



**HOST SITE APPLICATION  
FOR THE COMPETITION YEAR 2025**

Great American Insurance Group/United States Dressage Federation  
Regional Dressage Championships

Proposed Competition: 2025 Region 1 CBLM Championship  
Proposed Competition Date: Aug 29, 30, 31 2025  
Applicant Name/Position: Dr Lisa Toaldo / ESACTA Dressage Chair  
Phone/Email: 201 874 0373 dentist2, LT@gmail.com  
Date of submission: 2-4-2024

Timeline for the 2025 Championships:

- ✓ November 13, 2023--Applications available from the USDF Office
- ✓ February 5, 2024 --Deadline to submit completed Host Site applications to the USDF Office. The USDF Office will confirm receipt of an application and that the Regional Director has received a copy.
- ✓ March 8, 2024 --Regional Directors submit a cover letter citing recommendations to the USDF Office.
- ✓ RDs submit regional selection procedures and detailed report on voting to USDF Office
- ✓ Copies will go to USDF Regional Championship Site Selection Working Group for review - Report to go the RD immediately at the conclusion.
- ✓ Regional Championship Site Selection Working Group to send recommendations to Executive Board.
- ✓ Executive Board to review and approve at Spring Board meeting.
- ✓ Final decision of the Executive Board communicated to affected parties by May 2024.
- ✓ May 2024 - Regional Championships for 2025 announced.

Competitions that are selected to host Regional Championships in 2025 must agree to abide by any requirements necessary to facilitate the US Dressage Finals, including but not limited to immediate submission of results for all championship classes.

**Regional Championships may not be held after October 12th, 2025**, due to the date of the US Dressage Finals. It is strongly encouraged to select an earlier date, if available, to allow more time for eligible competitors to make arrangements to attend the US Dressage Finals if they qualify.

Note that each Great American/USDF Regional Dressage Championships is required to host the USDF Dressage Seat Medal Semi-Finals classes and USDF Adult Amateur Equitation Regional Final presented by Big Dee's Tack and Vet Supply class.

*You are **strongly** encouraged to attach exhibits to this application, including diagrams of the facility and any other information that enhances your bid. All sections must be completed. Prior to submitting this form, applicant must read current USDF Regional Championships Program Rules which lists USEF rules and USDF requirements for organizers. **Organizers must agree to abide by all USEF and USDF rules in effect at the time of the Championships.***

*Note: Once an application has been submitted, no changes to facility (including changes such as competitions rings, warmups and stabling), competition date, organizer (including licensee), manager or secretary may be made without prior written permission of both USDF with consultation with the respective Regional Director, when appropriate. In addition, no changes to additional championships as referenced in A.9 (including adding or deleting) may be made without prior notification and written consent of USDF. USDF reserves the right to select an alternate host site and management if the facility, competition date, organizer (including licensee), additional championship status, manager or secretary named in the original host site application is changed without written permission from USDF. If any named position is tentative at the time of submission, it must be indicated on the application. Once these positions are assigned, written notice of proposed changes must be made to the USDF office.*

### A. Competition Information

1. Date of Competition: Aug 29, 30, 31 2025
2. What is your USDF Region (1-9)? 1
3. Will a GMO be supporting this Regional Championships? If so, name the GMO: ESDCTA
4. Do you have written confirmation from this GMO?  \*Yes  No  
\*If yes please attach written confirmation
5. Who will be the Competition Licensee as defined by USEF GR133? (USDF Regions cannot be USEF Competition Licensees.)  
ESDCTA
6. Name of Authorized Representative for Competition Licensee: DR Lisa Toaldo  
Address: 29 Oak Ridge Rd  
City: Montague State: NS Zip: 07827  
E-mail: dentist2.LT@gmail.com Phone: 201 874 0373
7. If show has already received USEF-license/USDF recognition, provide the recognition #: \_\_\_\_\_

8. In order for the Regional Championships to be the primary focus of the event, USDF recommends that Regional Championships not be held at the same location and dates as a CDI. USDF strongly recommends that regions not sign multiple year contracts for the Regional Championships.

9. Have organizers been granted or applied for any other competition (i.e. local, regional or national championship, selection trials, or CDI) to be held in conjunction with the Great American/USDF Regional Championships? If so, list name(s) of these competitions or classes, including a description of the program/qualifying criteria and provide details on the expected number of participants and horses and any restrictions or accommodations necessary for the competition.

