

WEST PROGRAM WELCOME LETTER AND INFORMATION SHEET

Thank you for choosing West Equestrian Services and Training's horsemanship program.

Tuition is required to hold your place, due prior to taking lessons.

- **We prefer cash or check. Please ensure payments are deposited in the lock box in the office.** Please write rider's name in the notes section. We will take PAYPAL but there will be a \$2.00 processing charge. Paypal is westequest@yahoo.com _____initial
- **A \$10.00 late fee will be applied to any payment paid later than 7 days after a lesson, or 1st lesson of the package.** Please track your lessons. Missed lessons will get charged. _____initial
- Returned or rejected checks will be assigned a \$30 office fee.
- In an effort to keep our costs low, **we do not offer make-up lessons for missed group/class lessons**, for any reason. Instructors, staff, prep time and horses must still be paid. (we pay horses in Hay, Feed, and Medical care) **Weekly lessons will be charged as if attended regardless. Private lessons require 24 hour notification.** If lessons are cancelled by WEST due to weather, or other reason; it will be rescheduled or credited. _____initial

We are closed 2-3 weeks in August, Christmas holiday weeks. All other Holidays will be considered a riding day unless given previous notice.

There may be other times due to Conferences, Clinics, Shows, weather etc. If we cancel or close there will be NO charge. To ensure you are not inconvenienced with the drive, please check with us if the temperatures are above 90, below 50 or if there is a 40% or greater chance of rain in the forecast. Sometimes the cell coverage fails at the edge of the county, and we can't get out cancellation messages in a timely manner. Please Contact Cheryl West, Owner or Amanda Wallace, Admin. Do not rely on Instructors as they do not do the scheduling. Thanks!

Lessons:

- During inclement weather some of these lessons may involve ground, arena, classroom and/or barn activities.
- An average of 15 minutes will be spent working with horses and riders on the ground to saddle or unsaddle, put away, mucking or other horse activities. Students will be required to help prepare their horse for their level of riding. The first 15 min of each lesson is for grooming and care, which may be before or after. 30 to 40 minutes is dedicated to riding. Riders may be asked to stay after and care for their horse if it's not being used. Older and experienced riders may be allowed to groom and saddle their horse on their own before their lesson to get more riding time.
- **Please arrive 20 min. prior to your lesson.** This allows us to give them extra time (horse care lesson) if we have it, allow for school buses on our route, or other unforeseen circumstances.

A bulletin board is located in the office with information. Information can also be found on the website www.westhorse.net, and the Facebook page West Equestrian Services and Training.

To participate in this program, it is required to come dressed for riding every session.

- Boots with a half inch heel are ideal. No large tread. Sneakers are fine to start with. Safety stirrups are provided on most saddles.
- Full length pants are **required**, no shorts.
- No spaghetti straps, which create a safety hazard.
- Helmets are required for **all** students and are provided. Please purchase your own, they must be ASTM-SEI (Safety Institute) approved for equestrian activities. They must be within the 5 year expiration of mfg date.
- Long hair must be tied back, with ties positioned low so as not to interfere with helmet fit.

I have read and understand the above statements, and I am in agreement.

Student name

Signature of Participant or Guardian/Parent

Date

Participant Agreement

Barn Rules:

1. Be aware when walking directly behind the horse. Keep a hand on horse. Be aware of the horse's head in case of nipping.
2. Do not overtighten cinches, which leads to nipping.
3. Do not run, yell, scream or jump suddenly at a horse. Sudden and fast movements may cause a horse to startle and react causing injury.
4. Do not jerk on the reins. Jerking may cause rearing or movements that may cause loss of balance.
5. Do not allow the horse to run or trot without permission from instructor, or instructors direction. Pay Attention.
6. Keep all gates closed. If in doubt, close it!
7. Tie only to designated poles. Do not tie to rails, fences etc.
8. Only go into horse pens with permission from instructor. We need to know where you are at all times.
9. No one under 18 may ride without an onsite designated instructor or adult. Property owner must be notified.

Oklahoma Livestock Activities Liability Limitation Act Section 50.1 of Title 76 B. 1. The Oklahoma Legislature recognizes that persons who engage in livestock activities may incur injuries as a result of the risks involved in such activities even in the absence of any fault or negligence on the part of persons or entities who sponsor, participate or organize those activities.

Horse back riding, care of, and exposure to horses, and the use of any horse or horseback riding equipment involves risk and danger, and/or injury. The behavior of the horse can be unpredictable, and at times based on instinct or fright, which may cause injury. Horses may bite, kick, buck, lie down, stumble, or fall. Saddles may slip, tack may loosen, and wear tear may cause tack problems. All efforts will be made to make sure equipment remains serviceable and safe, but unforeseeable events could occur. Terrain ridden is subject to change, due to weather and natural causes. Terrain, and obstacle variations could cause loss of control, and, or injury.

