



2024 GENERAL INFORMATION & GUIDELINES

for material published in and dated 2023

CLASS LISTS ARE AVAILABLE ONLINE AT WWW.AMERICANHORSEPUBS.ORG
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MEMBER ELIGIBILITY

- ♦ The AHP Equine Media Awards competition is for American Horse Publications members whose 2024 dues are paid by the submission date.
- ♦ To verify member eligibility, contact ahorsepubs@aol.com.
- ♦ AHP members who join AHP may compete if 2024 dues are paid by the submission date.
- ♦ To join AHP, visit <https://www.americanhorsepubs.org/become-an-ahp-member/>.
- ♦ To renew membership, login to Member Center at <https://www.americanhorsepubs.org/members-only/>
If you need assistance with logging in or have changes to your membership, contact Chris at ahorsepubs@aol.com.
- ♦ The AHP Equine Media Awards are open to Media Industry, Media Professional, Affiliate Business, and Nonprofit members. Student members are not eligible to enter the awards contest.
- ♦ If a Media Industry member is no longer actively publishing at the time of the annual contest deadline date, content may be entered in eligible classes by the individual author, photographer or designer, provided that the individual is credited by name and is a 2024 AHP Media Professional member and the print publication, website or electronic publication was an AHP Media Industry member in 2023.
- ♦ A book author who was a paid Media Professional member in 2023 and is deceased prior to the 2024 contest deadline may have his/her book submitted on his/her behalf by an immediate family member who is a paid 2024 AHP Media Professional member. (refers to Fiction and Nonfiction Book classes only.)

ENTRY DEADLINE: FEBRUARY 20, 2024

Entries must be received **on the deadline date at 11:59 p.m. EST**

Entry fee must be paid in full. **Online payments accepted only via Submittable.** No late entries accepted. No exceptions.

ENTRY FEE: \$35 PER ENTRY

- ♦ All members will use the same online entry form.
- ♦ Unlimited entries accepted per member in all classes except for General Excellence classes.
- ♦ No refunds for entries that are disqualified or ineligible.

ENTRY ELIGIBILITY

- ♦ All entries must have a predominately equine theme.
- ♦ Entries must have been published during the 2023 calendar year (January 1, 2023, to December 31, 2023) and dated 2023. Published date is based on the publication cover date, published date in print or online, or published copyright date. **Verification of a 2023 published date is required for all entries.**
- ♦ Each member must submit its own entries.
- ♦ Media Industry members must submit only entries published in print or electronic publication or website owned by the Media Industry member.
- ♦ Identical entries submitted in previous years may not be submitted.
- ♦ Media Professional members no longer need a publisher's letter of support; verification of the 2023 publication date, if not published on the entry, is required.

ONLINE ENTRY SUBMISSION

- ♦ Members enter the AHP Equine Media Awards via login to the Member Center on www.americanhorsepubs.org, then click on Equine Media Awards to access the link to the entry forms.
- ♦ Members must complete an online entry form for each class and upload required files using the AHP online submission site hosted by Submittable.
- ♦ To enter the EMAs, members must sign-up or sign-in to a FREE account on Submittable. Only the submitter's name, email address and a password are required.

ENTRIES REQUIRING HARD COPY SUBMISSION

Entries in Classes 38-43, 48 must be entered as a hard copy of the publication, unless electronic publications are allowed, and mailed to the AHP office. In addition to mailing the physical entries, entrants must complete an entry submission form for these classes on the online submission site.

Shipping hard copies of the entries in the following classes is required:

- ♦ General Excellence Print Publication (all classes)
- ♦ Equine Media Single Issue Custom Print Publication
- ♦ Equine-related Fiction and Nonfiction Books
- ♦ Business Equine-related Single Issue or Multi-Issue Print Publication

Address to submit hard-copy entries:

Christine W. Brune
AHP Awards Contest
49 Spinnaker Circle
South Daytona, FL 32119

All hard-copy entries must be received at the AHP office by the deadline date.

NOTE: Please do not request delivery signature required as a signer may not always be available; a tracking number is recommended.

GUIDELINES FOR JUDGING AND AWARDS

- ♦ A minimum of two members must participate in each class.
- ♦ If there are fewer than four entries in a class, the class may be cancelled. If a cancelled entry meets the criteria for another class, it may be assigned to that class. If the class is cancelled, the member's entry fee will be refunded or applied to another eligible class.
- ♦ All content on a member-owned website is eligible if it meets the criteria in the class and is owned by the submitting member.
- ♦ Content published in custom print publications, including supplements that are owned by a 2024 Media Industry member, is eligible for any Equine Media Division classes.
- ♦ Media Professional members no longer need a publisher's letter of support. Verification of the 2023 publication date, if not published on the entry, is required.
- ♦ Any foreign entries must be translated into English.
- ♦ Late entries will not be judged.
- ♦ A suitable plaque will be awarded to the first place winner in each category. A certificate will be presented for second place in classes with five to 10 entries. A third place certificate will be presented in classes with 11 to 15 entries. Two honorable mention certificates may be given in each category where there are more than 15 entries.
- ♦ In each General Excellence division, there will be a first place plaque awarded as long as there are a minimum of four entries in the class. One honorable mention certificate will be presented in classes with five to 10 entries and two honorable mention certificates in classes where there are over 10 entries.
- ♦ An Overall General Excellence Award will be presented to one of the winners in the General Excellence publication classes. There is no additional entry fee.
- ♦ A judge's critique will be provided for every entry submitted.
- ♦ Finalists will be notified by email.
- ♦ If you are unable to attend the awards presentations:
 - First place plaques cannot be accepted by anyone other than the winner, or staff of the winner, without a letter of permission from the winner emailed to ahorsepubs@aol.com.
 - A \$25 shipping/handling fee per plaque or the cost to ship more than one plaque will be charged to winners.
 - To avoid the fee, the winner may provide AHP with a UPS/FEDEX prepaid shipping label before Saturday, May 18.
 - A representative may be designated to accept award certificate(s) only and will be responsible for delivering the awards certificate(s) to the finalist.
- ♦ Awards will be presented during the annual AHP Equine Media Conference in Lexington, Kentucky scheduled for May 16-18, 2024.
- ♦ Achievement certificates provided to individuals credited with a first, second, or third place entries will no longer be presented at the awards presentations. The winning member may request a certificate emailed from the AHP office at no charge before June 15, 2024.

GENERAL GUIDELINES

- ♦ AHP presents annual equine media awards in various categories to its members. The Board of Directors and/or committee determine the categories and nature of the awards.
- ♦ Recipients of the annual awards are determined by criteria established by Board of Directors and/or committee.
- ♦ Entries may be submitted for consideration for awards by current members of the organization on a schedule determined by the Board of Directors and/or committee and provided to the membership.

All efforts have been made to provide accurate information regarding the class description and general instructions. Any errors are not intentional and will be clarified by the Awards Coordinator.