



## Office of the VQHA Queen

### **Purpose**

All candidates for the VQHA Queen contest are expected and required to enter and compete at the All American Quarter Horse Congress Queen Competition for the year they are selected as VQHA Queen.

### **Eligibility**

The candidate must be between the ages of 18 and 25 and be a member of VQHA. The applicant must have reached her 18<sup>th</sup> birthday by January 1, of the Queen's term year and not be married, divorced or given birth.

All applicants must uphold their title with respect, honor, grace, integrity and dignity. Applicants will not involve themselves in any activities that bring dishonor to the title, contest, Queen Chair or fellow VQHA members.

According to OQHA's Queen rules of eligibility, all Queen contestants must be assigned female at birth, and identify as being female.

Be advised that all Congress Queen contestants will be subjected to a criminal background and reference check by the OQHA. In addition, could be asked to remove or edit media included on one's social media presence in conflict with the standards set forth by the Congress Queen Committee, all applicants will comply and do so.

In addition, please be advised that per OQHA rules, the VQHA Queen must agree that they have never posed or participated in any form of pornography or used their body to advertise in any negative or immoral way. If this is found to be true, the Queen will be forced to relinquish their title.

The VQHA Queen must not consume alcoholic beverages, smoke, and / or use any form of tobacco while on official business with VQHA or Congress Queen contest. Additionally, no profanity or illegal drug usage will be tolerated.

All VQHA Queen's must understand that the OQHA Congress Queen Committee has the right to refuse any Queen's application for the Congress competition and there is no appeal process.

All Congress applications must be emailed by August 1<sup>st</sup> to the OQHA Congress Queen Chair, which will include their head shot pictures (including crown & Sash in picture), and the entry fee for the contest. Please plan accordingly, as there are no exemptions given for late entries.

## **Personal Etiquette**

As the Queen is expected to be a role model to all youth, during activities where she acts in an official capacity as the VQHA Queen, she is to exemplify strong leadership, stressing exemplary sportsmanship at all times.

While on official Queen duties, the VQHA Queen is to maintain a professional appearance, wardrobe hair and makeup, being properly thought-out and planned for each event, in keeping up to date with current trends.

Attire:

Western Hats – Felt hat must be worn with crown. No straw hats please. Keep them clean and well-shaped.

Appropriate Makeup – Remember that you will be indoors for most events and people will be seeing you up close – not a judge's view.

Hair – Please no rubber band or that type of hair ties. Hair can be worn up or down, it is your choice. You want your hair to look as good as it would in the show ring.

Tops – Vest, jacket – it's your choice. No Harris, Cinch or that type of shirts please. When you are showing you can use your Showmanship outfits as well.

Skirts – Long skirts are mandatory – boot length.

Western boots – Can either be crepe soled or regular heeled. Must be clean and in good shape.

Sashes – Must be worn over your outfit and must be wrinkle free. When you are presented with your sash, you will be given instructions on how to iron your sash.

Jewelry – All jewelry should be complimentary of your outfit and should be show acceptable.

There will be certain events where exceptions to these rules will apply. If bad weather applies and it is an outside event, we don't want you to expose your good clothes to the elements. Use your good judgement in that case.

Events such as the Trail Ride has always been a casual affair, and jeans and a nice shirt have been accepted, especially if you wish to ride in this event. If you question attire for an event, please check with the Queen Chair.

If you are showing, you can stay in your show clothes and wear your sash and crown over your outfit if possible. We will try and rotate between the Queen duties and the show schedule so you can focus on your classes in addition to your Queen duties.

## **VQHA Queen Competition:**

To be considered as a Queen candidate it is necessary to submit a formal application to the Queen Chair by contest deadline each year for which she is intending to be considered. If the applicant is a current member of VQHA, membership will be verified by the VQHA Director of Membership. If the candidate is not a current member, a VQHA membership application must accompany the formal application for Queen sent to the Queen Chair.

The Queen candidates will be asked to compete in the following categories:

1. VQHA horsemanship test (*If time and calendar permits scheduling*)
  - Judged by a panel of judges. The class will consist of performing a pattern and rail work; balance of the class at judges' discretion to prove superior horsemanship.
2. Written test of the AQHA & VQHA rules
  - Knowledge of horses and the breed. All questions will be taken from the current year's AQHA Official Handbook of Rules and Regulations, and VQHA By-Laws.
3. Panel interview
  - Judged by outstanding people in the field on candidate's poise, appearance, and personality.
4. Resume submission
  - Resume submission to include activities, honors and or offices held, show record, community service, career ambition and other information.

