

E SLASH NINE  
(E/9 RANCH)

***BLUE  
BOOK***



***FACILITY REGULATION AND RULES***

Effective  
8 November 2025

E/9 RANCH  
EQUINE BOARDING AND TRAINING FACILITY  
HERFORD, ARIZONA 85615

8 December 2025

LETTER FOR SEE DISTRIBUTION

SUBJECT: BLUE BOOK, Facility/Stables Regulation and Rules

FOR OFFICIAL USE ONLY

1. The **E Slash Nine Ranch Blue Book** serves as the official governing manual for facility operations and stable management. It establishes the authority to develop and enforce policies, assign responsibilities, and direct the execution of operational standards in accordance with federal, state, and local laws. The 2025 edition codifies the techniques, procedures, and facility standards used in daily operations at E/9 Ranch.
2. The Blue Book is a living document. It is updated annually to incorporate changes in equestrian industry practices, legal requirements, risk management strategies, and lessons learned from incidents or evolving best practices. It reflects an ongoing commitment to safety, efficiency, and legal compliance for all boarders, guests, and staff.
3. The **proponent and issuing authority** for the Blue Book is the facility owner, who may be contacted at (520) 686-2209. The owner reserves the right to amend or clarify provisions within the Blue Book as needed to maintain regulatory compliance and operational excellence.
4. The 2025 Blue Book has been **formally reviewed by** Denise Champagne, Professor of Equine Studies, Post University, for content accuracy, practical relevance, and alignment with recognized equestrian safety and management standards. Their professional insight has been incorporated where appropriate.
5. The Blue Book has also been **legally reviewed by Kirsten S. Ronholt, U.S. Army, Attorney at Law**, to ensure alignment with current legal standards regarding liability, negligence, property use, equine boarding agreements, and risk assumption under Arizona law. His legal recommendations have been integrated to enhance enforceability, protect both the facility and its clients, and ensure the document stands as a strong internal regulatory framework under applicable law, including **A.R.S. § 12-553** (Arizona Equine Activity Liability Act).

/Original Signed/

Travis S. Elliston

Owner

Ranch and Facility Owner

DISTRIBUTION: ALL BOARDING AND HORSE TRAINING CLIENTS E/9 RANCH WEBSITE

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## **Appendix 1**

### **GENERAL**

## Card 100

### *PURPOSE*

#### **1. PURPOSE OF THIS FACILITY**

E Slash Nine Ranch a/k/a E/9 Ranch serves as a multifaceted equine and livestock facility. It is operated primarily as a **horse training and horsemanship facility**, dedicated to the development of ethical, effective horse-and-rider partnerships through individualized training, riding instruction, clinics, and educational programs. The ranch is home to **Elliston Equine Solutions, LLC**, which offers professional horse training, colt starting, groundwork, and horsemanship coaching for clients seeking unity and progress with their horses, as well as other services.

As a **secondary service**, the facility also offers **self-care horse boarding** for experienced owners who wish to manage their horse's daily care and a **horse motel** for traveling equines. Beyond its equine services, the E/9 Ranch also supports **livestock operations**, including the care and management of beef cattle. Boarding patrons are responsible for feeding, watering, stall cleaning, turnout, blanketing, and arranging farrier or veterinary services.

The facility provides essential infrastructure and shared amenities, including:

- a. Covered stalls and run-in shelters
- b. Individual paddocks and shared turnout
- c. Tack rooms and feed storage areas
- d. Round pen and outdoor riding arena
- e. Trailer parking (trailers must remain serviceable and road-ready)
- f. Secure perimeter fencing and gated entry
- g. Manure disposal and routine grounds maintenance

This dual-purpose model allows the facility to support both active horse training and a small, responsible boarding community. All boarders are expected to follow established barn rules and maintain a high standard of care, safety, and cooperation to ensure the well-being of every horse on the property.

#### **2. PURPOSE & APPLICABILITY OF THE BLUE BOOK**

- a. To establish policies and procedures governing the administration and operation of the E/9 Ranch Stables Activity. This regulation is directive in nature. It standardizes procedures, inclusive of, but not limited to: patronage eligibility,

responsibilities of patrons, rules/policies, medical requirements, and good horsemanship practices.

b. These policies and procedures apply to all individuals riding or boarding private horses at the stable and their family members or guests while on stable premises. All personnel are required to adhere to the policies, procedures, and guidelines outlined in this regulation to ensure the safe, efficient, and consistent operation of the facility

## CARD 105

### ***SUPPORTING EVIDENCE AND PROFESSIONAL FOUNDATIONS***

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## **2. PERSONAL INTERVIEWS**

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### **3. STAFF QUALIFICATIONS AND CERTIFICATIONS**

In accordance with nationally recognized equestrian industry standards, all individuals holding key leadership positions at E/9 Ranch—including Equine Facility Manager, Program Director, Equine Director, Head Instructor, and Instructor—are required to provide written documentation verifying their qualifications for their respective roles. This ensures that all staff meet the competency and safety standards necessary to operate within a professional equine program. Documentation includes, but is not limited to, résumés, certifications, licenses, continuing education records, and professional references. These records are kept on file and are reviewed periodically to maintain compliance with best practices as outlined by the Certified Horsemanship Association (CHA, 2016, p. 11).

*See* Certified Horsemanship Association. (2016). *Standards for Equestrian Programs* (6th ed.). CHA Press.

### **4. AUTHOR'S QUALIFICATIONS AND CERTIFICATIONS**

The author of this regulation book brings a wealth of real-world experience and industry-recognized credentials to the subject of professionalism in barn management. With a strong foundation rooted in western heritage on the family ranch in Chester, Montana, and military service, the author has worked across a broad spectrum of roles in the equine industry, each reinforcing a commitment to structure, safety, and ethical horsemanship.

Experience includes serving as Stable Officer at Fort Benning, Georgia, where he worked with the Fort Benning Hunt Club, and as the trainer for B Troop, 4th Cavalry Regiment (Memorial) at Fort Huachuca, Arizona. The author also served as a wrangler, animal caretaker, and coach of the rodeo team at the United States Air Force Academy Equestrian Center, and managed operations at the Lazy E Diamond Ranch in Crocker, Missouri. Additional experience as a ranch hand in Montana, Colorado, Kansas, Florida, and Arizona. He was also a feedlot cowboy in multiple

areas in Kansas and a farrier, which further contributes to a well-rounded understanding of animal care and facility management.

Certified through the Certified Horsemanship Association (CHA) as a riding instructor and the American Riding Instructors Association (ARIA) in Level 1 Stable Management, the author has also completed the CHA Equine Facility Management Skills Workshop. Their technical qualifications include certification as a farrier through the Texas Horseshoeing School and as a certified livestock packer through Swan Mountain Wilderness Guide School.

The author has expanded his expertise into equine-assisted work, holding certifications in Greg Kersten's O.K. Corral Series for Equine-Assisted Psychotherapy and Equine-Assisted Learning, as well as Horse Boy Method Level I/Athena Method. Additional training includes Equi-First Aid USA certifications in both Basic and Advanced Equine Health and Emergency First Aid.

Formal education was achieved with a Bachelor of Science in Equine Studies at Post University, further grounding the author's hands-on knowledge with academic and research-based insight.

The author is also a graduate of the prestigious School of the Trooper at the U.S. Cavalry School at Fort Harrison, Montana, and has contributed to historical and educational outreach as a former Horse Marshal for the Tucson Rodeo Parade, former Mounted Arizona Ranger, and active participant in local saddle, hunt, and riding clubs. The author also gives service, including acting as a Merit Badge Counselor for Horsemanship and Animal Science through Scouting America (Boy Scouts of America).

The professionalism demonstrated throughout this regulation book is informed by decades of direct application in barn settings, with additional contributions to the industry as a clinician, both domestically and internationally (in Germany and Taiwan), as well as occasional work as a mounted stunt double in film. The author's recognized expertise has also led to their involvement as both a character witness and expert witness in equine-related court proceedings.

Finally, the author's role as an Ambassador for the Remount Foundation and a founder of Remount Germany—a nonprofit focused on equine-assisted learning for veterans, military members, law enforcement, first responders, and their families—further reflects a dedication to excellence, integrity, and responsible horsemanship at every level of the profession.

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## **CARD 110**

### ***MANAGEMENT RESPONSIBILITIES***

#### **1. BARN MANAGER RESPONSIBILITIES**

a. Barn manager assumes the general management role of the day-to-day operation of the stable and is responsible for assuring that the stable is properly managed, waiting lists are managed, and serious infractions of procedures and policies are addressed. The barn manager also ensures that fire, security, maintenance, and sanitation inspections are conducted, routine facility maintenance is performed, and routine issues are addressed.

b. The barn manager will make all final decisions regarding clarifying or interpreting this regulation.

c. Enforces all policies contained within this regulation to ensure compliance and safety.

d. Ensure that all stalls are in good repair before being rented out. Patrons have the option to accept stalls with pre-documented damages as per the Contract, under the condition that these do not compromise safety or welfare.

e. Provides routine maintenance, which includes regular inspections, repairs, and upkeep of stalls, tack rooms, and pasture areas to prevent deterioration and ensure operational efficiency.

f. Manages the collection and accounting of all rental fees to ensure financial integrity.

g. Maintains accurate records of all required immunizations and de-worming treatments as per veterinary standards.

#### **2. STAFF RESPONSIBILITIES**

a. The staff at E/9 Ranch is composed of a dedicated team that ensures the care, safety, and day-to-day functionality of the facility.

b. Riding instruction, horse training, and horsemanship clinics are led by a certified instructor with experience in both groundwork and mounted training.

c. Ranch hands and stable workers include interns, volunteers, and individuals participating in work-for-board agreements. These team members assist with

feeding, stall cleaning, grooming, and general maintenance tasks under the direction of the barn manager.

d. E/9 Ranch also collaborates with licensed veterinarians, farriers, and equine dental professionals for routine and emergency care. These essential service providers, along with their contact information and credentials, are documented in **The Green Book**, which serves as the facility's directory for approved equine health professionals.

e. Together, the staff upholds a professional, supportive environment that prioritizes safety, learning, and quality horsemanship

## CARD 115

### *GENERAL PROVISIONS*

1. Neither the E/9 Ranch nor Elliston Equine Solutions, LLC assumes any responsibility for the loss, injury, illness, or death of horses boarded on the property, nor for loss or damage to tack, trailers, or personal belongings. Patrons are **strongly encouraged** to carry individual equine mortality, liability, and property insurance.
2. **All members must abide by the E/9 Ranch Stable Regulations.** Patrons who fail to comply with policies and procedures will be subject to disciplinary action as outlined in the Table of Penalties at Card 410.
3. The stable manager or attending veterinarian reserves the right to require the **immediate removal** of any horse that poses a safety risk or is determined to be suffering from an infectious or untreatable medical condition.
4. The E/9 Ranch Stables is designated as a **self-care boarding facility**. This designation means all horse care, including feeding, watering, grooming, turn-out, cleaning stalls, and scheduling veterinary or farrier care, is the **sole responsibility of the horse owner** (patron).
5. In the event of a medical emergency where the patron cannot be reached, the barn manager will act in good faith and may contact a veterinarian on behalf of the horse's best interest. Any costs incurred are the responsibility of the patron.
6. Patrons are required to keep their boarding area (stall, tack room, grooming area) clean and orderly. Failure to maintain assigned areas may result in fines or termination of boarding privileges.
7. No outside trainers, veterinarians, or farriers are permitted to work on the property without **prior approval** from the barn manager. All visiting professionals must provide proof of insurance and abide by facility rules.
8. Hours of operation for access to the facility are posted and must be followed. Patrons must notify the barn manager in advance of any after-hours visits to ensure security protocols are observed.

**CARD 120**  
***STABLING***

1. Stabling Horses on E/9 Ranch property for commercial use is prohibited.
2. Only mares or gelded horses will be maintained at the stable expressly for the purpose of riding or boarding. Mares and gelded horses, ponies, and other equines lodged in the facilities are for recreational use by eligible patrons, family members, and guests.
  - a. Stallions are evaluated on a case-by-case basis, as discussed at Card 185.
3. Each Family is permitted a maximum of 3 horses.
4. Ownership:
  - a. Horses boarded at the stable must be owned by the sponsor.
  - b. Subleasing is permitted provided that the lessee meets eligibility requirements and that the subleasing is not for the purpose of generating a profit.
  - c. A copy of the lease contract or agreement will be provided to the barn manager for the stable's records. Patrons arriving with leased horses from outside the stables will assume all responsibility of ownership for as long as the horse remains at the E/9 Ranch, such that if the lease expires and the horse remains at the stables, the previous lessor is responsible for all charges incidental to the stabling of the horse until it is removed. Persons not granted permission by the barn manager are not authorized to lease or otherwise care for horses stabled at the E/9 Ranch.
5. Colts and Foals:
  - a. Colts will be gelded as soon as physical development permits, but no later than 20 months of age. The colt must be removed from the stable facility if he cannot be gelded prior to 20 months of age.
  - b. Anyone choosing to accept the associated risk to the foal will be required to sign a statement of acknowledgment of risk. Foals born or brought into the stable can remain in the same stall with the mare until 6 months of age. At the age of 6 months, the foal is considered a horse and will count towards the member's limit of horses and space. If an additional stall is unavailable when the foal reaches 6 months of age, a monthly fee for a stall will be charged for the foal until it reaches 12 months of age or when other arrangements have been made. At 12 months of age, if a stall is still not available, the horse must be removed from the stable. A family can have no more than 1 foal per horse every 30 months.

6. Problem Horses:

a. The stables does not provide facilities or personnel to accommodate the problem horses. (i.e.; horses that excessively bite, kick or chase other horses). The barn manager will be made aware of such a horse and will ask owners of horses demonstrating these behaviors to remove their horses from the premises.

6. Stalls / Paddocks:

a. A patron may retain their assigned area upon the death of their horse or removal for any reason. Stable fees will remain in effect. The stall/paddock may be held a maximum of 90 days if there is a waiting list. The barn manager may extend the time for good reason.

b. Patrons are physically and financially responsible for damage to the paddocks done by their horse.

c. Switching of paddocks/stalls is prohibited except with the concurrence of both occupants involved and approval of the barn manager.

d. Patrons may remove their horse(s) for no more than 30 consecutive days without having to reenter quarantine, in accordance with these regulations. During the period of non-use, fees will remain in effect.

7. Pets: Members or visitors may bring pets to the stables, but will restrain their pets on a leash at all times. The owner must pick up after the animal. Loud or unruly pets will not be permitted.

## CARD 125

### ***PATRON RIGHTS, RESPONSIBILITIES, AND CONDUCT***

#### **1. Patron Rights and Responsibilities**

a. E/9 Ranch Stable patrons will abide by all policies and procedures as outlined in this regulation and its enclosures.

b. Membership is attained by application to and upon approval of the barn manager. Approved patron applications will be forwarded to the ranch owner to record billing information, then kept on file for the record. All patrons are required to certify that they have read the Liability Waiver, Stall Rental Agreement, and Stable Regulations as a condition for boarding.

c. Membership may be denied, withdrawn, or suspended for any of the following:

i. Infraction of stable regulations.

ii. Failure to pay dues or fees.

iii. Any act or conduct deemed prejudicial to the good order of the stables.

Procedures for denial, withdrawal, or suspension of membership are outlined in these rules. Note: When a patron has been denied, withdrawn, or suspended, they remain responsible for all outstanding debts. The member has 60 days to pay these debts or set up a payment plan approved by the barn manager. Failure to do so may result in civil action.

d. Patrons are responsible for ensuring their horses receive regular exercise appropriate for their age, breed, and health condition. Exercise should be conducted in designated areas, and any use of communal facilities (such as arenas or trails) must comply with posted schedules and rules.

e. Patrons must arrange and manage all veterinary care, including routine check-ups, vaccinations, de-worming, and emergency treatments. Proof of all veterinary care must be maintained and submitted to the E/9 Ranch office upon request. Patrons are responsible for addressing any health concerns immediately and for following up on all recommended treatments.

f. The patron is responsible for handling emergency situations related to their horse, including contacting their civilian veterinarian for medical care.

i. Any veterinary costs incurred are the sole responsibility of the horse patron.

ii. If the patron cannot be reached in a timely manner, the barn manager will ensure proper communication with emergency services or veterinary staff until the patron can take over.

iii. In cases of injury, the patron has 24 hours to address the issue with their veterinarian.

iv. An incident report must be completed by the barn manager within 24 hours, documenting the nature of the emergency, actions taken, and communications made. This report will be filed with E/9 Ranch Stables management and included in the horse's records.

v. Patrons must provide and regularly update their emergency contact information with the E/9 Ranch Stables management. In the event of an extended absence, patrons must arrange for a qualified caretaker to manage their horse's needs and inform the barn manager of these arrangements.

g. Except in emergencies, no member shall ride, exercise, or otherwise handle another member's horse without the owner's written consent or physical presence. An exception is made for controlling horses at pasture gates to prevent escape or injury, emergencies and evacuations, and capturing loose horses.

h. Members may not enter or use another member's assigned area without consent, except in emergencies involving equine safety or health.

i. Adult members are responsible for the conduct of minors under their care. They must ensure that minors behave appropriately and follow stable rules. Minors must comply with instructions from adult members when acting in the absence of their parent or guardian. Children under the age of 12 must be accompanied by a parent or designated adult at all times while at the stables.

j. Fans are authorized in stalls but must be installed within appropriate distances to avoid using extension cords, as prohibited by the fire marshal. Fans must be turned off when the stall is unoccupied and must be UL or FM approved.

k. Heating devices of any type are not allowed in stalls or tack rooms. Compliance with all safety requirements will be enforced by the barn manager and staff.

