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HURSTBRIDGE HORSE AND PONY CLUB INC.

PO Box 285
HURSTBRIDGE VIC 3099

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Hurstbridge District Adult Riding and Pony Club

Application for use of Hurstbridge Riding Clubs Grounds and or Equipment

This form needs to be completed and received by clubs in time to be presented at a committee meeting to be considered or there is a risk of being (30 days prior to booking date).

Hire Fee depends on length of use, people attending (members or not) and equipment used. General rule is 1/2 grounds use for one day is \$100. Full ground use one day \$200. Equipment hire is depending on requirements.

Hire Fee:

Half of Grounds	Whole of Grounds	Whole Club	Arena with Show Jumps	Other equipment on application
Top or Bottom Sand Arena Half of ground and not exclusive use.	Including parking Excluding club rooms and equipment hire	Grounds including parking and club rooms Excluding equipment hire		<ul style="list-style-type: none"> • Show Jumps • X Country • Club Rooms • Dressage Arena's • Yards
\$100 per day	\$200 per day	\$250 per day	\$150 per day	On Application

Name of person or organisation wanting to hire club grounds: _____

Address: _____

Phone number/s _____

Email: _____

Date of Clinic/Lesson: _____

Time, Start and Finish: _____

Type of activity: _____

Approx. Number of riders: _____

Approx. Number of vehicles parked: _____

Instructor in charge (if app): _____

Tick what facilities and or equipment you intend to use -

Parking <input type="checkbox"/>	Yards <input type="checkbox"/>	Wash Bay <input type="checkbox"/>	Top Arena <input type="checkbox"/>
Bottom Arena <input type="checkbox"/>	XC Jumps <input type="checkbox"/>	Showjumps <input type="checkbox"/>	Dressage Arenas <input type="checkbox"/>
Club Rooms <input type="checkbox"/>	BBQ <input type="checkbox"/>	Speakers <input type="checkbox"/>	
Others items <input type="checkbox"/>			

Outline list of other items you plan on using.....

Conditions of use of grounds

- A facility fee of \$10 per rider is applicable for any Non Hurstbridge Adult Riding or Pony Club member for the use of the grounds, payable in advance –any other fees may be obtained from the club secretary. This fee may be waived or altered at the discretion of the committee
- Riders must be current financial members of PCAV, HRCav, EFA or RDA –confirm that you have sighted evidence of each riders’ current riding club membership
- All riders must complete and sign a disclaimer before the clinic/lesson starts
- All riders are suitably attired in properly heeled riding boots and ASA approved safety helmets at all times whilst mounted
- You are responsible for ensuring that all riders’ equipment is in safe condition and fit for the purpose for which it is being used
- Riders may only use the grounds under the supervision of an approved Riding Instructor
- Medical armbands must be worn whilst jumping
- Should an injury occur an incident report form must be completed and returned to the club president or secretary within 24 hours of the incident (forms are in red first aid folder in the clubrooms and on the club website)
- The front gate must be kept closed
- Loud Hailers must not be used in consideration of our neighbours without prior permission.
- You provide your own tea/coffee and milk
- The grounds and clubrooms are left as they are found: fridge turned off with door ajar/ shutters closed/ fans and lights off/ the clubrooms are locked and the front gate padlocked
- All manure is to be removed from the arenas/car-park and yards. The manure yard provided for your use at the eastern end of the car-park. The arena must be harrowed after use
- The clinic coordinator is required to do a safety inspection of the grounds on the morning of the clinic before participants arrive and satisfy themselves that the grounds are safe(or otherwise notify the club president)
- Sick horses must not be brought to the club grounds
- Person signing the agreement is liable for any damage costs to equipment or grounds.
- Grounds and equipment to be left in order they were received and a cost may apply if not done

By signing hereunder I confirm that I will comply fully with all the conditions as listed above

Date: _____ **Signature:** _____

All contact details are available on the AR club website www.hdarc.org.au as well as the Incident Report Form and the Indemnity Form