Approximate weighting of the above four categories is as follows:

Horsemanship test:	10%
Written test:	40%
Interview:	40%
Resume:	10%

In the event of a tie, the interview will be the tiebreaker. The winning candidate will be announced at a date to be determined each year.

## **Attendance at Events:**

At VQHA events, attendance by the Queen is by request of VQHA. VQHA will contact the Queen no later than three weeks before an event so she is able to make plans accordingly.

At Non-VQHA events, attendance by the Queen is by request of the organization. Reimbursement of expenses is expected by the requesting organization.

### VQHA Events

VQHA sponsored events where Queen is expected to attend, VQHA, *with prior approval per event*, will pay appropriate hotel, food (on a per diem basis) and mileage as necessary, with a cap not to exceed \$500 for the year, during the year of the Queen's reign. All expenses will be reimbursed by VQHA within 30 days of submission of expense documents. These expenses are not part of the VQHA funding, nor other funds received for the Queen by sponsors, etc.

### 4-H Shows

The Queen shall attend the 4-H State Horse & Pony Show (in September) promoting the Quarter Horse and participate as requested in the show, acting as an ambassador for the QH and VQHA. A request for attendance shall be put forth to the 4-H State Horse Show Committee each year for the Queen's assistance. Her attendance will not be expected unless authorization is received. Consideration of such request & expenses should be discussed with the Queen Chairperson prior to submitting a request for attendance.

### Trail Ride

The Queen shall attend VQHA sponsored trail rides if requested by the trail manager. If these rides take place in conjunction with a VQHA Show where the Queen has been requested to work, the trail manager should coordinate with show management to avoid conflict.

### Other VQHA Sponsored Shows:

The Queen will attend VQHA sponsored shows as requested by show management and VQHA. If requested, she will assist in the office; hand out awards, and any other assignments as requested by show management. The Show will pay appropriate hotel, food (on a per diem basis) and mileage as necessary, not to exceed a cap of \$500 per year, during the year of the Queen's reign, for total expenses for all events. She may be asked to attend only a portion of the total days of the show to minimize expenses of the show. All prior authorized expenses will be reimbursed by VQHA within 30 days of submission of expense documents. These expenses are not part of the VQHA funding, nor other funds received for the Queen by sponsors, etc.

### Other Privately Held AQHA Shows and associated functions (auctions, etc.)

Upon request, the Queen will attend these shows and perform duties as requested by show management. All requests for attendance must be submitted along with an expected reimbursement schedule for hotel, food, and travel expenses. These shows may also pay the Queen a daily fee in addition to her expenses. All reimbursements will be made directly to VQHA. All prior authorized expenses will be reimbursed by VQHA within 30 days of submission of expense documents. These expenses are not part of the VQHA funding, nor other funds received for the Queen by sponsors, etc.

The daily fee will be deposited into the VQHA Queens' Fund for upcoming expenses.

Please note that all compensation will be made to the VQHA Queens' Fund and reimbursement will be made as requested. Discussions of anticipated reimbursements should take place between the Queen Chair and the Queen. The Queen will maintain an up-to-date ledger in conjunction with the Queen Chair, on the Queen's budget. This will

allow for better future financial projections of cash in and cash out of the Queens' Fund. This is necessary for the VQHA Queens' Program to remain proactive. By having funding available, the program will remain attractive for future candidates. The budget should remain current with the VQHA Treasurer. The Queen Chair and the Queen should discuss projected fund raisers and projected expenses to allow for smart use of the funds. The Queen should be actively engaged in fund raising to help support this program and her reign at all times. The Queen should anticipate suggestions and recommendations from the Queen Chair on utilization of funds and other relevant matters during her term.

### **Competing at AQHA and Other Shows during Her Reign:**

The VQHA Queen can compete at any AQHA or other show during her reign. Other personal displays of representation of the VQHA Queen outside of the show ring and not affiliated with requested show duties is certainly anticipated from an enthusiastic candidate. Any expenses incurred at these shows will be at the Queen's personal expense.

Should the VQHA Queen desire to compete at a VQHA sponsored or approved show and VQHA requests her presence at these shows, her duties at those shows will be limited to those for which she does not come in contact with the judges. VQHA will pay her travel, hotel, and food expenses but not her show expenses, while representing VQHA as Queen, not to exceed a yearly cap of \$500 for all event expenses, for the entire year of her reign. If VQHA does not request her presence at these shows, all expenses incurred by the Queen will be at the Queen's personal expense.