NO

### B. Management

Both competition manager and secretary must be USEF Senior Active or Life Members in good standing. In addition, both the manager and secretary must have either a USDF Participating Membership (PM), or Group Membership (GM) at the time of application and at the time of the championships and be in good standing with USDF. Competition Manager and Competition Secretary must be eligible according to the criteria listed in the dressage levels chart for a level four competition.

**Competition managers of USEF Dressage Competitions which hold USEF/USDF qualifying and/or championship classes are responsible to USEF for knowing and complying with all USEF rules, including manager duties defined and enumerated under USEF GR1212, GR1210 and GR1217. Managers are also responsible for knowing and complying with USDF guidelines regarding qualifying and/or championship classes (See USEF DR 127)**

Regional Championship Competition Manager: DR Lisa Toaldo

USDF #: 131819 USEF #: 4895191

Experience of competition manager: If the proposed competition manager has served in this capacity for at least three previous regional championships, provide those years. If new, or with less than three years' experience as competition manager, provide information that the proposed manager has had a minimum three years' experience at USEF/USDF Dressage Competitions, with three or more rings or 200 or more horses in accordance with a level 4 competition. List all applicable shows and dates on a separate exhibit to this application.

Year: 2011 CDI Year: 2015 CBLM Year: 2023 CBLM

4. Regional Championship Competition Secretary: Ellen Brindle Clark  
*The secretary cannot be the manager during the competition per level four criteria.*

USDF #: 178215 USEF #: 5122773

*Dressage Experience  
Exp. Show Manager*

5. Is the secretary's position confirmed via written contract?  Yes  No

6. If there is a different entry secretary, supply their name and contact information.  
NO

7. Is the entry secretary's position confirmed via written contract?  Yes  No

8. State how many assistant secretaries will be available. 1

9. Experience of Secretary: If the proposed competition secretary has served in this capacity for at least three previous regional championships, provide those years. If new or with less than three years' experience as competition secretary provide information that shows the proposed secretary has had a minimum three years' experience at USEF/USDF Dressage Competitions, with three or more rings or 200 or more horses in accordance with the USEF levels chart. List all applicable shows and dates on a separate exhibit to this application.

Year: 2021 Year: 2022 Year: 2023

*Reg & assist  
sic Reg Champs*

C. Staff (Indicate if professional or volunteer and list previous experience)

*CDI & Champs*

1. Professional Announcer (required): Mary Alice Goss (over 20 yrs exp)  
*Announcer and/or show management must have two methods to play music for freestyle classes (i.e. computers and/or CD players). A backup method must be available for each music type accepted. The equipment supplied (i.e. computers and/or CD players) must be compatible with and able to connect to the sound system used at the competition. If the competition can accept other forms of music (besides .WAV or .MP3), it must be stated in the prize list.*

2. Stable Manager: Volunteer with Prior experience / TBD

3. Awards Coordinator (required): Volunteer / ESDCITA Dressage Comm. Member

4. Is this position confirmed via written contract?  YES  NO

5. Volunteer Coordinator: Volunteer / ESDCITA Dressage Comm. Member  
Sheri Morse, Jen Koch

6. Is this position confirmed via written contract?  YES  NO

7. Number of scorers: 3

8. Number of ring stewards: 5

9. Number of gate keepers: 5

10. Number of scribes: one per judge

11. Number of personnel to check saddlery after each championship ride: 5

*Note in USEF/USDF championship classes a steward must be appointed to check the saddlery/bits of each horse immediately after it has completed its test and has left the arena. (USEF DR 126.2.11)*

12. Hospitality-competitors: ESDCITA Volunteer

13. Hospitality-officials: same

14. List additional staff: Assist to Manager, Vendor, Sponsor, runners, award volunteers

15. Which volunteer groups will be enlisted? SSDCTA volunteers

16. What additional plans are in place to ensure that the show will be adequately staffed by knowledgeable personnel?  
HPNJ provides Facility staff for ring and ground maintenance, care and Restroom attendant

**D. Competition Officials**

Competition management will have 90 days after awarded the championship to have officials including judges and TD(s) under contract and reported to USDF.