## **2. Patron Conduct**

a. The E/9 Ranch Stable Activity is a place where individuals and families can come together to learn, develop, and enhance their horsemanship education and skills. To promote horsemanship and the continuation and development of the program, the highest standards of respect and courtesy should be extended to each other.

b. To ensure the safety, comfort, and professional atmosphere of the facility, all individuals on the property must adhere to the following behavioral standards:

i. Inappropriate Conduct: Engaging in any form of sexual activity, lewd behavior, or otherwise inappropriate conduct on facility grounds is strictly prohibited. Violations will result in immediate removal from the premises and may lead to permanent termination of boarding privileges.

ii. Disruptive or Hazardous Behavior: Any actions that constitute a nuisance, pose a health or safety risk, disrupt operations, or negatively affect the well-being of other boarders, staff, or horses are strictly forbidden. Such behaviors will be addressed according to the facility's disciplinary policy, with consequences ranging from verbal warnings to written citations, suspension, or termination of boarding privileges, depending on the severity of the offense.

e. No member shall publicly use obscene or otherwise socially unacceptable language, behavior, or dress.

i. No member shall willfully deface or damage E/9 Ranch or private property. Disposal of such property requires consent from the barn manager or owner.

j. Alcohol use will only be allowed with explicit barn manager or owner permission. **Excessive consumption of alcoholic beverages is prohibited on E/9 Ranch grounds.** E/9 Ranch has a **zero tolerance policy for impaired riding or driving** on E/9 Ranch grounds. Riding or driving under the influence can and will result in removal and potential ban from E/9 Ranch if the barn manager or owner finds that there was a danger to life or property. **Glass bottles will NOT be tolerated within stables, turnouts, and pastures at any time** to avoid equine or human injury.

k. **Drugs will NOT be tolerated on the premises at any time.**

## CARD 130

### *PRICING AND PAYMENT POLICIES*

#### **1. BOARDING RATES, BILLING, FEES, DEPOSITS, AND FINES**

The barn manager determines the rental rates for the stall and tack storage rooms at the stables. The "Stall Rental Agreement" takes effect on the date submitted to the stable office. Don't hesitate to contact the barn manager if you have any questions regarding your bill.

a. Fees: Those costs associated with the lease or rental of facilities are payable monthly by the 10th of the month.

b. Fines: The barn manager levies those costs on patrons who fail to comply with the stable's rules and regulations.

c. Deposits: Those costs are levied on new members, which in effect serve as damage deposits for failure to keep facilities in a proper state of repair.

i. Deposit shall be the equivalent of two months' dues and fees.

ii. Refundable upon departure, provided all dues, fees, and fines are up-to-date, and facilities are in good order as verified by an inspection from the barn manager.

d. Boarding Fees:

i. The barn manager will determine the fees for boarding horses.

ii. The "Stall Rental Agreement" is effective on the date it is submitted to the barn manager.

iii. Full care options are **not** available upon request.

e. All Patrons will be notified 60 days in advance of a rate increase.

f. Current monthly rates are as follows:

Approximately 10'x10' Stall	N/A
Approximately 10'x15' Stall	N/A
Approximately 12'x24' Stall	\$130.00
Second Trailer Space Rental	\$15.00
Pasture Transport	\$15.00
Horse Motel: 1 horse per night	\$25.00

\*\*\*All Fees Subject To Increase\*\*\*

## 2. BILLING AND PAYMENTS

a. The monthly rental payment is due on the 1st day of the month, prior to service being rendered for the month.

i. If payment is not received by the 10th day of the month, a \$25 late charge will be applied to the account.

ii. If an account becomes 30 days past due, a written warning will be provided requiring full payment to be made within 15 calendar days.

iii. If an account becomes 45 days past due, all services will be discontinued and an eviction notice will issue. To terminate eviction proceedings, the owner of the horse must make full payment, including any fees, within 7 business days of service of the eviction notice.

iv. If an account becomes 30 days past due a second time, all services will be discontinued and an eviction notice will issue. The owner of the horse must vacate the E/9 Ranch stables within 7 business days and will be ineligible to apply for another boarding place for one calendar year from the date posted on the notice of eviction.

v. If the patron fails to vacate the stall by the specified deadline, E/9 Ranch Stables management reserves the right to request support for removal by the Sheriff Department and/or Animal Control. The patron will be responsible for any costs associated with the removal and storage of the horse(s) and belongings.

vi. If payment remains outstanding, E/9 Ranch will pursue all legal remedies, including civil action and debt collection proceedings.

vii. See the table for Penalties for Violations or Misconduct at Card 405.

b. Prorated boarding fees:

i. Rent is calculated from the 1st of the month through the end of the month.

ii. Incoming horses are required to quarantine a minimum of 14 days before being stabled in a permanent stall, *see* Card 205. Rent is calculated beginning the day the horse enters quarantine. Horses arriving from the 1st day of the month through the 14th day of the month will be charged the full monthly boarding fees. Horses arriving anytime after the 15th of the month through the last day of the month will be charged 50% of the monthly boarding fees.

ii. Outgoing horses that have cleared the installation and have the clearing papers signed and dated prior to the 15th day of the month will be charged 50% of the monthly boarding fees. Outgoing horses with clearing papers dated after the 15th of the month will be charged a full month's boarding fee.

c. Payments can be made by cash, check, Zelle, or debit/credit card.

i. In the event a check bounces, the patron will have 10 days to provide valid payment and will incur an additional fee (\$25 for the first incident, and \$35 for any subsequent bad check). *See* A.R.S. § 44-1201.

ii. A surcharge (2.5%) will apply to any credit card transaction.

iii. No surcharge will be applied to check or debit card transactions.

d. Bartering, or trading labor in exchange for horse boarding, is legally permissible in Arizona. E/9 Ranch strongly discourages this practice and does not routinely offer work-for-board arrangements. Such agreements are only considered under exceptional circumstances and must be supported by a written contract that clearly outlines responsibilities, liability, and tax implications for both parties.

## **CARD 135**

### ***STABLE IN-PROCESSING***

1. The barn manager will make individual stall, tack area, and paddock assignments.
2. The following rules are binding upon the patron signing the boarding application:
  - a. No patron shall bring a new horse into the stable without making prior arrangements with the barn manager. The barn manager will coordinate with a veterinarian as needed.
  - b. An individual wishing to board a horse will contact the barn manager via barn phone at 520-686-2209 to determine if a stall is available and to complete a boarding application. If the stable is full, the individual will be placed on an external waiting list.
  - c. Once a space is available, the barn manager will contact the incoming patron on the external waiting list. The incoming patron will then be required to read all the necessary documents and sign that they understand and will adhere to all policies and procedures.
  - d. Proof of ownership of the animal is required within 7 days after notification that a space is available.
2. Vaccinations / Immunizations / Tests and Quarantine:
  - a. Equines entering E/9 Ranch to be stabled must have written proof of immunizations against Eastern (EEE), Western(WEE), and Venezuelan (VEE) Equine Encephalomyelitis ; West Nile Virus, tetanus; equine influenza; equine Rhinopneumonitis (Equine Herpes 1 and 4); and rabies.
  - b. Other vaccinations may be required depending on the incidence of disease in the area.
  - c. Equines entering E/9 Ranch to be stabled must also have written proof of all a current Coggins and a health certificate, signed by a licensed veterinarian or stamped by a reputable veterinary facility.
  - d. Entrance to Quarantine must be coordinated with the barn manager prior to entry, and is subject to change/denial/delay depending on the availability of quarantine stalls.
3. Weight and Body Condition Assessment
  - a. Upon arrival at the facility, all incoming horses will undergo a weight and body condition assessment as part of the standard intake process. Horses will be weighed either using a certified livestock scale or by employing an equine weight tape. When a tape is used, the measurement will be taken three times and averaged

to ensure accuracy. In addition, each horse will be assigned a Body Condition Score (BCS) based on the Henneke Scoring System or a comparable standardized method.

b. This initial documentation serves as a baseline reference for future evaluations and helps prevent misunderstandings regarding the horse's health status. Should concerns arise about weight loss, weight gain, or nutritional management during the boarding period, this data allows for accurate tracking and informed communication. If significant changes are noted, the facility will work collaboratively with the horse owner to develop an appropriate health or nutrition plan in the best interest of the horse.

## **CARD 140**

### ***STABLE OUT-PROCESSING***

1. 30 days written notice must be provided by any patron intending to depart the installation or otherwise giving up boarding privileges at the stable.
2. Patrons departing the stable will ensure their stall and tack areas are cleaned and repaired prior to departure. The stable, stalls, and tack areas must be swept clean from manure, bedding, hay, trash, etc. Walls are to be washed and bleached as needed. All personal belongings must be removed.
  - a. Patrons will have a maximum of 14 days from the end of the 30 days' notice, or the time the horse is removed, to clear their stall. Any request for an exception to the 14 days clear out period should be made in writing to the barn manager and cite the extenuating circumstances for the failure to appropriately clear the stall.
  - b. Paddock deposits will only be returned after the barn manager signs a clearance form confirming that the stall has been cleared out and cleaned. Boarding fees will continue until the clearance form is signed by the barn manager.
  - c. Patrons will coordinate with the barn manager to have their stall and tack area scheduled for clear out inspection. If the stall does not pass the inspection, the patron will have 7 calendar days to correct any cited deficiencies or forfeit their paddock deposit.
  - d. If the barn manager deems that the paddock or stall is in such disrepair that the costs to repair the paddock are in excess of the paddock deposit, the barn manager may seek legal action to recoup those costs.

\*\*\* Patrons will leave E/9 Ranch facilities in the same condition, or better, than they found the facilities. \*\*\*

## **CARD 145**

### ***TERMINATION OF STALL ASSIGNMENT***

1. E/9 Ranch Stables management reserves the right to terminate a stall assignment if a patron fails to comply with facility rules, does not meet financial obligations, or if the horse(s) pose a risk to others. Stall assignments may also be terminated if a patron no longer meets the eligibility criteria for their category.
2. In the event of termination, the patron will receive a written notice detailing the reasons for termination and the deadline for vacating the stall. The patron will be given 14 days to remove their horse(s) and belongings. In severe cases, the patron may need to vacate the day of notice.
3. If the patron fails to vacate the stall by the specified deadline, E/9 Ranch Stables management reserves the right to request support for removal by the Sheriff Department and/or Animal Control. The patron will be responsible for any costs associated with the removal and storage of the horse(s) and belongings.
4. The category of the patron and the assignment of space are documented in the contract. By signing the contract, the patron agrees to the terms of the stall assignment and acknowledges that E/9 Ranch Stables management may reassign stalls as described in this section. The patron also agrees to comply with all notifications and reassignment procedures outlined herein. The contract explicitly states the patron costs associated with any necessary removal and storage of horses and belongings.
5. Patrons are financially responsible for any damage to the stall or facility property caused by their horse(s) regardless of when or why their Stall Agreement is terminated.

**CARD 150**  
***WAIT LIST***

1. Patrons who vacate a stall due to reassignment will be placed on a waiting list for future stall availability. The position on the waiting list will be determined by the original date of the patron. Patrons will be notified as soon as a stall becomes available.

2. Once on the waiting list, reassigned patrons will be offered a stall as soon as one becomes available, in the order of their placement on the list. Patrons must accept or decline the available stall within 48 hours of notification.

3. Internal Wait List:

a. The board manager will maintain an internal waiting list of stalls and tack rooms. Priority on exchanging stalls and tack rooms will be on a first-come, first-served basis. When an area becomes available, the barn manager will offer it to the first individual on the internal waiting list. An incoming patron will not be placed on the internal relocation waiting list until his/her horse is released from quarantine.

b. A patron wishing to exchange a stall or tack area for another that is vacant or will become vacant may be added to the internal waiting list. However, patrons wishing to bring in an additional horse will be placed on the external waiting list. The following guidelines will be used to fill vacant stalls or tack areas from within as they become available:

c. Current patrons moving from one area to another must ensure their original area is clean, repaired, and inspected within 7 days before moving into the new stall or tack room. Otherwise, the vacant area will be assigned to the next individual on the internal waiting list.

d. The patron changing stalls or tack areas will coordinate with the barn manager for the inspection of the stalls they are moving from.

e. When the internal list applicant for a particular area is declined, that area will be offered to an individual off the external waiting list.

4. External Wait List:

a. The external waiting list is maintained in chronological order, by eligibility priority, and based upon the date the stable receives the boarding application. It is the responsibility of the applicant to provide updated contact information so they can be reached should a stall become available.

b. In the event that a stall is not available for an incoming horse, the individual must complete a boarding application in order to be placed on the waiting list. The application must list the names of each horse they wish to board at the stable.

**CARD 155**  
***VISITORS AND RIDERS***

1. Patrons may bring guests to the stable. Patrons are responsible for ensuring their guests are aware of, and comply with, all E/9 Ranch Stable Regulations and posted facility rules.
2. Guests must be accompanied by their sponsoring patron at all times while on the property, including when handling or riding a patron's horse.
3. Patrons are liable for any injury, damage, or disturbance caused by their guests to other patrons, horses, or property.
4. All guests and invitees who will be handling, grooming, leading, riding, or interacting with horses in any capacity must complete and sign a **liability waiver and assumption of risk agreement** before being allowed on the premises and before beginning any activity. These forms will be filed and retained by the barn manager.
5. Guests under the age of 18 must have a **parent or legal guardian** sign the liability release form. They must also wear ASTM/SEI-approved helmets when mounted.
6. No guest may handle or ride any horse other than the sponsoring patron's horse without written consent from the owner of the horse and approval from the barn manager.
7. Visitors may not enter other patrons' stalls, tack areas, or private equipment spaces without permission.
8. Repeat or frequent guests (more than twice per month) may be asked to apply for a rider agreement or schooling pass for liability tracking and operational accountability.
9. The barn manager reserves the right to remove any guest who violates stable rules or poses a safety or liability concern.

## CARD 160

### *OUTSIDE (VISITING) HORSE USE OF FACILITIES*

1. No outside, non-resident horses are allowed on E/9 Ranch Stable property without prior written approval from the barn manager and submission of the following documentation at least 48 hours in advance of arrival:
  - a. Scheduled date and time of arrival and departure;
  - b. Proof of current ownership or lease agreement;
  - c. Negative Coggins test dated within the last 12 months; and,
  - d. Current vaccination record including EEE, WEE, Tetanus, Rabies, Influenza, and West Nile Virus (administered within the last 6–12 months depending on vaccine type and veterinarian protocol)
2. Visiting horses are **not permitted** in stall barns, pastures, or other private boarding areas under any circumstances and must remain in designated **common use areas** such as arenas, round pens, or trails.
3. All visiting horses must be accompanied by their handler at all times. At no time may a visiting horse be tied, tied out, or left unattended on ranch property.
4. Any individual hauling in an outside horse to ride with a current boarding member must be pre-approved by the barn manager and is subject to the same biosecurity documentation and safety protocols listed above.
5. Liability waivers must be signed by both the visiting horse owner and rider before unloading. No exceptions.
6. Visiting horses must display good health and behavior. Horses showing signs of illness, lameness, aggression, or poor condition will be denied access or asked to leave immediately at the discretion of the barn manager.
7. Patrons inviting guests with outside horses are responsible for ensuring that all facility rules, riding etiquette, and safety guidelines are followed. Any damages caused by the visiting horse or its rider are the financial responsibility of the inviting patron.
8. The barn manager reserves the right to deny or revoke visiting privileges at any time for safety, health, or administrative reasons.

## CARD 165

### *TRANSIENT (GUEST) HORSES (HORSE MOTEL)*

1. Transient horses, including those in temporary layovers during transport or current patrons preparing to depart, may utilize **designated quarantine stalls** for up to 14 consecutive days, subject to availability.
2. Priority for quarantine stalls is given to new incoming boarders over transient horses. Reservations are required.
3. A boarding fee of \$25.00 per horse per night will apply for all transient horses. All fees must be paid in full prior to departure.
4. Transient horses are subject to the same immunization/vaccination/testing requirements as boarded horses, regardless of the duration of their stay.
5. The Barn Manager Will:
  - a. Maintain an up-to-date reservation list and accurate contact information for all transient horse owners or responsible parties.
  - b. Verify that all guest horses have submitted vaccination records indicating immunizations were administered at least 30 days prior to arrival.
  - c. Confirm that each transient horse arrives with a current negative Coggins test and health certificate issued within 30 days of arrival.
  - d. Ensure that transient horses do not share water troughs, feed buckets, grooming tools, turnout areas, or stalls with permanently boarded horses.
  - e. Enforce strict quarantine protocols, including limiting transient horse movement to assigned quarantine stalls and designated walking areas only.
  - f. Monitor the cleaning and departure process. Transient stalls must be stripped and cleaned before departure. A \$50 cleaning fee will be charged if the area is not adequately cleaned.
  - g. Take appropriate action to limit risk of infectious disease transmission and ensure overall herd safety.
6. Transient (Guest) Owners or Haulers Will:
  - a. Coordinate their arrival and departure times with the barn manager in advance and adhere to established scheduling.
  - b. Provide the following documentation prior to unloading:
    - i. Copy of a health certificate (dated within the last 30 days)
    - ii. Negative Coggins test

iii. Current immunization record (administered no less than 30 days prior to arrival), *see* Card 135 for immunization requirements

c. Restrict their horse's presence to assigned quarantine areas only—**no access is permitted** to main barn aisles, arenas, trails, or turnout pastures used by resident horses. **Transient horses may not participate in group turnout, clinics, or arena use.**

d. Clean and strip their assigned quarantine stall and paddock area prior to departure. Use of communal equipment (hoses, wheelbarrows, forks) by transient guests is prohibited unless otherwise authorized and disinfected. Failure to sufficiently clean will result in a \$50 cleaning fee.

e. Remove manure daily from stalls and paddocks and place it in the designated manure disposal area.

f. Pay all applicable boarding fees directly to the barn manager before departure.

## CARD 170

### *SAFETY*

#### **1. GENERAL SAFETY**

a. Horses must never be left unattended in cross ties. The handler must remain within a safe, controlling distance at all times.

b. Horses must be walked, whether mounted or unmounted, within all stable and common areas unless in designated arenas for exercise, jumping, shows, or training. Horses may not be ridden through playgrounds or non-designated areas.

c. Horses must be properly bridled or outfitted with a rope training halter (or equivalent) before mounting. Stable web halters are not permitted for riding under any circumstances.

d. Horses are never to be turned loose in unfenced areas. Always use a halter and lead rope—reins must not be used for tying. Never leave horse(s) unattended outside the horse's assigned pen.

e. Horses not in their stalls or paddocks must always be under the control of a handler or rider.

f. Gates to unused areas must remain closed to prevent hazards. Inward-swinging gates may remain open only if they pose no risk to passersby.

g. Barn aisles must remain clear and free of obstructions.

h. Keep stall doors and gates securely closed.

i. The maximum speed limit on stable grounds is 10 MPH. Driveway and walkway gates must remain closed. Vehicles must not block roads, access paths, or assigned areas.

j. Everyone must clean up after themselves and their horse(s) immediately after the use of tack room areas, aisle ways, arenas, round pens, and wash stations.

k. Riding inside the barn is prohibited. No riding in the aisles.

l. Only mounted riders and instructors/trainers are permitted in the arena during riding sessions.

m. Spectators must remain outside of the arena during riding sessions.

n. Always pass left shoulder to left shoulder when riding in the ring. When overtaking another rider, pass on the inside with ample space.

o. Riders should not stop near arena gates or rails. All tack changes must be made in the center of the ring when others are present.

p. Slapping, jabbing, cropping, or spurring any horse—whether mounted or unmounted—is strictly prohibited.

q. Riders joining or leaving a group must match the group's pace within one gait (e.g., join at a walk or trot if the group is walking).

r. Maintain a safe distance—at least one horse length—between horses when riding.

s. ASTM-SEI certified helmets with chin straps are required for jumping and lessons. All minors must wear them while mounted.

t. Children 6 and under must remain within arm's reach of an adult. Ages 7-12 must stay within direct supervision. Children ages 13-15 may be left unattended with parental and barn manager approval.

u. Children under 16 may not ride or handle horses without parental or guardian supervision.

v. Minors must not allow nonmembers to ride their horses unless supervised by an adult and with written parental/guardian approval.

w. Runaway horses must be approached at a controlled pace. Injured riders should not be moved if a head or neck injury is suspected.

x. Heeled, closed-toe riding boots are required while mounted. Long pants are recommended. No bare feet or open-toed footwear is allowed on the premises.

y. Smoking is only permitted in designated areas. It is prohibited in hay storage, barns, or any marked NO SMOKING zones.

z. Fire safety equipment must only be handled during emergencies or for maintenance.

aa. Heated lightbulbs, heaters, hot plates, and similar appliances are strictly prohibited in barn/stall areas. Lights and radios must be turned off when not in use.

bb. Sudden movements or loud noises near horses are not allowed. This includes dropping objects, running, or cycling near horses.

cc. Loud, disruptive behavior is not allowed, including running, shouting, horn use, or playing loud music.

dd. Inexperienced riders are encouraged to seek instruction from a certified trainer.

ee. Recreational ATV use is prohibited. Work use requires barn manager approval.

ff. Horses may not be stalled while wearing a halter unless authorized by the barn manager.

gg. Racing is only permitted in arenas or on exercise tracks. No racing around paddocks, barns, stalls, or roads.

hh. Practical jokes or games that risk safety are prohibited.

ii. Firearms, fireworks, or any noise-making devices require barn manager approval.

jj. Any action intended to harm a person or animal will result in immediate disciplinary action.

kk. The use of jumping equipment requires the use of a helmet and the presence of a second person (either riding or on foot).

ll. Vehicle music must not be audible beyond 10 feet. Headphones or small personal radios are acceptable.

mm. Feeding wildlife on the property is not permitted.

nn. Smoking outside the designated area or improper disposal of cigarette butts will result in immediate loss of facility access.

oo. Riders will be under control at all times while on horseback, be courteous to other riders, and always remain aware of their surroundings.

pp. In thunderstorms, avoid high ground, power lines, water, and other riders.

