

THE INTERNAL RULES OF SPORTS EQUESTRES DE BELLE FERME ("the Riding Centre") – English Version.

The original French version of these rules is the definitive version, and this English version is intended only for the assistance and convenience of users of, and visitors to, the Riding Centre.

Article 1 ORGANISATION

All the activities of the Riding Centre and the facilities are placed under the responsibility of the owner and manager, Mrs Carolyn Stickland.

To carry out the functions of the Riding Centre the manager may make use of instructors, teachers, grooms, stable staff and administrative personnel placed under her authority.

Article 2 DISCIPLINE

- I) All users and visitors to the Riding Centre are required to obey the instructions of the staff and in particular the instructions related to security and safety.
- II) In all locations and circumstances users and visitors to the Riding Centre are required to maintain a polite attitude towards the members of the personnel and to the other users and visitors of the Riding Centre.
- III) All users and visitors have the right to make a formal complaint as described in Article 3 below.

Article 3 COMPLAINTS

Any user wishing to make a complaint that they consider justifiable is invited to address the owner directly. Under no circumstances should complaints be addressed to teachers or stable-staff, or any other member of the personnel except the owner.

Article 4 SANCTIONS

If a user of, or visitor to, the Riding Centre displays unacceptable attitudes or fails to observe these rules to a material extent, the user or visitor may be permanently excluded from the Riding Centre and its facilities without reimbursement of any sums already paid by the user.

Article 5 DRESS CODE & BEHAVIOUR

All riders of a horse or pony using the indoor or outdoor facilities should adopt appropriate attire as well as footwear that presents no risks for the rider. For example, sneakers are not acceptable footwear when riding.

The use of a riding helmet satisfying the standards in force is obligatory; the helmet must be correctly chosen and worn to provide an effective protection for the rider.

The teaching staff may require any person to correct their attire (for example removal of scarves or jewellery) if they perceive a potential danger for the rider, the horse or for the people around.

It is formally forbidden to smoke anywhere on the property. In order to protect the reputation of the Riding Centre it is forbidden for all minors (less than 18 years of age) to smoke during competitions or rides where they represent the Riding Centre.

Article 6 INSURANCES

The Riding Centre users are covered by an obligatory insurance for their "Responsabilité Civile" in the context of the Riding Centre's insurance coverage.

It is the responsibility of the users to take account of any limitations of this insurance coverage as displayed in the clubhouse.

The Riding Centre shall have no liability in the case of an accident brought about by the lack of observation of these rules.

Article 7 LESSONS

The prices for lessons are available in the office and displayed in the club house. Lessons that are not cancelled 24 hours before they are scheduled will be payable by the client.

All riders of a privately owned horse or pony, other than the owners themselves, pay the usual lesson tariff.

Article 8 OWNERS OF HORSES AND PONIES

Horses and ponies (in this Article 8 for convenience referred to as "horses") can be stabled (as a livery service) under the following conditions:

- I. All horse owners must be members of the riding club.
- II. All persons other than the owner who ride or work the horse must also be members of the club.
- III. The horse must be up to date with its vaccinations for influenza and tetanus according to the French national regulations. This vaccination certification must be given to and kept by the Riding Centre at all times that the horse is in the Riding Centre in order to satisfy any veterinary inspections.
- IV. Owners are required to take note of the established tariffs as agreed between the owner and the Riding Centre from time to time. Invoices are payable on the first of each month and at the latest on the third of the month following the billing.
- V. Owners are requested to use their own materials and not the club materials, and to store them correctly at all times.

- VI. The price of livery corresponds to the stabling and feeding of the horse. The amount of food is established by the Riding Centre or ~~in~~ by agreement with the owner. The Riding Centre reserves the right to reduce the quantity of food if its staff judge that it presents a danger for the horse, or to put the horse out in a paddock if it stays 3 days or more in the box without reason or notification (except in the case of injury or illness with the express agreement of the manager).
- VII. Working of the horse, dressage and exercising of the horse by the staff will be billed according to the displayed tariffs. Owners are requested to give ample notice if such work is required in order to ensure it can be correctly scheduled.
- VIII. Horses can be put into the paddocks during the daytime at the request of the owners, preferably made 24 hours in advance, except on Sundays and Bank Holidays. (In case of inclement weather or maintenance of the paddocks it is possible that the horses will not be put outside or may come in early).
Putting the horses into, and taking them out of, the paddocks does not include grooming or other tasks that may be necessary when coming back to the stable. The Riding Centre accepts no responsibility in case of injury or accident that the horse may experience in the paddocks or between the paddock and stable.
- IX. Horses can be lunged in the facilities of the Riding Centre on condition that:
- I. This presents no risks to riders or horses taking part in lessons;
 - II. This does not take place in a single spot that can damage the footing;
 - III. The permission of other users of the facilities at that time has been obtained.
- X. Horses may NOT be released at liberty in the indoor or outdoor arena at any time. The lunging arena is available for this purpose if required.

