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OBJECTS OF THE ASSOCIATION

The objects of the Association are:

To raise the standard, credibility and quality of the Miniature Horse, and the ethics within the industry by:

- (1) Creating and maintaining a registry of Miniature Horse, Small Horse and Little Horse that meet the standard and requirements of the rules of the Association.
- (2) Protecting the integrity of the registry and the correctness of information of all horses entered to the best ability of the Association from information supplied by members.
- (3) To have all horses' DNA on file and parentage verified.
- (4) Educating all interested in Miniature Horses in the care and well being of Miniature Horses generally, and the safe and responsible handling of horses in public.
- (5) To stand by our concern about care of Miniature Horses, the Association will, whenever possible, sponsor approved recognised organisations established for the rescue of Miniature Horses.
- (6) Educating all interested in Miniature Horses about undesirable traits and genetic unsoundness of horses and the selective breeding to eradicate such undesirable traits and genetic unsoundness.
- (7) Encouraging breeders of Miniature Horses to breed to the Standard of Excellence and strive to improve on each generation.
- (8) Encouraging members of the Association to familiarise themselves with the Association Code of Ethics and act within the Association Code of Ethics.
- (9) Promoting the Miniature Horse to the general public.
- (10) Holding educational clinics.
- (11) Holding shows at National and State Level of a superior standard.
- (12) Creating and maintaining an accredited Miniature Horse judges list.
- (13) To produce and publish a stud book of the Association as deemed required.

CODE OF ETHICS

We the members of MHF are dedicated to all things pertaining to the promotion, improvement, education and humane care and treatment of the Miniature Horse.

In all aspects of our involvement with Miniature Horses:

- We will deal with all persons interested in Miniature Horses and the public with the highest degree of integrity and honesty.
- We will treat all persons in all aspects of our dealings with Miniature Horses with respect.
- We will breed our Miniature Horses with the MHF Standard of Excellence as our guide towards constant improvement of the Miniature Horse.
- We will act with integrity and honesty in all our financial dealings with our colleagues and the public.
- We will work towards instilling confidence in the Miniature Horse industry and MHF.
- We will ensure all Miniature Horses in our care are treated humanely and given the care they deserve. They will be well fed and given shelter from the extremes of weather. They will be trained with sensitivity and not subjected to any cruelty.
- We will endeavour to help all those interested in Miniature Horse ownership with all the information they required to care for, show, train and breed the Miniature Horse in a responsible manner.
- We will endeavour to educate all those interested in Miniature Horses in all aspects of responsible ownership, showing, training and breeding the Miniature Horse.
- We will ensure all Miniature Horses sold by us are sold in good health and good body condition.
- We will always uphold the rules and regulations of MHF.
- We will always uphold the Objects of MHF.

Part 1. PRELIMINARY

1. DEFINITIONS

(1) In these rules:

- **Commissioner** means the Commissioner of the Office of Fair Trading
- **Ordinary Member** means a member of the management committee who is not an office-bearer of the Association, as referred to in rule 15
- **Secretary** means:
 - (a) the person holding office under these rules as the secretary of the Association, or
 - (b) if no such person holds that office - the public officer of the Association
- **Special General Meeting** means a general meeting of the Association other than an annual general meeting
- **The Act** means the *Associations Incorporation Act 1984*
- **The regulations** means the Associations Incorporation regulation 1999
- **The Association** means Miniature Horse Federation Inc.
- **Phase One (1) Registry** means the restriction of which horses that are acceptable for inclusion into the registry
- **Closed Registry** means the non-acceptance of horses not already in the registry
- **Miniature Horse** means a horse not exceeding 34.5'
- **Small Horse** means a horse over 34.5' and not exceeding 38.5'
- **Little Horse** means a horse over 38.5' and not exceeding 42.5'
- **Imported horses** means a horse foaled outside the Commonwealth of Australia
- **Registry** means the records of all horses & transactions registered with Miniature Horse Federation Inc.
- **Owner** means the current person recorded as the registered owner in the Registry
- **Artificial Insemination (AI)** means the collection and use of semen for breeding purposes.
- **Incident Book** means a place to record complaints, accidents, mishaps, altercations and misadventure.

(2) In these rules:

- (a) a reference to a function includes a reference to a power, authority and duty, and
- (b) a reference to the exercise of a function includes, if the function is a duty, a reference to the performance of the duty.

(3) The provisions of the *Interpretation Act 1987* apply to and in respect of these rules in the same manner as those provisions would so apply if these rules were an instrument made under the Act.

Part 2 - MEMBERSHIP

2. Membership qualifications

Membership of the Association is a privilege, not a right & a person is qualified to be a member of the Association if, but only if:

- (a) the person is a person referred to in section 15 (1) (a), (b) or (c) of the Act and has not ceased to be a member of the Association at any time after incorporation of the Association under the Act, or
- (b) the person is a natural person:
 - (i) who has nominated for membership of the association as provided by rule 4 , and;
 - (ii) who has been approved for membership of the Association by the management committee of the Association.

3. Membership classifications

(1) There shall be four types of membership:

- a) single membership – entitled to one vote, and eligible to nominate for management committee, who must indicate if considering nominating for management committee, and
- b) joint membership of two persons entitled to one vote, and one designated person being the signatory to vote who is eligible to nominate for management committee, who must indicate if considering nominating for management committee, and
- c) youth membership for one child up to his/her 18th birthday, not entitled to vote, and not eligible to nominate for management committee, and
- d) family membership of two adults and all bona fide children of the family under 18 years of age. One adult being the designated signatory entitled to one vote, who is eligible to nominate for management committee, who must indicate if considering nomination for management committee.

4. Nomination for membership

- (1) A nomination of a person for single membership, joint membership, youth membership or family membership of the Association, must
 - (a) be nominated by two financial members of the Association, and;
 - (b) be lodged with the secretary of the Association on the Associations approved nomination for membership form, and;
 - (c) include the appropriate annual membership fees.
- (2) As soon as practicable after receiving a nomination for membership, the secretary must refer the nomination to the management committee which is to determine whether to approve or reject the nomination.
- (3) Within 30 days of the management committee making that determination, the secretary must:
 - (a) notify the nominee, in writing, that the management committee approved or rejected the nomination (whichever is applicable), and;
 - (b) if the management committee rejected the nomination, return any annual membership fees sent by the nominee applicable to the rejected nomination, or;
 - (c) if the management committee approved the nomination and on payment of any annual membership fee applicable to the nomination, the secretary must enter the nominee's name in the register of members and, on the name being so entered, the nominee becomes a member of the Association.

5. Cessation of membership

A person ceases to be a member of the Association if the person:

- (a) dies, or
- (b) resigns membership, or
- (c) is expelled from the Association

6. Membership entitlements not transferable

A right, privilege, or obligation, which a person has by reason of being a member of the Association:

- (a) is not capable of being transferred or transmitted to another person, and
- (b) terminates on cessation of the person's membership.

7. Resignation of membership

- (1) A member of the Association is not entitled to resign that membership except in accordance with this rule.

- (2) A member of the Association who has paid all amounts payable by the member in respect of the member's membership may resign from membership of the Association by first giving to the secretary written notice of at least one month (or such other period as the management committee may determine) of the member's intention to resign and, on the expiration of the period of notice, the member ceases to be a member.
- (3) If a member of the Association ceases to be a member under clause (2), and in every other case where a member ceases to hold membership, the secretary must make an appropriate entry in the register of members recording the date on which the member ceased to be a member.

8. Register of members

- (1) The public officer of the Association must establish and maintain a register of members of the Association specifying the name and address of each person who is a member of the Association together with the date on which the person became a member.
- (2) The register of members must be kept at the principal place of administration of the Association and must be open for inspection, free of charge, by any member of the Association at any reasonable hour.
- (3) A member of the Association may obtain a copy of any part of the register on payment of a fee as determined by the management committee for each page copied.

9. Fees and subscriptions

- (1) A member of the Association must, on admission to membership, pay to the Association the current membership fee, as determined by the management committee.
- (2) An annual membership renewal fee, as determined by the management committee is payable on the 31st July of each calendar year.
- (3) A member who does not pay the annual membership renewal fee by 1st August of each calendar year shall be deemed un-financial and shall not have voting rights or registry privileges of the Association.
- (4) A once only joining fee, to be determined by the management committee, is to be paid with the application for membership.
- (5) No fee once paid into the Association's account shall be refunded unless voted in favour by the management committee.
- (6) No paperwork will be processed unless:
 - (a) correct fees are included or such paperwork will be held by the Association until correct fees are paid in full.
 - (b) any cheques the bank refuses to pay are honoured & any bank fees, incurred by the Association, are paid by the member.
- (7) Any property or money owned by the Association in the control of any member of the Association must be returned on demand of the Management committee or all transactions of that member with the Association will be suspended until the demands are met.

