



GVHS UNSPORTSMANLIKE CONDUCT COMPLAINT PROCEDURE

INTRODUCTION

The purpose of this process is to provide a structured, fair, respectful, and orderly method for addressing complaints regarding unsportsmanlike conduct at Gypsy Vanner Horse Society (GVHS) sanctioned events.

The Animal Welfare and Unsportsmanlike Conduct Committee (AWUCC) is established to privately and fairly evaluate complaints involving inappropriate conduct by GVHS members or their guests at sanctioned events. The Committee may conduct investigations and provide recommendations to the appropriate GVHS committees or Board of Directors as part of this process.

The Committee will only take official action when a formal complaint has been received.

UNSPORTSMANLIKE CONDUCT COMPLAINT PROCESS

Informal Resolution

Whenever possible, members are encouraged to respectfully resolve minor disputes or misunderstandings directly with the individuals involved or through show management.

If the matter cannot be resolved informally, a Formal Complaint may be submitted.

Formal Complaint

1. The complainant must submit:

- A completed GVHS Unsportsmanlike Conduct Complaint Form
- Supporting documentation and evidence, including witness statements, photographs, videos, screenshots, or other relevant materials

2. Complaints may involve improper conduct by a GVHS member or their guest toward:

- Another member
- Exhibitor
- Family member or guest
- Show staff
- Licensed officials

- GVHS representatives
- Volunteers

3. Examples of unsportsmanlike conduct may include, but are not limited to:

- Harassment or intimidation
- Threatening behavior
- Abusive or inappropriate language
- Bullying
- Disruptive conduct
- Unsportsmanlike interactions in person or through electronic communication related to the event

4. The complaint will be reviewed by the Animal Welfare and Unsportsmanlike Conduct Committee and served on the respondent.

5. The respondent will have thirty (30) days to submit a written response and supporting documentation.

RESOLUTIONS

Informal Resolution

6. If the respondent resolves the matter with the complainant, written confirmation may be submitted to the committee and the matter will be closed. Documentation will remain on file.

7. If the complainant determines the matter has been resolved, they may submit a written request to withdraw the complaint. The committee will close the matter and retain documentation consistent with record retention policies.

Formal Investigation and Resolution

8. The Animal Welfare and Unsportsmanlike Conduct Committee may:

- Review documents and evidence
- Verify witness statements
- Conduct recorded video conferences or interviews
- Consult with show management, officials, or GVHS representatives
- Determine whether a formal hearing is necessary

9. Within sixty (60) days of completing its investigation or hearing, the Committee will issue a recommendation to the appropriate GVHS authority or committee.

10. A Final Decision will be issued within thirty (30) days following the recommendation.

APPEALS

Any party who disagrees with the Final Decision may appeal to the GVHS Board of Directors.

- Appeals must be filed within thirty (30) days
- Appeals are based on the existing record
- New evidence will only be considered for good cause or extraordinary circumstances

The Board of Directors will review the matter and issue a Final Appeal Decision within sixty (60) days.

Following the appeal review, the decision of the Board of Directors shall be final.

CONFIDENTIALITY

All complaints, investigations, and proceedings are confidential. Parties involved are expected to refrain from public discussion of ongoing matters while the process is active.



GVHS UNSPORTSMANLIKE CONDUCT COMPLAINT FORM

This form is to be used when filing a formal complaint regarding unsportsmanlike conduct at a GVHS sanctioned event.

1. The form must be completed in full and signed. Incomplete forms may be returned by the committee.
2. Supporting documentation should be included.
3. The completed form and documentation should be emailed to: GVHS, gvhs@vanners.org
4. There is no filing fee required for this complaint process.

SECTION 1 — COMPLAINANT INFORMATION

Name: _____

Address: _____

City _____ State/Province _____ Postal Code _____

Telephone _____ Email _____

GVHS Membership Type _____

SECTION 2 — RESPONDENT INFORMATION

Name of person(s) involved _____

Relationship to GVHS (member, exhibitor, guest, official, etc.) _____

SECTION 3 — EVENT INFORMATION

Name of GVHS sanctioned event _____

Date(s) of incident(s) _____

Location of incident(s) _____

SECTION 4 — DESCRIPTION OF COMPLAINT

Describe the conduct or incident being reported. *Attach additional pages and supporting documentation as necessary.*

SECTION 5 — GVHS RULE VIOLATION

What GVHS rule do you feel was violated by the conduct or incident? *(See GVHS Rulebook Section D.1 and Appendix B):* _____

SECTION 6 — SUPPORTING DOCUMENTATION

List all documents or evidence included with this complaint.

1. _____
2. _____
3. _____

SECTION 7 — WITNESSES

List any witnesses to the incident(s). *(Include contact information if available)*

1. _____
2. _____
3. _____

SECTION 8 — REQUESTED RESOLUTION

What outcome or resolution are you requesting?

SECTION 9 — ACKNOWLEDGEMENT AND AGREEMENT

Please read and initial each statement.

___ I understand the GVHS Unsportsmanlike Conduct Complaint process.

___ I understand the respondent will have thirty (30) days to respond.

___ I understand the Committee may conduct interviews or hearings as part of the investigation.

___ I understand that the Committee may issue recommendations regarding disciplinary action or other remedies.

___ I understand that I may appeal the decision to the Board of Directors within thirty (30) days.

___ I understand that this complaint process is confidential, and I agree to refrain from discussing the complaint publicly while the process is ongoing.

___ I certify that the information provided in this complaint is true and accurate to the best of my knowledge.

SIGNATURE

Signature _____

Printed Name _____

Date _____