



Thorncroft Equestrian Center

190 Line Road, Malvern, Pa 19355

Office: 610.644.1963 * Fax: 610.644.9342 * www.thorncroft.org



1/1/2017 rev. _____ **Information and Liability** _____ / E.T.# _____ Data Base Entry- Date/Initials
(Please complete in ink)

My relationship with Thorncroft is as a: _____ Student _____ Volunteer _____ Staff _____ Community Service

Please check the appropriate box(s). Volunteers 18 years and or older **MUST** have proof of a current/clear Pennsylvania Child Abuse History Clearance (this is a State Law) before they may attend Volunteer Training. Those doing service/school or community service hours are responsible for keeping a copy of their hours when they leave, Thorncroft will not keep track of your hours.

This form is to be updated annually.

Your Name: _____ Your Date of Birth: _____

Students: height: _____ and weight: _____ for safety, Thorncroft is unable to accommodate riders that exceed the 200 pound weight limit.

If under 18: Father, Mother or Guardian (*please circle*): _____

If you are married, the name of your spouse: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

Home phone: _____ Work phone: _____

Cell phone: _____ Email: _____

If this is a student release, please note below the Name & Address of the Person/Organization responsible for payment of lessons

Name: _____ Phone: _____ Cell Phone: _____

Address: _____

IN CASE OF EMERGENCY, PLEASE CONTACT (check one) _____ Parent(s) _____ Spouse _____ Guardian/Care giver

Name: _____ Day Phone: _____ Evening: _____

LIABILITY RELEASE In consideration of accepting _____ (participant's name) in the riding program, or any other activity at Thorncroft, I understand that horses are unpredictable by nature and I voluntarily assume the risks and dangers involved. I hereby, intending to be legally bound, for myself, my heirs, executors or administrators, waive and release all claims for damages I may have against Thorncroft Equestrian Center/Thorncroft Therapeutic Horseback Riding, Inc., its Owners, Instructors, Volunteers, Aids and or Employees for any and all injuries and or loses. A non-employee is not covered by Thorncroft's insurance or worker's compensation policy. Respecting the ability of the horses, Thorncroft is unable to provide services to riders with a weight of over 200 pounds. Thorncroft is not responsible for any personal items ie: helmets, boots, cell phones, etc.

MEDICAL RELEASE The above student hereby (*check one*) "Consents _____", "Does not consent _____" to any medical, dental, or surgical treatment or procedure of an emergency nature that is reasonably necessary to save the life of the person named above or to restore the person to health. I understand that should medical emergency treatment be required, the current insurance information listed here will be provided to the attending clinic or hospital to cover future payment of incurred bills.

HELMET REQUIREMENT & SUGGESTED RIDING ATTIRE An ASTM-SEI approved helmet is required while mounted. I have been advised to wear hard soled shoes and pants in and around the stables and while working with or riding horses. (Open toe shoes are not allowed in the stable area).

INSURANCE The above named student carries accident/medical insurance: yes ___ no __,

Name of insurance Co. _____ Policy #: _____

PHOTO/SOCIAL MEDIA RELEASE The above named student hereby "Authorizes _____", "Does not authorize _____" the use and reproduction by Thorncroft Therapeutic Horseback Riding, Inc. of any and all photographs taken for promotional and or printed materials.

POLICY OF CONFIDENTIALITY All information including but not limited to, personal, medical, and financial documents are confidential among all participants, volunteers, and staff. Confidentiality is considered one of our most basic responsibilities.

ACCEPTANCE OF POLICIES (please also see back) by signature below I affirm that I have read, understand and will respect Thorncroft's policies as they pertain to:
Release of Liability * Photo/Social Media Release * Policy of Confidentiality * Lesson/Payment Billing

Signed: _____ Date: _____

Signature of parent or guardian if student/volunteer under 18 y.o

COST OF LESSONS - WE OFFER THE FOLLOWING PAYMENT POLICIES, YOU MAY CHOOSE ONE

- (1) Pre pay for the month: \$175.00 by the 7th of the current month
- (2) Be billed \$200.00 at the end of the month
- (3) New arrivals, first month you may pay by the lesson \$50.00 each *½ hour private or a 1 hour group lesson*
- (4) If you are going to be absent for a month or more you may "hold" your lesson time for \$90.00 per month.
Lesson times not held are not guaranteed to be available upon your return.
Thorncroft is unable to accept Insurance or 3rd party payments.

BILLS are due upon receipt. Lessons will be discontinued for any amount past due 90 days or over.
Payment and a signed Information and Liability Release for new students must be received before the first lesson.

PAYMENT METHODS: You may pay for your lessons in person. Personal checks are the preferred method of payment. You may also pay by credit card in the front office. If you pay by mail, please remit payment to Thorncroft. On your check note the **student's name, instructor's name and the month being paid.** Thorncroft is unable to accept Insurance or 3rd party payments. ***A lesson will be held for no longer than 10 minutes. If a student is more than 10 minutes late the lesson will be cancelled. There are no make ups or credits for missed or cancelled lessons; you may not pay "by the lesson".***

MISSED LESSONS: If you are unable to attend a lesson, please call and leave a message for your instructor. This courtesy will offer time out in the fields for a horse that may otherwise be kept in the stall. Multiple absences may jeopardize your time slot.

TEC HOLIDAY CLOSINGS: New Year's Eve at 5pm, New Year's Day, Memorial Day Weekend Fri - Mon, Independence Day, Labor Day, Thanksgiving, Christmas Eve at 5pm, and Christmas Day. There are no make ups or discounts. (days may vary, please watch for notification posted at the Farm).

INCLEMENT WEATHER POLICY: While we do not encourage driving in inclement weather an instructor will always be available if you choose to attend your lesson. Please call the office 610.644.1963 if you are unable to attend. If the Farm is closed there will be a post on Face Book.

TERMINATING LESSONS: We appreciate notification two weeks before you plan to discontinue lessons. In the interest of better serving our riders, we would like to have additional information as to why you are terminating lessons.

HORSE CARE: If physically able, each student is responsible for preparing his or her horse for the lesson (grooming, tacking up, sweeping up after the horse, etc.). Please plan on an additional ½ hour before and after each lesson to tack up and untack your horse/pony. There is barn help available to help you prepare.

If you would like to volunteer, please be in touch with our

Volunteer Coordinator either in person, on the Farm, by phone 610.644.1963 or email to volunteer@thorncroft.org

Volunteer requirements: must be 13 y.o. or older, able to commit to a 3 hour shift and walk in the arena for 1 – 2 hours and lift 25 lbs. If 18 years of age or older PA State law requires a "Child Abuse History Report" before you may volunteer. All volunteers must attend a Volunteer Training Session before they may volunteer.

Help to secure the Future of the Thorncroft.

Donation of stocks, in kind, cash or product and matching gifts are fully tax deductible.

Our United Way program specific code is #01160

Thorncroft is a 501c3 Corporation, Federal E.I.N. Number 23-2218431.