10. Members liabilities

The liability of a member of the Association to contribute towards the payment of the debts and liabilities of the Association or the costs, charges and expenses of the winding up of the Association is limited to the amount, if any, unpaid by the member in respect of membership of the Association as required by rule 9.

11. Resolution of internal disputes

- (1) Disputes between members (in their capacity as members) of the Association, and disputes between members and the Association, are to be referred to a community justice centre for mediation in accordance with the *Community Justice Centre Act 1983*.
- (2) At least seven (7) days before a mediation session is to commence, the parties are to exchange statements of the issues that are in dispute between them and supply copies to the mediator.

12. Disciplining of members

- (1) A complaint may be made to the management committee by any person that a member of the Association:
 - (a) has persistently refused or neglected to comply with a provision of these rules, or
 - (b) has persistently and willfully acted in a manner prejudicial to the interests of the Association
- 2) On receiving such a complaint, the management committee:
 - (a) must cause written notice of the complaint to be served on the member concerned, and
 - (b) must give the member at least fourteen (14) days from the time of notice is served within which to make submissions to the committee in connection with the complaint, and
 - (c) must take into consideration any submissions made by the member in connection with the complaint.
- (3) The management committee may, by resolution, expel the member from the Association or suspend the member from membership of the Association if, after considering the complaint and any submissions made relating to the complaint, it is satisfied that the facts alleged in the complaint have been proved.
- (4) If the management committee expels or suspends a member, the secretary must, within seven (7) days after the action is taken, cause written notice to be given to the member of the action taken, of the reasons given by the management committee for having taken that action and of the member's right of appeal under rule 13.
- (5) The expulsion or suspension does not take effect:
 - (a) until the expiration of the period within which the member is entitled to appeal against the resolution concerned, or

- (b) if within that period the member exercises the right of appeal, unless and until the Association confirms the resolution under rule 13(5), whichever is the latter.

13. Right of appeal of disciplined member

- (1) A member may appeal to the Association in general meeting against a resolution of the management committee under rule 12, within seven (7) days after written notice of the resolution is served on the member, by lodging with the secretary a notice to that effect.
- (2) The notice may, but need not, be accompanied by a statement of the grounds on which the member intends to reply for the purposes of the appeal.
- (3) On receipt of a notice from a member under clause (1) the secretary must notify the management committee which is to convene a general meeting of the Association to be held within twenty eight (28) days after the date on which the secretary received the notice.
- (4) At a general meeting of the Association convened under clause (3):
 - (a) no business other than the question of the appeal is to be transacted, and the management committee and the member must be given the opportunity to state their respective cases orally or in writing, or both, and
 - (c) the members present are to vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- (5) If at the general meeting of the Association passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.

Part 3 – THE MANAGEMENT COMMITTEE

14. Powers of the Management Committee

The management committee is to be called the management committee of the Association and, subject to the Act, the Regulation and these rules and to any resolution passed by the Association in general meeting:

- (a) to enforce the rules & regulations of the Association, and
- (b) is to control and manage the affairs of the Association, and
- (c) may exercise all such functions as may be exercised by the Association, other than those functions that are required by these rules to be exercised by a general meeting of the members of the Association, and
- (d) has power to perform all such acts and do all such things as appear to the management committee to be necessary or desirable for the proper management of the affairs of the Association, and
- (e) may not change any part of the constitution before any change voted in favour by the members of the Association at a general meeting, as per these rules, and
- (f) may not bring into force or act upon any ruling until it has been voted in favour by the members of the Association at a general meeting as per these rules, and

- (g) nominate a public officer who is responsible to submit all the Associations documentation required by Fair Trading

15. Constitution and membership

- (1) Subject to these rules in the case of the first members of the management committee to section 21 of the Act, the management committee is to consist of:
 - (a) the office-bearers of the Association, each of whom is to be elected at the annual general meeting of the Association under rule 16, and
 - (b) eight (8) ordinary members must be called for in the notice of the annual general meeting, each of whom is to be elected at the annual general meeting of the Association. If insufficient nominations are received the management committee can still function as long as the quorum is met. under rule 16, who
 - (i) must have a genuine interest in the Objects of the Association
 - (ii) must have email and phone available for conducting committee business
- (2) The office-bearers of the Association are to be:
 - (a) the Chairperson, who:
 - (i) must have an understanding of chairing meetings & good communication & organization skills, and;
 - (ii) cannot be a position held with two family members on management committee.
 - (b) the Treasurer, who:
 - (i) must have an understanding of accountancy and bookkeeping, and;
 - (ii) must have computer skills to keep accurate records of the Associations financial transactions.
 - (c) the Secretary, who:
 - (i) must have an understanding of the correct protocol for dealing with the Associations correspondence, the taking of minutes at Association meetings, and conducting the day to day running of the Association, and;
 - (iii) must have computer skills to keep accurate records of all dealings of the Association.
 - (d) the Registrar, who:
 - (i) must have an understanding of the requirements to keep the registry accurate and up to date, and;
 - (ii) must have computer skills to keep the registry accurate and up to date.
- (3) No management committee member may hold more than one position on management committee at any given time.
- (4) The secretary and the registrar may nominate one of the ordinary members as his/her assistant.

- (5) The first office bearers of the management committee of the Association are to hold office for three years until the conclusion of the third annual general meeting of the Association after incorporation, but are eligible for re-election.
- (6) Thereafter office bearers of the management committee are to hold office for two years, but are eligible for re-election.
- (7) Ordinary members of the management committee of the Association are to hold office for two years, but are eligible for re-election.
- (8) In the event of a casual vacancy occurring in the membership of the management committee, the next nominee for management committee, at the previous annual general meeting, with the next highest number of votes is to be invited to fill the casual vacancy, and
 - (a) if that nominee is unable or unwilling to accept the next highest voted nominee and so forth, or
 - (b) if there is not another nominee able or willing to accept the casual vacancy, the management committee may appoint a member of the Association to fill the casual vacancy, and
 - (c) if the nominee is currently holding a management committee position they must retire before appointed to the casual vacancy
 - (d) the so appointed member is to hold office, subject to these rules, until the conclusion of the annual general meeting next following the date of the appointment.
- (9) No more than two family members may nominate or hold a position on the management committee at any one time. This includes:
 - (a) any family member residing at the one premises, or
 - (b) husband and wife, parent & child.
- (10) A member of the management committee shall not be appointed to any salaried office of the Association or any office of the Association paid by fees, and no remuneration or other benefits in money or monies worth shall be given by the Association to any member of the management committee except the payment of out of pocket expenses which have prior approval of the management committee and on submission of adequate receipts.

16. Election of Management Committee members

- (1) Nominations of candidates for election as office bearers of the management committee of the Association or as ordinary members of the management committee:
 - a) nominee must be a current financial member of the Association, and
 - b) the nominee must have been a member of the Association for a minimum of 3 months
 - c) the nomination must be made in writing on the Association approved nomination for management committee form, and
 - d) must be nominated by a current financial member of the Association, and
 - e) must be delivered, by post, fax or email, to be determined by the management committee, to

the secretary of the Association at least thirty (30) days before the date fixed for the annual general meeting to take place.

- (2) If insufficient nominations are received to fill all vacancies on the management committee, the candidates nominated are taken to be elected and further nominations are to be received at the annual general meeting.
- (3) If insufficient further nominations for ordinary committee are received, any vacant positions remaining on ordinary committee are to remain vacant until the next AGM, unless the number of filled positions is less than the number required for a quorum.
- (4) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.
- (5) If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.
- (6) The ballot for the election of the members of the management committee of the Association is to be conducted at the annual general meeting.
- (7) No member who is serving on another management committee or equivalent of another miniature equine association, society, registry or club may serve as a member of the management committee of the Association at the same time. If a member of the management committee of the Association accepts a position on another miniature equine association, society, registry or club management committee or equivalent, they must resign from the management committee of the Association. This is compulsory.
- (8) The outgoing office bearers of the Association, for a period of three months after the AGM, are to instruct incoming office bearers in the procedures and running of the Association.