## **2. TRAIL SAFETY**

a. Riding alone is discouraged due to the risk of falls or accidents.

b. If riding solo, always inform someone of your planned route and estimated return time.

c. Wear bright or reflective clothing when riding off-road for visibility.

d. Avoid all posted off-limit areas at all times.

e. During hunting season, riders must wear at least 100 square inches of blaze orange when riding in or near designated hunting zones. Vests are available at the stable.

f. Be aware of livestock and wildlife. Do not chase, provoke, or otherwise disturb cattle or wild animals encountered on trails.

## **CARD 175**

### ***BOARDER OFF LIMIT AREAS***

1. RESIDENTIAL AREAS – *See Card 340*
2. OFF-LIMIT AREAS
  - a. Tack areas, paddocks, and stalls assigned to another patron.
  - b. Facility entrance / drop-off areas for operations and residential uses.
  - c. Any other areas designated by the barn manager by signage and written or verbal warning.

## **CARD 180**

### ***AGISTER'S LIEN AND EQUINE ABANDONMENT***

1. E/9 Ranch Stables holds an “agister’s lien” on all boarded horses for unpaid fees. If boarding fees are not paid within 20 days, we may retain the horse and initiate lien enforcement procedures *separately* from eviction proceedings. *See* A.R.S. § 1295(A).
2. If a horse is not reclaimed after the agreed-upon boarding period, we will send a certified notice to the owner. If not reclaimed within 30 days after mailing the notice, the horse will be considered abandoned and ownership of the horse will transfer to E/9 Ranch Stables. *See* A.R.S. § 3-1310.

## CARD 185

### ***STUD HORSE (STALLION) BOARDING POLICY – CASE-BY-CASE PROTOCOL***

1. E/9 Ranch may accept stallions for boarding under a **strict case-by-case approval process**. Due to the increased risk of injury, property damage, and liability associated with keeping intact males, special precautions and oversight are required.
2. The following conditions apply:
  - a. Pre-Approval: **All stallions must be reviewed and approved by either the barn manager or the facility owner prior to arrival**. Approval will be based on the horse's age, training, temperament, handling history, and fencing needs.
  - b. Boarder Responsibility: The stallion's owner assumes full responsibility for proper handling, training, and daily management. Only experienced handlers may work with stallions on the premises.
  - c. Facility Modifications: Stallions must be housed in secure fencing systems with reinforced gates, solid barriers between adjoining paddocks, and stall guards as needed. Any required modifications must be approved and paid for by the boarder prior to boarding.
  - d. Insurance & Liability: Stallion owners are required to carry equine liability insurance and must list E/9 Ranch as an additional insured. Proof of coverage must be submitted annually or upon request.
  - e. Breeding Prohibition: No live cover or breeding-related activity is permitted on-site unless approved **in writing** by the facility owner and the mare owner and conducted in accordance with local, state, and federal law.
  - i. Stallion owners will further **indemnify** E/9 Ranches from any liability for accidental or intentional impregnation of a patron's mare. All costs associated with pregnancy, delivery, the foal itself whether born alive or not, and any injuries to or death of the mare attributable to either pregnancy or delivery will be the stallion owner's alone to bear.
  - f. Immediate Removal Clause: Any stallion that poses a threat to the safety of other horses, boarders, or staff may be subject to immediate removal at the discretion of facility management.

**\*\*By boarding a stallion at this facility, the owner agrees to adhere to these conditions and acknowledges the increased level of care and supervision required.\*\***

## **CARD 190**

### ***BOARDER'S POLICY ON TACK, EQUIPMENT, AND PERSONAL ITEMS LEFT AT THE FACILITY***

1. All boarders are responsible for removing their personal property, including tack, grooming supplies, feed containers, blankets, buckets, and any other equine-related or individual items, upon the conclusion of their boarding agreement or permanent departure from the premises.
2. Any items left behind without prior written arrangement with facility management will be considered abandoned property after 15 calendar days from the termination of services or the boarder's departure. *See* A.R.S. § § 3-1298.
3. At the discretion of E/9 Ranch, abandoned property may be:
  - a. Retained for use by the facility,
  - b. Sold to recoup outstanding service or storage fees,
  - c. Or donated to recognized equine nonprofits or horse rescue programs.
4. Boarders forfeit all rights and claims to property once it is deemed abandoned, and E/9 Ranch assumes no liability for any loss, damage, or perceived value of such items. While management may issue a courtesy notice before disposal, it is not obligated to do so.
5. To prevent forfeiture, boarders should remove all personal property at the time of departure and notify staff in writing if temporary storage or delayed pickup is needed.

## CARD 195

### ***TRIAL BOARDING POLICY***

1. To maintain a safe, organized, and professional environment, all prospective boarders at E/9 Ranch are required to complete a Boarder Intake Form and enter into a Trial Boarding Agreement before being accepted as full-time boarders. This process ensures the compatibility of the horse, owner, and facility and allows staff to evaluate health, behavior, and adherence to ranch policies.
2. The Boarder Intake Form must be completed prior to the horse's arrival and includes, but is not limited to, the following information:
  - a. Owner's full name and emergency contact details;
  - b. Veterinary and farrier contact information;
  - c. Current vaccination and deworming records, *see* Card 135;
  - d. Feeding instructions and dietary sensitivities;
  - e. Behavioral history (e.g., biting, kicking, cribbing);
  - f. Special handling needs or medical conditions; and,
  - g. Consent for emergency veterinary care.

The form will be reviewed by E/9 Ranch management prior to final approval for trial boarding. Incomplete or inaccurate forms may delay acceptance or result in denial of service.

3. All new boarders are placed on a **30-day trial period**. During this time:
  - a. Staff will evaluate the horse's behavior, health, and integration into the facility.
  - b. The boarder must demonstrate adherence to E/9 Ranch rules and participation in required safety orientations. During the trial period, boarders are subject to standard boarding fees and facility expectations. Any damages, safety incidents, or violations will be documented and reviewed before a full agreement is offered.
  - c. Management reserves the right to terminate the boarding arrangement at any point during the trial if safety, welfare, or compliance issues arise.
4. At the end of the trial period, E/9 Ranch will notify the boarder of either:
  - a. Acceptance as a full-time boarder and issuance of a full boarding contract, or
  - b. Termination of the arrangement with a scheduled move-out date and summary of reasons.

## Card 100A

### ***BOARDER'S VACATION POLICY***

When leaving your horse(s) in the care of a substitute caretaker, the following steps **must be completed before departure** to ensure the safety of your horse(s), the ranch, and compliance with Arizona law.

#### **1. Notify Barn Manager**

- Provide written notice of vacation dates (minimum 72 hours prior, if possible).
- Submit the **Substitute Caretaker Approval Request** for manager review.

#### **2. Caretaker Authorization**

- Ensure caretaker has signed the **Liability Waiver** before starting duties.
- Leave caretaker's full name, phone number, and emergency contact with the Barn Manager.

#### **3. Feeding & Care Instructions**

- Daily feed schedule (amounts, type of hay/grain, supplements).
- Stall cleaning instructions (frequency, disposal).
- Watering instructions (tubs, buckets, auto-waterers).
- Special notes (blanketing, turnout rules, health quirks).

#### **4. Emergency Information**

- Vet name, phone, and clinic.
- Farrier name and phone.
- Emergency transport option (if applicable).
- Authorization for caretaker to seek vet/farrier services in your absence.

#### **5. Facility Rules Reminder**

- Caretaker understands **no riding, training, or exercising horses** without prior written approval.
- Caretaker will sign in/out using the **Visitor Log** each visit.
- Caretaker will follow **all E/9 Ranch Blue Book rules**.

#### **6. Supplies & Access**

- Adequate hay, grain, bedding, and supplies are stocked for the duration of your absence.
- Tack/feed room access instructions provided (keys, locks, codes).

## **Appendix 2**

### **EQUINE HUSBANDRY**

## Card 200

### *EQUINE HEALTH AND GENERAL CARE*

#### **1. HORSE OWNER RESPONSIBILITIES**

Horse owners are fully responsible for the care and management of their animals while stabled at E/9 Ranch. This policy ensures a safe, healthy, and consistent care environment for all horses at E/9 Ranch.

a. **Daily Care & Delegation:** Patrons must ensure their horse(s) are properly fed, exercised, groomed, and maintained. While owners may delegate these tasks to another qualified member, they retain full responsibility. Written permission must be submitted if another person will provide care. When out of town, patrons must notify the barn manager in writing with the designated caregiver's name and contact number.

b. **Health Events & Reporting:** In the case of a horse's death or a contagious illness, the owner must notify the barn manager immediately. The barn manager will consult a veterinarian and ensure the affected horse complies with all resulting medical directives.

c. **Medical & Emergency Veterinary Care:** Owners are responsible for veterinary services and farrier work. If care is deemed necessary by the barn manager or a veterinarian and the patron fails to act promptly, the barn manager will secure care at the owner's expense. During emergencies, the barn manager may proceed without prior consent if the owner is unreachable. Patrons must file their preferred veterinarian's contact information with the barn manager; however, an alternate may be used in emergencies.

d. **Vaccination & Testing Compliance:** All horses must be dewormed and vaccinated per the ranch schedule. Annual Coggins testing and immunizations against Eastern (EEE), Western (WEE), and Venezuelan (VEE) Equine Encephalomyelitis ; West Nile Virus, tetanus; equine influenza; equine Rhinopneumonitis (Equine Herpes 1 and 4); and rabies are required, in addition to other vaccinations depending on incidence of disease in the area. Annual is also required. *See Card 135.*

i. Horses overdue by 30+ days will be restricted to their paddocks until two weeks post-revaccination.

ii. Horses overdue by 60+ days will begin revocation of boarding privileges.

e. **Exercise:** Owners must provide regular exercise appropriate to the horse's age, breed, and condition.

f. Shoeing & Trimming: Patrons must maintain regular hoof care. Farrier work must occur in non-obstructive areas, and all workspaces must be cleaned afterward.

g. Veterinary Maintenance Requirements: All required inoculations, de-worming, and health testing are the patron's responsibility. Proof of maintenance must be submitted to the barn office. The recommended standard includes semiannual vaccinations and deworming.

h. Control and Handling: Horses must be kept under physical control (lead rope, bridle, etc.) when not in a designated turnout or arena.

i. No Vehicle Leading: Horses must not be led from moving vehicles.

j. Turnout Restrictions: Horses may not roam freely. Permission from the barn manager is required for staking or ground-tying.

k. Feeding: Horses must be fed at least twice daily unless provided free-feed hay. Owners must specify feed amounts on the stall's feed board and update the board and barn manager if feeding changes.

i. Patrons are solely responsible for purchasing adequate hay to meet their horses' nutritional needs.

ii. Hay must be stored neatly in designated storage areas to prevent spoilage and reduce fire hazards.

iii. Patrons are responsible for ensuring hay is properly covered and off the ground to maintain quality and discourage pests.

iv. The barn manager will address any hay storage or delivery that blocks access routes or communal areas.

m. Grain & Supplement Storage

i. All grain, pellets, supplements, and non-hay feed must be stored in sealed, rodent-proof metal or heavy-duty plastic containers.

ii. Storage must be confined to designated tack rooms or other areas approved by the barn manager.

iii. Open bags, paper feed sacks, or unsealed containers are prohibited to prevent contamination and control pests.

iv. Feed areas must be kept clean and free from spills. Any spilled feed must be cleaned immediately by the owner.

n. Water

i. An automatic watering system is available. If down, buckets or troughs are required.

ii. Owners must ensure their horse has access to water outside normal hours.

- iii. Water containers must be kept clean to prevent algae and contamination.
- iv. In freezing conditions, owners must ensure water remains accessible.
- v. The barn manager may conduct random water checks throughout the day.
- vi. A \$50 fine will be issued for leaving automatic waterers running or unattended, resulting in water waste or flooding.
- vii. The barn manager may conduct random water checks throughout the day.

Note: Unauthorized feeding of horses. No one will feed horses other than their own, unless engaged in feeding duties or with prior expressed permission of the horse's owner. This includes the feeding of carrots, apples, horse treats, etc. (Diet restrictions or training may prohibit certain products).

o. Failure to Provide Care by Boarders

i. **No equine shall go without feed or water** for more than 24 hours unless specifically directed by a veterinarian. If a veterinarian so directs, then a signed note from the veterinarian shall be immediately given to the barn manager for their cognizance

ii. **It is the sole responsibility of each boarder to ensure that their equine receives appropriate daily food, water, and care.** The E/9 Ranch Stables does **not assume responsibility for feeding, watering, or caring for horses under self-care boarding agreements** unless specifically contracted to do so in writing. If any equine is observed to be consistently neglected—particularly lacking food, water, or basic care—the barn manager will document the issue and notify the owner. If the situation is not promptly corrected, **E/9 Ranch Stables reserves the right to contact the Arizona Department of Agriculture's Animal Services Division and/or local law enforcement to report suspected cruelty or abandonment.** In such cases, authorities may intervene, and the boarder may face both civil and criminal penalties. *See* A.R.S. § 13-2910 (criminalizing the intentional, knowing, or *reckless* cruel neglect or abandonment of an animal, including by failing to provide food, water, or shelter).

## CARD 205

### ***STABLE QUARANTINE***

**1. QUARANTINE SCHEDULING:** Applicants who have been notified of an available stall have 30 days to coordinate with the barn manager and move their horse(s) into quarantine. Failure to do so within this timeframe will result in forfeiture of the stall, which will then be reassigned to the next eligible patron on the waiting list.

**2. REQUIRED DOCUMENTATION PRIOR TO ARRIVAL:** Before any horse may enter the facility—even for quarantine—the following documentation must be submitted to the barn manager:

- a. Date and time of arrival
- b. Proof of ownership
- c. Copy of a current health certificate (issued within 30 days)
- d. Negative Coggins test (within 12 months)
- e. Immunization record (must reflect up-to-date required vaccinations, *see* Card 135 for list of required vaccines)

**3. QUARANTINE PROTOCOL:**

- a. Quarantine lasts a minimum of 14 days. Horses that show signs of illness upon arrival may be subject to an extended quarantine period.
- b. The period begins with an on-site veterinary exam conducted after arrival.
- c. The examining veterinarian will determine when a horse is medically cleared to move into a permanent stall. Horses are not to be removed from the designated quarantine area without veterinary clearance.
- d. Horses may not share water, feed buckets, or equipment with resident horses while in quarantine.
- e. Contact with resident horses is prohibited during the quarantine period.

**D. INSPECTIONS AND STALL ASSIGNMENT**

- a. Upon veterinary clearance, the barn manager will conduct an inspection of the quarantine area and ensure it is cleaned and properly maintained.
- b. Owners must coordinate with the barn manager to be assigned a permanent stall and tack area.
- c. A stall and tack room inspection will be completed prior to the horse moving out of quarantine.

**4. BYPASS PROVISION:** Quarantine may be bypassed if **all** required documentation listed in section **b** is provided and verified **before** arrival at the facility, and the horse has been examined by a licensed veterinarian no more than 72 hours before entry. The barn manager and veterinarian retain final discretion on bypass approval.

**5. CLEANING:** Patrons are required to clean and strip their assigned quarantine stall and paddock area prior to departure. Use of communal equipment (hoses, wheelbarrows, forks) by transient guests is prohibited unless otherwise authorized and disinfected. Failure to sufficiently clean will result in a \$50 cleaning fee.

**CARD 210**  
***DEATH OF EQUINE***

**1. OWNER RESPONSIBILITIES**

- a. In the event of the death of a horse, the owner is responsible for arranging removal from the premises within 48 hours.
- b. Stable fees will continue if the patron chooses to retain their assigned area. The stall or paddock may be held for a maximum of 90 days if there is a waiting list. Extensions may be granted by the barn manager for good cause.
- c. All costs associated with removal or disposal of the deceased horse are the responsibility of the owner.

**2. NOTIFICATION AND VETERINARY INVOLVEMENT**

- a. The patron must notify the barn manager immediately upon discovery of the death.
- b. The barn manager will notify a veterinarian. The veterinarian may perform an evaluation to confirm death or conduct a necropsy if necessary.
- c. If contagious illness is suspected, the veterinarian's directives must be followed to prevent potential spread.

**3. CONFIRMATION OF DEATH**

- a. If unsure whether the horse has passed, the veterinarian should be called to confirm via physical examination or vital signs (e.g., heart rate, respiration).
- b. Keep the area secure to prevent distress to other animals or people. If in a public area, the body should be discreetly moved or covered.

**4. DISPOSAL OF THE BODY:** Owners must follow local, state, and federal laws regarding animal disposal. Legal options include burial, cremation, rendering, composting, donation for research, and landfill disposal. It is the Owner's responsibility to determine which option is best suited for their horse.

**5. MEMORIAL OPTIONS AND EMOTIONAL SUPPORT:** It is recommended that whatever memorial options are needed to process the loss of a beloved equine be taken, including commissioning plaques and custom artwork, keepsake memory boxes for items like mane, tail or horseshoes, and ceremonies to scatter ashes. Owners are encouraged to seek support from friends, equine professionals, or grief counselors. Community support or formal counseling may be helpful.

**6. FINAL NOTIFICATIONS:**

- a. Inform barn management, insurance providers, and business partners as needed.

b. File an insurance claim if applicable under your policy.

**7. RECOMMENDED SERVICE PROVIDER:**

Deceased Equine & Dead Large Animal Disposal

Contact: John and Phyllis – (520) 442-8136

Website: <https://deceasedequine.com>

## Card 215

### ***EQUINE WITH BAD AND DESTRUCTIVE HABITS***

- 1. SIGNAGE:** Patrons with horses having habits that can cause physical harm to unsuspecting or unknowing individuals will mark their stalls with a sign informing patrons and animal caretakers of the habits. Patrons and the barn manager will work together to determine the correct verbiage. The patron will produce the signage.
- 2. REPORTING:** Horses that exhibit aggressive behaviors such as biting, kicking, or chasing, which are deemed unsafe for the community must be reported to the barn manager immediately.
- 3. REMOVAL:** A horse proven to be unruly, has caused injury or excessive damage to property, or because its behavior is not compatible with retention in the stable, will be removed from the stable at the discretion of the barn manager.
- 4. CRIBBING:** Patrons will be notified by the barn manager when cribbing patterns are discovered. Patrons should contact their veterinarian to determine if the horse has a digestive issue. Patrons are responsible for damage caused by cribbing.

## CARD 220

### ***EMERGENCY INVOLVING HORSES***

#### **1. IMMEDIATE RESPONSE:**

a. E/9 Ranch stables staff must respond promptly to any emergency situation, such as an injured or missing horse, or any other urgent matter affecting the welfare of horses or patrons.

b. Staff are responsible for monitoring and assessing the situation, ensuring all necessary parties are notified promptly.

i. Staff are prohibited from providing any treatment, care, or handling of the boarded horses.

ii. Responsibility for horse care remains solely with the patron.

#### **2. Communication and Notification:**

a. The horse patron will be informed immediately using all available contact methods. It is the patron's responsibility to take all reasonable and necessary further actions regarding their horse.

b. In the case of an injury, the patron is responsible for contacting their veterinarian to provide medical care for their horse.

c. If a horse is missing or if the situation presents a risk to other horses or Individuals and staff must contact the sheriff's department for additional support as needed.

d. E/9 Ranch Stables management must be notified promptly of the situation. In cases where the situation may require medical oversight or guidance, the facility's retained veterinarian should be informed.

