

# TLS NEW RIDER CHECKLIST

RIDER: \_\_\_\_\_

\_\_\_\_ REGISTRATION FORM

\_\_\_\_ SIGNED RELEASE FORM

\_\_\_\_ SIGNED CANCELLATION POLICY

\_\_\_\_ SIGNED CREDIT CARD AUTHORIZATION FORM

\_\_\_\_ SIGNED CODE OF CONDUCT

\_\_\_\_ WELCOME LETTER

CHECKED BY: \_\_\_\_\_

# Welcome

Hello!

My name is Hannah Padgett and I own Twin Lakes Stable. I also train the show horses and show riders. I have been in the horse industry for 25+ years and in that time, I have trained multiple state, national and world champions. My champions have been in multiple breeds including American Saddlebreds, Racking Horses, Hackney Ponies, Standardbreds, Friesians, Pintos and Belgians.

I am so thrilled you have chosen Twin Lakes as your new barn family. When I started this riding academy my goal was for our riders to be given more opportunities than any where else. We offer saddleseat, huntseat, and western riding and that is something that no other stable in the entire state of Alabama offers. Another wonderful thing we offer that no one else in Alabama offers is lessons on both trotting AND gaited horses. I have truly tried to make this be a place for everyone. We also have partnered with Dreamscape Inc to help rescue horses from slaughter. We rescue, rehab, and repurpose rescues into our lesson program. We cannot wait to share the journey of rescuing with you!

I learned a long time ago what my weaknesses were in this business and decided to surround myself with individuals who complement my weaknesses. I feel I have chosen some of the best instructors to help your rider through whatever stage they are in their riding. Please NEVER hesitate to set up a meeting with me if you should ever decide you are not clicking with an instructor well, unhappy with your progress or disliking the riding style you are currently in. I would be happy to sit in on any lesson to see if there is anything I can change to make your riding experience better.

Our barn family is ever growing and while that thrills me, it can be difficult to keep everyone in the loop. To help keep everyone on the same page and up to date on all barn happenings I created a Facebook group called "**Twin Lakes Stable Barn Family & Updates**". Please join this group as soon as possible to stay current on everything. We also will post any upcoming events on our board at the barn. Make sure you check it weekly as dates and events can change.

If you ever have any questions about anything, please feel free to contact me!

Sincerely,

*Hannah Padgett*



## Registration Form – Welcome to TLS!

**Rider's Name** \_\_\_\_\_ Birthdate: \_\_\_\_\_

Address \_\_\_\_\_ Sex: \_\_\_\_\_ Age: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

**Mother's Name** Circle:(Mrs./Ms./Miss./Dr.) \_\_\_\_\_

Address (If different from above) \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Email address: \_\_\_\_\_

Place of Business \_\_\_\_\_ Occupation \_\_\_\_\_

Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Emergency Phone: \_\_\_\_\_

**Father's Name** Circle:(Mr./Dr.) \_\_\_\_\_

Address (If different from above) \_\_\_\_\_

City, State, Zip \_\_\_\_\_ email address: \_\_\_\_\_

Place of Business \_\_\_\_\_ Occupation \_\_\_\_\_

Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Emergency Phone: \_\_\_\_\_

**Are there any special medical conditions that we need to be aware of?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Rider's Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

How did you learn about Twin Lakes Stable? \_\_\_\_\_

## Emergency Medical Information Form and Release

### Waiver of Liability

#### Emergency Medical Information and Release, Waiver of Liability

**WARNING: Under Alabama Law, an equine activity sponsor or equine professional is not liable for an injury or death of a participant in equine activities resulting from the inherent risks of equine activities, pursuant to the Equine Activities Liability Protection Act**

I agree to, or I agree to allow this child to, participate in activities offered by Twin Lakes Stable LLC. I understand that I, or this child, shall abide by all barn rules as a condition of participation. I am aware that equine activities may cause accident or injury as a direct or indirect result of participation. I agree to assume all risks involved in my or in this child's participation in ALL activities at Twin Lakes Stable. I further agree to release Twin Lakes Stable LLC, its owner Hannah Padgett, its employees, volunteers and agents from any responsibility should an accident occur.

I hereby authorize Twin Lakes Stable to secure medical treatment for \_\_\_\_\_  
(rider's name) in any emergency which may occur while she/he is riding or at the barn.

