



Recap Form USEA EDUCATIONAL ACTIVITY

Upon registration of any USEA Educational Activity please return this Activity Form, together with all USEA Release Forms (one for each rider and instructor), any membership applications and fees. Forms are to be forwarded as soon as possible after each Activity, but no later than thirty (30) days, after the Activity is completed or cancelled if the Activity is not held. If you have questions, please contact the USEA at 703-779-0440 Ext: 3003.

All USEA Sponsored Activity must have a safety plan established and posted. A Sample should be submitted to the USEA office when recaps are being submitted.

Mail all forms and fees to: USEA Education, 525 Old Waterford Rd. N.W., Leesburg, VA 20176

Activity Recaps are used to inform and aid the Education and insurance committees and Boards of the USEA in making decisions about USEA sponsorship of activities. Accuracy and timelines of the information is important! Please verify that all name and dates of the activity are consistent among the forms you have submitted. The Activity Recaps should have the same name and date of your application.

Also, we seek your input so please give us your comments on the back of this form!

Name of Activity: _____

Date(s) held: _____ Was this a date change? Yes No

Location of activity: _____ USEA Area: _____

Organizer: _____ Email: _____

Address: _____ City: _____

State: _____ Zip: _____ Phone: _____

Activity Information:

Total number of Riders Participating _____ Total number of Instructors _____ Total combined _____

- New USEA Individual Full members at \$85 each. Number of Attendees: _____
(Membership application with fees or Credit card number are attached with signed Release forms)
- New USEA Junior members (18 and under) at \$60 each. Number of attendees: _____
(Membership application with fees or Credit card number are attached with signed Release forms)
- New USEA Non-competing members at \$46 each. Number of attendees: _____
(Membership application with fees or Credit card number are attached with signed Release forms)
- New Subscribing member at \$25 each Number of attendees: _____
(Membership application with fees or Credit card number are attached with signed Release forms)

Total numbers of Current/NEW/Renewing USEA members who attended the activity: _____

FOR OFFICE USE ONLY:

Date of Activity Report & Fees Received: _____

Data tabulated & File closed (date & initials): _____