#### **3. Incident Management:**

a. Staff are responsible for facilitating communication and ensuring that appropriate emergency services or veterinary personnel are contacted, without directly handling or caring for the horses. Staff can help if trained by EQUI-First Aid USA. *See Card 250 (Equine First Aid Protocol).*

b. Staff must also take necessary steps to secure the area and prevent any further risks while awaiting the patron or veterinary services' arrival.

## **CARD 225**

### ***SANITATION AND EQUINE CARE STANDARDS***

#### **1. SANITATION, STALL MAINTENANCE, AND ANIMAL WELFARE COMPLIANCE**

a. Owners will ensure that their respective stalls and tack areas are kept clean and orderly to maintain a safe, disease-free environment. Compliance with the following requirements is mandatory:

b. Stalls must be cleaned at least once every 24 hours and include:

i. Removal of manure to the designated manure disposal pile.

ii. Increased cleaning frequency from June 1 to September 30 is encouraged due to fly control.

iii. Cleaning of water tubs and feed boxes.

iv. Removal of foreign objects from stalls and tack areas.

v. Application of sawdust or shavings to urine-soaked areas.

b. Aisles in front of stalls must be free of tools, feed bags, or any obstructions.

c. If a stall is not cleaned within 24 hours:

i. First offense: Verbal warning and 24 hours to correct.

ii. Second offense: Written warning and \$50 fine.

iii. Continued negligence may result in removal from the stable.

d. Patrons must provide a serviceable halter and lead rope at each horse's stall or paddock for emergency use (e.g., fire or medical incident).

## **CARD 230**

### ***BIOSECURITY PROTOCOLS:***

#### ***SICK OR POTENTIALLY INFECTIOUS HORSES***

To protect the health and safety of all horses boarded at the E/9 Ranch Stable, the following biosecurity measures must be followed in the event a horse becomes sick or is suspected of carrying an infectious condition.

#### **1. ISOLATION REQUIREMENTS**

- a. Any horse displaying signs of illness must be immediately reported to management.
- b. The sick horse will be moved to a designated quarantine area away from common traffic, water sources, and fencing.
- c. Access to the quarantine area is limited to authorized personnel only.

#### **2. DEDICATED EQUIPMENT**

- a. All equipment used for the sick horse (feed/water buckets, grooming tools, halters, tack, etc.) must be kept separate, clearly labeled, and disinfected after each use.
- b. Sharing of any supplies between quarantined and healthy horses is strictly prohibited.

#### **3. PERSONNEL HYGIENE & SAFETY**

- a. Staff and owners must wear gloves and, where appropriate, coveralls or boot covers when handling sick or quarantined horses.
- b. Hands must be washed thoroughly before and after handling the horse.
- c. Those caring for healthy horses must do so **prior** to entering the quarantine area.

#### **4. MONITORING AND RECORDKEEPING**

- a. Daily monitoring of temperature, appetite, manure, and visible symptoms will be conducted.
- b. All treatments and observations will be recorded and made available to veterinary staff as needed.

#### **5. DISINFECTION PROCEDURES**

- a. Quarantine areas, stalls, gates, and any surfaces in contact with the horse will be cleaned and disinfected daily using approved disinfectants.

b. Footbaths or disinfectant mats will be placed at the entrance of the quarantine zone.

## **6. MANURE & WASTE MANAGEMENT**

a. Manure and bedding from the quarantined horse must be removed using dedicated tools and disposed of in a designated area separate from common compost or spread zones.

b. Waste shall not be returned to pastures or used for herd-wide fertilization.

## **7. VETERINARY OVERSIGHT**

a. A licensed veterinarian must be contacted to assess the horse, provide a diagnosis, and outline a treatment and reintroduction plan.

b. Horses may not return to shared spaces or turnout areas until cleared in writing by the attending veterinarian.

## **8. COMMUNICATION**

a. E/9 Ranch Stable staff will notify boarders and applicable parties of an active quarantine and any relevant restrictions.

b. Confidentiality regarding horse owners and specific diagnoses will be maintained unless public health concerns require otherwise.

\*\*\* Non-compliance with any of the above measures may result in penalties or removal from the facility, as outlined in the boarding agreement. \*\*\*

## **CARD 235**

### ***FIRE EMERGENCY PLAN***

**1. PURPOSE:** To protect the safety of horses, personnel, boarders, and visitors in the event of a fire at E/9 Ranch Stable. This plan outlines prevention practices, evacuation procedures, and emergency contact protocols.

#### **2. EMERGENCY CONTACT INFORMATION**

- Emergency Services: Dial 911
- Facility Address (for responders):  
E/9 Ranch Stable  
9595 S. King Ranch Road  
Hereford, AZ 85615
- Facility Owner/Manager Contact:  
Travis Elliston – (520) 686-2209
- Local Fire Department (Non-Emergency): Palominas Fire Station, Fire District Station 3, (520) 508-4969

#### **3. FIRE BREAKS AND ACCESS ROUTES**

The property is surrounded by multiple perimeter fire breaks and access routes for emergency response:

- North Boundary: Easement road
- West Boundary: Paved public road (S. King Ranch Road)
- South Boundary: Gravel access road
- East Boundary: Cleared, plowed firebreak strip

#### **4. FIRE EXTINGUISHERS & EQUIPMENT**

Fire extinguishers are installed at:

- All barn entrances
- Tack rooms
- Hay storage areas
- Grooming bays

\*\*\* All staff and boarders must know extinguisher locations and proper usage. \*\*\*

\*\*\* Monthly inspections and annual professional servicing are required. \*\*\*

#### **4. NO SMOKING POLICY**

Smoking and open flames are strictly prohibited in or near barns, stalls, hay storage, and turnout areas. Violations will result in immediate disciplinary action or removal from the facility.

#### **5. EVACUATION PROCEDURES**

- Horses will be evacuated beginning closest to the fire, moving outward.
- Halters and lead ropes must be kept on or at each stall door for quick access.
- Evacuated horses will be secured in the designated safety zone: Arena 2

#### **6. ASSIGNED ROLES DURING AN EMERGENCY**

- **Facility Owner/Barn Manager:** Initiates the emergency plan and contacts emergency services.
- **Horse Handlers:** Safely and calmly lead horses to the evacuation zone.
- **Gate Attendant:** Clears the entry path and guides emergency responders.
- **Assistant or Volunteer:** Monitors for re-entry, secures gates, and assists with holding horses.

#### **7. EMERGENCY SUPPLIES**

- Equine & human first aid kits are available in the tack room and barn office.
- Backup supplies including flashlights, extra halters, and lead ropes are located inside the Main Office, and portable water sources are located inside the Pole Barn.

#### **8. FIRE PREVENTION MEASURES**

- Hay and bedding are stored in separate, ventilated areas.
- Electrical systems are regularly inspected by qualified personnel.
- No use of unauthorized heaters, heat lamps, or extension cords.
- Monthly removal of cobwebs and dust around electrical areas.

#### **9. FIRE DRILLS & PREPAREDNESS**

- Fire evacuation drills will be conducted twice per year.
- All boarders and staff are required to participate and familiarize themselves with escape routes, equipment, and designated roles.

#### **10. POST-INCIDENT PROTOCOL**

- Horses will be examined by a veterinarian for signs of injury or stress.
- The incident will be reviewed by management to evaluate response effectiveness.

- Necessary updates will be made to the emergency plan and communicated to all clients.

## CARD 240

### ***HORSE THAT IS CAST- RESPONSE PROTOCOL***

A cast horse is one that has become stuck—typically while lying down too close to a wall or fence—and is unable to rise without assistance. This is a potentially life-threatening situation that requires immediate attention and a calm, coordinated response.

**1. DO NOT PANIC:** Approach the situation quietly and calmly. Do not shout or make sudden movements that may further distress the horse.

**2. ALERT MANAGEMENT IMMEDIATELY:** Notify the Barn Manager or facility owner without delay. These individuals are trained in safe equine recovery and are equipped with the necessary tools to assist a cast horse.

**3. ASSESS THE SITUATION FOR SAFETY:** Before entering the stall or paddock, evaluate whether it is safe to do so. Cast horses may thrash or panic, posing a risk of injury to handlers.

**4. ASSIST *ONLY* IF QUALIFIED:**

- Offer quiet encouragement to allow the horse to reposition itself.
- If trained and safe, gently roll the horse away from the wall or shift the hindquarters to help the horse regain footing.
- Do not use ropes, chains, or makeshift equipment unless specifically instructed by the Barn Manager or a veterinarian.

**5. VETERINARY SUPPORT:** If the horse cannot rise, appears injured, or is in shock, a veterinarian must be contacted immediately. Only a professional should assess and administer medical assistance in these cases.

**6. AFTERCARE:** Once the horse is standing:

- Observe for signs of distress, injury, or colic.
- Walk the horse if it appears stiff or sore (if appropriate and safe).
- Monitor the horse for the next several hours to ensure recovery and notify the Barn Manager of any abnormalities.
- Document the incident and provide a report to the Barn Manager, including time, location, horse name, involved personnel, and actions taken.

**Note:** The safety of the handlers, the horse, and others in the barn is the top priority. **Only trained individuals should attempt to reposition a cast horse.**

## **CARD 245**

### ***FLY CONTROL PROCEDURES -SHARED RESPONSIBILITY***

At E/9 Ranch, effective fly control is essential for maintaining horse health, rider comfort, and a sanitary environment. Fly management is a shared responsibility between ranch staff and individual boarders.

All fly control efforts must be approved and coordinated with barn management. Through a consistent and cooperative approach, we can keep fly populations under control and promote a clean, safe, and comfortable environment for both horses and people.

#### **1. RANCH STAFF RESPONSIBILITIES:**

- a. Regular manure removal from common areas, paddocks, and shared stalls.
- b. Management of compost and manure storage to minimize breeding grounds.
- c. Use of fly predators, fly traps, and approved insecticide sprays.
- d. Release of beneficial insects and support for natural deterrents.

#### **2. BOARDER RESPONSIBILITIES:**

- a. Daily cleaning of assigned stalls, turnouts, and grooming areas.
- b. Proper storage of grain, feed, and supplements in sealed containers.
- c. Regular use of fly spray, fly masks, sheets, and stall fans.
- d. Prompt reporting of fly outbreaks or sanitation concerns to staff.

#### **3. INTEGRATED NATURAL FLY CONTROL TECHNIQUES:**

- a. Adding garlic powder to loose salt, which may help deter flies through natural excretion.
- b. Supplementing with 707 Daily Essentials or similar feed-through additives that support skin and coat health.
- c. Feeding a small amount of whole oats to encourage birds such as starlings or sparrows to visit paddocks and help pick larvae from manure.
- d. Controlled release of fly predators (beneficial insects) near manure piles.
- e. Placement of sticky tapes and fly traps in designated zones.

## **CARD 250**

### ***EQUINE FIRST AID PROTOCOL***

E/9 Ranch maintains a proactive approach to equine health and emergency response. This protocol outlines immediate care practices for injured or ill horses, including the roles of barn staff and boarders in responding to equine emergencies. Our goal is to stabilize the horse, prevent further injury, and notify the owner and veterinarian as quickly as possible.

Only certified First Responders through Equi-First Aid USA will be permitted to provide first aid treatment and care to boarded horses at E/9.

#### **1. EQUINE EMERGENCY RESPONSE PROCEDURES:**

- a. Assess the situation calmly and ensure the safety of the horse and handler.
- b. Remove the horse from immediate danger if safe to do so (e.g., out of fencing, away from traffic, fire, other horses).
- c. Visually inspect the horse for signs of trauma, lameness, swelling, bleeding, or distress.
- d. Apply basic first aid as needed (e.g., cold hosing, pressure bandaging, wound cleaning using supplies from the Equine First Aid Kit).
- e. Do not administer medications unless directed by a veterinarian or approved by the barn manager.
- f. Contact the owner immediately and notify the veterinarian if the injury appears serious or life-threatening.

#### **2. EQUI-FIRST AID CERTIFICATION**

- a. The Barn Manager at E/9 Ranch is a certified First Responder through Equi-First Aid USA. His qualifications include Basic Equine Health and Emergency First Aid and Advanced Techniques in Equine First Aid. This training enables the barn manager to provide effective, knowledgeable support in a wide range of emergency situations and to guide boarders on appropriate first-response actions.
- b. Staff with Equi-First Aid certification will be individually identified as authorized first aid responders at the facility.

#### **3. BOARDER RESPONSIBILITIES IN EQUINE EMERGENCIES**

- a. Boarders are expected to monitor their horses regularly and report any signs of injury, illness, or abnormal behavior to the barn staff immediately.
- b. Boarders are required to maintain their own supply of equine first aid materials and medications. These supplies should be appropriate for common

injuries and medical needs, and include items such as bandages, antiseptics, topical medications, and thermometers.

c. In an emergency, boarders should provide assistance only within their level of training and defer to the Barn Manager or attending staff for advanced care.

d. All boarders must have current veterinary contact information posted in the designated boarder records area.

e. Any treatment or care decisions beyond basic first aid must be authorized by the owner or veterinarian.

f. In the absence of the owner, the Barn Manager will act in the horse's best interest and consult with the veterinarian per the boarding agreement.

#### **4. FIRST AID SUPPLIES AND DOCUMENTATION**

a. An Equine First Aid Kit is maintained on-site and stored in the barn office. The kit includes bandages, antiseptics, thermometers, gloves, and other essential emergency items.

b. All equine injuries requiring treatment must be documented using the facility's Equine Incident Report Form and submitted to the barn office within 24 hours of the event.

c. If first aid materials belonging to the facility or used by staff are utilized in the treatment of a self-service boarder's horse, the owner agrees to reimburse the Ranch for the full cost of replacement. Reimbursement may be made through direct payment or added to the boarder's monthly invoice. This policy ensures the continued availability of critical first aid supplies for all horses on the property.

#### **5. USE OF RESTRAINTS DURING EMERGENCY CARE**

a. Boarders at E/9 Ranch acknowledge that livestock restraints—including, but not limited to, halters, lead ropes, nose twitches, stocks, hobbles, or sedation (administered by or under direction of a licensed veterinarian)—may be necessary to safely administer emergency first aid to a horse. Such equipment is used solely to prevent harm to the horse, handlers, or surrounding animals during treatment.

b. By boarding at E/9 Ranch, equine owners give advanced permission for the use of appropriate restraint methods by trained staff or attending professionals in the event that their horse requires emergency intervention. The safety of the horse and those involved in the care procedure remains the highest priority, and restraint methods will be selected based on the situation, staff training, and veterinary guidance when applicable.

#### **6. LIABILITY RELEASE FOR EMERGENCY CARE**

a. By boarding at E/9 Ranch, horse owners and boarders agree to hold harmless and not pursue legal action against any staff member, first responder, or trained

individual who renders emergency aid in good faith. This includes but is not limited to injury, stress, behavioral changes, or accidental harm resulting from handling, restraint, or treatment administered during an equine emergency.

b. Boarders acknowledge that horses are unpredictable by nature, and that emergency care carries inherent risks even when performed competently and with care. This waiver of liability is made in accordance with applicable local, state, and federal laws, including Arizona's Equine Activity Liability Statute (A.R.S. § 12-553), which limits liability for those who act in good faith during equine-related activities and emergencies.

## CARD 255

### ***EQUINE MEDICATION ADMINISTRATION POLICY***

In accordance with Arizona state law and common practice in equine boarding environments, equine owners at E/9 Ranch retain the legal right to administer medications and supplements to their own horses.

Arizona does not currently require horse owners to hold veterinary licensure to provide over-the-counter medications or prescribed treatments to their own privately owned equines. However, it is **strongly recommended** that any medications—prescribed or otherwise—be used in consultation with a licensed veterinarian to ensure safe and effective use.

1. This policy includes:
  - a. Administering oral medications, supplements, or topical treatments.
  - b. Providing prescribed injections with proper knowledge and equipment.
  - c. Managing treatment plans for chronic or acute conditions under veterinary oversight.
2. For boarders acting under veterinary direction, documentation of the veterinary recommendation or prescription is encouraged and may be requested by the facility in the case of an emergency or facility-wide health concern.
3. The facility prohibits any individual from administering medications to horses they do not own without express written consent from the owner and/or veterinarian. Unauthorized treatment of animals not under your direct ownership may constitute a legal violation under Arizona law, including unauthorized practice of veterinary medicine. *See A.R.S. § 32-2211 et seq.*)
4. All medications and supplements must be:
  - a. Stored safely and clearly labeled with the horse's name, dosage, and administration instructions.
  - b. Kept out of reach of other animals and boarders in secure containers.
5. The E/9 Ranch management reserves the right to intervene, restrict, or inquire about medication usage when there is concern for the welfare of the horse, the safety of other animals, or facility liability.

\*\*\* By boarding at this facility, equine owners acknowledge their rights and responsibilities concerning medication use and agree to abide by this policy. \*\*\*

## 6. MECHANICAL WORK VS. MEDICATION APPLICATION

a. Mechanical Work refers to hands-on services that do not involve the application or prescription of substances intended to diagnose, treat, or prevent a medical condition. These procedures focus on structure, balance, or movement and do not enter the realm of veterinary medicine.

b. Examples of Mechanical Work:

- Trimming and shoeing hooves (Farriers)
- Saddle fitting
- Non-invasive equine massage or bodywork
- Floating teeth without sedation or diagnosis (restricted to equine dentists)
- Applying hoof boots, wraps, or other non-medicated devices

c. Medication Application involves the use of drugs, sedatives, injectables, or medical substances (topical or internal) that alter the animal's physiology or treat a condition. This work is legally **restricted to licensed veterinarians** or to owners **administering to their own horses** under Arizona law. *See A.R.S. § 32-2231 et seq.*

d. Examples of Medication Application:

- Administering sedatives or tranquilizers
- Injecting joints or tendons
- Applying antibiotic ointments or wound care medications not labeled for general use
- Deworming by a third party (unless under direct veterinary guidance)
- Administering prescription NSAIDs or other controlled medications

## CARD 260

### ***BARN MANURE DISPOSAL***

Effective manure management is essential for maintaining a clean, safe, and sustainable equine facility. At E/9 Ranch, a strict policy is enforced to ensure that all manure and soiled bedding are disposed of responsibly.

This policy aligns with best practices for stablekeeping as described by Cherry Hill (2004), who emphasizes the importance of organized, hygienic manure disposal in reducing parasites, odor, and facility fire hazards. Additionally, maintaining strict standards for waste management supports broader ranch sustainability goals and promotes a professional appearance for clients and visitors.

These rules keep our barn clean, safe, and fly-free—and ensure the shared spaces remain accessible for everyone.

**1. MANURE:** All manure must be deposited exclusively in the designated manure pile. No other areas of the property are authorized for waste dumping. Violations of this policy may result in disciplinary action, including written warnings or loss of dumping privileges.

**2. SEPARATION OF NON-ORGANIC WASTE:** Only organic waste directly associated with equine care, specifically horse manure and hay, is permitted in the manure pile.

a. The inclusion of non-compostable materials such as plastic, feed bags, wire, metal, or general trash is strictly prohibited. These materials not only hinder composting efforts but also pose environmental hazards and increase fire risk.

b. Proper separation and disposal of these items in the appropriate waste receptacles are expected from all boarders and staff.

Boarders are expected to follow this policy at all times. If confusion arises regarding disposal procedures, staff should be consulted immediately for clarification.

Consistent adherence contributes to a safer and more pleasant environment for both horses and humans while minimizing environmental impact and long-term maintenance costs.

**3. Personal Equipment Required:** All self-care boarders must provide their own wheelbarrows and manure rakes. E/9 Ranch does **not** supply these items.

a. Label & Storage

- All tools must be clearly marked with the owner's name.
- Store equipment in the designated community storage area, not in walkways or stall fronts.

- Wheelbarrows must be stored upright to prevent water collection and mosquito breeding.

b. Manure Removal Policy

- No manure may be left unattended in a wheelbarrow for extended periods.
- Wheelbarrows are not to be used for manure staging. This attracts flies, smells, and creates an unsanitary environment.
- Manure must be immediately dumped at the designated disposal site after stall cleaning.