Signed by rider: \_\_\_\_\_ (Parent of Legal Guardian if rider is under age 18)

Name of Parent of Legal Guardian signing: \_\_\_\_\_

Date: \_\_\_\_\_

Emergency Phone #s: Call First: \_\_\_\_\_ Call Second: \_\_\_\_\_

Name of Insurance Company: \_\_\_\_\_

Insured's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Group #: \_\_\_\_\_ Policy #: \_\_\_\_\_



## CANCELLATION POLICY

Effective January 1, 2021, you must cancel your lesson at least 24 hours prior to your lesson time to avoid a \$25.00 cancellation charge. If you must miss your scheduled lesson for any reason, other than sickness or emergency, you will be charged if you do not contact the barn 24 hours in advance. Lessons cancelled 12 hours before their lesson time **ARE eligible** for make-up lessons *but will still be charged a cancellation fee*. Lessons cancelled less than 12 hours before their lesson time or any rider who fails to attend his or her lesson without notice (considered a "NO-SHOW") are **NOT eligible** for a make-up lesson *but will still be charged a cancellation fee*. This cancellation policy applies to single pay lessons as well as monthly pay lessons. Your credit card will be charged for the cancellation fee if you fail to pay on (or before) the next lesson. Any rider more than 10 minutes late to their lesson will be considered a "NO-SHOW" and will *forfeit that lesson and be charged a cancellation fee*. Riders are required to be at the barn a minimum of fifteen minutes **BEFORE** their lesson starts to ensure full riding time.

## MAKE-UP POLICY

Lessons missed due to illness, injury or severe weather may be made up within 30 days of the missed lesson. Lessons can be made up during regular business hours. There is no make-up lesson for missed lessons due to "NO-SHOWS" or lessons not cancelled within the required 12-hour timeframe. *There are no refunds on lessons*. If you schedule a make-up lesson and cannot make it, you must call and cancel, or you forfeit the make-up lesson. You are only allowed to reschedule a make-up lesson **ONE TIME**.

\*\*Make-up lessons are in addition to your regular monthly lessons.\*\*

\_\_\_\_\_  
Rider/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

## PHOTO RELEASE FORM

Here at Twin Lakes we are very proud of our students, and their families, and from time to time will use their picture(s) on our website, Facebook page or other advertising media. At NO time will we divulge private information.

\_\_\_\_\_ I/WE DO permit TLS to use photos or other images of my child as described above.

\_\_\_\_\_ I/WE DO NOT permit TLS to use photos or other images of my child as described above.



## CREDIT CARD AUTHORIZATION

***\*\*Must be filled out for ALL clients\*\****

I, \_\_\_\_\_, authorize Twin Lakes Stable to charge my credit/debit card, plus a 4% credit card fee, indicated below on the 5<sup>th</sup> of each month if my payment has not been received for lessons, training, show fees, cancellation fees or boarding in the form of cash or check.

If for any reason I must have a vet or farrier out for my horse and I do not pay prior, or within 3 days, of vet/farrier visit, I authorize Twin Lakes Stable to charge my credit/debit card for payment, plus a 4% credit card fee.

Billing Address \_\_\_\_\_

Phone # \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Email \_\_\_\_\_

### CREDIT CARD

Visa     Mastercard     AmEx     Discover

Cardholder Name \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Exp. Date \_\_\_\_\_

CVV Code \_\_\_\_\_

Zip Code \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

\_\_\_\_\_ I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify Twin Lakes Stable in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. Termination of this authorization is only for clients choosing to discontinue lessons, training or boarding with Twin Lakes Stable. If the above noted payment dates fall on a weekend or holiday, I understand that the payments may be executed on the next business day. In the case of a credit card transaction being declined for any reason I understand there will be a \$50 inconvenience fee or 15% late charge, whichever is greater, added to my bill. I certify that I am an authorized user of this credit card and will not dispute these scheduled transactions with my bank or credit card company: so long as the transactions correspond to the terms indicated in this authorization form.



## **Code of Conduct**

### **TLS Adult & Youth Competitors**

Twin Lakes Stable has always been known for our GREAT camaraderie between one another and our competitors.

#### **MISSION STATEMENT**

TLS Equestrian Programs are designed to create an educational and competitive experience within an atmosphere of sportsmanship. TLS strives to develop and realize individual and team potential by promoting high standards of competence, character, civility and citizenship.

#### **EQUESTRIAN CODE**

Given our belief that Equestrian competition provides a unique opportunity for the development of physical conditioning, athletic skill, and character traits, we expect TLS equestrians to strive for the following:

##### **Competence**

- To develop the skills necessary to participate competently as an equestrian.
- To demonstrate knowledge of the rules and conventions as an equestrian.
- To demonstrate knowledge of the strategies in and out of the show arena.
- To demonstrate a level of physical conditioning and fitness sufficient to participate competently in and out of the show arena.
- To demonstrate knowledge of healthy behaviors including nutritional issues.
- To understand the necessity of abstaining from the use of tobacco and other drugs in order to achieve the positive benefits of athletics and beyond.