1. Are you planning on hiring more than one TD? YES  NO   
depends on entries

Note: At least 50% of championship class judges and "R" Technical Delegate must permanently reside outside region. The "R" Technical Delegate must be a USDF Participating Member. It is recommended that the second technical delegate be local. The second technical delegate can be an "r" or "R". The judge at "C" is required to have the USEF Freestyle designation when judging regional championship freestyle classes.

2. List Official Veterinarian: Foundation Equine

3. List Official Farrier (as per level four criteria): \_\_\_\_\_

Note: All USEF/USDF Regional Championships must have a veterinarian present on the grounds throughout the competition regardless of the number of horses competing (see USEF GR1211.4). The official veterinarian must be a licensed veterinary school graduate, be in good standing in his/her state of practice, be familiar with the USEF Equine Drugs and Medications booklet, and have experience in equine veterinary practice (see USEF GR1204.1).

4. List medical personnel including license or certification (see USEF GR848): HPNJ provides EMT

**E. Scoring**

Scores must be available shortly after the conclusion of each championship class. Scores should be communicated to the announcer preferably during the class, but must be done so immediately following the conclusion of the class. Level four requires that class results must be posted within one hour of the final ride in that class.

1. How will scores sheets be collected? Runners, Adult Volunteers or Escribing

2. Is electricity available to operate calculators with recorded tapes? yes

3. Will scores be computed electronically? yes

4. Will scores be computed manually? only if electricity is down

5. How and when will scores be announced? as soon as electronic scores are in

6. How often will scores be posted? immed.

7. Where will scores be posted? in line

8. Describe the scoring facilities. separate scoring room and networked computers

9. How many scorers will be provided to tabulate and check scores on championship tests? 3-4  
It is strongly recommended that each Championship test be double-checked.

## F. Facility

You must include a map of the facility layout with this application along with a layout and measurements of the main competition arena and other competition arenas, and warm up and lungeing areas. (DR 126.2.f) Level Four competitions require separate lungeing areas with adequate footing as well as separate warm-up areas for Championship entries.

*Note: The Host Site Application serves as a provisional contract between the competition management and USDF until a licensee's contract has been signed by licensee and USDF office representative. A letter from senior facility management is required to be sent to USDF within 30 days of the licensee being awarded the championship to ensure the facility is reserved for the licensee dates of the championship. Proof of a signed facility contract or an affidavit thereof must be sent to USDF within 30 days of its execution.*

- Name of facility: Horse park of New Jersey
- Address: 626 Route 524
- City/State/Zip: Allentown NJ 08501
- State the anticipated number of entries that this facility can accommodate: 5 Rings
- List the dimension of each ring that will be utilized, type of footing in each and whether or not any are covered:

Competition Ring #	Outdoor	Covered	Indoor	Dimensions	Footing
1 EAST Ring	X			293 x 144	stone dust/sand
2 West Ring	X			293 x 149	"
3 & 4	X			370 x 188	stone/sand
5			X	263 x 135	sand mix

- List the dimension of each warm-up or lungeing ring that will be utilized, type of footing in each and whether any are covered:

Warm-up or Lungeing Ring #	Outdoor	Covered	Indoor	Dimensions	Footing
lungeing	X			80 x 200	sand/stone
warm up	X			282 x 138	" "
warm up			X	190 x 280	clay/sand

- Identify which competition arena listed above will be used for the Adult Amateur Equitation Regional Final and Dressage Seat Medal Semi-Finals classes? When will these classes be scheduled? N/A

Ring: \_\_\_\_\_ Schedule: \_\_\_\_\_

- Provide an accurate assessment of the effect of severe weather on the footing in your rings and lungeing areas and provide measures that you will take in the event of bad weather: can also use indoor no slipping new sand stone dust additive, drains quickly, good grip

- If this facility has been used for at least three previous Regional Championships, list those years. If not, list the number and size of dressage competitions held at his facility on a separate Exhibit (include names, dates and number of horses for each competition).