**APPENDIX**  
**3**  
**PHYSICAL LAYOUT**  
**AND**  
**OPERATIONAL**  
**EFFICIENCY**

# Facility Physical Layout



**Barn A**



**Barn B (South Side)**

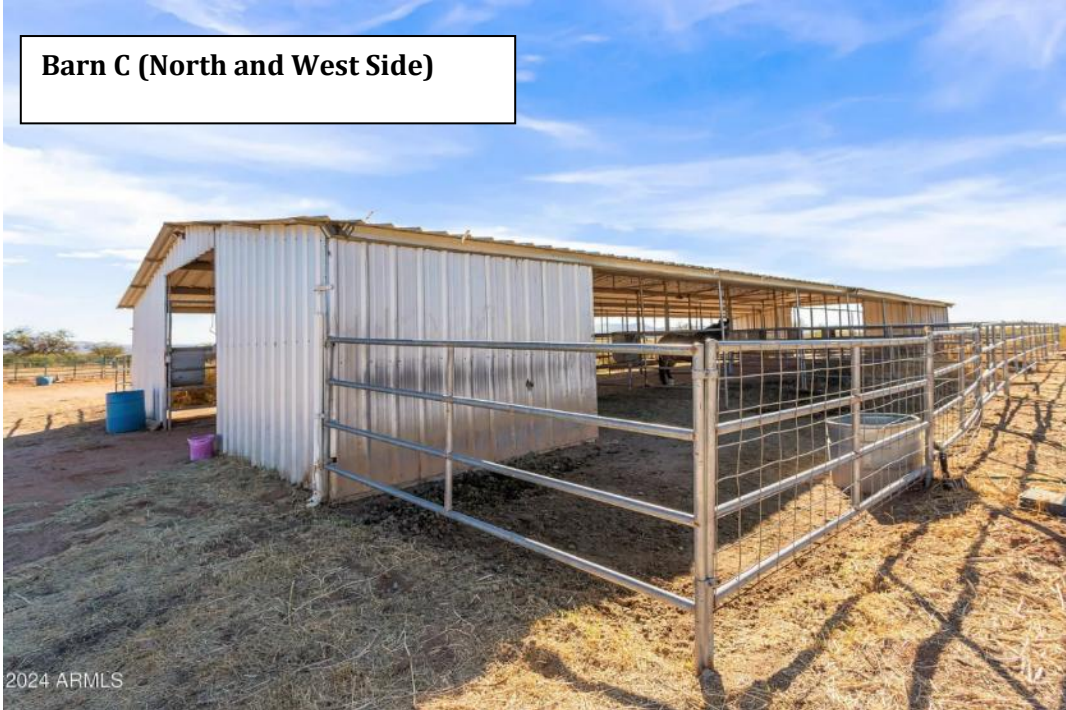


**Barn B (North Side) with three wash racks**

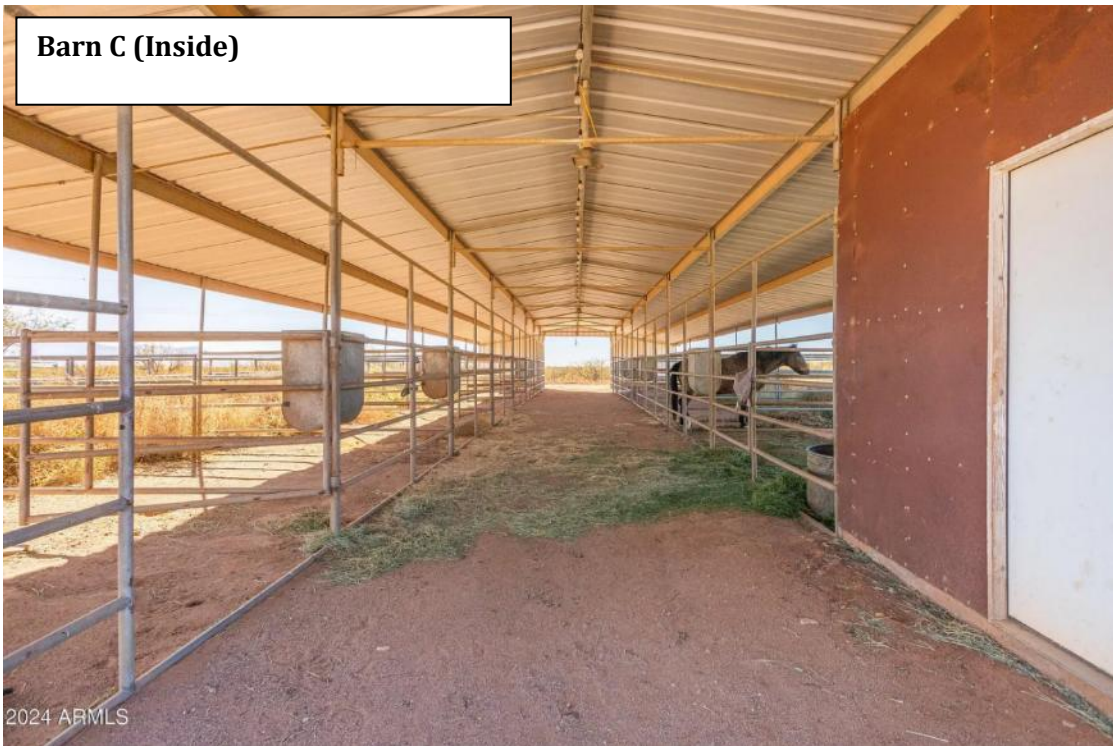


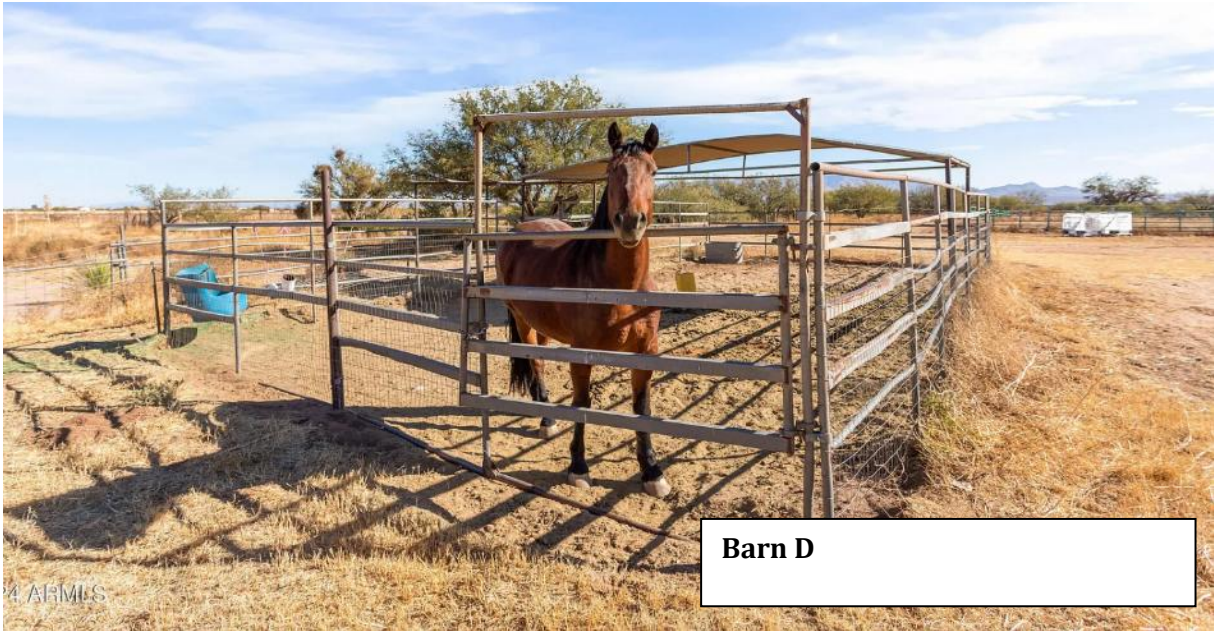
**Barn B (Inside) Tack Room left door**

**Barn C (North and West Side)**



**Barn C (Inside)**





**Barn D**



**Pole Barn (Hay & Equipment)**

## **CARD 300**

### ***CARE OF COMMUNITY AREA***

1. Patrons are responsible for protecting community areas from waste or damage that may result from their horse.
2. It is the patron's responsibility to ensure areas where farrier services are performed are cleaned immediately following the completion of services. This task can be performed by the patron, the farrier providing the service, or by other means.
3. Patrons are responsible for the removal of all manure that horses leave in a community area, including, but not limited to: arenas, wash racks, alternate turnouts, and public roadways and/or sidewalks.
4. Horses are not permitted to be hitched to gates, fencing, or utility poles.
5. Only manure and other droppings, bedding, and forage particles will be placed in manure bins. Hay strings, garbage, and other trash will be placed in trash barrels located throughout the stable area.
6. All trash cans shall have lids and be emptied regularly. Trash should never be thrown or dropped on the ground.

## CARD 305

### *PETS*

**1. CATS:** Because of their value in reducing rodent density, cats are permitted. Please let the barn manager know that a cat has been brought onto the property. Note: E/9 Ranches will not be responsible for the safety of any cats brought onto the premises, and will not be responsible for providing food, water, or veterinary services for any cats brought onto the premises.

### **2. DOGS:**

a. Patrons or visitors who bring a dog to the stable area must restrain the animal on a leash at all times. During special events, dogs must be restricted to trailers or other property owned by horse owners and removed from E/9 grounds as soon as the event finishes.

b. Uncontrolled pets may provoke wildlife or cause injury to horses.

c. Patrons or visitors who bring a dog to the facility must remove any waste **immediately**.

d. Loud or unruly dogs are not allowed at the stable under any circumstances.

### **3. VEHICLE SAFETY:**

For the safety and welfare of all animals, **leaving pets unattended in vehicles is strictly prohibited** on the premises of E/9 Ranch Stable. A pet will be considered “unattended” if at any time the owner is out of line of sight of the vehicle.

Even with windows cracked, vehicle interiors can reach life-threatening temperatures within minutes. This creates a serious risk of heatstroke, organ failure, or death for animals left inside.

Any pet found unattended in a vehicle may result in:

- Immediate notification of the owner
- Contacting animal control or local law enforcement if the animal appears in distress
- Potential removal from the premises or suspension of boarding privileges for repeat offenses

**\*\*\* All visitors, boarders, and staff are expected to adhere to this policy as part of our commitment to animal welfare. \*\*\***

## **CARD 310**

### ***STALL, TACK, AND FEED STORAGE AREA STANDARDS***

#### **1. GENERAL MAINTENANCE**

Patrons are responsible for maintaining their assigned stalls, paddocks, and tack areas in a clean, orderly condition beyond what is considered normal wear and tear. These areas must be kept free from hazards and clutter to promote safety and prevent disease or injury. A patron cleaning schedule and roster will be posted each month.

#### **2. STORAGE AND RODENT CONTROL**

a. All grain, supplements, and feed must be stored in clean, sealed containers with secure lids to prevent access by rodents or pests.

b. Hay must be stored off the ground on wood pallets or similar platforms to prevent mold, moisture absorption, and rodent nesting.

c. Tack areas must be kept tidy and organized. Patrons are responsible for the cleanliness and security of their own tack and equipment.

#### **3. ALTERATIONS AND MODIFICATIONS**

No structural or aesthetic alterations may be made to stalls, paddocks, tack rooms, or any part of the facility without prior written approval from the Barn Manager. This includes painting, installing permanent fixtures, or altering gates or latches.

#### **4. STALL IDENTIFICATION SIGNS**

Each stall must be clearly marked with a sign that includes:

- Horse's name
- Owner's name
- Primary and alternate emergency contact numbers
- Name and phone number of the preferred veterinarian

Signs must be kept up to date and legible at all times.

#### **5. STALL SECURITY**

a. Locks: For safety and emergency access, padlocks or key locks are strictly prohibited on stall doors, paddocks, or gates.

b. Escape Prevention: Horses that have learned to open their stall doors pose a safety hazard to themselves and others.

i. In such cases, a chain with a D-ring, snap hook, or secure clip may be installed across the stall door **only** with Barn Manager approval.

ii. Any security chain or device must be installed in a manner that avoids entanglement or injury and must not inhibit emergency access to the stall.

**6. COMMON AREA CLEANING:**

E/9 Ranch staff will clean common areas, barn surroundings, and hoses. Patrons should immediately contact a staff member whenever they observe unclean or unsafe conditions. Monthly staff barn cleaning rosters are posted at each barn entrance at the beginning of the month.

*Barn Cleaning Example Roster:*

<b><u>Barn Cleaning Schedule for the Months of FEB-MAY</u></b>	
Week of :	<b><i>Common areas, barn surroundings and hoses.</i></b>
28 FEB-5 MAR	Travis Elliston
6 12 MAR	Brittany and Matt
13 -19 MAR	Sierra and Ron
20 -26 MAR	Vivien Gailey
27 MAR-2 APR	Travis Elliston
3-9 APR	Brittany and Matt
10-16 APR	Sierra and Ron
17-23 APR	Vivien Gailey
24-30 APR	Travis Elliston
1-7 MAY	Brittany and Matt
8-14 MAY	Sierra and Ron
15-21	Vivien Gailey

\*Common areas are; the wash area, the entrances to and from the barn, spare room and barn surroundings (the immediate outside area of the barn). Make sure hoses are up out of the way to prevent a tripping hazard. Each person is responsible for his/her own stall daily this includes and is not limited to the cleaning of the walk way in front and behind your stall, daily cleaning of all feces and soiled bedding as well as cleaning your feed and water containers weekly. If you are unable to cover your week due to work, vacation or illness please inform the board and switch with another member if possible. Please contact the board if you have any questions or concerns.

## CARD 315

### *HORSE TRAILER, PATRON VEHICLE, AND GUEST PARKING*

#### 1. PARKING TERMS

- a. All trailers and vehicles must be parked in designated or approved areas only.
- b. Parking must not obstruct:
  - o Driveways
  - o Fire lanes
  - o Emergency access routes
  - o Barn or paddock entrances
- c. Trailers must be roadworthy at all times. Non-functional or abandoned trailers will be tagged for removal after 30 days' notice.
- d. Parking must not interfere with normal horse routines or block access to stalls, paddocks, or tack areas.
- e. Temporary unloading of horses near a patron's area is permitted but must not block roadways or emergency routes.

#### 2. VISITOR & GUEST PARKING

All guests and non-boarding patrons must park in the Community Stables Parking Lot unless otherwise directed by the Barn Manager.

#### 3. TRAILER USE AND READINESS

- a. The designated trailer parking area at E/9 Ranch Stables is reserved **exclusively** for horse trailers.
- b. Utility trailers, flatbeds, RV trailers, or other non-equine transport trailers are **prohibited**.
- c. Quick access for horse trailers in case of emergencies such as wildfires or evacuation events is essential. Patrons may be asked to move their trailer to ensure that evacuation paths and procedures are maintained.
- d. All trailers stored or parked on the property for any duration **must remain serviceable and ready for immediate use**, especially in the event of fire or other evacuation scenarios. Trailers must meet the following criteria:
  - i. Functional lighting: Brake, turn, and running lights operational.
  - ii. Roadworthy tires: Proper inflation and free from dry rot.

- iii. Secure hitch and frame: Hitch system must be functional and floor integrity intact.
- iv. Working brakes (if equipped).
- v. Battery-powered jacks: Trailers with electric jacks must be equipped with solar trickle chargers to ensure operation even if parked for long periods.

**\*\*\* Non-compliant trailers may be subject to notice for corrective action, temporary relocation, or removal at the owner's expense. \*\*\***

#### **4. TRAILER IDENTIFICATION**

All patrons must complete a **Trailer ID Form** on file with the barn manager, including:

- License plate number
- Make, model, and color
- Contact information

#### **E. OWNER RESPONSIBILITY & LIABILITY**

- a. Locking tack and cargo areas is **strongly recommended**. The facility reserves the right to relocate trailers in emergency or operational situations.
- b. By parking a vehicle or trailer on-site, patrons and visitors assume full responsibility for theft, loss, and damage to any vehicle or trailer parked at the facility for any duration as well as its contents. Parking on-site will be construed as a **waiver of liability** waiving any and all claims against E/9 Ranch, its owners, and its agents related to theft, loss, or damage. *See*
- c. E/9 Ranch Stables and its owners will not be held liable for vandalism, accidents, theft, force majeure (act of nature), or damage caused by any intentional or negligent act by a third party.

#### **F. INSURANCE REQUIREMENTS**

Trailer owners are encouraged to carry private trailer insurance. E/9 Ranch's insurance does **not** cover personal trailers or contents.

#### **G. SECURITY NOTICE**

While reasonable precautions are taken to provide a safe environment, the facility is **not responsible** for unauthorized access or theft.

#### **H. WAIVER OF LIABILITY**

By parking a vehicle or trailer on-site, the patron waives any claims against E/9 Ranch, its owners, or agents related to theft, loss, or damage.

## **CARD 320**

### ***EQUIPMENT AND MATERIALS ACCESS***

1. All E/9 Ranch Stable storage and supply areas are off limits to unauthorized personnel.
2. E/9 Ranch stable tools and equipment may be borrowed by permission from the barn manager at the stables for use at the stables only. The borrower will return the equipment in its original condition or replace or repair any damage. The tractor is to be used only with the barn manager's approval.
3. No person will enter the stable tool room or take tools or materials from that area without approval from the barn manager.
4. Stable tools will not be kept in privately assigned areas.
5. Any person who breaks a piece of equipment must report the damage to the barn manager.

## CARD 325

### *FACILITIES MAINTENANCE*

#### FACILITIES MAINTENANCE

##### SECTION I

#### FACILITIES WORK REQUEST

##### 1. Purpose

To establish procedures for requesting minor construction, facility repairs, and improvements at **E/9 Ranch**, and to define energy conservation and operational guidelines to maintain safety, functionality, and sustainability across the property.

##### 2. Scope

These provisions apply to **all patrons, boarders, instructors, volunteers, and visitors** who utilize any part of the E/9 Ranch facilities, including barns, arenas, wash racks, trailer areas, and outbuildings.

##### 3. Responsibilities

###### a. Patrons and Occupants:

- Submit all maintenance concerns, facility issues, or improvement suggestions to the **Barn Manager**.
- Comply with all energy conservation and facility use protocols as outlined in this operating procedure.

###### b. Barn Manager:

- Acts as the single point of contact with contractors, repair personnel, or ranch maintenance teams.
- Forwards all approved maintenance requests or improvement projects to the property owner or designated maintenance authority.
- Ensures patrons follow operational and conservation policies to preserve the safety and longevity of the ranch facilities.

#### 6-4. Policies and Procedures

##### a. Minor Repairs (Service Requests):

- Requests involving **less than 32 man-hours** (e.g., fence repair, leaky faucets, broken light fixtures) will be addressed as **service requests**.
- These must be submitted **directly to the Barn Manager**. Patrons are **not permitted to contact external contractors or repair teams independently**.

### **b. Major Repairs or Construction (Work Requests):**

- Any new construction, major repairs, or improvements requiring **more than 32 man-hours** must be submitted as a **work request** to the Barn Manager, who will assess and forward it to the property owner for approval.
- Patrons requesting such projects must provide the following information:
  1. Facility name and specific area (e.g., south barn, tack shed, wash rack).
  2. Description of the space needing work (e.g., stall number, arena corner, etc.).
  3. A **detailed explanation** of the proposed work, including **two copies of diagrams or sketches**, if applicable.
  4. Contact information for the requestor.
  5. A brief **justification**, including what may happen if the issue is not addressed (e.g., safety risk, loss of use, etc.).

