



PROCEDURE ON HEARING DAY

UNITED STATES EQUESTRIAN FEDERATION - ALL THINGS EQUESTRIAN

PROCEDURE ON HEARING DAY

- Arrive at the Federation at least 15-20 minutes prior to the hearing to look over the evidence book and any late submissions received. Be sure to check in with the Receptionist at the front desk.
- Your hearing may not start on time if there is a hearing scheduled prior to yours that runs late. You may call or email the Regulation Department staff for updates or ask upon your arrival.
- The length of the hearing will vary depending upon several factors such as: number of parties in attendance; expected testimony; and amount of evidence to be presented.
- You may want to plan to stay over if your hearing is scheduled for the afternoon or if there is a lot of evidence to be presented during the hearing. The Federation will not be responsible for any missed flights.
- Hearings are closed to the public. Only parties to the matter and witnesses they bring will be allowed in the room. Other individuals in attendance include: the Hearing Committee Panel; a Court Report; Daniel Danford, Counsel to the Hearing Committee; Emily Pratt, Secretary to the Hearing Committee; and possibly staff members of the Regulation Department.
- The Hearing will not be held as a courtroom proceeding but more in the nature of an administrative hearing. This means the Hearing Committee has more latitude in how it runs the hearing and for example may choose to allow hearsay evidence; of course this would carry less weight than first hand testimony or notarized statements.
- The Hearing will begin with opening remarks from the Hearing Committee Co-Chair followed by the introduction of the Hearing Committee Panel and parties to the matter.
- Both parties may give brief opening and closing statements. These are not mandatory and are not a chance to testify to everything that will be said under oath. They are a lead in or wrap up of what the hearing is about. The protesting/charging party will go first with opening statements and the order will be reversed for closing statements.
- The Proponent and any witnesses on his/her behalf will testify first. Anyone testifying will be sworn in by a court reporter and will testify under oath. Each party has the opportunity to ask questions of anyone testifying for the other party. The Hearing Panel may also ask questions. This process will repeat for the Respondent.
- At the conclusion of the Hearing, the Co-Chair will give closing remarks and the parties will be dismissed. The Hearing Committee Panel will then enter into deliberation to decide on the matter.
- Notification of the Hearing Committee's decision will not be given out to any of the parties over the telephone; it will only be issued in written form and can take up to 60 days following the date of the hearing. However, that is only an estimate and it could take longer, but would hopefully be provided sooner.
- The Hearing Committee's decision is only sent to the parties of the matter and not to any witnesses that may have attended the hearing. If a witness wishes to see the decision, they would need to ask the permission of one of the parties involved.

ADDITIONAL INFORMATION

- The Federation does not cover any travel expenses for the parties.
- If you are unable to attend, you may want to have any previously submitted statements notarized and re-submitted prior to the submission deadline. Notarized statements and sworn affidavits carry more weight than un-notarized.
- You may have someone else attend and testify on your behalf; however, this person must have first-hand knowledge of the Protest/Charge.
- Both parties may have attorney's present at the hearing
- The parties attending the hearing may request a copy of the transcripts, through the Federation, in accordance with GR611.7. The written request should be sent to Emily Pratt in advance of the hearing.