Article 9 TEACHING

As a centre for teaching riding, only the teachers or student teachers of the Riding Centre – or occasionally and exceptionally other instructors with the express agreement of the manager – are permitted to teach or give courses anywhere on the facilities, whether they are paid or not. Owners wishing to help their own children will be tolerated provided they do so in a discreet manner and when this does not disturb other users of the Riding Centre.

The Riding Centre cannot be responsible for children outside of the lessons (where lessons include the preparation just before and the time of clearing away and taking care of horses and equipment just after the lessons). The parents of young owners and of young “demi-pension” riders should take note that when their children are at the Riding Centre outside of lesson times there is not necessarily someone to oversee their behaviour nor to intervene in the case of an accident. (However, in practice there is often an adult present.)

Young riders, in particular pony riders, are also required to behave correctly and to respect these rules, particularly those relating to safety. Priority in the facilities should always be given to the riders that are working their horses.

Article 10 HOURS OF ACCESS

The Riding Centre is closed on Sunday afternoons and Mondays. However, owners can use the facilities; they are asked at these times to respect the private lives of the inhabitants of Belle Ferme, who thank them in advance. Owners are asked not to disturb them except in emergency. The only day of complete closure of the Riding Centre for all visitors and for horse owners is Christmas Day.

Article 11 USE OF FACILITIES

The facilities of the Riding Centre can be used at all times (within the bounds of common sense and subject to Article 10) by the horse owners, and also at the same times as the official classes of the Riding Centre, if this does not interfere with the lessons and subject to the agreement of the instructor. All materials and equipment should be treated with respect – that is to say the return of all used materials and equipment to their proper places, including obstacles used for jumping. Some obstacles or other items of equipment are reserved for competitions, examinations or lessons and are thus not available outside the recognised times.

The arenas are equipped with special equestrian-quality sand adapted to the health and well-being of the horses – these surfaces are very expensive. To maintain their quality, it is absolutely essential that droppings are collected and disposed of correctly. The treatment of the surfaces also requires watering and levelling, neither of which can be performed if there are droppings present, and it is not the job of the grooms and ground staff to put away equipment or collect droppings. Each rider, whether on a private horse or not, is responsible for this task at the end of their riding session. Parents of young riders are requested to take into account the time required for this task and to verify that equipment has been correctly put away.

Likewise the cleaning-up of droppings after the use of shower and/or tie-up facilities is the responsibility of the riders.

It is strongly recommended not to practice jumping outside of lessons, although it is not absolutely forbidden. This presents an increased risk of accident for the rider and for the horse. All such accidents and damage outside of lessons and official competitions are the sole responsibility of the owners, rider or their parents in the case of minors. The replacement cost of all equipment damaged outside of official courses will be billed.

The use of the cross-country obstacles is formally forbidden outside of courses offered by the staff. In such courses the required safety equipment must be worn. Riders may, however, ride in the fields of the Riding Centre under their own responsibility, without using the cross-country obstacles.

Article 12 OTHER MATTERS

The costs of shoeing and veterinary care are payable by the horse owners. The personnel of the Riding Centre can be present if required during veterinary visits. The choice of blacksmith and vet is at the discretion of the horse owners. Owners are required to leave the name, telephone number and written authorisation to contact their vet in case of an urgent requirement when the owner cannot be contacted. The Riding Centre is in no case responsible for injuries, colics, sicknesses or death of the horses. It is the responsibility of the owner to insure their horses at their own cost.

Dogs, other than those belonging to the staff, should be kept on a leash at all times to avoid all risks of danger, for example dogs entering into the arenas, fighting with other dogs etc. Exception can be made for dogs that are extremely well behaved and trained and are under the surveillance and responsibility of their owners at all times.

The Riding Centre does not accept any other type of animal in the boxes with the horses.

Services that are offered by the Riding Centre cannot be carried out by other persons other than horse owners for their own horses – for example lessons, clipping etc, whether remunerated or not.

For safety reasons all people that are not required to be in the riding arenas are requested to stay outside the arenas.

Cleaning and maintenance of the facilities is carried out by Riding Centre personnel on condition that the areas are left in a tidy state by the users of the Riding Centre - for example the corridors, tackrooms, club-house and WC.

Article 13 ACKNOWLEDGEMENT OF THESE RULES

By registering at the Riding Centre the members of the riding club acknowledge that they have taken note of these rules and fully accept each of them.