### **c. Communication Protocol:**

- **Only the Barn Manager** will contact contractors, maintenance teams, or the property owner regarding work being done.
- Patrons may not coordinate work independently or interfere with ongoing projects.

## **SECTION II – ENERGY CONSERVATION & RESOURCE USE**

### **6-5. Procedures**

#### **a. Lighting:**

- Lights in barns, arenas, and tack rooms should only be turned on when needed.
- Barn aisles, feed rooms, and stalls must have **lights turned off** when not in use to reduce energy consumption.

#### **b. Heating and Cooling:**

##### **Heating and Cooling:**

- Radios, fans, and other electrical appliances must be **turned off when not in use**, especially overnight or when no one is present in the barn.
- These items should never be left running unattended, as they pose **both fire and energy hazards**.
- Patrons are expected to practice good stewardship by helping conserve electricity and ensuring equipment does not become a safety risk.

#### **c. Barn Temperature Management:**

- During extreme temperatures, **main barn doors and stall doors should be kept closed where appropriate** to help regulate indoor temperatures and protect livestock.
- While the barn is not fully climate-controlled, maintaining airflow and shielding from direct heat or cold is essential to horse health and energy efficiency.

**d. Water Use:**

- **Turn off all faucets and hoses** when not in use.
- Do not leave wash racks or automatic waterers running.
- **Report all leaks or malfunctioning water systems** to the Barn Manager immediately.
- A **\$50 fine** will be assessed for leaving water running unattended or misuse of water systems.

## CARD 335

### *TURNOUTS AND STALLS*

1. Repair or restitution for any damage to Association facilities will be made by the owner or person responsible for the horse when the damage occurred.

2. Turnout and Stalls:

a. A turnout is a type of smaller paddock. Still bigger than a horse stall, this smaller space is ideal for horses recovering from an injury, for exercising, or to help separate aggressive horses.

b. The barn manager will inspect turnouts and stalls at least bimonthly. Failure to maintain facilities in satisfactory (a safe and presentable) condition will result in disciplinary action in accordance with the regulations.

c. Stalls and turnouts will be thoroughly routinely cleaned, including but not limited to the following:

i. Remove manure from stalls and paddocks daily. Manure should not be allowed to accumulate in stalls or surrounding areas. Failure to remove manure daily may result in fines or other penalties. Manure will not be stored inside a wheelbarrow waiting to be dumped.

ii. Cleaning away soaked and/or stained bedding.

iii. Removing foreign matter, i.e., papers, bottles, trash, unused lumber or other construction materials not put to immediate use, should be done at least weekly.

iv. Cleaning water and feed containers should be done at least weekly or sooner if necessary.

v. Removing unusable particles of forage items from in or around the patron's assigned area should also be done at least weekly.

vi. Water containers not in use must remain empty.

d. Footing within the stalls and immediate surrounding areas, including the front and sides, must be maintained to E/9 Ranch Stables standards.

i. Appropriate stall footing should consist of a level, stable base that provides comfort and support for the horse. The surface should be free of hazards such as sharp objects or excessive moisture and should be regularly replenished with suitable materials to prevent unevenness and promote hygiene.

ii. Attaining sand or any other footing materials, as well as any necessary equipment or supplies for footing maintenance, is the responsibility of the patron.

Sand deliveries or purchases must be coordinated and managed by the patron promptly upon delivery to avoid any disruption to facility operations.

e. If turnout space is available outside the horse's current rotation schedule, the paddock may be used, provided that usage does not exceed 2 hours.

f. Veterinarian-prescribed paddock time will be regarded as a priority, not limited to the above hourly restrictions. In that case, the horse should be turned out in the paddocks across the street.

g. Time Limits:

i. Patrons who wish to keep their horses overnight in the turnout may not place their horses in the paddock until 1900. Not having used the "allocated" turnout time during the day does not justify occupying the turnout earlier. Horses left overnight in turnout will be removed by 0700 the following morning. Patrons are responsible for cleaning paddocks immediately after use.

ii. Patrons do not have to remain on E/9 Ranch Stable grounds while their horses are in the turn out, but must return to remove their horse(s) within the allowed time. Owners who leave the grounds must leave an emergency contact number on the signout board.

h. Patrons will provide a usable halter and lead rope that must be available at the stall or paddock (wherever the horse is located) at all times. This is a safety requirement in case of fire or other emergency.

i. Patrons should report fallen boards and other damaged materials in paddocks as soon as possible in order to maintain a safe and secure environment for horses.

ii. Patrons are responsible for keeping their assigned areas free from trash at all times and for mowing grass areas within ten feet of their paddock, where applicable.

iii. Because of their proximity to one another, occupied stalls in the barn will be bedded with shavings or similar absorbent material. Bedding will be of sufficient depth to adequately soak up urine and prevent puddling. Sand alone is not acceptable bedding.

iv. Wash racks will be mucked and cleaned after use.

## **CARD 330**

### ***ARENAS AND ROUND PEN***

1. Riders have priority in all rings except the round pen, in which unmounted horses have priority. No riders shall be allowed in the turnout areas.
2. The arenas are used on a first-come, first-served basis.
3. The trainer's round pen is only for Elliston Equine Solutions, LLC trainers.
4. The riding arenas are provided for the training and schooling of horses and riders.
5. Provided that interference does not occur with riding activities, patrons may "lunge" their horses in the arenas or other groundwork.
6. If the arena is not in use by riders or horses being trained from the ground, patrons may permit their horses to run loose in the riding arenas; however, when doing so, patrons must remain at the arena with the animals.
7. The arenas and round pens should not be used if extraordinarily wet or muddy.
8. Clean up. Clear out manure, put away jumps, trotting poles, pylons, etc., after use.
9. The arena is open to multiple riders simultaneously.
10. Arena and round pen areas should never be used to feed or bathe horse(s). Horses should be fed in their stalls and bathed at the wash stations.

**CARD 335**  
***PADDOCKS***

1. Paddock also refers to a large green area filled with grass where horses are kept, but is fenced and sometimes divided into smaller spaces.
2. Patrons do not have to remain on E/9 Ranch Stable grounds while their horses are in the paddock, but must return to remove their horse(s) within the allowed time. Owners who leave the grounds must leave an emergency contact number on the signout board.
3. Horses will be broken into groups and assigned to paddocks using a schedule. On a member's assigned day, horses can be turned out in the three turnout pastures from 7 a.m. until 7 a.m. the following day. Horses will only be turned out with their assigned group on assigned days. All turnouts are used at the owner's risk.
4. The barn manager may set time limits for any paddock or turnout pasture area.
6. The barn manager will determine the opening and closing of pastures/turnouts.
  - a. Pastures/turnouts may be closed due to over usage, weather conditions, maintenance, safety concerns, etc.
  - b. Patrons will be informed of non-turnout by email, text, or phone call. Non-turnout will also be indicated on the information boards within each barn.
  - c. Pasture/turnout rotation will be posted in each barn in order for patrons to know what day or days their horses will be in what specific pasture.
  - d. Pastures/turnouts will not be used when the ground is muddy, during reseeding, or during maintenance.
5. Patrons will provide a usable halter and lead rope that must be available at the stall or paddock (wherever the horse is located) at all times. This is a safety requirement in case of fire or other emergency.
6. Patrons must ensure that their horses are fed twice a day to include when their horses are pastured.
  - a. Members can set out hay in the turnout areas provided they clean any remnants when they remove their horses for the day.
  - b. No round bales are permitted
7. Horses subject to at least two verified incidents of excessive aggressiveness may be banned from common pastures.

**\*\*\* Paddocks are a privilege, and misuse of these areas will result in corrective actions as outlined in the regulations. \*\*\***

## Example Paddock Schedule:

Turnout Schedule for the month of January 2016			
Day	1	2	3
	0700-1900	Day or Night for up to 12-hours; horses must be out of pasture by 0700	Day or Night for up to 12-hours; horses must be out of pasture by 07
31	3-HOUR TURNOUT	Lady	Allie
1	3-HOUR TURNOUT	Rain, Ginger	Bella, Kissy, Sphinx
	CLEAN WATER TROUGH: Gahagan	CLEAN WATER TROUGH: Ball/Warnick	CLEAN WATER TROUGH: Smitt
2	3-HOUR TURNOUT	Samson, Cowboy, Rascal, Cosmo	Mojo, Jazz, Pazzaz
3	3-HOUR TURNOUT	Luna, Cisco, Bubba, Scarlet	Lady
4	3-HOUR TURNOUT	Allie	Rain, Ginger
5	3-HOUR TURNOUT	Bella, Kissy, Sphinx	Samson, Cowboy, Rascal, Cosm
6	3-HOUR TURNOUT	Mojo, Jazz, Pazzaz	Luna, Cisco, Bubba, Scarlet
7	3-HOUR TURNOUT	Lady	Allie
8	3-HOUR TURNOUT	Rain, Ginger	Bella, Kissy, Sphinx
	CLEAN WATER TROUGH: Rowan	CLEAN WATER TROUGH: Carnes	CLEAN WATER TROUGH: Phillips/Lawrence
9	3-HOUR TURNOUT	Samson, Cowboy, Rascal, Cosmo	Mojo, Jazz, Pazzaz
10	3-HOUR TURNOUT	Luna, Cisco, Bubba, Scarlet	Lady
11	3-HOUR TURNOUT	Allie	Rain, Ginger
12	3-HOUR TURNOUT	Bella, Kissy, Sphinx	Samson, Cowboy, Rascal, Cosm
13	3-HOUR TURNOUT	Mojo, Jazz, Pazzaz	Luna, Cisco, Bubba, Scarlet
14	3-HOUR TURNOUT	Lady	Allie
15	3-HOUR TURNOUT	Rain, Ginger	Bella, Kissy, Sphinx
	CLEAN WATER TROUGH: Pitts	CLEAN WATER TROUGH: Mata	CLEAN WATER TROUGH: Hannag
16	3-HOUR TURNOUT	Samson, Cowboy, Rascal, Cosmo	Mojo, Jazz, Pazzaz
17	3-HOUR TURNOUT	Luna, Cisco, Bubba, Scarlet	Lady
18	3-HOUR TURNOUT	Allie	Rain, Ginger
19	3-HOUR TURNOUT	Bella, Kissy, Sphinx	Samson, Cowboy, Rascal, Cosm
20	3-HOUR TURNOUT	Mojo, Jazz, Pazzaz	Luna, Cisco, Bubba, Scarlet
21	3-HOUR TURNOUT	Lady	Allie
22	3-HOUR TURNOUT	Rain, Ginger	Bella, Kissy, Sphinx
	CLEAN WATER TROUGH: Horschel	CLEAN WATER TROUGH: Demars	CLEAN WATER TROUGH: Benne
23	3-HOUR TURNOUT	Samson, Cowboy, Rascal, Cosmo	Mojo, Jazz, Pazzaz
24	3-HOUR TURNOUT	Luna, Cisco, Bubba, Scarlet	Lady
25	3-HOUR TURNOUT	Allie	Rain, Ginger
26	3-HOUR TURNOUT	Bella, Kissy, Sphinx	Samson, Cowboy, Rascal, Cosm
27	3-HOUR TURNOUT	Mojo, Jazz, Pazzaz	Luna, Cisco, Bubba, Scarlet
28	3-HOUR TURNOUT	Lady	Allie
29	3-HOUR TURNOUT	Rain, Ginger	Bella, Kissy, Sphinx
	CLEAN WATER TROUGH: Ayers	CLEAN WATER TROUGH: Elliston	CLEAN WATER TROUGH: Carreo
30	3-HOUR TURNOUT	Samson, Cowboy, Rascal, Cosmo	Mojo, Jazz, Pazzaz
31	3-HOUR TURNOUT	Luna, Cisco, Bubba, Scarlet	Lady



## CARD 340

### ***RESIDENTIAL AREA OFF LIMITS***

E/9 Ranch operates on private residential property. To ensure a respectful and professional relationship between boarders and the property owner, the following personal boundaries apply:

1. The residence on the property is a private home. While the equine facility may be open for client access during designated hours, the home and its immediate fenced yard must be respected as a private residence, not an extension of the boarding business. **Clients are not permitted to approach the house, knock on the door, enter the residence or surrounding yard, or drop by for non-emergency reasons.**

a. "Private Residence – No Trespassing" signage will be posted and directions will be enforced by law enforcement to protect the privacy, safety, and legal rights of the resident. *See* A.R.S. § 13-1504.

2. All communication should occur via phone, text, or email. **Do not approach the residence in person for non-emergency issues.** Emergencies include horse injury or illness (e.g., colic), a loose horse, or a fire.

3. Any business-related inquiries must go through the designated contact methods during business hours (7:00 AM – 8:00 PM).

a. Use the barn mailbox and lock box for forms, payments, or notes.

b. For emergencies after hours, please call or text the barn manager at (520) 686-2209.

\*\*\* We appreciate your understanding and cooperation in maintaining healthy boundaries, ensuring that the barn operates smoothly while respecting the privacy of the property owner and their family. \*\*\*

## **CARD 345**

### ***WILDLIFE SAFETY PROCEDURES***

**1. PURPOSE:** This policy is designed to protect horses, boarders, staff, and visitors from potential dangers associated with wildlife encounters on or near the facility grounds. It outlines preventative measures, response protocols, and education standards. BOTTOM LINE UP FRONT: DO NOT MESS WITH THE WILDLIFE.

#### **2. WILDLIFE AWARENESS AND RISK ASSESSMENT**

- a. The facility is located in an area where encounters with native wildlife (e.g., snakes, coyotes, mountain lions, javelina, deer, skunks) are possible.
- b. Seasonal risk factors will be communicated to boarders, especially during heightened wildlife activity (e.g., spring and summer for snakes).

#### **3. PREVENTION MEASURES**

##### a. Fencing and Perimeter Checks

All fences will be regularly checked and maintained to prevent wildlife entry.

Perimeter areas will be kept clear of overgrowth, brush, or feed piles that may attract wild animals.

##### b. Feed and Waste Management

- i. Grain, supplements, and trash must be stored in sealed, wildlife-proof containers.

- ii. Manure piles will be managed regularly to reduce fly and rodent populations.

##### c. Lighting and Surveillance

- i. Motion-activated lights and trail cameras may be used in high-risk zones to detect nocturnal wildlife movement.

##### d. Habitat Deterrents

- i. No intentional feeding or attraction of wildlife is permitted.
- ii. Boarders may not plant wildlife-attracting vegetation near barns or paddocks.

#### **4. Snake Safety Protocols**

##### a. Prevention:

- i. Snake deterrent granules and physical barriers will be applied in high-traffic areas.

ii. All boarders and staff are encouraged to wear boots and long pants during warm seasons.

iii. Trim tall grass and remove brush around the barns.

iv. Seal feed bins and clear up fallen grain or manure piles.

v. Consider installing snake deterrent products (granules or fencing).

**b. Suspected snake bite** of horse:

- Remove the horse from the area and limit movement.
- Contact the veterinarian immediately.
- Apply cold compresses but do **not** cut, suck, or tourniquet the area.
- Take note of the snake's appearance if safe to do so (for treatment purposes).

**c. Snake is seen** in the stables:

- **Stay Calm and Do Not Approach**
  - **Do not try to catch, kill, or provoke the snake.**
  - Sudden movements may trigger defensive behavior.
  - Keep a safe distance (at least 6–10 feet) and observe the snake's location and behavior.
- **Secure the Area**
  - Immediately remove horses, people, pets, and other animals from the vicinity.
  - **Move horses away calmly**—snakes are more likely to bite defensively if stepped on or startled.
  - Check feed, tack rooms, waterers, and shaded corners before returning horses.
  - Avoid walking near brush, tall grass, or under overhangs where snakes might hide.
- **Mark the Location**
  - If possible, visually mark or remember the exact spot (e.g., a specific stall, paddock corner, or under a water trough).
  - This helps wildlife or pest control locate the snake if it moves.
- **Notify Staff or Management**
  - Inform barn management or a designated safety officer immediately.

- If you are the responsible party, proceed with the next steps.
- **Contact Wildlife or Pest Control**
  - For non-venomous or unidentified snakes, call local animal control or a licensed snake removal service.
  - For **venomous snakes** (rattlesnakes, coral snakes, etc.), call:
    - Mule Mountain Pest Control 520-348-2288
    - Total Dezinfect Sierra Vista 520-467-6862
  - 911 if there is an immediate threat to human or horse safety

d. **Snake bite of a person:**

- **Immediately move the person away** from the snake's location.
  - **Do not try to catch, kill, or provoke the snake.**
  - Sudden movements may trigger defensive behavior.
  - Keep a safe distance (at least 6–10 feet) and observe the snake's location and behavior.
  - Try to remember color, shape, size, and markings. Take a photo *only if it is completely safe to do so*.
- **Call 911 immediately**
  - Notify barn staff and **call 911** or emergency services.
  - Clearly state: "We are at a horse barn and someone has been bitten by a snake." Give the exact address and gate instructions if needed. 9595 South Kings Ranch Road, Hereford, AZ, 8515.
- **Keep the Person Calm and Still**
  - Encourage the victim to **sit or lie down**.
  - **Do not let them walk or run**—increased movement spreads venom faster.
  - Keep the **bite site below heart level** if possible.
  - Carefully remove rings, bracelets, watches, or tight clothing near the bite area before swelling sets in.
  - **Do NOT Do the Following:**
    - ⊘ Do **not** cut the wound
    - ⊘ Do **not** try to suck out venom
    - ⊘ Do **not** apply ice or a tourniquet

⊘ Do **not** give alcohol, caffeine, or medications unless directed by EMS

- **Monitor until emergency services arrive**
  - Watch for symptoms:
    - Swelling, bruising, nausea
    - Trouble breathing, dizziness, or unconsciousness
  - If the person shows signs of shock or trouble breathing, be ready to perform basic first aid or CPR.
- **Post-Incident Actions**
  - **Report the incident to barn management.**
  - The area where the snake was spotted will be marked and monitored.
  - A licensed professional will be called for removal and safety evaluation.

## **5. Wildlife Sightings & Reporting**

- a. Wildlife sightings (e.g., mountain lions, bears) must be reported immediately to management.
- b. Injured wildlife will be reported to Arizona Game and Fish or a local licensed wildlife rehabilitator.
- c. In case of an aggressive or dangerous animal, evacuate the area and call 911 or animal control.

## **6. Education and Signage**

- a. Informational signage will be posted in common areas to alert boarders about wildlife risks, prevention tips, and emergency contact numbers.

## **7. Boarder Responsibilities**

- a. All boarders must comply with facility wildlife safety rules.
- b. Dogs must be leashed at all times. Uncontrolled pets may provoke wildlife or cause injury to horses.
- c. Personal feed storage must follow wildlife-proof guidelines.

## **8. Insect Hazard Management Procedures**

Due to the ranch's desert and rural location, E/9 Ranch recognizes the presence of environmental insect hazards such as fire ants, bees, wasps, hornets, scorpions, spiders, and other venomous or stinging insects. To minimize the risk of injury or allergic reactions to both horses and humans, routine inspections of stalls, feed areas, waterers, and common spaces are conducted. Nesting sites, anthills, and

insect harborage zones will be treated with appropriate agricultural or veterinary-approved pest control methods when identified.

a. Boarders and handlers are encouraged to visually inspect their horse's stall, tack, and grooming areas before each use. If stinging insects or hazardous infestations are found, individuals should immediately notify barn management.

b. Under no circumstances should boarders attempt to remove nests or treat infestations themselves.

c. Protective clothing (e.g., boots, gloves) is **strongly recommended** when performing ground-level chores.

d. First aid kits with insect sting treatments and emergency contact numbers are available in designated barn areas. In the event of a sting or bite, individuals should assess the reaction and seek medical attention immediately if swelling, difficulty breathing, or allergic symptoms occur. Staff will assist if available, but boarders are ultimately responsible for their own medical needs.