Year: 2022

Year: 2015

Year: 2023

10. Describe the dressage arena fencing and letters you plan to use (see USEF DR126.2(f)). So that the judges can note the exact point on the track opposite each letter, it is compulsory to place a marker on the fence itself, level with and in addition to the letter concerned.

pvc board Rings Premier with Red markers

11. Describe the stabling that will be provided (be sure to note stall size and type, water and electrical availability, sound system, doors, flooring, i.e. are the floors concrete?)\*:

PERMANENT BARNs	
Number of Permanent Barns	4
# of Permanent Barn Stalls w/Doors	292
Size of Stalls	10 x 10
Flooring material	soil
Mats (Y/N)	nomats
<b>TOTAL NUMBER OF STALLS</b>	<b>292</b>

TEMPORARY BARNs	
Number of Temporary Barns	
# of Temp Barn Stalls w/Doors	
Size of Stalls	
Flooring material	
Mats (Y/N)	
Total Number of Stalls	

ATTRIBUTES for both permanent and temporary stabling.	Yes	No
Lighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Covered by Sound system	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sharps containers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Permanent wash racks	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Water spigots at wash racks	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is warm water available	<input type="checkbox"/>	<input checked="" type="checkbox"/>

\*All horse competing in Regional Championship classes must be stabled on the competition grounds and must remain on the grounds for the duration of their participation in the event, from the time of arrival until the horse is finished competing in all classes

12. Additional stabling information, if necessary: space is available for tent stable

13. How will feed/hay/shavings be provided?: can be ordered and delivered daily

14. Describe the show office (allocation of space, electricity, location, etc.). It is strongly recommended that scoring be separate from the show office.

wi-fi, sep rooms for scoring, announcer, officials

15. Describe restroom facilities (are showers available?) Are the restrooms permanent and/or portable?

bathrooms, storage  
Handicapped accessible, perm. restrooms & porta potties

16. Describe parking facilities for vehicles and trailers: Ample, with camper hookups

17. Will the competition have cancellation insurance? Yes

Please ensure to utilize the USEF Isolation Plan and attach a copy with this application of the Accident Preparedness Plan from another show at this facility.

### G. Arena Maintenance (see USEF DR126.2(h))

1. What equipment (and facility staff) is available for arena maintenance?

water truck, grading tractors, harrowing Before and after All Day show

2. Describe proposed schedule for dragging the arenas (Level four competitions require maintenance a minimum of three times daily): staff on duty  
comp and warm up and lunging early AM during show

3. Describe watering system available: Commercial water truck

4. Describe schedule for watering the competition and warm-up arenas/areas:  
arenas all watered prior to hallow & drag @ least  
4x/day depending on weather

5. Sounds System:

Sound System Coverage	Yes	No
All competition and warm-up areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Barns and stabling areas-(required)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Entire grounds coverage	<input checked="" type="checkbox"/>	<input type="checkbox"/>

5. Thoroughly describe the type of equipment used regarding the sound system: installed prof sound system

7. Thoroughly describe the sound system that will be used for musical freestyle: speakers in main comp

8. Describe radio/electronic communication between key personnel: radio's & cell phones

I. Location

Is this facility accessible by a major highway?  YES  NO

How near is the primary airport? 40 miles. How near is the secondary airport? 50 miles.

List the hotels that are available and the number of rooms. Hilton Garden Inn  
Hampton Inn - Robbinsville and East Windsor, Homewood Suites

What is their distance from the facility? 7 miles What is their approximate cost? 80.00 to 200.00

Have you procured a special room rate for the competition?  YES  NO

Competitor Costs

Indicate the estimated cost of stabling for the competitor: see below 300.00 duration of show

Indicate the cost difference between permanent and temporary stabling: SAME

If initial bedding is included, indicate how much will be provided: NO

Estimated Office Fees: \$45 - 50.00 Estimated Entry Fees: average 380 - 480.00  
including stabling

Awards Ceremonies

\$70 - 85.00 depends upon level

*Award Ceremonies must be held for all Great American/USDF Regional Championship classes (as required in the Regional Championships Program Rules.) It is recommended that at least two award ceremonies be held each day. Plans must be made to assure the pageantry of the ceremony without jeopardizing the safety of the competitors. No other activities should be conducted at the time of the ceremony that might be intrusive to the ceremonies. Furthermore, prior planning must be given to the awards ceremony and a schematic of the arena to be used for the awards and photo opportunity must be included with this application. It is strongly recommended that no more than 32 horses be assembled at one time. Note: Awards protocol is provided in the "Guidelines for Managers".*

Where will the Awards Ceremonies be held? Ring 1 by Pavilion - main spectator  
Vendor Hospitality areas

Is there a suitable sound system for the Awards Ceremony? (Note: Sound System must be able to reach stabling areas and arena to effectively accommodate competitors)

