

KIMBERLEY EQUESTRIAN CENTRE REGULATIONS/BYLAWS.

(as at May 2018)

1. MOVEMENT OF HORSES

Members wishing to bring horses to KEC may only do so with the consent of at least two members of the committee and by prior arrangement with the stable manager. All horses entering KEC must provide proof that they have been vaccinated for equine flu in the preceding twelve months, and that their annual AHS vaccinations are up to date.

No horse may be removed from KEC until the livery account has been paid in full. Members intending to permanently remove horses from the KEC must give prior written notification of one calendar month to the stable manager. Failure to do so will render the member liable for one month's livery fees in lieu of notice, which must be paid before the horse may be removed from the premises.

Members who stable off the grounds are permitted to bring in horses for lessons. A lesson levy will be charged, in addition to any stabling applicable, all in accordance with the charges as determined by the KEC Management Committee each year, as published in the KEC livery brochure.

2. INDEMNITY

The Club, its office-bearers and employees are indemnified against any harm which may be suffered by the member or by any person accompanying the Member into the Club, or any damage to the horse or any other property brought into the Club by the member.

No person may ride on the KEC grounds without having completed and signed an Indemnity Form, and no horse will be permitted to enter KEC unless a Horse Indemnity Form has been signed (except in the case of shows, in which case the general indemnity as contained in the show schedule will apply).

3. CODE OF CONDUCT

Members are expected to:

- share the KEC facilities in a friendly manner which promotes integrity, respect and fairness;
- respect the integrity and dignity of each and every Club member as well as members of staff;
- commit to making the Club a more inclusive organization based on mutual respect and appreciation for the diversity of the social network;
- treat other members, guests and staff fairly, equally and with respect and courtesy;
- behave legally and responsibly, and conduct themselves in a manner which will not harm,, cause embarrassment to or injure the reputation of the Club;
- avoid behaviour unbefitting the aims of the club, whether at the Club or at any premises where members compete as members of the Club;
- only publicize videos, pictures, calendars and other media that are tasteful and uphold the integrity and dignity of the Club membership;
- abstain from physical or verbal harassment or abuse of other members, guests, staff or horses;
- avoid shouting, swearing, rudeness or non-verbal behaviour which intimidates or offends others;
- not engage in gossip with or about fellow members and/or employees.
- report in writing any inappropriate behaviour of a member to the Management Committee for action and follow up.

Failure to comply with the code of conduct will result in disciplinary action against the members involved.

4. RIDING DRESS

All riders **MUST** wear approved three-point safety helmets and suitable shoes or boots (with small heels) when riding.

5. SADDLING AND COOLING HORSES

All persons intending to ride must attend to their own horses themselves, both as regards fetching, saddling up and also unsaddling their horses after riding. This is **NOT** the duty of the grooms. All horses must be cooled down by riders, and saddle and sweat marks brushed off, before stabling. The club's grooms are not responsible for personally assisting members with any tasks outside of their normal stable duties.

6. FRIENDS RIDING MEMBERS' HORSES.

Friends may only ride members' horses if:

- They have the owner's permission
- They have signed an indemnity form
- They do not interfere with the activities of the riding members in any of the recognized training or schooling areas.

7. RIDING NEAR STABLES

Horses should only be walked in the vicinity of the stables. Members should not ride wildly around the grounds.

8. STORAGE OF MEMBERS' TACK AND EQUIPMENT

The Club endeavours to make available storage facilities for tack; however the Member stores such tack at the Club at his/her own risk and the Club accepts no liability in respect thereof. The rental of lockers for storing tack is subject to a small fee as set down by the Management Committee. Members using the locker rooms are expected to keep their tack and the locker room tidy. The Club accepts no liability in respect of any members' equipment, horseboxes, or other personal property left on the Club grounds.

9. JUNIOR MEMBERS IN CLUBHOUSE

Members under 18 are not permitted in the clubhouse unless a responsible adult is present. No persons under the age of 18 are permitted behind the bar counter at any time.

10. NUMBER OF HORSES.

Members may stable up to two horses per rider, to a maximum of five horses per family.

11. HIRE OF OUTSIDE INSTRUCTORS

The committee may invite an outside instructor to give riding members additional instruction. The cost of the course will be borne by those taking part. Any person, other than official instructors, wishing to give lessons for gain at KEC needs to obtain the permission of the committee.