Signature of this form admits awareness that this activity entails risks of injury or death. I understand that the description of these risks is incomplete, and that unknown or unanticipated risks may occur. I agree to assume responsibility for all identified and unidentified risk factors.

My participation in this activity is purely voluntary, and I elect to participate, despite the previously mentioned risks. I further agree not to hold West Equestrian Services and Training, Valley View Equestrian and other leased properties responsible for any accidents that may occur.

I certify that I am, or my minors are, fully capable of participating in this activity, and assume full responsibility for myself, and minor children, for bodily injury, death, and loss of personal property, and all expenses thereof, as a result of those inherent risks and dangers, and of any negligence in participating in this activity.

I have read, understood, and accepted the terms and conditions stated herein and acknowledge that this agreement shall be effective and binding upon myself, my heirs, assigns, personal representative, estate, and for all members of my family, including minors accompanying me, or participating in anything involved with horses, events, or activities related to horses, and fund raising both on and off West Equestrian operation areas. This agreement will be effective until written notice by the participant of cancellation of lessons.

I have read and understand the above statements, and I am in agreement.

Student name

Signature of Participant or Guardian/Parent

Date

Student Informational Sheet (Confidential)

Participant(s)	Last	First
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Participants Address	City	Zip Code
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Phone Home	Cell	Work
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If under 18: (paperwork MUST be signed by an authorized guardian or parent)

_____ Emergency Contact? YES / NO
Guardian/Parent relationship

Phone Home	Cell	Work
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Which number can you be reached most often? _____
Email _____ Used for relaying information.

Preferred Hospital/ Doctor _____

Any allergies _____

ADD, ADHD, Dyslexia, Learning challenges (this is just so we can meet any rider's needs)

(confidential)

How did you hear about/find us? _____

Riding Lesson Program Descriptions and pricing

CANCELLATIONS: (Sorry but necessary)

Classes: These are a package of 4 (not monthly). NO cancellations. Spots are held and reserved for each rider. Weather cancellations or closures are not charged. Lessons will be counted as part of the package as ridden.

SEMI PRIVATE: \$20 Will be transferred to a private if one rider cancels. (so if the 2nd person is absent the remaining rider will be a private.)

PRIVATE and FAMILY GROUPS: Cancellation fee \$30 if notified before the 48 hrs prior to lesson. No charge if prior to 48 hours.

B45 Beginner Lessons Level 1

Private \$45 45min Class of 3-5. \$120 for 4 lessons. 45 min

Description:

- Ground: Learn any combination of groom, saddle, mount, unsaddle, lead, tack care, horse care
- Under saddle (mounted): Learn any combination of mount, walk on, halt, steer using seat/legs/reins, trot sitting and posting, circles, reverses, beginner patterns, preparation for showing if desired. Basic games.

IB45A Beginner Intermediate Level 2

Private \$45 45 min Class of 3-4. \$120 for 4 lessons. 45 min

Description:

- May arrive early to prepare horse (more riding time) if approved by instructor
- Ground: includes previous skills. bridle, handling the horse on ground with reins, and lead rope, saddling/unsaddling independently before class as able.
- Under saddle: includes previous skills. steering with minimal rein use, seat and leg steering, change of rein, posting on correct diagonal, backing, turn on forehand and hind quarters, introduction to lope/canter, obstacles, intermediate games. Trotting patterns and showing.

I45B Intermediate Level 3

Private \$50 45 min

Semi \$40 45 min There must be someone willing to Semi with you. We will send out a request if you let us know but we recommend a friend!

Description:

- Arrive early to prepare the horse.
- Ground: includes previous level skills, ground work.
- Under saddle: includes previous skills. Lope/canter circles, leg yields, intermediate horsemanship and skills Showing as requested.

ADVANCED and Specializations Level 4 and above with Upper Level Instructor

A30 30 min Private \$45 Semi \$35 A45 45 min Private \$55 Semi \$45

Description:

- Work with Master Instructor
- Advanced Flat English, Dressage, Hunter, Eventing, Western Pleasure, Reining, Western/Cowboy Dressage, Barrels (haul ins only), Lunging/Ground work
- Must arrive and prepare (groom, saddle, bridle) horse prior to lesson. Haul in welcome. May mount and warm up horse 10 - 15 min prior to lesson (except vaulting).

F45 Family Classes

45min \$30 3 to 5 riders. Lessons are tailored to the needs of the family, see above descriptions for Levels.

Vaulting privates and classes are available. Contact us for pricing.

For EPIC CONTRACTs

EPIC allows you to invoice your lessons to their payment system.

You are responsible for any lessons taken that are not covered by EPIC.

There will be a \$20 charge for setting up the invoicing.

Any lessons invoiced will be NONREFUNDABLE. You must use the funds for lessons within 6 months or forfeit the funds.

If you are absent the lessons are still counted and invoiced.

Thank you

I agree to these terms

Signature

Date