

## GUIDELINE ON HOW TO FILL IN FENCE DESCRIPTION FORMS

- The object is to provide a description of each fence element to be jumped on each cross-country course. This will be entered into the database so we are able to analyse their influence and usage
- Fill in one line on the form for each option at each element of every fence
- If the fence element has more than one option or a “black flag” alternative, the fence should be identified on the description form as “direct” (D) or “option” (O) for all other routes
- Using the sheet of fence drawings provided, each element of each fence must be given a Type (e.g. A, B, C,) and a Category (e.g. (1), (2), (3),). You should use the category nearest to the fence profile in most cases; the category (0) is only available if you have a fence in any fence type that it is **impossible** to fit into any of the categories offered. **If you use category (0) please elaborate in the remarks column**
- The remarks column can be used to clarify or explain the fence if necessary.
- The column entitled “Associated with Water”, this is to help us identifying fences related to water
- Fill the columns in, as described over the page

PLEASE ENTER INFORMATION ONTO FORMS AS INSTRUCTED BELOW

<b>Fence no. &amp; element</b>	Note number and letter as on fence.
<b>Combination</b>	Fence part of a combination, or related (within 20 meters). Enter "Y" for yes and "N" for no
<b>Type of fence (coded)</b>	Note type and Category using sheet of drawings provided e.g. A1, E4, etc.
<b>Keyhole or roof</b>	Enter "Y" for yes or "N" for no
<b>Route (direct/option)</b>	Note "D" for direct and "O" for all option/alternative routes.
<b>Frangible/Deformable</b>	Enter "Y" for yes or "N" for no.
<b>Portable</b>	Enter "Y" for yes or "N" for no.
<b>Brush</b>	Enter "Y" for yes or "N" for no.
<b>Height of fence at leading edge</b>	Enter the value in centimetres
<b>Distance from the front of the groundline to the front of the leading edge</b>	If applicable, enter the value in centimetres
<b>Height of ground line</b>	If applicable, enter the value in centimetres
<b>Take off out of water</b>	Enter "Y" for yes or "N" for no.
<b>Landing into water</b>	Enter "Y" for yes or "N" for no.
<b>Associated with water</b>	Enter "Y" for yes if fence is 20m or less before or after water or "N" for no.
<b>Approach up/level/down</b>	Enter "U" for up "L" for level or "D" for down.
<b>Landing up/level/down</b>	Enter "U" for up "L" for level or "D" for down. If drop note height of drop in remarks column.
<b>Ground Line</b>	Enter "Y" if rail or flowers, straw, bark, rocks, birch etc. present "N" if not.
<b>Off bend left/ right</b>	Enter "L" for left "R" for right or "N" for no.
<b>Remarks</b>	For any further information you think might be relevant e.g. roof over the top, bullfinch, seat, flower box etc.

NEW

OPTIONAL