



ADAPTIVE HORSMANSHIP & RIDING POLICIES & PROCEDURES 2024

Hello!

Welcome to Autumn Trails Stable for the 2024 lesson season. Please read the entire first 2 pages of this packet as there have been several policy changes for 2024.

IMPORTANT INFORMATION FOR 2024:

- Fees for the 2024 season are being increased to \$400 for each 8-week session. We will also be requiring a ***\$25 non-refundable application fee*** with your paperwork that will be applied to your fees upon acceptance into the program.
- If the participant will not be attending their lesson, please contact us by phone or text as soon as possible. We have volunteers scheduled specifically for the lesson time and it is not fair to them when a participant no shows for their lesson. After the second no show in a session the participant will be discharged for the rest of the session, however all fees for that session will still be due in full.
- We do ask that ALL participants have their own ASTM/SEI certified helmet beginning with their second session with us. Please let us know if you have questions on sizing, etc.
- 1/2 of the session fee is due NO LATER than 2 weeks prior to the start of the session and the other 1/2 will be due NO LATER than week 5 of the session. If the fees are not paid in full by the start of week 5, the participant will not be permitted to continue with lessons for that session.
- We will offer one makeup week for each session if we must cancel. There may be times that we have to cancel more than one lesson in a session, however we are only able to make up one per session. Due to the cost of the session in comparison to what we charge for each session we are not able to offer refunds for the additional cancellations. We try very hard to prevent having more than one cancellation, but sometimes this is beyond our control, so your understanding is greatly appreciated.
- We will be doing 2 unmounted lessons per session to continue to build on the participants horsemanship skills. If you have any questions or concerns, please contact the program director.
- We will be continuing GROUP lessons this year and they will be 45-minutes in length with grooming and tacking.

- We will continue to accept credit card payments with a 5% fee for using this method.
- We will continue to operate with three 8-week sessions. No refunds/credits will be offered for vacations, temporary illness, or unanticipated circumstances.
- We will be offering the following discounts which **CANNOT** be stacked:
 - 10% sibling discount
 - 10% military discount
 - 10% Pay in Full for the Year discount
- NO SIBLINGS will be permitted during lessons as this is a distraction for our participants.
- Participants with inappropriate clothing and shoes (including crocs, sandals, open-toed or open-heeled shoes), or participants arriving more than 10 minutes late for activities will not be able to join their class. Fees will not be refunded/credited.
- Dogs are **NOT** permitted on the premises.

Included with this letter you will find the forms required for the participation in Autumn Trails Stable's (ATS) Adaptive Horsemanship and Riding program in 2024. ALL completed required forms (physician's statements, liability releases, payment agreement etc.) and a \$25 non-refundable deposit that will be applied to your lesson fees, must be received to hold a guaranteed spot in our program. Payment for **AT LEAST** the first four lessons (\$200 for group/\$240 for private) **MUST** be received by the office **NO LATER THAN 2 WEEKS PRIOR TO THE START OF THE SESSION – there will be no exceptions.** (If ALL forms and/or payment are not received, the participant will **NOT** be able to participate in that session.) The \$25 non-refundable deposit will hold a participant's place in the session but does not guarantee a specific day or time of lesson. In addition to these forms, we will also need **the Payment Agreement form** as well. Our goal is to help every participant have the opportunity to ride, so if any part of the fees is a hardship, please contact the Program Director right away. We will attempt to assist you with finding funding; however, we cannot guarantee this funding. Invoices will be sent out at the earliest possible date following receipt of all required paperwork and deposit.

Please contact us at afogle@autumntrailsstable.org or (937) 536-9912 if you have any questions or concerns. We want every participant to have the opportunity to participate, so we may be able to work with you on any concerns you have. Thank you!

ANNUAL PHYSICIAN'S STATEMENT MUST BE COMPLETED, SIGNED AND DATED ONLY BY THE PARTICIPANT'S PHYSICIAN (PAGES 11-13) THIS FORM MUST BE RETURNED AT LEAST 2 WEEKS PRIOR TO THE START OF THE SESSION OR THE PARTICIPANT WILL LOSE THEIR SPOT

Angel Fogle, Program Director
E-mail: afogle@autumntrailsstable.org
Phone: (937) 536-9912

Mail forms to: Autumn Trails Stable
2000 Folk Ream Road
Springfield, Ohio 45502

Participants name: _____

*****Please sign the below page stating you understand and agree with the policies listed on pages 1 & 2. A copy of these signed policies will be emailed to you.**

I have read, understand, and agree to the above policies for 2024.

Adult Participant Signature _____

Date _____

Parent/Guardian/Caregiver _____

Date _____

ATS Office Use Only

Form Received by: _____ Date: _____

Salesforce phone Gmail list newsletter list parent list

Other _____