17. Secretary

- (1) The secretary of the Association must, as soon as practicable after being appointed as secretary, lodge notice with the Association of his or her address.
- (2) It is the duty of the secretary to keep minutes of:
 - (a) all appointments of office-bearers and ordinary members of the management committee
 - (b) the names of members of the management committee present at a management committee or general meeting , and
 - (c) all proceedings at management committee meeting and general meetings, and
 - (d) inform the membership of any changes or decisions made that effect the membership in the news letter immediately after any change or decision, and
 - (e) keep minutes of proceedings which may include tape recordings at a meeting. The minutes must be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting and retained by the current secretary indefinitely, and
 - (f) distribute to every financial member a copy of minutes of each general meeting within 30 days of the meeting.

18. Treasurer

It is the duty of the treasurer of the Association to ensure:

- (a) that all money due to the Association is collected and received and that all payments authorized by the Association are made, and
- (b) that correct books and accounts are kept showing the financial affairs of the Association, including full details of all receipts and expenditure connected with the activities of the Association and
- (c) report to the management committee at all meetings of Association, all financial transactions and financial statements since the previous meetings.

19. Casual Vacancies

- (1) For the purposes of these rules, a casual vacancy in the office of a member of the management committee occurs if the member:
- (a) dies, or
 - (b) ceases to be a member of the Association, or
 - (c) becomes insolvent under administration within the meaning of the *Corporations Act 2001* of the Commonwealth, or
 - (d) resigns office by notice in writing given to the secretary, or
 - (e) is removed from office under rule 20, or
 - (f) becomes a mentally incapacitated person, or
 - (g) is absent without consent of the management committee from two consecutive meetings of the management committee

20. Removal of member

- (1) The Association in general meeting, may by resolution remove any member of the management committee from the office of member of the management committee before the expiration of the member's term of office and may by resolution appoint another person to hold office, subject to rule 16, clause (1), sub clause (a) (b) and (c), until the next annual general meeting of the Association.
- (2) If a member of the management committee to whom a proposed resolution referred to in clause (1) relates makes representation in writing to the secretary (not exceeding a reasonable length) and requests that the representation be notified to the members of the Association, the secretary may send a copy of the representation to each member of the Association or, if the representations are not sent, the member is entitled to require that the representations be read at the meeting at which the resolution is considered.

21. Meeting and Quorum

- (1) The management committee must meet in person at least twice in each 12 month period at

such time and place as the management committee may determine and

- (a) the membership will be informed of time, date & place prior to such meetings & may attend., and the management committee may need to include a closed period at such meetings where the membership may not attend.
- (2) Additional meetings of the management committee may be held by telephone, email, internet or any other advanced technology applicable, and may be convened by any member of the management committee and notice of such meeting must be given by telephone or email at least 48 hours before the time appointed for the holding of the meeting.
- (3) Notice of a management committee meeting, to be held in person, must be given to each member of the management committee by post, fax or email, at least fourteen (14) days before the time appointed for the holding of the meeting.
- (4) Notice of the meeting given under clause (2) and (3) must specify, with explanation, the nature of the business to be transacted at the meeting and no other business is to transacted at the meeting.
- (5) 4 (four) management committee members are required to be present to constitute a quorum for the transaction of the business of a meeting.
- (6) No business is to be transacted by the management committee unless a quorum is present and if, within ten (10) minutes for a phone or internet meeting, or in the case of meeting in person, within half an hour, of the time appointed for the meeting. a quorum is not present, the meeting is to stand adjourned to the same hour the same day the following week, in the same manner.
- (7) If at the adjourned meeting a quorum is not present within (10) minutes of the time appointed for the meeting, the meeting is to be dissolved.
- (8) At a meeting of the management committee:
 - (a) the chairperson is to chair meetings, or
 - (b) if the chairperson is absent, or unwilling to act, the remaining management committee members present may chose another management committee member present, at the meeting, to chair the meeting.
- (9) All decisions made by the management committee that effect the membership shall be included in the next news letter immediately after the committee meeting.
- (10) The secretary is to distribute minutes of each meeting to the management committee within seven days of the meeting.

22. Publicity Officer/s

Publicity officer/s is/are responsible for compiling publications of any news letter, magazine, web site or any other marketing of the Association as directed by the managing committee. The position may be held by one or more person/s at the discretion of the managing committee.

- (1) The management committee is to decide on appointment of Publicity Officer/s
- (2) 5Any current financial member of the Association may be eligible for publicity officer.

- (3) Publicity officers do not have voting rights for management committee decisions.
- (4) All advertising & content must be submitted to the managing committee prior to publication.
- (5) The management committee may, by instrument in writing, remove any publicity officer from their position at any time the management committee sees fit.
- (6) At completion of the publicity officers term, the publicity officer is to hand all material pertaining to the news letter, magazine, web site or any other marketing to the management committee.

23. Delegation by Management Committee to Sub-Committee

- (1) The management committee may, by instrument in writing, delegate one or more sub-committees (consisting of such members of the Association as the management committee thinks fit).
- (2) A sub-committee must refer all decisions made by the sub-committee, before acting on such decision, to the management committee for approval.
- (3) No member of a sub-committee has voting rights, as a sub-committee or as an individual of a sub-committee, on management committee decisions.
- (4) The management committee may, by instrument in writing, terminate wholly or in part any sub-committee, remove any sub-committee member, at any time the management committee thinks fit.
- (5) A sub-committee may meet and adjourn, as it thinks proper.
- (6) The State representative is to head all sub committees in their State.

24. State Representatives

- (1) Nominations for state representatives are to be called at the same time of the calling of the Annual General Meeting.
- (2) Any current financial member of the Association may nominate for state representative.
- (3) A nomination for state representative must be nominated by a current financial member of the Association on a correctly filled out 'state representative nomination form.
- (4) One state representative will be allowed for each state of Australia, which has current financial members of the Association.
- (5) State representatives do not have voting rights for management committee decisions.
- (6) At the completion of the Annual General Meeting, the incoming Management Committee will decide the successful nomination for state representative of each state, by vote.
- (7) A state representative is to head all sub-committees within the state they represent.
- (8) A state representative is to submit their suggestions for sub-committee to the Management Committee for approval.
- (9) A state representative must be resident in the state of nomination for the duration of their term

as state representative.

(10) The position of state representative is to be held for 12 months.

(11) The State representative's duties are to:

- (a) promote the Objects of the Association, and
- (b) promote a safe environment & responsible handling of horses as per the Associations show rules at all Associations events, and
- (c) keep an "incident book" as per the Association show rules, and
- (d) is responsible for all monies collected by their State sub committees as directed by the management committee, and
- (e) is responsible for all property belonging to the Association used in their State.

25. Voting and decisions

- (1) Questions arising at a meeting of the management committee or of any sub-committee appointed by the management committee are to be determined by a majority of the votes of members present at the meeting.
- (2) Each member present at a meeting of the management committee or sub-committee appointed by the management committee (including the person chairing at the meeting) is entitled to one vote, but in the event of an equality of votes on any question, the person chairing the meeting may exercise a second or casting vote.
- (3) Subject to rule 21 clause (5) the management committee may act despite any vacancy on the management committee.
- (4) Any act or thing done or suffered, or purporting to have been done or suffered, by the management committee or by a sub-committee appointed by and with management committee approval on a sub-committee decision subject to rule 23, is valid and effectual despite any defect that may afterwards be discovered in the appointment or qualifications of any member of management committee or sub-committee.

Part 4 - GENERAL MEETINGS

26. Annual General Meetings – Holding of

- (1) With the exception of the first annual general meeting of the Association, the Association must, at least once in each calendar year and within the period of three months after the expiration of each financial year of the Association, convene an annual general meeting of its members.
- (2) The Association must hold its first annual general meeting:
 - (a) within the period of eighteen (18) months after its incorporation under the Act, and
 - (b) within the period of three (3) months after the expiration of the first financial year of the Association.
- (3) Clauses (1) and (2) have effect subject to any extension or permission granted by the Commissioner under section 26 (3) of the Act.

27. Annual General Meetings – Calling of and Business at

- (1) The annual general meeting of the Association is, subject to the Act and to rule 26, to be convened on such date and at such place and time as the management committee thinks fit.
- (2) In addition to any other business, which may be transacted at an annual general meeting, the business of the annual general meeting is to include the following:
 - (a) to confirm the minutes of the last preceding annual general meeting and any special general meeting since that meeting, and
 - (b) to receive from the management committee reports on the activities of the Association during the last preceding financial year, and
 - (c) to elect office-bearers of the management committee and ordinary members of the management committee, and
 - (d) to receive and consider the statement which is required to be submitted to members under section 26 (6) of the Act.
- (3) An annual general meeting must be specified as such in the notice convening it.