##### **Character**

- To be dependable in fulfilling obligations and commitments.
- To accept responsibility for consequences of actions; to not make excuses or blame others.
- To strive to excel.
- To be committed.
- To persevere, give 100% effort and not give up in the face of setbacks.
- To demonstrate truthfulness.
- To control anger and frustration and refrain from displays of temper and bad language.
- To accept losing and winning graciously; by congratulating opponents and by not sulking or displaying other negative behaviors.

##### **Civility**

- To practice good manners in and out the ring.
- To refrain from “trash talk” and other put-downs of opponents and teammates, especially when representing Twin Lakes as this could result in expulsion from current competition and without refund.
- Continuous negative talk can result in suspension and/or expulsion from Twin Lakes Stable indefinitely.
- To treat all persons respectfully, regardless of individual differences and to show respect for legitimate authority (e.g., Coaches, Trainers, Instructors).
- To be fair and treat others as one wishes to be treated.
- To listen to and try to understand others.
- To be compassionate and sensitive to others.
- To actively support teammates and others

##### **Citizenship**

- To be faithful to the ideals of the Equestrian sport including sportsmanship.
- To keep commitments to the team.
- To show team spirit, encourage others and contribute to good morale.

- To put the good of your team ahead of personal goals.
- To set a good example for barn-mates, younger equestrians, supporters, and the entire Saddlebred community.

### **PARENT CODE (for riders under 21)**

Parents play a vital role in the development of student athletes and the success of Twin Lakes' program.

Therefore, we expect parents to do the following:

- Be a positive role model through their own actions to make sure their child has the best equestrian experience possible.
- Be a "TEAM" fan, not a "MY KID" fan.
- Weigh what children say; sometimes they will tend to slant the truth to their advantage.
- Show respect for the opposing competitors, coaches, spectators and support groups.
- Be respectful of all officials' decisions.
- Don't instruct your children before or after a class, because it may conflict with the trainer/coach's/instructors plans and strategies.
- Praise student-athletes in their attempt to improve themselves as students, as young equestrians and as people.
- Gain an understanding and appreciation for the rules of the sport.
- Recognize and show appreciation for an outstanding ride by either teammate or a student from another stable.
- Help their child learn that success is experienced in the development of their skills and that they can feel good about themselves, win or lose!
- Take time to talk with Coaches/Instructors in an appropriate manner, including proper time and place, if there is a concern. Be sure to follow the designated chain of command and go right to the source (Coach). Refrain from voicing concerns, trash talk, negativity, bad mouthing, etc. to other parents, teammates, etc. This will not be tolerated and will result in suspension or expulsion from TLS and without refund.
- Please reinforce our tobacco and other drug-free policies by refraining from use of any such substances before and during competition.
- You will also be responsible for behavior and actions of additional friends, family members, etc. that are invited to attend horse shows.

### **Safety**

- In any situation we believe in safety first and foremost. Your coaches, trainers and instructors always have the rider's best interest in mind.
- Just like people, horses can have bad days too. Should a situation arise where a horse and/or rider are out of control and your trainer feels you are at risk, trainer will remove you or your child from a situation that may digress.
- Trainers have the right to remove horse/rider from class without refunds or re-dos.
- If you are removed from a class, the most important thing to remember is to learn from the situation at hand.
- As a TLS rider, we like to take these situations in stride. Rise above the occasion and show your positive and willing attitude as the proud TLS equestrian that you are.

NOTE: For your safety, as well as the safety for your horse and others we are a NO TOLERANCE team and barn. We expect every Equestrian Adult & Child athlete in our program to abide by all the rules and regulations developed for each individual and individual team. For any violation of the Code of Conduct or any other rule or regulation of the TLS, equestrian athlete may be subject to discipline, including, but not limited to, exclusion from extracurricular activities, suspension, and/or expulsion, consistent with rules, regulation, and TLS policies.

I, \_\_\_\_\_, have read the Code of Conduct put forth by Twin Lakes Stable and agree to abide by such rules. As a rider, and/or parent, I understand the consequences of not abiding by Twin Lakes' Code of Conduct and will not engage in trash talk, and/or slander, should I be expelled or asked to leave.

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Rider

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Parent (if under 18)