12. USE OF KIMBERLEY EQUESTRIAN CENTRE EQUIPMENT.

- Equipment in store may only be used with the permission of the KEC chairman and/or stable manager.
- Where equipment (trotting poles, jumps, dressage markers, bending poles, etc.) has been set out by an instructor this must not be altered without the instructor's permission. Anything changed in any way must be replaced exactly as found.

13. DOGS

All dogs brought onto KEC property are to be kept under strict control at all times. Dogs are to be kept on a leash or under the owner's direct control while there are members riding. Under no circumstances may dogs be present in the arenas during lessons. All members who bring dogs to the club must pick up faeces and any other mess made by their dogs. Problematic dogs are to be reported to the committee, and any dog repeatedly reported to be causing problems, or behaving in an uncontrolled manner, may be banned from the club. Dog owners will be liable for any damages or injuries to persons or other animals caused by their dogs.

14. SPEED LIMIT

Please drive with extreme caution on the club property and observe the speed limit of 15km/hour. Be considerate of other vehicles, and watch out for horses and children, whose movements may be unpredictable. Horses have right of way.

15. SMOKING IN STABLES

No smoking is permitted in the stables at any time.

16. INSTRUCTION TO GROOMS

No member shall give direct instruction to any groom at any time; members are requested to do so via the stable manager. Should any member have a problem with a groom, this should be discussed with the stable manager or chairman.

17. VISITORS AND VISITING RIDERS TO THE KEC

Visitors and/or visiting riders to the club are only allowed on the premises on invitation by a member. In this case the member takes responsibility for his guest. The committee withholds the right to organize open days and/or shows, and to invite any outsider or visitor to take part in any activity at the club.

18. FUND RAISING ACTIVITIES.

The holding of shows and other functions is seen as fund raising for the club. All members are expected to be available to participate in these functions. A list of the shows being held at KEC is put up on the notice board at the beginning of each year. Members who are not able to help at any particular show will be charged a show levy.

19. PAYMENT OF LIVERY ACCOUNTS

- Livery accounts are payable in advance by the 5th calendar day of each month. In the event that accounts are sent out late in a particular month, members are still expected to pay the basic livery fee(s) in advance by the 5th calendar day of the respective month. Any account not settled by this date will be charged a monthly administration fee. Members whose accounts go into 60 days' arrears will be handed over to a lawyer for debt collection and all associated legal costs will be for the account of the member concerned.
- Non-payment may result in termination of membership, at the discretion of the management committee.
- Pending the handing over of arrear accounts and/or termination of membership, members whose accounts are in arrears may not remove their horses from the club and will not be permitted to take part in club events, shows, clinics or additional private lessons until the account is up to date.

20. STABLING RULES

- 20.1. No stallions may be stabled at the club except for stallions competing in KEC shows. No foals or mares in foal may be kept at the club.
- 20.2. Horses 167cm and over will be stabled in Callaho Block if space allows.
- 20.3. In the event of the club hosting a show, horses may be moved to different stables for the duration of the show. Owners will be notified if their horses are moved.
- 20.4. Owners are to provide their own water buckets for their stables (to hold approximately 35 litres), as well as water containers for paddocks if a trough is not already installed.
- 20.5. All stabled horses are to be provided with a horse blanket in the winter, which should be clearly marked with the horse's name.
- 20.6. Livery fees do not include any supplementary food (concentrates). These may be fed to the horse once a day with the evening fodder, provided it is purchased by the member and fed at his/her own risk. Supplementary foods may be stored in a sealed rodent-proof drum in the club's feed room, and are preferably to be bagged in daily portions or provided with a fool-proof scoop for dispensing thereof by the grooms.
- 20.7. Members are not permitted to feed their own fodder or to store feed (other than concentrates) on the KEC premises.
- 20.8. Small cuts, scratches etc. will be treated on a daily basis and members will be billed at month-end for any veterinary supplies used.
- 20.9. The stabling fee is **exclusive** of the following services:
- Veterinary costs, including all vaccinations (horse sickness, horse flu and tetanus) and deworming. Vaccinations and deworming are NOT OPTIONAL and are compulsory for all horses stabled at the Club;
 - Farriery costs;
 - Costs of equine dentistry.
- 20.10. In the event of horses being removed from the stables for short periods to attend shows, clinics, etc. the following procedures will apply:
- Absence of three days or less – no discount on stabling, member may take the horse's allotted daily lucerne ration for the period with them.
 - Absence of 4-10 days – no discount on stabling. Member may take the horse's allotted food ration for the period with them. If no Lucerne is taken the cost of the Lucerne for the period will be credited.
 - Absence of more than 10 days – instead of the normal livery charge, a fixed retainer fee is to be paid if you wish to keep your existing stable and club paddock open for your horse's return. This to be arranged in advance with the stable manager.
- 20.11. Paddocks
- Horses will preferably be turned out together with other horses. Where possible, at a member's request, horses may be kept in smaller individual paddocks; however, this may not always be possible, in which case the stable manager will liaise with the member regarding suitable paddock mates. The allocation of paddocks shall be at the discretion of the stable manager, but owners will be notified of any changes to their horse's paddock.

