

FIXTURE SECRETARIES SUBMISSION DEADLINE CHECK LIST



12 WEEKS BEFORE FIXTURE DATE



VETERINARY ATTENDEES

- For 2025/26 season minimum 3 vets irrespective of entry or runner numbers.
- List of Vets submitted to fixtures@p2pa.co.uk 3 months before the fixture date.
- Vet 1: Senior Vet must be SRVS or SPVS accredited.
- Vet 2: Must be RVS accredited.
- Vet 3: Must be in equine practice.



6 – 8 WEEKS BEFORE FIXTURE DATE



DOCTOR ATTENDEES

- Doctors 1 and 2: Must be BHA Registered Doctors.
- Doctor 3: Crowds over 2000 should have a dedicated crowd Doctor. If not BHA registered they must have their own indemnity insurance.



MEDICAL AUDIT AND MEDICAL STANDING ORDERS

- Ideally 8 weeks minimum 6 weeks prior to fixture date.
- Consult with your SRMO to complete your Audit. If you still have questions, contact medical@britishhorseracing.com
- Use of non-BHA registered medical staff is a rule breach and invalidates the indemnity insurance.
- **If all documentation is not approved and signed off by BHA CMA (Chief Medical Advisor) prior to the day entries open the fixture may not be allowed to go ahead.**

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5 – 8 WEEKS BEFORE FIXTURE DATE



OFFICIALS AT MEETINGS

- Ideally 8 weeks minimum 5 weeks.



HOST HUNT PERMISSION

- Signed by authorised Host Hunt official.



LANDOWNERS CONSENT

- Signed by landowner or authorised agent.



FIXTURE INSURANCE

- Copy of current season insurance policy to be forwarded.
- Only the one page showing the fixture name, dates covered and amount of £10M coverage needs to be sent.
- If your insurance is covered centrally by the hunt please forward a copy.



WITHIN 2 DAYS AFTER YOUR FIXTURE DATE



MARKED RACE CARD

- Write the Going of the course on the front of a marked race card.
- Forward a marked racecard in the mail to: The PPA Office, 30A Shrivenham Hundred Business Park, Majors Road, Watchfield, SN6 8TZ.



WITHIN 8 WEEKS AFTER YOUR FIXTURE DATE



HBLB LEVY GRANT FORM

- Submit HBLB paperwork to apply for your grant.
- **Your HBLB grant submission is a requirement without which your next fixture licence application may be refused.**