28. Special General Meetings – Calling of

- (1) The management committee may, whenever it thinks fit, convene a special general meeting of the Association.
- (2) The management committee must, on the requisition in writing of at least 5% of the total number of financial members entitled to vote, convene a special general meeting.
- (3) A requisition of members for a special general meeting:
 - (a) must be made by a member entitled to vote, and
 - (b) must state the purpose or purposes of the meeting, and
 - (c) must be signed by, and include the membership number, of the members making the requisition, and
 - (d) must be lodged with the secretary, and
 - (e) may consist of several documents in a similar form, each signed by, and include the membership number, of one or more of the members making the requisition.
- (4) If the management committee fail to convene a special general meeting to be held within sixty (60) days after the date on which a requisition of members, entitled to vote, for the meeting is lodged with the secretary, any one or more members who made the requisition may convene a special general meeting to be held not later than 3 months after the date the requisition was lodged with the secretary.
- (5) A special general meeting convened by a member or members as referred to in clause (4) must be convened as nearly as is practicable in the same manner as general meetings are convened

by the management committee and any member who consequently incurs expenses convening the meeting is entitled to be reimbursed by the Association for any expenses so incurred.

29. Notice of General Meeting

- 1) Except if the nature of the business, proposed to be dealt with at a general meeting requires a special resolution of the Association, the secretary must, at least fourteen (14) days before the date fixed for the holding of the general meeting, give written notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
- 2) If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Association, the secretary must, at least twenty-one (21) days before the date fixed for the holding of the general meeting, cause notice to be given to each member specifying the intention to propose the resolution as a special resolution.
- 3) No business other than that specified in the notice convening a general meeting is to be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted under rule 27 (2).
- 4) Members who join after the notice of a General Meeting do not have voting rights at that General Meeting.

30. Procedure of General Meeting and Quorum

- (1) No item of business is to be transacted at a general meeting unless a quorum of members entitled under these rules to vote is present during the time the meeting is considering that item.
- (2) 10% of members present in person (being members entitled under these rules to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
- (3) If within half an hour (or amount of time specified by management committee in attendance) after the appointed time for the commencement of a general meeting a quorum is not present, the meeting:
 - (a) if convened on the requisition of members present entitled to vote, is to be dissolved, and
 - (b) in any other case, is to stand adjourned to a day, time and place to be decided by those members present entitled to vote, no earlier than fourteen (14) days and no later than thirty (30) days of the convened meeting
 - (c) the secretary is to give written notice to all members of the Association of an adjourned general meeting no later than seven (7) days before the date of the adjourned general meeting.
- (4) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for commencement of the meeting, the members present entitled to vote (being at least three) is to constitute a quorum.
- (5) Every financial member of the Association receives a copy of the minutes of the general meeting within thirty days of the meeting.

31. Chairperson

- (1) The chairperson is to preside as chairperson at each general meeting of the Association.
- (2) If the chairperson is absent or unwilling to act, the members present entitled to vote must elect one of their number to chair the meeting.

32. Adjournment

- (1) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of the members present entitled to vote at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- (2) If a general meeting is adjourned for thirty (30) days or more, the secretary must give written notice of the adjourned meeting to each member of the Association stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- (3) Except as provided in clauses (1) and (2), notice of an adjournment of a general meeting or the business to be transacted at an adjourned meeting is not required to be given.

33. Making of decisions

- (1) A question arising at a general meeting of the Association is to be determined on a show of hands and, unless before or on the declaration of the show of hands a poll is demanded by a member entitled to vote, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the Association, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.
- (2) At a general meeting of the Association, a poll may be demanded by the chairperson or any member present entitled to vote.
- (3) If a poll is demanded at a general meeting, the poll must be taken immediately, in order of the agenda in relation to the business from which the question arises.

34. Special Resolutions and Resolutions

- (1) A special resolution in relation to the general rules of the Association, is to be voted on at a general meeting and is passed if voted in favour by at least 75% of current financial members voting.

35. Voting at General Meetings

- (1) To vote at a general meeting of the Association a member must be a current financial member of the association, and not have joined after notice of the Annual General Meeting.
- (2) Voting procedure for voting for management committee members and special resolutions is to be:
 - (a) in person at the general meeting, or
 - (b) by postal vote,
- (3) Voting for management committee and special resolutions is to be made by secret ballot, subject to rule 37.
- (4) Subject to rule 35 clause (5) in the case of an equality of votes on a question at a general

meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.

- (5) In relation to voting for any member of the management committee, if there is an equality of votes for any position, the members present entitled to vote at the general meeting will revote, and if there is still an equality of votes after a revote, the chairperson of the general meeting is entitled to exercise a second or casting vote.

36. Postal voting procedure

- (1) Each member entitled to vote may vote by postal vote.
- (2) Each member entitled to vote, voting by postal vote, must correctly and in its entirety, fill out the 'voting form' approved by the management committee, and
 - (a) place 'voting form' in the Association supplied 'ballot envelope' and seal 'ballot envelope', and
 - (b) make no mark on the 'ballot envelope', and
 - (c) place the unmarked 'ballot envelope' into the Association supplied 'addressed envelope' and seal 'addressed envelope', on which the member has, on the reverse side of the 'addressed envelope' where indicated, signed and included the member's membership number, and
 - (d) post the 'addressed envelope' to reach its destination 48 hours before the time and date of the general meeting in respect of which the postal vote is relevant.
- (3) If practicable, the management committee are to arrange a temporary postal locked bag for the purpose of postal votes for each general meeting, and
 - (a) if a postal locked bag is arranged the management committee member nominated by the management committee to collect the postal votes is not to hold the key to the postal locked bag, and
 - (b) the management committee member nominated by the management committee to hold the key to the postal locked bag is not to hand the key to any person before the commencement of the general meeting, and
 - (c) the postal locked bag and the key to the postal locked bag is to be handed to the person nominated by the management committee to count the secret ballot at the general meeting.
- (4) The management committee member nominated by the management committee shall collect the postal votes no earlier than 48 hours before the general meeting.

37. Secret ballot procedure

- (1) A voting board shall be on display to all members at a general meeting.
- (2) Any member of the Association may request a scrutineer to the counting of the secret ballot, with a maximum of two scrutineer's.
- (3) At a general meeting the person nominated by the management committee to count the secret ballot which includes postal votes and ballot voting forms of members present at the general meeting entitled to vote, will mark against the list of members entitled to vote, each postal vote received and each member present.

- (4) Each postal vote once marked against the list of members entitled to vote, will be removed from the 'addressed envelope' which will be discarded, and remained sealed within the 'ballot envelope' and placed into the ballot box.
- (5) Once all voting forms, by postal vote or by members voting in person are placed in the ballot box the person nominated by the management committee to count the secret ballot shall remove each vote individually, and if a postal vote, will remove the 'voting form' from the 'ballot envelope', and discard the 'ballot envelope', and record the vote on the voting form, on the voting board.
- (6) Once all voting forms have been removed from the ballot box and recorded on the voting board, the votes shall be counted and tallied on the voting board for all members present to inspect.

Part 5 - MISCELLANEOUS

38. Insurance

The Association may effect and maintain insurance.

39. Funds – Source

- (1) The funds of the Association are to be derived from members' membership fees and annual renewal membership fees, registry transactions, activities or events held by the Association, donations and, subject to any resolution passed by the Association in general meeting, such other sources as the management committee determines.
- (2) All monies received by the Association must be deposited as soon as practicable and without deduction to the credit of the Association's bank account..
- (3) The Association as soon as practicable after receiving any money, will issue an appropriate receipt.

40. Funds – Management

- (1) Subject to any resolution passed by the Association in general meeting, the funds of the Association are to be used in pursuance of the objects of the Association in such manner as the management committee determines.
- (2) All cheques, drafts, bills or exchange, promissory notes and other negotiable instruments must be signed by the treasurer and one other member of the management committee, authorized to do so by the management committee. Or online banking with 'Secure ID Tokens' with a minimum of two members on management committee.
- (3) Any monies made by sub committees will be deposited to a separate account of the Association for that subcommittee to be used for activities relevant to that subcommittee.
- (4) No monies are to be deposited into the Associations bank account until paperwork relevant to payment is processed.

41. Alterations of Rules

The statement of rules may be altered, rescinded, or added to only by a special resolution at a general meeting as in rule 34.

- (1) Alterations to the Rules of the Association, voted in favour by the membership at a general meeting, are to come into effect within three calendar months after the general meeting.