## **9. Wildlife and Insect Hazard Liability Disclaimer**

E/9 Ranch is situated in a rural desert environment where **encounters with wildlife and insects are an inherent risk**. This includes, but is not limited to, snakes, coyotes, javelina, mountain lions, ants, bees, wasps, hornets, spiders, scorpions, and other native species.

While reasonable precautions are taken to maintain a safe environment and reduce attractants, the Ranch cannot guarantee the prevention or removal of such natural hazards.

By boarding horses or participating in activities at E/9 Ranch, all boarders, owners, handlers, and visitors **acknowledge and assume the risks associated with exposure to wildlife and insects**. The Ranch shall **not** be held liable for any injury, allergic reaction, illness, death, or property damage resulting from contact with or stings/bites from these animals or insects, whether occurring in stalls, turnout areas, trails, or common spaces.

All owners and visitors are expected to remain vigilant and take personal precautions as needed, including the use of protective gear, repellents, and prompt reporting of hazardous sightings. Reporting does not constitute transfer of liability to the Ranch or its staff.

## CARD 350

### ***ENVIRONMENTAL EMERGENCY PROCEDURES***

This document outlines procedures to safeguard horses, staff, boarders, and property during severe environmental events. Each scenario requires immediate and proactive response to minimize risk and ensure safety.

#### **1. EQUINE:**

##### **a. Extreme Heat:**

- i. Ensure horses have access to fresh, clean water at all times.
- ii. Provide ample shade in paddocks and stalls.
- iii. Limit turnout to early morning and late evening hours.
- iv. Avoid riding or exercising horses during peak heat (12–6 PM).
- v. Monitor for signs of heat stress: excessive sweating, lethargy, rapid breathing.
- vi. Misting systems or fans should be used in barns as needed.
- vii. Horses showing signs of heat exhaustion must be brought into shade, cooled with water, and a vet contacted immediately.

##### **b. Flash Floods:**

- i. Do not turn horses out if flash flood warnings are issued.
- ii. Evacuate low-lying turnout areas and dry washes immediately.
- iii. Secure tack, feed, and equipment above ground level.
- iv. Close barn doors and block water entry points if possible.
- v. Ensure evacuation routes are clear for both horses and trailers.
- vi. Keep a battery-powered radio on hand for weather alerts.

##### **c. Microbursts and High Winds**

- i. Move horses to secure areas, preferably enclosed stalls or shelters.
- ii. Secure or remove loose objects such as buckets, tarps, and wheelbarrows.
- iii. Stay indoors and away from trees, fences, or overhead structures.
- iv. Inspect the facility for damage immediately after the storm.
- v. Report downed power lines or structural hazards to emergency services.

#### d. Lightning Storms

- i. Suspend all outdoor activities, riding, and lessons during a thunderstorm.
- ii. Move horses to shelter or covered areas; avoid open fields and metal fences.
- iii. Avoid touching metal gates, panels, or water pumps.
- iv. Do not take shelter under trees.
- v. Wait at least 30 minutes after the last lightning strike before resuming activities.

#### e. Hail Storms

- i. Bring horses into covered shelters or stalls if possible.
- ii. If shelter is not available, use trailer or windbreaks as temporary cover.
- iii. Monitor horses for injuries and inspect roofs and skylights after the storm.
- iv. Use extra bedding in stalls to prevent slipping on wet surfaces.

#### f. Snow and Ice Storms

- i. Ensure all horses have access to unfrozen water (use heaters if needed).
- ii. Increase hay rations to help horses maintain body heat.
- iii. Monitor for signs of hypothermia: shivering, lethargy, weakness.
- iv. Keep barn aisles and paths clear of snow and ice to prevent slips.
- v. Regularly check roofing for snow buildup or leaks.
- vi. Prepare emergency feed and water supplies in case of power outages.

## 2. HUMANS:

#### a. Extreme Heat

- i. Avoid outdoor riding or strenuous barn work during peak temperatures (12–6 PM).
- ii. Stay hydrated and wear lightweight, breathable clothing.
- iii. Use cooling towels, hats, and sunscreen when working outside.
- iv. Take frequent breaks in shaded or air-conditioned areas.
- v. Watch for signs of heat exhaustion: dizziness, nausea, confusion, or muscle cramps.
- vi. If symptoms occur, stop activity immediately, move to a cool area, and seek medical help if needed.

## b. Flash Floods

- i. Do not enter wash areas or low ground when rain is forecasted.
- ii. Stay clear of barn entrances and perimeter zones that may flood.
- iii. Secure personal items and assist in moving horses only if it is safe to do so.
- iv. If on horseback, dismount and lead the horse to high ground quickly and calmly.
- v. Remain indoors or in designated safe zones until flood risk has passed.

## c. Microbursts and High Winds

- i. Seek shelter immediately inside the barn, tack room, or vehicle.
- ii. Do not ride or lead horses in open spaces during high wind events.
- iii. Avoid areas with trees, fences, or loose objects.
- iv. After the storm, report any injuries or hazards to management.
- v. Wear protective gear (helmet, gloves) if assisting in post-storm cleanup.

## d. Lightning Storms

- i. Stop all outdoor activities immediately at the first sound of thunder.
- ii. Move indoors or into a hard-topped vehicle—do not seek shelter under trees.
- iii. Avoid touching metal surfaces (gates, fences, tack) during a storm.
- iv. Do not use phones or showers during lightning activity.
- v. Wait at least 30 minutes after the last thunderclap before resuming barn activities.

## e. Hail Storms

- i. Seek shelter in a covered area immediately.
- ii. If riding, dismount and lead the horse to shelter calmly.
- iii. Wear a helmet and protective clothing when outdoors in hail-prone conditions.
- iv. Check yourself and others for injuries once inside.
- v. Remain indoors until storm conditions clear.

## f. Snow and Ice Storms

- i. Dress in layers and wear insulated boots with traction.
- ii. Use caution when walking on icy paths; salt or sand may be applied as needed.
- iii. Avoid riding outdoors in icy or snowy conditions.
- iv. Check in with others if staying on-site overnight during severe storms.

- v. Ensure phones are charged and emergency contacts are accessible.

### **3. Environmental Risk and Owner Responsibility Disclaimer**

a. E/9 Ranch is not liable for injuries, losses, or damages resulting from human error or negligence in the face of environmental hazards, including but not limited to excessive heat, flash floods, lightning, high winds, hail, or snowstorms.

b. All boarders, riders, handlers, and visitors are expected to exercise sound judgment and follow established safety procedures when such conditions arise.

c. By boarding a horse at E/9 Ranch, the owner agrees to accept **full responsibility** for decisions regarding their horse's welfare during environmental events, including—but not limited to—timely removal from hazardous areas, securing shelter, and providing for basic needs such as food and water.

d. The Ranch shall **not** be held responsible for any adverse outcomes arising from an owner's failure to act or from abandoning animals under their care.

e. Boarders who ignore posted warnings, weather advisories, or facility instructions **do so at their own risk** and may be subject to contract termination.

f. E/9 Ranch reserves the right to take reasonable emergency measures to protect animals or individuals if abandonment or inaction is determined, but such actions are performed as a courtesy and do not constitute an assumption of liability.

## CARD 355

### ***ENCOUNTERING UNAUTHORIZED PERSONS ON PROPERTY***

For the safety of boarders, staff, animals, and the public, E/9 Ranch maintains a strict no-trespassing policy. Unauthorized individuals, including those suspected of entering the property without permission or legal authorization, should be treated with caution and professionalism. The following steps outline how to respond appropriately:

**1. Do Not Approach or Confront** Do not engage, question, or physically confront the individual(s). Maintain a safe distance and avoid escalating the situation.

**2. Prioritize Safety** Ensure all boarders, riders, and staff are made aware of the situation discreetly. Move horses and people to secure areas if necessary.

**3. Contact Authorities Immediately** Call local law enforcement or U.S. Border Patrol if you suspect illegal entry or trespassing. Provide a clear description, location, number of individuals, and direction of travel. Do not attempt to detain or follow.

- Cochise Sheriff's Department: 520-432-9500
- Border Patrol Station (Bisbee): 520-432-5121

**4. Document the Incident** After the situation is stable, document the encounter including:

- Date and time
- Location on property
- Number of individuals observed
- Actions taken and authorities contacted
- Keep this on file for legal or insurance purposes.

**5. Maintain Secure Property Boundaries:** Boarders and staff will ensure all gates are locked when not in use. Staff will inspect trails, fence lines, and perimeter areas regularly for signs of unauthorized access.

**6. Respect Legal and Ethical Guidelines:** E/9 Ranch complies with all federal, state, and local laws. Staff and boarders must treat all individuals with civility and respect, while leaving enforcement actions to law enforcement professionals.

## CARD 360

### ***SURVEILLANCE & SECURITY POLICY***

E/9 Ranch is equipped with a comprehensive security and monitoring system designed to enhance safety, deter theft or vandalism, and support both equine care and property protection.

1. The security and monitoring system includes:

- Visible video surveillance in shared and public-use areas such as barn aisles, tack rooms, feed storage zones, driveways, and turnout gates.
- Motion-sensor security lighting installed around high-traffic and perimeter areas to discourage trespassing, improve nighttime visibility, and support after-hours safety.
- Wildlife game cameras placed in non-public areas such as fence lines and pasture edges to monitor local wildlife activity and help identify any potential threats to horses or the facility.

2. Surveillance is restricted to areas where individuals have **no reasonable expectation of privacy**. *See* A.R.S. § 13-2019. No cameras or recording devices are installed in restrooms, private changing areas, or similar locations.

3. Audio recording is disabled unless express written consent is provided by all parties involved, to remain in compliance with Arizona's two-party consent expectations regarding audio surveillance.

4. Surveillance footage may be reviewed by facility management in the event of any safety concerns, disputes, or criminal investigations and may be turned over to law enforcement or legal representatives as needed.

5. Clear signage is posted around the facility to inform boarders, visitors, and staff of the presence of monitoring systems. By boarding or visiting the ranch, you acknowledge and consent to this surveillance policy.

## **Appendix 4**

### **HUMAN RESOURCES**

## **CARD 400**

### ***GOVERNANCE AND ADMINISTRATIVE POLICIES***

#### **1. GRIEVANCES:**

a. Criticism or complaints concerning the operation of the barn manager must be submitted in writing to the barn manager and may be presented orally at any barn meeting. The barn manager will make every effort to address the complaint and/or correct the situation in a reasonable amount of time.

b. The Stable Regulations are established to aid in safely and effectively operating the stabling and riding facilities. The barn manager may make changes to the stable regulations as a living document. Patrons proposing changes must make them in writing to the barn manager. Changes will be published in the regulations and announced to the patrons, after which they shall become immediately effective.

#### **2. RECORD KEEPING**

a. All signed agreements, waivers, and incident reports will be retained by the barn manager for the duration of the contract and for five years following termination.

b. These records may be used for compliance or legal purposes as needed.

**CARD 410**  
**PATRON COMPLIANCE**

**1. DISCIPLINARY ACTIONS**

a. It is the responsibility of each member to abide by the policies, rules, and contents specified within this regulation.

b. The following table is to serve as a guideline for issuing penalties for violations of the regulation or misconduct:

<b>Penalties for Violations or Misconduct.</b>			
<b>Offense</b>	<b>1<sup>st</sup> Offense</b>	<b>2<sup>nd</sup> Offense</b>	<b>3<sup>rd</sup> Offense</b>
1. Theft	Removal		
2. Physically threatening or inflicting bodily harm.	Written Reprimand or Removal		
3. Failure to clean stall/paddock within 24 hours.	Verbal Warning & Correction	Written Warning, Correction & \$50 fine	Official Reprimand, \$100 fine, Correction and/or Removal
4. Creating a disturbance that put others in harm way.	Written Reprimand and/or Removal		
5. Violation or negligence that results in injuries.	Written Reprimand and/or Removal	Removal	
6. Pasture violations	Verbal Warning	Written Warning and 1 week suspension	Official Reprimand, 2 week suspension, \$50 fine and/or Removal.

7. Entering another member assigned area without approval.	Verbal Warning	Written Warning	Official Reprimand and/or Removal
8. Parking vehicle or trailer that obstructs a patrons tack room or stall.	Verbal Warning & Correction	Written Warning	Official Reprimand and/or Removal
9. Delinquent boarding fees			
a. 30 days late b. 45 days late	Written Warning Removal	Eviction	N/A
10. Alteration of stall, tack room or paddock without approval.	Verbal Warning & Correction	Written Reprimand & Correction	Removal
11. Property damaged by horse	Verbal Warning & Correction	Written Warning & Correction	Official Reprimand and/or Removal
12. Failure to maintain vaccinations (may result in quarantine)	Verbal Warning & Correction	Official Reprimand & Correction	Removal
13. Failure to make necessary repairs, other than typical wear and tear, to stall, paddock, and tack room as requested	Verbal Warning & Correction	Written Warning, \$25 fine & Correction	Official Reprimand and/or Removal
14. Conduct or behavior which is prejudicial to good order and discipline	Verbal Warning	Written Warning	Official Reprimand and/or Removal

## 2. AUTHORITY FOR ISSUING PENALTIES

a. The facility owner and bar manager are the only individuals authorized to impose penalties. Any patron who witnesses a violation should provide details of the violation in writing to the barn manager.

b. Verbal Warning. Issued by the barn manager with a record of the warning being maintained on file.

c. Written warning. Issued by the barn manager after careful review. Written warning will state: date, time, nature of the violation, corrective action required, and monetary fine to be charged if applicable. A copy will be given to the patron in violation.

d. Official reprimand. Issued by the barn manager after careful review and will state: date, time, nature of violation, and monetary fine if applicable.

e. Removal. If the violation requires removal from the stable activity, the barn manager will make that determination

### **3. REMOVAL FOR DISCIPLINARY REASONS**

a. Patron will be given 14 days from time of notice to remove the horse, clean and repair stall, paddock, and tack area. All fees must be current.

b. If the individual is in default of payment, horse is not to be removed from the stable premises. All efforts will be made to collect on the debt.

**CARD 410**  
***EMERGENCY PROCEDURES***

**1. COMMUNICATION PROTOCOLS.**

a. Effective communication is essential for the smooth operation of the E/9 Ranch Stables. This section outlines the protocols for internal and external communication, ensuring that all patrons and staff are well-informed and that issues are promptly addressed.

b. All incidents, including accidents, injuries, safety concerns, or rule violations, must be reported immediately to E/9 Ranch management. Patrons can report incidents in person, by phone, or via email.

i. A formal incident report must be submitted to barn manager within 24 hours of the incident.

ii. The report should include details of the incident, names of those involved, and any immediate actions taken.

c. Accidents that result in injury requiring medical treatment or a precautionary visit to any medical facility must be immediately reported to the barn manager or their designee by the injured party or any witness to the incident.

i. In the event of a severe injury or life-threatening situation, the nearest E/9 Ranch Stables staff member should first ensure the safety of the injured party and then immediately contact the barn manager. The barn manager will contact 911 and ensure that appropriate emergency medical services are dispatched to the scene.

ii. E/9 Ranch Stables management will take any necessary actions to secure the area and provide assistance until emergency responders arrive.

iii. A detailed incident report must be completed and submitted to the barn manager within 24 hours following the accident.

iv. This report should include the names of all individuals involved, the nature of the injury, and any actions taken in response to the incident.

iv. All incidents will be reviewed by E/9 Ranch Stables management to ensure compliance with safety protocols and to identify any necessary improvements to current procedures

## **CARD 415**

### ***OPERATIONAL COMMUNICATION***

#### **1. REGULAR AND EMERGENCY UPDATES:**

a. Barn manager will provide regular updates to patrons via email, including any changes to regulations, SOPs, upcoming events, or facility maintenance schedules.

b. When sending emails to multiple patrons, the barn manager must ensure that each patron knows that individual email addresses are visible to other recipients.

c. All patrons must enroll in the mass alert notification system to receive timely updates on emergency situations, such as severe weather, security alerts, or evacuation orders. Instructions for enrollment must be provided by E/9 Ranch Stables management. The notification system will be used to disseminate information about emergency situations, changes to facility operations, or other critical updates. Patrons are expected to monitor these alerts and follow any instructions provided.

d. Patrons must keep their emergency contact information up to date with E/9 Ranch Stables management to ensure they can be reached during emergencies.

#### **2. SOCIAL MEDIA MONITORING:**

a. Patrons are encouraged to monitor the E/9 Ranch Facebook page or other designated social media platforms for updates on local and state-wide situations that may affect E/9 Ranch Stables operations.

b. E/9 Ranch Stables management will provide -specific updates through the mass alert system and via email.

c. Email will be the primary method of communication for non-emergency updates, including routine notices, policy changes, and event announcements. Patrons are expected to regularly check their email for stable communications.

#### **3. MAINTENANCE REQUESTS:**

a. Patrons should submit all maintenance requests related to stalls, tack rooms, fencing, or other facilities to barn management via email. This ensures a clear and documented communication trail for addressing and tracking maintenance issues.

b. For urgent repairs that pose an immediate safety risk, patrons should contact barn manager directly by phone to ensure prompt attention.

## CARD 420

### **VENDOR AND CONTRACTOR ACCESS**

To maintain the safety, liability protection, and professional standards of E/9 Ranch, the following rules apply to all outside service providers:

#### **1. OUTSIDE PROFESSIONAL SERVICES (FARRIERS, RIDING INSTRUCTORS, HORSE TRAINERS ETC).**

**a. Pre-Approval Required:** All outside service providers (farriers, veterinarians, equine dentists, trainers, riding instructors, etc.) must be approved in advance by the facility owner or manager.

**b. Release of Liability:** All professionals must sign a facility **Liability Waiver** and agree to follow all posted barn rules.

**c. Scheduling:**

**i.** Appointments must be scheduled during barn hours (7:00 AM – 7:00 PM) unless pre-approved.

**ii.** Boarders must be present for all services unless arrangements are made with the facility in writing.

**d. Clean-Up and Conduct:** Service providers are expected to clean up after themselves (trimmings, equipment, manure); be respectful of all horses, clients, and property; and refrain from loud, disruptive, or unsafe behavior.

**e. Prohibited Services:** The following are **not allowed** without written consent from the facility owner: Clinics or group lessons; horses not boarded at the facility; overnight stays of personnel; and use of electrical equipment requiring heavy power (unless pre-approved).

**f. Facility Authority:** E/9 Ranch reserves the right to:

**i.** Refuse access to any provider at any time for safety or conduct concerns

**ii.** Require replacement if the provider causes property damage, safety risks, or repeated rule violations

#### **2. RIDING LESSONS AND HORSE TRAINING (INTERNAL BOARDERS)**

**a.** Patrons wanting to offer lessons will first inform the barn manager.

**b.** Patrons giving lessons or rides to non-members for a fee must purchase a commercial liability insurance policy (**at least \$500,000**) that will be kept on file in the office.

**c.** Patrons offering such services will absolutely **indemnify** E/9 Ranches from any liability or claim for any injury, death, or damage caused to any individual or

animal as a result of the patron's negligence, recklessness, and intentional or accidental actions while providing these services. Under no circumstance will a patron offering riding lessons and horse training seek to impute liability to E/9 Ranches.

d. Patrons will ensure students complete the required liability release form and comply with the safety measures listed in this regulation.

