

## **Procedures for videoing ACHA Events**

1. All ACHA approved classes must be video recorded.
2. The videographer must have the understanding that their first responsibility is to make quality videos for ACHA's reviewing purposes.
3. The videographer and any helper that videos must be current members of the ACHA.
4. While videoing classes, videographers do not talk on a cell phone, do not talk to contestants and have only limited communication with the judges. It is very important that the judge or monitor reviewing the video hear all of the arena sounds and should not be distracted by ongoing conversations on the video.
5. ACHA will only accept DVD-R's. Each video should be labeled with the name of the show, date, classes and judge names. All videos need to be organized, so that a specific horse, rider, set, class and day of the show can easily be identified for review purposes at any time. If the camera is left on at all times the judge must be able to hear the horse/rider names and score.
6. The camera should be positioned as near the center of the arena as possible and should be at approximately the same height as the judge's stand.
7. Must have horse, rider and cow in the picture at all times. Do not zoom in on a rider too closely to prevent getting the overall action. Do not omit any horses in any class.
8. Allow lead-in footage before horse begins to work and after buzzer sounds. Be sure the horn or buzzer sound is heard on recording as well as the announced score.
9. Do not leave the camera stationary.
10. Camera should be left on long enough to obtain names of horses and/or riders.
11. It is suggested that all reviews should be reviewed in an area away from the contestants. A separate private room is preferred. Contestants should never be allowed to be present when a judge is reviewing any run.

12. Videographer is REQUIRED to turn in a complete set of DVD's to the ACHA Office no later than 5 days after the completion of a show. Tapes may be given to the show secretary at the completion of the show. Videographer /Secretary must have the Judge sign the form supplied by the ACHA stating that he/she understands the Judges Committee has the right to view DVD's at anytime they feel the necessity.
13. Failure to comply with these rules is a \$50 fine for the 1<sup>st</sup> offense, \$100 fine 2<sup>nd</sup> offense and a \$500 fine for the 3<sup>rd</sup> offense as well as suspension from being able to video ACHA sanctioned shows.