42. Common Seal

- (1) The common seal of the Association must be kept in the custody of the public officer.
- (2) The common seal must not be affixed to any instrument except by the authority of the management committee and the affixing of the common seal must be attested by the signatures of two members of the management committee.

43. Custody of books

Except as otherwise provided in these rules, the public officer must keep in his or her custody or under his or her control all records, books and other documents relating to the Association.

44. Inspection of books

The records, books and other documents of the Association must be open for inspection, free of charge, by any member of the Association at any reasonable hour.

45. Service of notices

- (1) For the purposes of these rules, a notice may be served on or given to a person:
 - (a) by delivering it to the person personally, or
 - (b) by sending it by pre-paid post to the address of the person
- (2) For the purpose of these rules, a notice is taken, unless the contrary is proved, to have been given or served:
 - (a) in the case of a notice given or served personally, on the date on which it is received by the addressee, and
 - (b) in the case of a notice being sent by pre-paid post, on the date when it would have been delivered in the ordinary course of post.

46. Non Payment of obligation

Any member or non-member may be denied privileges of the Association by the management committee for failure to pay when due any obligation owing to the Association provided that fourteen (14) days before the action by the management committee written notice of the account due and the intention to withhold privileges of the Association shall be posted to such member or non-member. Such denial of privileges shall terminate upon full payment of the obligation due to the Association.

47. Association not liable

The Association, its management committee and any other officers, employees, representatives and agents appointed by the management committee, will attempt to obtain true and complete information relating to registrations, appeals, hearings and all other matters pertaining to Association activities and business. Except for proven intentional wrong doings, neither the Association or any of the fore-mentioned will be liable in any way whether in damages or otherwise, for the issuance of any certificate of registration, for the refusal to issue a certificate of registration, for the transfer of any

certificate of registration, for the refusal to transfer any certificate of registration, for the issuance of any pedigree statements, for any disciplinary proceedings brought against or penalties imposed on any member or non-member by or on behalf of the Association.

Part 6 – REGISTRY AND STUD BOOK

Registry and Stud Book

The Registry will be executed in two phases;

- (1) Phase One – until such time as the management committee feel breeders from Association approved Miniature Horse registries have had enough opportunity to register their horses with the Association.
- (2) Closed Registry – when the management committee believes there are enough horses registered with the Association to maintain a viable genetic pool, the membership is to be given 12 months notice of impending closure.

48. Establishment of Registry and Stud Book

The Association shall establish a registry, and at such time as determined by the management committee, periodically produce stud books. The Registry is to be under the supervision of the Association's registrar and secretary, or the Association's registrar and any other management committee member so determined by the management committee

49. Registry

- (1) Subject to these rules, the Registry and the stud book of the Association shall be open to Miniature Horse, Small Horse and Little Horse.
- (2) There shall be three levels of registration:
 - (a) Young Stock Registration from birth up to 36 months of age
 - (b) Young Adult Registration from 36 months of age
 - (c) Mature Adult Registration, height upgrade at 60 months
- (3) There shall be three height grades:
 - (a) Miniature Horse
 - (b) Small Horse
 - (c) Little Horse

50. Qualifications for entry into the Registry and Stud Book

- (1) Subject to these rules no horse due for upgrade will have any transactions processed in relation to that horse or it/s progeny, until the due upgrade is completed.
- (2) No horse's dual registered as Miniature Pony or Shetland Pony, excluding American Shetland, will be accepted into the Registry.

50A. Phase One Registry

(1) Subject to these rules to qualify for entry into Phase One Registry of the stud book a horse must:

- (a) be registered with a Miniature Horse, or reference horse association/society approved by the Association. Approved Associations/societies to be affirmed by management committee at each AGM committee meeting, and
- (b) horses born from 1st August 2005 must have proven parentage, from a management committee approved association or society, proof by
 - (i) DNA Verification or
 - (ii) Copy of stallion return or
 - (iii) Copy of service certificate
- (c) meet height for age criteria as in rule 51, and
- (d) not exhibit any discernible congenital malformation including:
 - (i) dwarfism
 - (ii) uneven bite (3mm maximum allowable)
 - (iii) locking stifle
 - (iv) malformation of the genitals
 - (v) monorchids or cryptorchids in colts over 36 months of age
 - (vi) congenital cataract, or
 - (vii) any other discernible congenital malformation
- (e) have DNA on file and accessible to the Association as in rule 56A
- (f) all stallions must have a veterinary soundness certificate as in rule 57

(2) not have had surgery:

- (a) to correct an uneven bite, or
- (b) to correct locking stifle, but
- (c) a horse that is a registered Gelding or Non-Breeding Mare which has had surgery to correct locking stifle may be included in the Associations Registry for Geldings or Non-Breeding Mares
- (d) a filly or mare may be included in the Association's Registry for Non-Breeding Mares. Non-breeding mares must be micro chipped for identification. Only the

current registered owner as recorded with the Association may apply for inclusion in the Non-Breeding Mare Registry. Only the breeder may choose to have the pedigree included on the Registration certificate. With subsequent owners the pedigree will be deleted. Once a filly or mare has been included in the Non-Breeding Mare Registry it cannot be removed from the Non-Breeding Mare Registry at a later date under any circumstances by the current or any subsequent owner. Non-breeding Mares may not be used for breeding, and from the date included in the Non-Breeding Mare Registry, no progeny will be registered from such mare under any circumstances. Progeny registered with the Association prior to the mare's inclusion in Non-Breeding Mare Registry will maintain their Registry status. A mare that has identification, approved by the Association, which has had surgery to correct locking stifle, may be included in the Association's Registry for Non-Breeding Mares.

50B. Closed Registry

- (1) No horses from other registries will be accepted into the Associations Registry excluding imported horses with registrations from overseas registries approved by the Association, subject to these rules and to rule 70B
- (2) Subject to these rules and rule (3) clause (c) to qualify for entry into the Registry and the Stud Book a horse, must;
 - (a) meet height for age requirements as in rule 51
 - (b) not exhibit any discernible congenital malformation including:
 - (i) dwarfism
 - (ii) uneven bite (3mm maximum allowable)
 - (iii) locking stifle
 - (iv) malformation of the genitals
 - (v) monorchids or cryptorchids in colts over 36 months of age
 - (vi) congenital cataract, or
 - (vii) any other discernible congenital malformation
 - (c) must have DNA on file and/or accessible to the Association as in rule 56B
 - (d) all stallions must have a veterinary soundness certificate as in rule 57
 - (e) a filly or mare may be included in the Association's Registry for Non-Breeding Mares. Non-breeding mares must be micro chipped for identification. Only the current registered owner as recorded with the Association may apply for inclusion in the Non-Breeding Mare Registry. Only the breeder may choose to have the pedigree included on the Registration certificate. With subsequent owners the pedigree will be deleted. Once a filly or mare has been included in the Non-Breeding Mare Registry it cannot be removed from the Non-Breeding Mare Registry at a later date under any circumstances by the current or any subsequent owner. Non-breeding Mares may not be used for breeding, and from the date included in the Non-Breeding Mare Registry, no progeny will be registered from such mare under any circumstances. Progeny

registered with the Association prior to the mare's inclusion in Non-Breeding Mare Registry will maintain their Registry status. A mare that has identification, approved by the Association, which has had surgery to correct locking stifle, may be included in the Association's Registry for Non-Breeding Mares.

- (3) not have had surgery:
- (a) to correct an uneven bite, or
 - (b) to correct locking stifle, but
 - (c) a horse that is a registered Gelding or Non-Breeding Mare which has had surgery to correct locking stifle may be included in the Associations Registry for Geldings or Non-Breeding Mares

51. Height Requirements

Miniature Horse

6 months actual age no more than 30.5"
12 months actual age no more than 32.5"
24 months actual age no more than 33.5"
36 months actual age no more than 34.5"
60 months actual age and over no more than 34.5"

Small Horse

6 months actual age no more than 34.5"
12 months actual age no more than 36.5"
24 months actual age no more than 37.5"
36 months actual age no more than 38.5"
60 months actual age and over no more than 38.5"

Little Horse

6 months of age no more than 38.5"
12 months of age no more than 40.5"
24 months of age no more than 41.5"
36 months actual age no more than 41.5
60 months of age no more than 42.5"

- (1) Horses are to be measured at birth, or at time of registration application; and at 36 months of age, and again at 60 months of age
- (2) A horse registered with the Association as Miniature Horse that exceeds maximum height for Miniature Horse at 36 months of age, or at 60 months of age, and meets maximum height requirements for Category A Horse will be transferred to Small Horse.
- (3) A horse registered with the Association as Miniature Horse that exceeds maximum height for age at 36 months, or at 60 months of age, and meets maximum height requirements for Little Horse will be transferred to Little Horse.
- (4) A horse registered with the Association as Small Horse that exceeds maximum height for age at 36 months of age, or at 60 months of age, and meets maximum height requirements for Little Horse will be transferred to Little Horse.

