



# Thorncroft Equestrian Center

190 Line Road, Malvern, Pa 19355

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



4/21//2016 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 can 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.

Your Name: \_\_\_\_\_ Your Date of birth: \_\_\_\_\_

Students, please note the height: \_\_\_\_\_ and weight: \_\_\_\_\_ - 50 \_\_\_\_\_ 51 - 100 \_\_\_\_\_ 101 - 150 \_\_\_\_\_ 151 - 175 \_\_\_\_\_ 176 - 200  
**Thorncroft is unable to accommodate riders that exceed the 200 pound weight limit.**

**If under 18:** Father, Mother, 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** \_\_\_\_\_ Parent(s) \_\_\_\_\_ Spouse \_\_\_\_\_ Guardian/Care giver

Name: \_\_\_\_\_ Day: \_\_\_\_\_ 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 be responsible for any personal items ie: helmets, 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, so as to help prevent horse-related injuries. (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 see back*) 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 student, parent, guardian or volunteer)

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

- (1) Pre pay for the month: \$175.00 by the 7<sup>th</sup> 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 you may "hold" your lesson time for \$90.00 per month.  
Lesson times not held are not guaranteed to be available upon your return.

**Bills** are due upon receipt. Lessons will be discontinued for any amount past due 90 days or over.

Payment and a signed release for new students must be received before the first lesson.

**There are no make ups for missed or cancelled lessons; you may not pay "by the lesson".**

**PAYMENT METHODS:** You may pay for your lessons in person. Personal checks are the preferred method of payment. If you elect to pay by cash, you may obtain a cash receipt from the front office. If you pay by mail, please remit payment to the above address payable to Thorncroft.

Please include on your check the **student's name, instructor's name and the month being paid.**

**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.

**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 the answering machine will have a message stating "The barn is closed".

**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.

**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. 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.**

I would like to help with: \_\_\_\_\_ Lessons \_\_\_\_\_ Horse Shows \_\_\_\_\_ Specialty Groups (Timothy School, etc)

\_\_\_\_\_ The Lobster Party (September/October) \_\_\_\_\_ Victory Gallop Dinner (April) \_\_\_\_\_ Radnor Concours (September)

\_\_\_\_\_ "HRD" of the Devon Horse Show (Memorial Day Weekend) \_\_\_\_\_ Summer Camp (6 weeks in July/August)

My experience is: \_\_\_ None \_\_\_ A Little \_\_\_ I have had lessons & am comfortable \_\_\_ Extensive, I am a "horse person"

**When are you available to volunteer, days, hours, etc.**

Please indicate your availability to volunteer ie: Spring Break, Summer Vacation, the days & hours/times of the day:

**Help us Keep in touch, let us know what you would like to know.**

How did you find out about Thorncroft?? What is your relationship with the Farm? \_\_\_\_\_

How would you like to receive information - via: \_\_\_\_\_ email \_\_\_\_\_ "snail mail" or \_\_\_\_\_ both

**Help to secure the Future of the Farm**

**Donation of stocks, in kind, cash or product, matching gifts is fully tax deductible.**

**Our United Way program specific code is #01160**

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