Members who construct their own paddocks and/or paddock shelters will have the use of these for as long as they remain full members and take responsibility for repairs and maintenance thereof. This infrastructure will revert to KEC on termination of membership. If the member ceases to use the paddock, the club will have the right to use it. However, provided that full membership of the club has been continuous, the member's right to use the paddock will be respected should the member's horse return permanently to the club. This paddock or shelter will not be the private property of the member, and will not be saleable or transferable to another member. The KEC management Committee retains the right to designate the place in which the paddock or shelter shall be constructed, and to prescribe what materials are to be used for the construction thereof.

20.12. Procedure for dealing with horse illnesses and injuries

In the event of a horse becoming ill, the stable manager will deal with the horse as follows:

- Assess the horse and telephonically advise the owner of the condition of the horse, in which event the Member will give instructions as to how the horse should be treated. In the event that the Member instructs the stable manager to treat the horse, neither the Club nor the stable manager will be liable for any adverse effect on the horse;
- If the stable manager believes the condition to be life-threatening, or that the horse may have an infectious or contagious disease, the stable manager may call a veterinarian without the owner's permission, and the Member hereby agrees to be responsible for such costs.
- If the stable manager suspects that a horse may have an infectious or contagious disease, the stable manager has the right to quarantine the horse to minimize the risk to the other horses stabled at the club.
- In the event that the Member cannot be contacted, the stable manager may use their discretion as to the treatment of the horse.
 - In the event that a veterinarian is called, all costs occasioned by such treatment will be for the account of the Member, and the Member shall be responsible for such costs.
 - In the event that it is deemed unnecessary to call a veterinarian, the stable manager may treat the horse at their discretion; however, this shall exclude the giving of injections.
 - In the event that a veterinarian is not called at the discretion of the Club, and the horse subsequently dies or suffers further damage, no liability will attach to the Club or the stable manager.
 - In the event that the horse has an adverse reaction to any treatment administered by the stable manager, no liability in respect thereof will attach to the Club or the responsible party.
- In the event of a horse being sick overnight or over a weekend and requiring after hours care, the stable manager and person resident in the KEC house will assist with taking shifts for the care of the horse, together with the owner. In the event that the owner is not available to assist, the owner will be billed for the stable manager's overtime for doing additional shifts on the owner's behalf.

20.13. Farriery

All members are responsible for making arrangements with their farrier of choice for the regular shoeing / trimming of their horse(s) feet and for paying the farrier directly for all costs in connection therewith. However, should the owner neglect to do so, and should the Stable Manager determine that the neglected state of the horse(s) feet are a cause of

discomfort or pain to the horse, then the Stable Manager shall have the right to arrange for the horse to be shod or trimmed and the Member shall be responsible for all such costs.

20.14. Dentistry

The Club will organize to bring down an equine dental technologist once a year. A list will be put on the noticeboard to be filled in by all members who wish to make use of this service, and all costs including travelling costs will be borne by participating members.

21. EXCEPTIONS

Any exceptions to the above rules and bylaws will only be permitted by a resolution signed by all members of the management committee. Non-compliance with any of the above rules may attract either a fine or disciplinary action by the club's management.

Signed at Kimberley on this the 25th day of April 2018



Chairperson



Secretary