- (5) A horse registered with the Association that exceeds maximum height at 36 months of age, or 60 months of age, for Little Horse will be removed from the Registry and records will be kept of such horse as reference pedigree only.
- (6) A horse registered with the Association that exceeds maximum height at 36 months of age, or 60 months of age, for Little Horse may be used for breeding purposes, and it's progeny that meet the Association's height for age requirements and qualification for registration, subject to these rules, may be entered in the Phase One section of the Registry. Such sire or dam of resultant progeny will be recorded on the registration certificate as a reference sire/dam.
- (7) A horse Registered with the Association as Small Horse, which meets maximum height for Miniature Horse at 36 months of age or at 60 months of age will be transferred to Miniature Horse.
- (8) A horse registered with the Association as Little Horse which meets maximum height for Small Horse at 36 months of age or at 60 months of age will be transferred to Small Horse.
- (9) A horse registered with the Association as Little Horse which meets maximum height for Miniature Horse at 36 months of age or 60 months of age will be transferred to Miniature Horse.

52. Height Measurement Procedure

- (1) A horse is to be measured at the highest point of the wither
- (2) Heights will be recorded in hands & inches.
- (3) Financial members of the Association may measure horses owned by themselves or by another person. Any horse registered with the Association must be made available for an independent measurement by an Association appointed measurer if deemed necessary by the Association. If the registered owner of a horse refuses to comply to the independent measurement the Association may deregister the horse.
- (4) A horse may not be measured if it is lame at time of measurement
- (5) A horse is to be stood squarely for measurement - legs are not to be stretched in front of the natural stance or stretched behind the natural stance; the head and neck are to be held naturally - not held up or held down from the natural stance; no excessive pressure is to be exerted on the wither and no pressure is to be exerted on the back whilst measurement is taken; no direct contact is to be made with the horse by any person present including the measurer or handler of the horse whilst the measurement is being taken.
- (6) A shod horse is to have the thickness of the shoes measured and deducted from the overall height measurement

53. Reference Pedigrees

53A. Phase One Registry

- (1) Subject to these rules, when a horse has an application for registration submitted to the Association which meets the requirements of the Registry and has one parent registered with the Association and the other parent is not registered with the Association, but holds registration with a registry approved by the Association which does not compromise the Associations Standard of Excellence, that parent not registered with the Association shall have pedigree recorded on the registration certificate as a reference sire/dam

- (2) Subject to these rules, a horse registered with the Association that exceeds Little Horse height for age requirements that is used for breeding and has progeny registered with the Association, shall have pedigree recorded on the registration certificate as a reference sire/dam

53B. Closed Registry

No new reference pedigrees will be recorded after closure of the Associations registry.

54. Association Approved Registries

54A. Phase One Registry

- (1) Subject to these rules and rule 50A (1) (a) (b), a Miniature Horse, Small Horse or Little Horse registered with a Miniature Horse association/society approved by the Association, will be considered for inclusion in the Association's Registry up until a time to be determined by the management committee of the Association. The members of the Association are to be given twelve months notice of impending closure of the Registry.

54B Closed Registry

- (1) No horse from any other registry will be allowed registration with the Association excluding imported horses subject to these rules & rule 70B.

55. Identification of horses

- (1) Subject to these rules, all Miniature Horses, Small Horse and Little Horses registered with the Association must be identified before transfer of ownership or by 6 months of age by means of:
 - (a) micro-chip, or
 - (b) fire brand, or
 - (c) freeze brand
- (2) All foals born from 1st August 2008 that are to be fire branded or freeze branded are to be branded in the following manner
 - (a) a registered stud brand is to be applied to the near side (left side) shoulder, and
 - (b) two numerical brands are to be applied to the off side (right) shoulder.
The top number indicates the sequence in which the foal was born to the breeder or stud to whom the brand is registered. e.g. first foal born to the breeder is branded number 1, second foal born number 2 etc. The bottom number indicates the breeding season in which the foal was born (breeding season is from 1st August to the following 31st July) - e.g. 1st August 2008 to 31st July 2009 - the bottom number is 8 e.g. first foal born, 1st August 2008 is branded 1 over 8; second foal born, 1st February 2009 is branded 2 over 8
- (3) If a horse is already branded it must not be branded again. The existing brands must be recorded with the Association

(4) Mares and fillies registered as Non-Breeding Mares must be micro-chipped at the time of registration, the microchip number is to be recorded with the Association.

56. DNA Testing

A horse registered with the Association that proves, by DNA parentage verification, not to be of the breeding recorded in the registry, will have its records amended as required.

56A Phase One Registry

- (1) Subject to these rules all colts & stallions registered with the Association must have their DNA on file before:
 - (a) they may be used for breeding, or
 - (b) they attain 36 months of age
- (2) Subject to these rules all fillies/mares born from 1st August 2008 & colts/stallions applying for registration with the Association must have DNA on file & accessible to the Association before being bred with.
- (3) Subject to these rules, registered Geldings and Non-Breeding mares do not require DNA testing to be entered in the Association Registry, but geldings must hold Gelding registration with an approved registry, have a veterinary declaration of castration, or an owners Statuary Declaration of castration, submitted with gelding registration application.
- (4) The Association will not be held responsible for any expenses incurred for DNA testing, and will not enter into any disputes between parties over who is responsible for DNA testing or who is responsible for any expenses incurred for DNA testing
- (5) Financial members of the Association may collect their own horses DNA samples as stipulated by the Association DNA kit
- (6) Where possible DNA parentage verification status will be included on a horse's Registration Certificate
- (7) Where possible DNA on file will be included on a horse's Registration Certificate
- (8) Once a horse has DNA on file, or is DNA parentage verified through the Association a certificate of such status will be sent to the registered owner of such horse.
- (9) Subject to these rules, Non-Breeding Mares do not require DNA testing to be entered in the Association's registry. Fillies and mares must have an identification form, approved by the Association, filled out and submitted with the Non-Breeding Mare registration application.

56B Closed Registry

- (1) Subject to these rules all horses, excluding horses registered with the Association as Geldings or Non-Breeding Mares, must have DNA on file or accessible to the Association.

57. Stallion Veterinary Soundness Inspection

Subject to these rules:

- (1) All stallions must have a veterinary soundness inspection carried out by a qualified veterinarian at 3 years of age and submit an Association approved stallion veterinary soundness certificate filled out by the veterinarian performing the soundness inspection. Stallions that fail to meet the mandatory criteria of this soundness inspection as in rule 58 shall not be entered in the stallion section of the Registry.
- (2) The owner of a stallion that fails to meet the mandatory criteria of this soundness inspection may have the stallion castrated, and submit an application for gelding registration.
- (3) All stallions must have a veterinary soundness certificate approved by and submitted with the Association before being used for breeding, or at time of adult registration
- (4) All stallions that are stallion registered with another registry approved by the Association, where a stallion soundness certificate is required for stallion registration, and can produce proof of such registration, does not need to have another stallion soundness inspection and certificate submitted with the Association.

58. Stallion Soundness Inspection Certificate

- (1) The Association's stallion soundness certificate shall include, but not be limited to, the following which shall exclude a colt or stallion from registration
 - (a) dwarfism
 - (b) uneven bite (3mm max allowed)
 - (c) locking stifle
 - (d) malformation of the genitals
 - (e) monorchid or cryptorchid
 - (f) congenital cataract
- (2) The Association's stallion soundness certificate shall include the following which shall not exclude a stallion from entry in the registry but will be recorded on the Registration Certificate
 - (a) deafness
 - (b) any external organ injury
 - (c) any evidence of surgery
- (3) Temperament & agility scoring – Shall include but not be limited to the following:
 - (a) From a stationary position walk forward in a straight line.
 - (b) Trot in a straight line.
 - (c) From a stationary position, back up.
 - (d) Temperament assessment.

59. Mare Soundness Inspection Certificate

Mare soundness certificates from 36 months of age are not compulsory but are encouraged by the Association.

