



## 2023 ACCRA POLO CLUB RIDING PROGRAM CONTRACT/ INDEMNITY AND ENROLMENT FORM.

*(Initial every page and sign in full where prompted)*

### ADULT STUDENT CLAUSE:

This Agreement dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ is made between the Accra Polo Club (APC) and \_\_\_\_\_ (STUDENT). These parties warrant that they have the right to enter into this AGREEMENT.

### MINOR STUDENT CLAUSE:

I, \_\_\_\_\_, (Parent/Guardian) have contracted with APC on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ to give \_\_\_\_\_ (rider's name & age) riding lessons. These parties warrant that they have the right to enter into this AGREEMENT.

This agreement is binding and will remain in place for entirety of 12-week program. It is hereby agreed that: The STUDENT wishes to enroll for riding lessons at the APC under the following conditions:

#### 1) PAYMENT:

1. Riding Lessons are to be paid in advance of the program. Only bank transfer and cash acceptable and is payable to APC. Please make sure to send payment advice to the office, and collect receipts when payments are made.
2. Members of APC are entitled to a 50% discount.
3. No refunds will be applicable for this program.
4. Students (Non-members) who successfully complete riding school will have a credit towards membership of \$500 when applying to be members of APC.

#### 2) ABSENCES AND RE-SCHEDULING:

1. In the event of your lesson coinciding with poor weather, such as rain and where riding conditions are considered unsafe, such a lesson must still be attended and will be held as an unmounted lesson.
2. In the event that a student needs to reschedule a lesson for any reason such as illness or where, it is at the discretion of the Riding Instructor and their availability. We will make attempts possible to try to reschedule a lesson, but please understand that if the riding program is full there may not be available slots to make up a lesson.
3. Only 1 lesson per month may be re-scheduled unless prior arrangements are made with the relevant Riding Instructor.
4. Riders must call to cancel a lesson **AT LEAST 24 HOURS in ADVANCE**, otherwise it will automatically be considered absence without notice. If you do not call to cancel the lesson, you will not be permitted to make up the lesson and will be deemed as taken and be required to be paid in full.

5. In the event of an emergency or sickness, please call to cancel the riding lesson as soon as you are aware that you will not be able to attend the lesson but no later than 3 hours prior to your lesson time.

6. Please do not send an e-mail, text or WhatsApp to cancel a lesson. We cannot guarantee we will receive the e-mail or WhatsApp message prior to the lesson. Only phone call cancellations will be considered for excused absences or make-up lessons.

### **3) PUNCTUALITY:**

1. I understand that lesson times are planned and that I need to be on time. APC aims to be on time however with animals there is an element of unpredictability. If the lesson is started late due to APC the lesson time length will remain as planned.

2. If I am more than 15 minutes late from my scheduled time, I will not be permitted to participate in the lesson unless otherwise agreed and it will be considered an unapproved lesson absence, unless I have made prior arrangements.

3. I further understand that even if I am late, the time for ending the lesson will remain as scheduled, if the lesson commenced late. If we can accommodate extension we will try to do so.

4. The only condition for extending my lesson time is if the Riding Instructor is not present at the scheduled lesson time.

### **4) INSTRUCTORS AND PONIES/HORSES:**

1. I understand that APC reserves the right to substitute a riding instructor in the event that their regularly scheduled riding instructor is unable to be present at the lesson.

2. I understand that it is my responsibility prior to entering the lesson area to inform the Riding Instructor of any new medical or physical problem which may impact my safety or ability to perform correctly during my scheduled riding lesson.

3. There are horses available for each level of riding from the beginner rider to the more advanced rider who needs to be challenged. Beginner horses in our Stables are known for their quiet dispositions to help our beginner riders build confidence and learn the basics of riding. As the rider becomes more comfortable with the basics of riding, they will move to the more advanced horses. These horses will challenge the rider and will take them beyond the basics.

4. APC does not guarantee that the student will ride the same horse/pony every lesson, nor do we believe that this is conducive to rider progression; and / or said horse might be ill or have sustained an injury which makes it unable to be ridden. Riders will be allocated a mount that is suitable for their ability.

