



Show Secretary & Manager Newsletter

January 2025



2025 Currency Exchange Rates & Show Kit

The [2025 Currency Exchange Rates](#) to use for this entire year can be found in the [2025 NRHA Show Kit](#). All show approvals and payout amounts for results must be submitted to NRHA in US dollars.

You will want to calculate all money amounts using your home currency. Then once the final amounts are determined, convert them to USD to send to the NRHA.

Please be sure to use the updated forms this year when completing all membership/license paperwork as well as approval/results paperwork for your event!

ReinerSuite: Approvals & Results Webinar

Want to save on the approval and results processing fees for the 2025 show year? Plan on attending a webinar training session on **Wednesday, February 19th at 2pm Central Time**. We're here to guide you through the digital transition, from start to finish. From navigating the process of submitting your Show Approvals on ReinerSuite to efficiently wrapping up your Show Results and editing and uploading your CSV directly into ReinerSuite. This training is designed to provide you with the necessary skills to enhance your workflow efficiency, ultimately helping you save on fees and fines.

If you would like to attend, please sign up [here!](#)

Application Processing for CSV Results Upload

We highly encourage the use of ReinerSuite to ensure that all applications and processing are completed well before the time of entry and prior to submitting results to NRHA. Members can submit all transaction types directly through ReinerSuite, which also eliminates the \$10 processing fee. This process allows the show staff to more efficiently verify eligibility and quickly export and upload results as a CSV file.

For physical applications (Memberships, Licenses, Leases, Immediate Family Forms, Etc.) received at the event, NRHA has updated its policies regarding CSV uploads. Please review the guidelines below:

1. Submit NRHA Applications Early

If your event includes NRHA Applications that need to be processed before attempting your CSV upload, please send the Event Summary Sheet and all NRHA Applications to NRHA within **5 business days** after the conclusion of your event.

Please note: Sending documentation past the 5-day window will shorten the amount of time you will have to upload the event, depending on the volume of applications received from your event.

2. Confirmation and CSV Upload

After the applications have been processed, Kiely Larson will confirm with you that the CSV file is ready to upload before your event's **10-business-day deadline**.

We appreciate your cooperation in adhering to these timelines. This process allows us to maintain accurate records and ensure a smooth experience for all participants. If you have any questions about this process, feel free to reach out to us at shows@nrha.com.

Ranch Reining & Slide Contest Pilot Classes Webinar

Want to learn more about the [Ranch Reining and Slide Contest Pilot Classes](#) that you can host at your events this year?

Join us for an informative webinar with NRHA Assistant Commissioner Christa Morris-Stone on **Wednesday, February 12th at 4pm Central Time**. Learn more about hosting the exciting new pilot classes for Ranch Reining and Slide Contests and how your event can benefit from offering opportunities to grow entries and membership!

Please sign up [here](#). We'd love to see you there!