60. Annual Stud Returns

- (1) All members of the Association must fill out the Association's annual stud return correctly and in its entirety and submit to the Association by the 31st July of each year.
- (2) The annual stud return will include:
 - (a) stallion breeding report of all stallions owned by the member, including all fillies and mares exposed to the stallion regardless if the mare is registered or not, and regardless if the mare is owned by the stallion owner or owned by another person, and
 - (b) mare breeding report of all mares owned by the member, including all stallions a mare was exposed to regardless if the stallion is registered or not, and regardless if the stallion is owned by the mare owner or owned by another person, and
 - (c) castration of colts and stallions, and spaying of fillies and mares owned by the member, entered in the Association Registry, and
 - (d) death of all horses owned by the member, entered in the Association Registry, and
 - (e) sale, or gift of all horses sold or gifted by the member, entered in the Association Registry regardless if an Association transfer is included in such sale or gift, and
 - (f) purchase or acquisition of all horses purchased or acquired by the member, entered in the Association Registry, and
 - (g) lease of any horse entered in the Association Registry, and
 - (h) de-registration of any horse entered in the Association Registry by the last registered owner of the horse recorded in the Association Registry
- (3) Late annual stud returns, under extenuating circumstances, with an explanation of such circumstances for late annual stud return, may be submitted to the management committee for consideration. A late fee of such amount determined by the management committee, and notified on the annual stud return distributed to members of the Association, must be included with any late stud return submitted to the management committee.
- (4) Failure to submit an annual stud return may delay or prevent any paperwork of the member failing to submit such annual stud return, being processed.

61. Horse Registration Procedure

61A Phase One Registry

- (1) Applicants for registrations must correctly complete, sign and declare legal ownership of the horse and submit the Associations application for registration form with the appropriate fee, as required by the Association
- (2) The owner of the dam at time of foaling is to apply for registration
- (3) If the owner of the dam is not the owner of the sire, or was not the owner of the sire, entered in the Association Registry at time of service of the mare, a service certificate signed by the stallion owner at time of service of the mare, must be supplied with the application for registration
- (4) The breeder of the foal is the owner of the mare at time of service of the mare.
- (5) Foals names must have the prefix, registered with the Association, of the owner of the mare at the time of the foal's birth
- (6) Foals, if fire or freeze branded, must be branded with the brand, registered with the Association, of the owner of the mare at the time of the foal's birth
- (7) For mares acquired in foal & applying for registration with the Association, where the sire is not registered with the Association and is registered with a Miniature Horse registry approved by the Association, as in rule 54A, a service certificate and proof of adult stallion registration must be provided.
- (8) Subject to these rules, horses registered with registries approved by the Association as in rule 54A must have registration application with the Association made on the Association's application for registration, and
 - (a) a copy of registration certificate of another registry must be supplied, with the applicant recorded as the registered owner, or
 - (b) a copy of registration certificate of other registry must be supplied, and a copy of a relevant transfer of ownership from the last recorded owner on such registration certificate with the applicant as transferee, or
 - (c) a copy of registration certificate of other registry must be supplied, and a copy of a receipt from the last recorded owner on such registration certificate, made out to the applicant, describing the horse including registration number
 - (d) all stallions by 36 months of age must have DNA on file with the Association or on file and accessible to the Association.
 - (e) mares born from 1st August 2008 must have DNA on file with the Association or on file & accessible to the Association before being bred with
 - (f) stallions must supply proof of a veterinary soundness certificate approved by the Association
- (9) Each horse registered with the Association shall have a unique registration number in consecutive numerical order as processed by the Association, and
 - (a) Filly and Mare registration numbers shall be preceded with the letter F
 - (b) Colt and Stallion registration numbers shall be preceded with the letter S

- (c) Gelding registration numbers shall be preceded with the letter G
 - (d) Non-Breeding Mare registration numbers shall be preceded by the letters NB
- (10) Each horse's registered number shall remain the same throughout its lifetime
- (11) The Registration Certificate of a horse will include the following information:
- (a) Registered name
 - (b) date of birth
 - (c) mode of identification, fire brand, freeze brand, microchip; and actual identification
 - (d) birth height (if known), and all upgraded heights supplied
 - (e) colour and coat pattern and markings
 - (f) DNA status
 - (g) soundness certificate status
 - (h) pedigree back to great-grandparents if known, and if known, to include height, colour, year of birth and breed.
 - (i) the breeder
 - (j) the registered owner
- (12) Foals born from dams registered with the Association will not be registered if conceived when their dam is less than 36 months of age.
- (13) Foals born from dams registered with the Association will not be registered if conceived when their sire is less than 36 months of age.
- (14) All horses, excluding Registered Geldings and Registered Non- Breeding Mares, born from 1st August 2008 must have DNA on file with the Association, subject to rule 8 (d) and (e).

61B Close Registry

- (1) Applicants for registrations must correctly complete, sign and declare legal ownership of the horse and submit the Associations application for registration form with the appropriate fee, as required by the Association
- (2) The owner of the dam at time of foaling is to apply for registration
- (3) If the owner of the dam is not the owner of the sire, or was not the owner of the sire, entered in the Association registry at time of service of the mare, a service certificate signed by the stallion owner at time of service of the mare, must be supplied with the application for registration
- (4) The breeder of the foal is the owner of the mare at time of service of the mare.
- (5) Foals names must have the prefix, registered with the Association, of the owner of the mare at the time of the foal's birth

- (6) Foals, if fire or freeze branded, must be branded with the brand, registered with the Association, of the owner of the mare at the time of the foal's birth
- (7) Each horse registered with the Association shall have a unique registration number in consecutive numerical order as processed by the Association, and
 - (a) Filly and Mare registration numbers shall be preceded with the letter F
 - (b) Colt and Stallion registration numbers shall be preceded with the letter S
 - (c) Gelding registration numbers shall be preceded with the letter G
 - (d) Non-Breeding mare registration numbers shall be preceded with the letters NB
- (8) Each horses registered number shall remain the same throughout its lifetime
- (9) The Registration Certificate of a horse will include the following information:
 - (a) Registered name
 - (b) date of birth
 - (c) mode of identification, fire brand, freeze brand, microchip; and actual identification
 - (d) birth height (if known), and all upgraded heights supplied
 - (e) colour and coat pattern and markings
 - (f) DNA status
 - (g) soundness certificate status
 - (h) pedigree back to great-grandparents if known, and if known, to include height, colour, year of birth and breed.
 - (i) the breeder
 - (j) the registered owner
- (10) Foals will not be registered if conceived when their dam is less than 36 months of age.
- (11) Foals will not be registered if conceived when their sire is less than 36 months of age.
- (12) All horses, excluding Registered Geldings and Registered Non- Breeding Mares, born from 1st August 2008 must have DNA on file with the Association, subject to rule 8 (d) and (e).

62. Naming of horses

- (1) No horse's name, including stud prefix, is to be more than 45 characters including spaces
- (2) No horses registered name is to duplicate, or be spelt differently but could be pronounced the same, of any stud prefix registered with the Association
- (3) All horses registered name must have an identifying name as well as a stud prefix

- (4) All horses registered name must be unique to that horse

63. Stud Prefix

- (1) All Association members intending to breed must submit a stud prefix before any applications for foal registration will be accepted. Horses already registered with a Miniature Horse Association/Society approved by the Association, must be registered with their original prefix and name as on original registration certificate
- (2) If the breeder of a registered horse is the current owner and wishes to apply for a change of prefix or name this may be done up to the horse reaching 36 months of age and only if the horse has not been bred from
- (3) No stud prefix is to be more than 20 characters including spaces
- (4) No prefix is to be a single letter or two or more spaced single letters
- (5) No stud prefix is to include in full or in part the name of the Association
- (6) No stud prefix shall duplicate, or be spelt differently but could be pronounced the same, of any stud prefix already registered with the Association
- (7) Within reasonable care, no stud prefix is to duplicate, or be spelt differently but could be pronounced the same, of any known prefix of another registry
- (8) The Association is to keep a list of all Association registered prefixes and make this list available to all Association members
- (9) The Association may refuse any prefix that it believes to be offensive, misleading or contradictory to the objects of the Association
- (10) A stud prefix is not to be abbreviated in any form on any instrument or medium

64. Stud Brands

All Association members who intend to fire or freeze brand horses for identification must submit their state registered brand in their name. Proof of state registration of brand must be supplied.

