific breed or discipline, seek the Director for that division to help with the proposal.
5. Determine if the rule proposal would affect any other rules already in place. If so, deal with them also.
6. Submit the proposal to the Horse Show Director, 26728 W. Tucker Prairie Rd, Cheney, Wa 99004 by the August 10<sup>th</sup> deadline written exactly how you want it to appear, if adopted.
7. If the proposed rule change is a new rule, write “**Add**”. If an existing rule is proposed to be deleted, write “**Delete**”. If the content of an existing rule is to be changed, write “**Change to read**”.
8. Type or print neatly, stating the exact wording being proposed. To indicate deletions, strike through the words you propose to delete. Type in ***bold and italics*** the wording you want to add.
9. Include your intention in a concise statement to explain what you intend to accomplish with the proposed rule change.
10. Sign your name and phone number for any questions that may need clarification.
11. It is recommended that the person(s) or a representative be present at the Horse Show Meeting in November at Convention.
12. All proposals must be in writing.
13. Rule proposals will be published in the Canter before the Convention in November.

**BEGINNING IN 2013-INCLUDE \$5.00 PER RULE PROPOSAL**  
**(With exception to the Rule Book Committee)**