



## Sandridge Stables Lesson Program Registration Form

Name of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Emergency phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of Person Responsible: \_\_\_\_\_  
(Parent or Guardian if under 18)

I am enrolling in the lesson program checked below and I agree to the registration policies and terms as noted herein:

\_\_\_\_\_  
Signature of Person Responsible:

### Monthly Programs (GST is additional) Lessons are once or twice a week as indicated.

_____ Weekly lessons	\$200.00 once/weekly. School horse additional
_____ Regular Lesson Program A	\$200.00 once/weekly – owned/leased horse
_____ Regular Lesson Program B	\$375.00 twice/weekly – owned/leased horse
_____ Add school horse	\$50.00/month -for school horse on 1X week
_____ Add school horse	\$75.00/month -for school horse on 2X week
_____ Flex Schedule/Drop-in Lessons	\$55.00 - group -school horse additional \$15.00
_____ Semi-Private	\$65.00/person -school horse additional \$15.00
_____ Private Lessons	\$95/lesson -school horse additional \$15.00
_____ Initial Assessment	\$75.00 -school horse included
_____ Competitor Program	\$350.00/month 2X weekly lessons with show commitment

A variety of payment options are available. Please choose the one that you prefer.

\_\_\_\_\_ Monthly post-dated cheques \_\_\_\_\_ E-transfer – please use password “sandridge”

\_\_\_\_\_ Credit Card – please complete required information below.

\_\_\_\_\_ Cash – must be pre-paid at the beginning of the month or brought to each lesson

My credit card is: MC or Visa # \_\_\_\_\_ Expiry Date \_\_\_\_\_, CVV # \_\_\_\_\_

Signature of cardholder **X** \_\_\_\_\_

\* I also agree that I have read the attached policies and I agree that my credit card may be charged for the amount due if notice is not given appropriately or if account balances remain unpaid upon departure. **X** \_\_\_\_\_

- **All lessons and packages must be pre-paid. \*GST is additional to all prices\* Programs are subject to the attached policies. Late charges apply on payments not made by the 1<sup>st</sup> of the month and is strictly enforced.**
- **Non attendance policy** - Please note the Monthly Programs are offered at a discount with no refund, credit or reschedule for missed classes. Any lesson in other program missed or cancelled with less than 24 hours notice will be charged. Monthly programs often have extra lesson days which are provided at no charge and will make up for a few misses.
- **To enroll** - please complete registration above and submit in mail box in lobby or scan and email directly to the office. Payment must accompany registration. If emailing registration, payment must be either email transfer or credit card. Non-boarders on Flex Scheduling are requested to bring payment to each lesson. Flex Lessons may be invoiced for boarders.
- **The preferred communication method is email** - Statements will be emailed unless otherwise requested. Please provide a reliable email address and inform us if it changes. The Sandridge email address is [tricia@sandridgestables.ca](mailto:tricia@sandridgestables.ca) for inquiries and payments and [office@sandridgestables.ca](mailto:office@sandridgestables.ca) for invoicing and account inquiries.

**Please check the Sandridge Stables facebook page for announcements and information which may be posted from time to time.**

## **Sandridge Stables Lesson Policies:**

In order to offer a lesson program, lesson horses must be scheduled, instructors paid, arena time booked and classes planned. Lesson horses must be properly maintained with feed, blankets, health procedures, veterinary care and farrier work. These expenses are on-going whether lessons are attended or not. Cancellations and changes in scheduling create additional recordkeeping for office staff and scheduling issues for everyone including boarders riding their own horses who try to plan around the lessons.

1. **Lesson packages must be paid in full on the first day of each month. Late payments will be charged a \$25.00 late fee commencing on the 2<sup>nd</sup>. Overdue accounts beyond the 7<sup>th</sup> of the month will be subject to an additional annual interest charge of 24%.**
2. **Payment must be completed prior to participating in the programs.**
3. **Additional Program Information**
  - a. **The Regular Monthly Package is the best-price commitment to a regular time spot.** Your payment holds your lesson place whether or not you attend. It is your guarantee of lesson scheduling. On occasion when there are 5 lesson days in a month, the 5<sup>th</sup> lesson is free. This compensates for a few misses, although on occasion, the 5<sup>th</sup> lesson may be cancelled at the discretion of the stable. **This lesson package is offered at a discount and subject to a no "make-up" policy.** A student may choose not to come to all the lessons, but the price will not be adjusted. Due to horse and instructor scheduling notice is still required if not attending a lesson.
  - b. **The Flex/Drop-in Program** is available for those who cannot commit to the full monthly program and prefer to book on a more occasional basis. Lessons missed with less than 24 hours notice will be charged. Non boarders must bring payment to the lessons. Please check availability before lessons as scheduling spots priority goes to students in the Monthly program.
  - c. **The Competitor Program** – 2 lessons per week mandatory, 1 flat and 1 jump. Must compete in a minimum of 5 Shows. Additional commitments and benefits. For more details and to enroll, please discuss with Tricia.
4. **Payment, rescheduling and refund policies.**
  - a. **One month's written notice is required to cancel participation in all programs. Notice must be given on the 1<sup>st</sup> of any month for the following month.**
  - b. **NSF cheques will be charged \$50.00.**
  - c. **When cancelling a lesson package, no portion of a commenced month will be refunded.**
5. **Only if lessons have been cancelled due to unavailability of an instructor AND the student would receive less than 4 lessons in a month, will they be rescheduled or credited.**
6. Out of consideration for the horses, instructors and others, please call to give notice if unable to attend a lesson.
7. Some un-mounted lessons are part of the curriculum and may be scheduled at the discretion of the instructor. These lessons may take the place of a mounted lesson and may be scheduled in case of adverse conditions or other circumstances. Students are expected to learn about the proper care of the horse and equipment in addition to developing their riding skills. Equine Canada Rider Testing is held annually.
8. Students on school horses should be at the stable at least 30 minutes prior to the lesson to catch, groom, and tack up.

Please allow time after the lessons to care for and put away the horse and clean and put away the school tack.
9. Students are expected to be on and **ready to ride** at the scheduled time.
10. **Dress code for riding: Students must ride with proper headgear, footwear and riding attire including breeches. Hair must be tied back or out of the face. No dangling jewelry. Shirts must either have sleeves or a collar. No tank tops. No baggy sweat shirts. No jeans. No sweatpants. Shirts must be tucked in or a short, fitted styles. Belts are encouraged. Vests or jackets may be worn for warmth as required.**
11. Turnout: Please make sure the horse and student are tidy and clean.
12. After riding the **student is expected to clean the tack and return it to the designated place.** Horses must be groomed, re-blanketed as necessary and returned to their paddock.
13. The alley must be swept both **before and after** getting on to ride and the barn kept tidy.
14. All stable rules must be followed by participants and spectators alike.
15. **No Ipods or headphones in the stable area** as they may cause safety problems.
16. It is anticipated that Sandridge students will participate in testing for their Equine Canada rider levels which is generally scheduled in the fall.
17. There is a heat surcharge of \$10.00 applied to lesson invoices in the winter months, November through March unless you are leasing or owning in which case it is \$35.00 per month applied to your horse's board invoice. Half lease is subject to 50% of the heat surcharge.
18. School horses are **not** available for trail riding unless with an instructor in the context of a lesson.

**\*No flip-flops in the barn or around the horses. This includes parents, friends or assistants. This is a safety issue.\***