



Show Secretary & Manager Newsletter

August 2025



Upcoming Webinar: How to Attain Horse Show Sponsors

Join us **Friday, September 5 at 10:00 AM Central Time** for a special webinar with **Christy Landwehr**, NRHA Senior Director of Corporate Relations.

Christy will share expert tips on how to successfully **secure sponsors for your next horse show**. Whether you're organizing your first show or looking to grow your event's support, this session will offer actionable strategies to help you succeed!

If you would like to attend, please sign up [here](#)!

Want Priority Results Processing? Here's How!

We're now giving *priority status* to shows that have **no processing** (membership renewals, license transfers, leases, etc.), which means your results get processed first!

Getting priority is easy:

- Walk your exhibitors through ReinerSuite before or at your event, so they can complete their paperwork prior to entering the show pen.
- Make sure memberships, licenses, and other requirements are taken care of in advance of the show.

- Need help? Check out our [ReinerSuite Video Tutorials](#) for step-by-step guidance.
- Upload your CSV show results.
- Submit any other documents digitally and provide a credit card for payment.

By helping your exhibitors complete these steps early, your show jumps to the front of the line for results processing- getting your results posted faster and keeping your exhibitors happy!

Note: If your show is granted priority status but your problem sheet contains processing-related errors, such as unexpired memberships or licenses that need transferring, your priority status will be paused until your next set of results are submitted without errors.

Encourage ReinerSuite Use - But Remember: Paperwork Must Be Accepted On-Site

ReinerSuite is a helpful tool to keep your event organized and reduce paperwork. We encourage all show staff to guide their exhibitors to complete memberships, licenses, and transfers in advance using ReinerSuite.

However, show management is still required to accept valid documentation on-site.

Please be sure to accommodate exhibitors who bring documentation (such as membership applications, transfers, or leases) to the event.

To manage time and questions more effectively, we recommend setting up dedicated office hours during your show. This gives exhibitors a clear time window to ask for help and gives your office a break from last-minute interruptions during busy periods. Even 30 minutes in the morning and again mid-day can make a big difference.

If you would like NRHA to host a **webinar on a specific topic**, let us know!

Why Correct NRHA ID Numbers & Names Matter

When uploading your results via CSV, make sure the **NRHA ID number and name** of each rider and horse match exactly.

Here's why it matters:

- Correct info = fewer edits needed before publishing
- Incorrect info = delays, possible fines, and errors on the NRHA records

We recommend asking for the NRHA ID card (digital or printed) during check-in to help avoid errors. A few extra minutes up front can save hours during Results submission.

If you have any questions, email us anytime at shows@nrha.com or call the office at (405) 946-7400.

Thank you for your attention and continued support in making each show a success!