65. Registration Certificates

- (1) Subject to these rules, the Association shall issue the registered owner a Registration Certificate for each horse meeting the Association rules for registration
- (2) The Registration Certificate shall be issued on the information supplied by the registered owner of the horse
- (3) The Registration Certificate is to remain with the horse, and if the horse is sold to a non-member of the Association the Registration Certificate and a correctly completed transfer of ownership form must be supplied to the new owner.
- (4) If a horse is sold without registration certificate the last registered owner recorded with the Association is to, either:

- (a) apply for de-registration of the horse with the Association, or
 - (b) last registered owner to retain horses registration certificate
- (5) Changes on the Registration Certificates shall render the Registration Certificate void.
- (6) Any changes that need to be made to a horses' Registration Certificate must be submitted to the Association with the original Registration Certificate and if deemed appropriate by the Association, a new corrected Registration Certificate shall be supplied.
- (7) Duplicate or replacement Registration Certificates requested by a member shall attract an administration fee, as determined by the management committee.
- (8) Replacement Registration Certificates required due to administration error will be supplied without charge.

66. De-Registration of horses

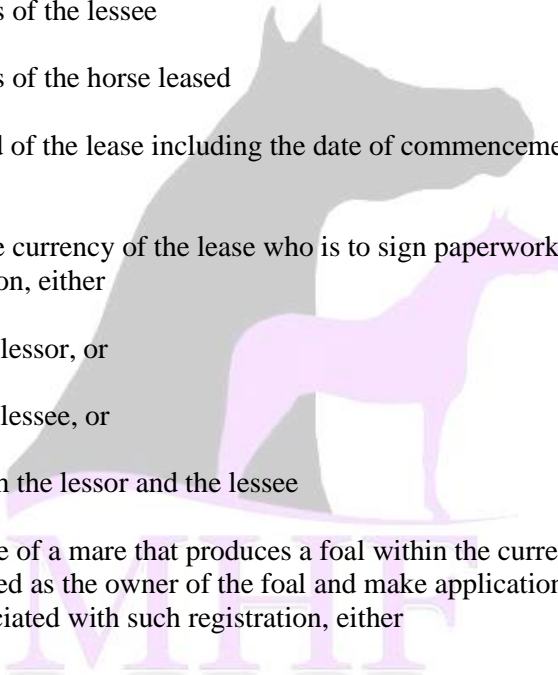
- (1) Subject to these rules, a horse exceeding maximum height at 36 months or at 60 months of age for Little Horse will be de-registered.
- (2) Subject to these rules, a horse will be de-registered if it fails to pass the mandatory requirements of a soundness certificate.
- (3) Subject to these rules, only the last registered owner, entered in the Registry, of a horse may de-register that horse.
- (4) Once a horse has been de-registered it cannot be re-registered under any circumstances.
- (5) A horse will be deregistered due to refusal by the registered owner to have DNA samples taken & tested from a horse due for DNA sampling.
- (6) A horse will be deregistered due to refusal by the registered owner to supply the required veterinary soundness certificate.
- (7) A horse will be deregistered due to refusal of owner to allow an Association appointed measurer to measure a horse.

67. Transfer of ownership

- (1) Upon the sale or gift of a horse registered with the Association the vendor must supply the new owner with the original Registration Certificate and a correctly completed transfer form approved by the Association, unless the horse is sold or gifted without registration, refer to rule 66 (4).
- (2) The transfer form shall include details of the horse, the vendor and the purchaser.
- (3) Transfer will only be processed if the purchaser is a financial member of the Association.
- (4) The vendor does not have to be a financial member of the Association for transfer to be processed.
- (5) Once a correctly completed transfer form with the appropriate fee is submitted the transfer of ownership will be processed.

- (6) Both the vendor & purchaser or agent must measure the horse and that measurement and both parties' signatures must be included on the Associations transfer form.

68. Lease Agreements

- (1) The Association will not enter into any disputes between parties over lease agreements.
- (2) Both the lessor and the lessee must be financial members of the Association for the currency of the lease
- (3) A lease form approved by the Association is to be submitted for the records of the Association, and will include
- (a) the details of the lessor
 - (b) the details of the lessee
 - (c) the details of the horse leased
 - (d) the period of the lease including the date of commencement and expiration of the lease
 - (e) during the currency of the lease who is to sign paperwork for the registry of the Association, either
 - (i) the lessor, or
 - (ii) the lessee, or
 - (iii) both the lessor and the lessee
 - (f) in the case of a mare that produces a foal within the currency of the lease, who is to be recorded as the owner of the foal and make application for registration and pay fees associated with such registration, either
 - (i) the lessor, or
 - (ii) the lessee, or
 - (iii) both the lessor and the lessee
 - (g) in the case of a stallion that is used to serve mares during the currency of the lease, who is to sign certificates of service, either
 - (i) the lessor, or
 - (iv) the lessee, or
 - (iii) both the lessor and the lessee
 - (h) who is responsible for any fees incurred by the horse for adult upgrade registration, either
 - (i) the lessor, or
- 

- (ii) the lessee
- (4) The period of the lease may be shortened or lengthened with written notification of both the lessor and the lessee on the one notification.
- (5) If during the currency of the lease either the lessor or the lessee becomes un-financial members of the Association either party may pay the membership renewal of the un-financial member.
- (6) For the currency of the lease the horse may not be sold, or de-registered by either the lessor or the lessee.
- (7) Both the lessor and the lessee are to include details of any leased horse on their annual stud returns.
- (8) For the currency of the lease the Association will hold the original registration certificate of the horse leased, and will supply both the lessor & the lessee with a copy, so marked, of the horses' registration certificate and a copy of lease form submitted to the Association.

69. Imported Horses

69a. Phase One Registry – refer to rule 50A.

69b. Closed Registry

- (1) Subject to these rules & rule 50B. a horse imported from overseas may apply for registration with the Association if,
 - (a) the horse is DNA parentage verified in country of origin and such proof submitted to the Association, and
 - (b) the horse has DNA samples taken and placed on file through the Association on arrival in Australia, and
 - (c) the horse has passed an Association's soundness inspection, as in rule 58 for stallions, and
 - (d) the horse is micro-chipped in Australia and recorded at the time of soundness inspection in Australia or if the horse has been micro-chipped before importation such micro-chip must be recorded on the overseas registration and compatible with Australian scanning devices
- (2) An imported horse fee will be required at the time of registration application with the Association and such fee is to be determined by the management committee at the start of each financial year.
- (3) Subject to these rules foals imported in utero are eligible for registration with the Association if;
 - (a) the foals dam is registered with the Association, and
 - (b) the foals dam has a service certificate of such foal from an overseas Miniature Horse

registry approved by the Association, and

- (c) the foal is DNA parentage verified, and
- (d) the sire of such foal has DNA on file & accessible to the Association.

70. Artificial Insemination (AI)

The Association accepts the use of AI. with fresh semen, chilled semen & frozen semen. The Association will not enter into any dispute between parties or accept any responsibility for any loss or damage arising from horse owners using AI. as a form of breeding. The Associations only involvement in AI is the keeping of records for the Registry, the onus of responsibility lies solely with the participating horse owners.

- (1) Stallions which members intend to use in an AI. program, must first:
 - (a) be DNA parentage verified and such proof, through a Miniature Horse registry approved by the Association, be submitted to the Association at time of AI application, and
 - (b) be registered with a Miniature Horse registry approved by the Association, and
 - (c) be adult registered with a Miniature Horse registry approved by the Association & have passed a stallion soundness inspection, and
 - (d) have attained the age 36 months, and
 - (e) have application made to the Association for a stallion AI collection approval form, and
 - (f) have the stallion collection form signed by the attending veterinarian or recognized qualified artificial insemination technician, and
 - (g) insemination is not to take place until all of rule 71(1) is completed and returned to the Association and final approval is given by the Association.
- (2) Mares which members intend to use in an AI. programme, must first:
 - (a) be registered with the Association, and
 - (b) be DNA parentage verified with the Association, and
 - (c) have attained the age of 36 months, and
 - (d) have application made to the Association for a mare AI insemination approval form, and
 - (e) insemination is not to take place until rule 71 (2) (a), (b), (c), (d), (e), is completed & returned to the Association and final approval is given by the Association, and
 - (f) have the mare insemination approval form signed by the attending veterinarian or recognized qualified artificial insemination technician.
- (3) All foals conceived by AI must be DNA parentage verified before registration application, subject to these rules, will be processed by the Association.

71. Performance Rules

- (1) only management committee have the power to change performance rules.

72. General Show Rules

- (1) General Show Rules can only be changed at a general meeting by special resolution by a majority vote of those voting, except,
 - a) to keep in line with rule changes the within greater horse industry, the management committee may vote on such changes by majority.