### **5) RIDING WEAR:**

1. Proper attire must be worn for riding lessons, which is to be long pants with the ability to stretch i.e breeches/jodhpurs, shirt, shoes/boots with at least a half inch heel, and an approved riding helmet that fits correctly with an attached harness. Students are required to provide their own helmet.

2. A rider must wear a helmet at all times when working with and when mounted on the



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horse.

3. Half chaps or gaiters may be used, instead of boots.
4. It is recommended that a rider should wear gloves to ride.

### **6) INDEMNITY:**

I recognize the inherent risks of injury involved in any type of horseback riding generally and in learning to ride in particular. Horses are animals with minds of their own. No horse is a completely safe horse. Horses are 5 to 10 times larger, 20-40 times more powerful and 3-4 times faster than a human. If a rider falls from a horse to the ground the distance fallen may be from .5m to 2m and may consequently cause injury to the rider. If a horse is frightened or provoked it may divert from its training and act according to its natural survival instincts, which may include but not limited to: stopping short, changing direction

or speed at its own will, shifting its weight, rearing, biting, bucking, kicking, or running from danger.

- No lesson will be given unless this contract is completed in full and a rider registration form completed.
- In taking lessons at APC, I assume any such risk of injury and further, I voluntarily release APC, its instructors, managers, grooms and agents from any responsibility on account of any injury I or my child or ward may sustain while receiving instruction or while riding in connection therewith, and I agree to indemnify and hold harmless APC, its instructors, managers, grooms and agents on account of any such claim.
- Likewise, I accept full responsibility for friends and visitors accompanying myself to APC property.
- APC, its instructors, managers, grooms and agents are not liable for an injury to, or the death of, a participant in equine activities resulting from the inherent risks of equine activities.

### **7) IMPORTANT:**

- Parents/Guardians of Children under 16 years of age are encouraged to watch their children's riding lesson.
- Please do not use lesson time to discuss issues with the Riding Instructor. Riding Instructors and volunteers must stay focused on the current lesson for safety reasons. Please call the Instructor or APC on **+233244358922** outside of lesson times for all questions and concerns that you may have.
- The Instructor has other lessons scheduled after your lesson and cannot be discussing issues during lesson time.
- Please do not talk with your children during their lesson. It distracts your child and

compromises their safety.

- Cars parked at APC Stables are done so at the owners own risk. APC accepts no responsibility.
- APC have merchandise available for purchase. It is nice to see APC partaking in the APC ethos.

## **8) STABLE RULES:**

1. Horses may be loose on the premises and all students, visitors and children must stay within designated areas.
2. Please do not go to the grazing paddocks without being accompanied by an employee, manager or agent of APC
3. Children under the age of 12 must be under their parents supervision at all times.
4. Only students, riders and instructors are allowed into the riding arenas.
5. Parents/ Guardians to lead or provide leaders, (if a volunteer is requested to lead please reward them) please arrive 5 min before to allow leaders to receive guidance on how to lead.
6. No loud shouting, swearing, whistling, clapping or banging around horses and riders.
7. No playing of balls or throwing things is permitted.
8. Please do not litter - use the dustbins provided around the stable yard area to dispose of garbage. NO SMOKING POLICY on site.
9. Horses are unpredictable and do bite and kick and, even if in their stables, should be approached with caution - children who do not have their own horses stabled at APC are not allowed to go near or enter a stable without instructor or supervision.
10. For your own safety - all instructions by Stable Managers or Instructors must be adhered to at all times.
11. Instructor will determine lesson ability and people may up & down to improve skill and promote confidence.
12. For those who had ridden before a private lesson to assess ability is recommended.

I, the undersigned, have read and understand the above contract, which I agree to abide by in total, and I have kept a copy of this contract. I further understand that if any of APC policies or rules are not followed that APC has the right to cancel this contract in full without any refund of money.



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**ACCEPTED BY:**

Signature: \_\_\_\_\_

(Rider or Parent/Guardian of Minor)

Signature: \_\_\_\_\_

(For APC)

Agreed day and time of your lesson: \_\_\_\_\_

ACCRA POLO CLUB

Tel+233244358922

PAID =