

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, TUITION IS **DUE** prior to taking lessons.

- We prefer cash or checks. Please ensure payments are deposited *in the lock box in the office*. For Checks please write the rider's name in the notes section. We can take PAYPAL but there will be a \$5.00 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 2nd lesson of the package. Please track your lessons. ALL 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 canceled by WEST due to weather, or other reason; it will be rescheduled or credited. _____initial

We are closed 2-3 weeks in August, and 2 weeks at Christmas. All other Holidays will be considered a riding day unless given previous notice. There may be other times due Owner absences 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 55 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 Include:

- 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. 15 min of each lesson may involve 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.
- **Arrive 20 min. prior to your lesson.** This allows us to give them extra time (horse care lessons) if we have it, allow for school buses on our route, or other unforeseen circumstances.

Information can be found on the website www.westhorse.net, and 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 required. 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. If you purchase your own, they must be ASTM-SEI (Safety Institute) approved for equestrian activities. You are encouraged to purchase your own. 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 and keep a hand on the horse.
2. Do not overtighten cinches, which may lead to nipping.
3. Do not run, yell, scream or jump suddenly. 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 the 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.
10. All visitors (parents and siblings included) must stay in the designated visitors area for the safety of all.

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.

Horseback riding, care of, and exposure to horses, and the use of any horse or horseback riding equipment involves risk of 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 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

If under 18: (paperwork MUST be signed by an authorized guardian or parent)

Student Informational Sheet (Confidential)

Only one set of paperwork is required for each family. List all family members.

Participant(s)	Last	First
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Other participants in same family: _____

Participants Address	City	Zip Code
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Phone Home	Cell	Work
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Emergency Contact _____
name 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)

How did you hear about/find us? _____

EPIC SCHOOL CONTRACT

For EPIC Charter School CONTRACTS ONLY. Must be filled out to participate in Epic program.

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

You are responsible for any lessons taken that are not covered by EPIC, regardless of circumstances.

Please check available funds and notify us how much you want available for lessons.

Class lessons are charged in blocks of 4ea for \$120

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

Any lessons invoiced to EPIC will be NON-REFUNDABLE. You must use the funds for lessons within 6 months or forfeit the funds.

If you are absent any lesson scheduled is still counted as attended and invoiced. Weather cancellations will be credited forward to the following week.

EPIC name _____ Number _____

EPIC name _____ Number _____

Thank you

I understand and agree to these terms

Printed name

Signature

Date