VQHA encourages the Queen to compete often in Horsemanship classes as prudent preparation for the Queen's competition in the Queens' Horsemanship Class at the All American Quarter Horse Congress.

### **Rule Book:**

The Queen is expected to be very familiar with the current AQHA rule book, and OQHA By-laws and other rules, which will require extensive and independent study times on her part.

In addition, she should familiarize herself with the VQHA Bylaws and any other rules including showing etc..as this will be part of her written test as she will be expected to answer questions to the general public about VQHA as its ambassador.

### **Maintaining a Log:**

The Queen is required to maintain a log of the events she participated in, including knowledge gained from the event and any suggestions that she feels worthy for such future events and relevant coordination for future Queen Candidates. This log will be passed on to the next year's incoming Queen. The Queen will be expected to bring the results of her Congress Scores back the VQHA Board and the Queen Chair and to be included in this log.

### **VQHA Funding for the Queen:**

The Queen will receive financial support from VQHA, with the amount decided yearly. This assistance is not associated with expenses the Queen incurs (i.e., meals, hotel, mileage) when attending VQHA functions, but does include some of the expenses associated with the Congress competition.

In addition, the Queen can receive funding from daily fees received from private shows and donations from various VQHA regions, Sponsors, and Fund Raisers. The Queen should work diligently to raise funds as the money contributed to the VQHA Queen's Fund by VQHA will not cover all of the expenses incurred during the annual reign as VQHA Queen.

Should the same individual become the VQHA Queen for a second term, she will receive financial assistance from VQHA, the amount to be voted upon yearly.

Expenses are to be submitted within 30 days and will be reimbursed within 30 days. A statement of account will be provided by VQHA Treasurer to the Queen as necessary. The Queen's Fund balance will be made available to the VQHA Board as necessary. This statement will include all funds received, reimbursements, and remaining balance. The Queen Chair is responsible for reporting on the current balance of the Queen's Fund for proper planning of events, fund raisers, necessities and amenities to accommodate the VQHA Queen. The Queen Chair should advise and make recommendations on appropriate spending as these monies are those of the VQHA Queens' Fund and should not be considered personal funds of the Queen.

VQHA will provide the Queen with an appropriate sash to be worn on her person when representing VQHA at all functions. At the end of her reign, the sash will be returned to VQHA to be used by the incoming Queen. The sash must be returned in good condition. If the outgoing Queen wishes to keep the sash, she must replace it in a timely fashion, with the Queen Chair providing the order and pricing information. If for any reason, the sash is damaged, the Queen will be required to replace the sash.

The Queen Crown is the responsibility of the Queen to purchase and design, pending Queen Chair approval. The crown will be hers to keep upon her departure as Queen. The Queen Chair will provide suggestions on locations for purchasing crowns. The Queen should be aware that ordering times might be as long as several months, so planning is most important.

The Queen is required to account for all monies spent and include this information in her log to be helpful to future queens. If the Queen should neglect her duties and exhibit lack of responsibility toward the Queen's Program and the goals of VQHA, the Queen will be expected to reimburse the VQHA Queens' Fund for all monies received.

### **Cause for Removal from Office**

Should the Queen not abide by the rules as stated herein which included as previously mentioned, neglect of her duties, and exhibiting lack of responsibility toward the Queen's Program and the goals of VQHA, she will be removed from the VQHA Queen's position.

The Queen will then be expected to reimburse the VQHA Queens' Fund for all monies provided her during her term. The sash will be returned to VQHA at such time, and she could be barred from future Queen competitions, depending on the severity of her removal.

If at any time the Queen must remove herself from her duties (health, financial issues, etc) she is to notify the Queen Chair immediately. This would not preclude her from future years of competition.

If for any reason the Congress Queen competition is not held, the VQHA Queen will continue her reign without any interruptions. A note will be entered into the Queens journal explaining the reason why the competition was not held for future reference.



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VQHA requires all candidates and their official guardians, to review this document in its entirety prior to being considered a candidate for the Queen contest.

Both the Queen contestant and the official guardian must sign, date, and return this form before being considered an official candidate of the competition.

This is to make sure that all parties understand the rules and expectations of what this competition will entail. If anyone has any questions, please refer back to the Queen Chair for clarification.

I, (Contestant and Parents) hereby agree to all above mentioned terms.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Email: \_\_\_\_\_

Dob: \_\_\_\_\_ Queen

Parents / Guardian Signature:

\_\_\_\_\_

Contestants Signature:

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\*\*Please return this page only to the VQHA Queen Chair along with your application