3. Is there spectator seating?  YES  NO

4. When will the Awards Ceremonies be held? noon and at end of day

5. How will they be organized? grouped in class, staging, stop for pics then victory lap

6. Describe the arrangements planned for photographs of competitors with sponsors:  
There is a permanent photo area, decorated taken throughout day

7. Will photographs be available for sale at the competition as well as on the website? yes

8. Name and website of professional photographer: Michelle Margenstern

**K. Specialty Services**

1. Will prize money in addition to that paid by <sup>CBLM's</sup> USDF be offered in any Regional Championship classes? yes

2. What competitor amenities are planned (parties, hospitality, etc.)? lunch, welcome, pizza cart

3. What is the estimated cost of parties, etc. to competitors? free

4. Will there be special activities planned (demonstrations, games, raffles, etc.)? raffles, games

5. Level four requires that stable security be provided and night watch services be available. (Give details, including hours and cost to competitors and type/experience of security service to be provided):

HPNJ requires security, show pays 6pm-6AM

6. Will other special services be provided? pizza cart, coffee cart depends on weather ice cream cart

**L. Amenities**

1. Is a trade fair planned, and if so, describe it (location, type and variety of vendors, etc.)?  
under cement floor pavillion vendor fair

2. Describe the spectator seating for the championship classes: stadium style seating tables and chairs

3. What food services are available (fast food, food trucks, restaurants on the grounds or nearby)?  
professional food caterer / vendor / happy hour and until close

4. Operational hours of food service on the grounds (Level four requires that the food service be available one hour prior to the start of the competition to the end of the competition each day):

5. Are there camper facilities on the grounds?  YES  NO If yes, please provide # available and details such as hook ups, power, water, etc.:

6. If not, distance of camper facilities from competition site:

**M. Marketing**

1. In addition to the official Great American/USDF Regional Championships Official Prize List\*, to be published by USDF, will the prize list be available in an omnibus or separately? all Region 1 websites

2. List name(s) of omnibus: all social media sites and ESOCRA website



3. List projected date(s) of prize list publication: as per required
4. \*All official prize lists will be available on the USDF website after May 1. All other published prize lists MUST be labeled as **preliminary** or **unofficial**, with reference to the availability of the **Official Great American/USDF Regional Championships Prize List**.

*Note: Once a competition has been granted the bid to host a Regional Championships, USDF requires that the competition MUST include the name of the Regional Championships in its "Competition Name" in its applications for USEF licensing and USDF recognition. The USEF fee for changing the name of a competition is waived when a competition changes its name to include the title of a regional or national championship or when the name reverts back to its original name.*

5. Will other websites be used to promote this competition? Is so, give the address: all region / websites
6. What other forms of promotion will be used? social media
7. Describe your show program including opportunities for advertising: Printed
8. Describe sponsorship opportunities available at the competition: program <sup>and</sup> wide variety of levels
9. List any pre-existing sponsor or beneficiary obligations that might conflict with USDF Regional Championships sponsors (Great American Insurance Group, SmartPak, Platinum Performance, LeMieux):  
None

*I certify that I have read the current USDF Regional Championships Program Rules and that as the Competition Licensee I agree to abide by all current USEF and USDF rules, requirements and conditions listed therein and in effect at the time of the Championships. I also certify that the above information is accurate and complete to the best of my knowledge.*

Name of Competition Licensee: ESDCTA

Authorized Representative of Competition Licensee: Dr Lisa Toaldo

Signature of Authorized Representative: Lisa Toaldo Date: \_\_\_\_\_

Phone: (201) 874-0373 E-mail: dentist2.LT@gmail.com

*I certify that I have read the current USDF Regional Championships Program Rules and that as the host GMO (if organized by a GMO) I agree to abide by all rules, requirements and conditions listed therein. I also certify that the above information is accurate and complete to the best of my knowledge.*

GMO President (If championship bid is organized by a GMO): Holly Cornell

Name of GMO: ESDCTA

Signature of GMO President: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: (732) 208-8715 E-mail: president@esdcta.org

If approved by the USDF Executive Board, the Great American Insurance Group/United States Dressage Federation Regional Dressage Championship Competition Licensee Contract will be sent to the Authorized Representative of the Competition Licensee at the address listed in this contract.

Questions: For questions please contact Lacy Jinks, Senior Competitions Coordinator at the USDF office: (859) 271-7886 or ljinks@usdf.org.