## CARD 425

### ***RIDERS AND BOARDERS WITH DISABILITIES POLICY***

1. E/9 Ranch is committed to fostering an **inclusive and nondiscriminatory environment** for all riders, boarders, and visitors, including individuals with physical, cognitive, sensory, and emotional disabilities. Through proactive accommodation and open communication, E/9 Ranch strives to make horsemanship accessible and empowering for all individuals, regardless of ability.
2. In accordance with both federal and state law, the facility upholds the rights of persons with disabilities and ensures reasonable accommodations are made wherever feasible to provide equal access to programs, services, and activities involving horses and equestrian participation.
3. The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. §§ 12101 *et seq.*, prohibits discrimination on the basis of disability in public accommodations and commercial facilities. As a public-facing equestrian facility offering boarding, training, and instructional services, E/9 Ranch falls under the purview of Title III of the Act and must ensure its practices do not exclude or unfairly limit access to individuals with disabilities. Reasonable modifications in policies, practices, and procedures will be made to accommodate riders and boarders with disabilities unless such modifications would fundamentally alter the nature of the services provided or pose a direct threat to health and safety.
4. The Arizona Civil Rights Act, A.R.S. § 41-1461 *et seq.*, prohibits discrimination based on disability and ensures all patrons have access to services and amenities. Where applicable, the Ranch will coordinate with individuals or guardians to assess specific accommodation needs. This may include the use of adaptive tack or mounting equipment, additional ground support, modified instruction formats, or stall assignments that allow for safer access.
5. To support this commitment, the Ranch requires that **all accommodation requests be submitted in writing**. Medical documentation or provider recommendations may be requested in order to assess safety and practicality.
6. The Ranch staff, including instructors and barn managers, will receive training on inclusive communication, equine-assisted therapy awareness, and ADA compliance where relevant to their job roles.
7. While **horses are inherently unpredictable and equestrian activities involve risk**, every effort will be made to include riders and boarders with disabilities in a safe, respectful, and enriching environment. The facility retains the right to determine whether participation in certain activities is safe based on the nature of the individual's needs, the temperament of the horse, and available resources. All

decisions will be made in good faith and in consultation with the individual and/or their representatives.

## **CARD 430**

### ***CONFIDENTIALITY OF RECORDS POLICY***

1. E/9 Ranch is committed to maintaining the confidentiality and security of all client, boarder, rider, and employee records. This includes personal identification, medical history, emergency contacts, financial documents, insurance information, and any other sensitive data provided to or maintained by the facility.
2. Sensitive information may include, but is not limited to, the following:
  - Information related to disability accommodations or therapeutic services
  - Photographs and video recordings used for identification, instruction, or marketing (with consent)
  - Payment records, invoices, and financial transactions
  - Insurance provider and policy numbers
  - Health conditions, medical history, medications, and allergies
  - Emergency contact details
  - Full name, date of birth, and contact information
3. In accordance with federal law, including the Health Insurance Portability and Accountability Act (HIPAA), 42 U.S.C. § 1320d-6, and relevant provisions under the Americans with Disabilities Act (ADA), E/9 Ranch does not disclose health-related or identifying information without written consent, except as required by law or in a bona fide emergency. Personal and medical data related to riders, handlers, or boarders receiving therapeutic or adaptive services will be handled with heightened sensitivity and care.
4. Arizona law, A.R.S. §§ 12-2292 & 41-1461 *et seq.*, enforces confidentiality and nondiscrimination standards to protect the rights of individuals in commercial and service settings. All records maintained by the Ranch are kept in secure physical and/or digital storage systems with limited access granted only to authorized personnel. Staff are trained to uphold confidentiality procedures and understand the legal and ethical obligations related to handling private information.
5. Boarders and clients have the right to review or request copies of their records by submitting a written request. The Ranch reserves the right to verify identity prior to releasing any sensitive documents. Records will not be released to third parties without written authorization, unless required by a court order or other lawful process.
6. Violation of this confidentiality policy by any staff member, contractor, or volunteer may result in disciplinary action, up to and including termination and

legal consequences. E/9 Ranch values trust and transparency and will continue to uphold the highest standards in the handling of private information.

## **CARD 435**

### ***HUMAN FIRST AID PROTOCOL***

The safety and well-being of all individuals at E/9 Ranch is a top priority. This protocol outlines the first aid and CPR procedures to follow in the event of a medical emergency involving a boarder, rider, visitor, or staff member. All staff and boarders are encouraged to familiarize themselves with the following response steps.

#### **1. MEDICAL EMERGENCY POLICY**

a. All boarders, guests, and invitees must disclose any known medical conditions, health concerns, or medications that may affect their participation in or observation of any activities at E/9 Ranch. Individuals experiencing symptoms such as nausea, dizziness, difficulty breathing, physical discomfort, or any unusual physical or emotional responses must immediately cease activity and notify the ranch staff.

b. An incident form is available at the Barn Office and must be completed by or on behalf of the affected individual.

c. E/9 Ranch and its agents are authorized to administer emergency first aid and CPR when deemed necessary and when trained staff or equipment is available. In the event of a serious emergency, E/9 Ranch may also secure professional medical services and arrange for emergency transportation at its discretion.

d. Staff members are authorized to share necessary medical information with emergency responders if doing so is believed to be in the individual's best interest.

e. All costs related to medical treatment, veterinary intervention, or emergency transportation are the full responsibility of the individual involved. For minors, this responsibility falls to the parent or legal guardian.

f. This policy applies to all boarders, clients, family members, guests, and any person engaged in ranch activities.

#### **2. FIRST AID RESPONSE PROCEDURES**

- Assess the scene for safety before approaching the individual.
- If the scene is safe, check the person for responsiveness (tap and shout).
- Call 911 immediately if the person is unresponsive, seriously injured, or has difficulty breathing.
- Provide first aid using supplies located at the designated First Aid Station(s) in the barn and arena areas.
- Use gloves and universal precautions when treating wounds or bodily fluids.

- For minor injuries (cuts, scrapes, bruises): clean the wound, apply bandages, and monitor for signs of shock or allergic reaction.
- For major injuries (suspected fractures, head trauma, excessive bleeding): stabilize the individual, keep them calm and still, and wait for EMS to arrive.

### **3. CPR PROTOCOL (ADULT)**

- If the individual is unresponsive and not breathing, begin CPR immediately.
- Call 911 or have someone call and retrieve the AED (if available).
- Begin chest compressions at a rate of 100–120 compressions per minute, at a depth of 2 inches.
- After 30 compressions, give 2 rescue breaths if trained to do so.
- Continue CPR until EMS arrives or the individual begins to breathe on their own.

### **4. CPR PROTOCOL (INFANT OR CHILD)**

- If the minor is unresponsive and not breathing, begin CPR within 10 seconds.
- Call 911 or have someone call and retrieve the AED (if available).
- Brace yourself:
  - For a child or small child, kneel beside the child.
  - For an infant, stand or kneel to the side of the baby, with your hips at a slight angle.
- Give 30 compressions:
  - For a child, place the heel of one hand in the center of the child's chest, you're your other hand on top and fingers interlaced off the child's chest. Lock your elbows with shoulders directly over hands, and push down hard and fast about 2 inches at a rate of 100-120 beats per minute.
  - For a small child, use a one handed CPR technique. Place the heel of one hand in the center of their chest, and push down hard and fast about 2 inches at a rate of 100-120 beats per minute.
  - For an infant, use the two finger CPR technique. Place two fingers flat against the center of the chest, and push down hard and fast about 1 inch at a rate of 100-120 beats per minute.
- After 30 compressions, give 2 rescue breaths if trained to do so. Blow into the minor's mouth for about 1 second. Ensure each breath makes the chest rise. Allow the air to exit before giving the next breath.
  - For a child, open the airway to a slightly past-neutral position.
  - For a baby, open the airway to a neutral position.

- If the first breath does not cause the chest to rise, retilt the head to open the airway and ensure a proper seal. If the second breath does not cause the chest to rise, search for an obstruction blocking the airway.
- Continue CPR until EMS arrives or the minor begins to breathe on their own.

## **5. OVERSIGHT AND CERTIFICATION**

a. The barn manager at E/9 Ranch is certified in Wilderness First Aid and Adult CPR through the Emergency Care and Safety Institute (ECSI). This certification ensures that emergency care can be rendered in remote or high-risk environments until professional medical personnel arrive. The barn manager is responsible for maintaining the First Aid Station and ensuring that emergency contact numbers, medical release forms, and incident logs are up to date.

b. All serious incidents must be documented using the facility's incident report form and submitted to management within 24 hours. Training refreshers and safety briefings will be held periodically to ensure readiness. First aid equipment will be stored inside the office at the E/9 Ranch and is accessible during all operating hours.

## **CARD 440**

### ***HORSE IDENTIFICATION STANDARD***

To promote safety, prevent theft, and eliminate confusion or accidental switching among boarded horses, E/9 Ranch maintains a strict and consistent horse identification protocol. All horses boarded at the facility are required to have a detailed, written identification record on file and displayed at their assigned stall.

The identification protocol is part of the facility's broader security and safety policy. Failure to comply with identification requirements may result in delay of service, restricted access to turnout areas, or revocation of boarding privileges.

#### **1. IDENTIFICATION REQUIREMENTS**

Each horse's identification record shall include the following information:

- Full registered name (if applicable) and barn name
- Gender, age, breed
- Color and distinct markings (blazes, socks, brands, etc.)
- Brand and/or tattoo information (if applicable)
- Microchip implant number and registry (if applicable)
- A clear, current photograph of the horse from both sides
- Owner's name and emergency contact information
- Known health alerts or special care requirements (optional)

#### **2. LOCATION AND STORAGE OF INFORMATION**

A copy of the identification record will be:

- Maintained in the facility's master Horse Identification Book, located in the barn office.
- Posted securely and discreetly on each horse's designated stall for easy reference in case of emergency or confusion.
- Updated promptly whenever there is a change in ownership, medical condition, or appearance.

#### **3. HORSE RELEASE AUTHORIZATION AND LIABILITY**

a. To ensure the security and legal protection of horse owners, E/9 Ranch strictly enforces a no-release policy without written approval. No horse shall be removed from the property by any individual unless prior written authorization has been provided by the legal owner or designated boarder on file.

b. Boarding contract forms must include a list of pre-approved individuals authorized to handle or transport the horse. This protocol is in place to prevent unauthorized removal, legal disputes arising from custody issues (including divorce or co-ownership conflicts), and potential theft.

c. Boarders acknowledge and understand that while E/9 Ranch takes every reasonable measure to secure the facility, the Ranch is not liable under local, county, state, or federal law for the theft or loss of a horse due to calculated criminal actions. These security procedures exist to support and protect the rightful owners and minimize legal and safety risks.

## CARD 445

### ***LEASED EQUINE DOCUMENTATION AND PROTOCOLS***

In the case of leased horses, a legally binding lease contract must be signed by both the lessor (horse owner) and the lessee (person leasing the horse).

1. A signed copy of the lease agreement must be submitted to the Barn Manager and will be kept on file for reference to ensure transparency and responsibility.
2. The lease contract must clearly outline:
  - a. Duration of the lease
  - b. Terms of care and use
  - c. Financial responsibilities
  - d. Insurance and liability coverage
  - e. Emergency contact information
  - f. Veterinary and farrier preferences
2. The lessee must also be listed on the boarding contract if they will be handling or caring for the horse on a routine basis. All established facility rules regarding horse release authorization, identification, and emergency protocols fully apply to leased horses.
3. All horses leased must originate from within the boarding population at E/9 Ranch. The original owner (lessor) shall retain full primary responsibility for the health, welfare, and financial obligations related to the horse. This includes, but is not limited to, emergency medical care, feed and board payments, and compliance with facility regulations. The original owner must remain actively involved and reachable during the lease term.
4. Leasing arrangements involving horses brought in from outside the facility for temporary use are **not** permitted. This policy is enforced to ensure traceability, biosecurity, and liability containment under the Arizona Equine Activity Liability Statute. *See* A.R.S. § 12-553.
5. The Barn Manager must be informed immediately if the lease is terminated or modified in any way.

## CARD 450

### ***RECOMMENDED INSURANCE FOR BOARDED EQUINE AND PARKED TRAILERS***

1. E/9 Ranch **strongly encourages** all boarders to carry **equine insurance and trailer insurance** to protect against financial loss, injury, or liability.
  - a. Recommended coverage includes, but is not limited to, equine liability insurance, major medical, mortality (death), loss of use, and theft protection for horses, as well as comprehensive insurance for any horse trailers parked on facility grounds.
  - b. Equine liability insurance is especially important in a shared-use environment and may cover damages or injuries caused by a boarder's horse to another horse, person, or property. Mortality and major medical policies can also provide financial support in the event of illness, emergency veterinary treatment, or death.
  - c. Trailer insurance helps protect against theft, fire, storm damage, vandalism, and accidents involving parked trailers.
2. Boarders acknowledge that E/9 Ranch does **not** provide insurance coverage for privately owned horses or trailers. The Ranch is **not** liable for veterinary costs, loss of equine life, theft, or damage to personal trailers or tack stored within. *See* A.R.S. § 12-553 (limiting the liability of equine professionals and boarding facilities when harm results from the inherent risks of equine activities).
3. Boarders are advised to speak with their insurance agent to ensure appropriate coverage is in place. Insuring both the animal and its equipment reflects responsible horse ownership and protects all parties in the event of an emergency or dispute.

## CARD 455

### ***POSTED SIGNAGE AND LEGAL COMPLIANCE***

1. E/9 Ranch maintains visible and legally compliant signage throughout the facility in accordance with local ordinances, state law, and federal regulations. These signs may include, but are not limited to:

- Equine liability warning signs (required per A.R.S. § 12-553)
- Speed limit and traffic control signs for vehicles on ranch roads
- Barn rules and safety notices
- Emergency contact instructions
- Restricted access or private property warnings
- Biosecurity and disease prevention signage
- Helmet or safety gear requirements in designated areas

2. All boarders, guests, riders, and visitors are expected to **read, understand, and adhere to posted signage at all times**. Failure to comply may result in **restricted access, removal from the premises, or termination of boarding privileges**.

\*\*\* These signs are not merely suggestions—they represent enforceable standards that support safety, legal protection, and operational efficiency across the ranch. Compliance helps protect you, your horse, and others from harm and liability. \*\*\*

## **CARD 460**

### ***ANTI-BULLYING, HARASSMENT, AND NON-DISCRIMINATION POLICY***

E/9 Ranch is committed to providing a safe, respectful, and inclusive environment for all boarders, staff, volunteers, clients, and visitors. This policy outlines our zero-tolerance stance on bullying, sexual harassment, and any form of discrimination. All individuals on the premises are expected to uphold these standards of behavior.

#### **1. BULLYING**

Bullying is defined as repeated, intentional, aggressive behavior—verbal, physical, or psychological—that causes harm or discomfort to another person. This includes gossip, threats, intimidation, exclusion, and cyberbullying. Any form of bullying, whether between staff, boarders, or guests, is strictly prohibited. Additionally, barn cliques, exclusionary behavior, rumors, and gossip are strongly discouraged. Such actions create a toxic environment and undermine the values of trust and mutual respect. E/9 Ranch aims to maintain a cooperative atmosphere where all individuals feel welcome and valued.

#### **2. SEXUAL HARASSMENT**

Sexual harassment includes unwelcome sexual advances, comments, jokes, gestures, or any behavior of a sexual nature that creates a hostile environment. It also includes requests for sexual favors or any conduct that interferes with an individual's ability to safely and comfortably engage at the ranch. All complaints of sexual harassment will be taken seriously and handled confidentially with appropriate corrective action.

#### **3. DISCRIMINATION**

Discrimination based on race, color, religion, sex (including pregnancy and sexual orientation), national origin, age, disability, or veteran status is not tolerated. All individuals have the right to equal treatment and access to services and opportunities at E/9 Ranch.

#### **4. REPORTING AND RESPONSE**

Anyone who experiences or witnesses a violation of this policy should report the incident to the Barn Manager or Ranch Owner immediately. Reports may be made verbally or in writing. Confidentiality will be respected to the greatest extent possible. Investigations will be conducted promptly and appropriate disciplinary action will follow if a policy violation is confirmed.

#### **5. DISCIPLINARY ACTION**

Individuals found in violation of this policy may face a range of consequences, including **verbal warnings, written notices, suspension of ranch privileges,**

**termination of boarding or employment agreements, or legal action**, depending on the severity of the offense.

## **6. E/9 RANCH COMMITMENT**

E/9 Ranch is dedicated to fostering a culture of **kindness, accountability, and inclusion**. Every individual at our facility has a responsibility to promote respectful behavior and report conduct that undermines these values.

## CARD 465

### ***VOLUNTEER AND INTERN RULES AND GUIDELINES***

This document outlines the expectations, legal considerations, and conduct requirements for all volunteers and interns at E/9 Ranch.

**1. INTERNS:** An intern at a training or boarding facility is typically a student, aspiring equine professional, or individual seeking hands-on experience in horse care, stable operations, and equine training under the guidance of experienced staff. Internships may be unpaid or paid depending on the arrangement and are often used for educational credit, skill development, or career preparation.

**2. VOLUNTEERS:** A volunteer at a boarding facility is an individual who provides unpaid assistance with barn operations, horse care, or administrative tasks without the expectation of compensation. Volunteers are typically motivated by a love for horses, a desire to gain experience, or to support the facility's mission—especially at nonprofit or community-oriented operations

#### **3. COMMON INTEER AND VOLUNTEER DUTIES AT A BOARDING FACILITY:**

- Mucking stalls or paddocks
- Filling water troughs or feeding hay
- Sweeping aisles, cleaning tack rooms
- Assisting during clinics or open barn events
- Greeting visitors or answering phones (if trained)
- Helping supervise youth groups or barn tours

#### **4. GENERAL POLICY OVERVIEW**

Volunteers and interns are a valued part of the team at E/9 Ranch. They assist in promoting a safe, clean, and supportive environment for both horses and humans. All volunteers and interns must be supervised and receive proper orientation and training prior to handling horses or equipment. Internships may be unpaid unless part of a formal educational or training program.

#### **5. LEGAL REQUIREMENTS**

- a. All volunteers and interns must sign a liability waiver prior to participating in any activities on the property.
- b. Volunteers under 18 must have parental consent.
- c. Internships for school credit must be accompanied by a written agreement with the educational institution.
- d. Volunteers and interns are not covered by workers' compensation unless otherwise stated by Arizona law.

e. The Fair Labor Standards Act (FLSA), 29 U.S.C. §§ 201 *et seq.*, governs internships. Unpaid interns must not displace paid staff and must benefit from the educational experience.

f. Volunteers are not permitted to give riding lessons or train horses without prior written approval from the facility owner.

## **6. VOLUNTEER AND INTERN DO'S AND DON'TS**

### **✓ DO:**

- Attend orientation and safety briefings.
- Wear appropriate clothing and footwear.
- Ask questions and report unsafe behavior or animal concerns.
- Follow all posted signs and verbal instructions.
- Use respectful communication with staff, boarders, and clients.
- Sign in and out when reporting for duties.

### **✗ DON'T:**

- Handle horses without permission or supervision.
- Feed horses without instructions from staff.
- Enter restricted areas or barns without clearance.
- Use ranch tools, vehicles, or machinery without direct supervision.
- Post photos or information about ranch operations or animals online without approval.

## **7. SUPERVISION AND REMOVAL POLICY**

All volunteers and interns work under the supervision of approved staff. Any behavior deemed unsafe, disrespectful, or in violation of ranch policy may result in immediate dismissal from the program. The facility owner reserves the right to terminate any volunteer or intern relationship at any time.

## **8. CONTACT FOR QUESTIONS**

Questions about volunteer or intern roles may be directed to the Barn Manager at (520) 686-2209.

## CARD 470

### ***SOLICITORS AND SALESPEOPLE PROTOCOL***

1. To maintain a safe, private, and professional environment for all boarders, guests, and staff, **soliciting, peddling, or conducting business on the premises of E/9 Ranch without prior written approval from the facility owner is strictly prohibited.** This includes but is not limited to:

- Sales of equine-related goods or services
- Distribution of flyers, advertisements, or business cards
- Promotion of outside training, boarding, or veterinary services
- Recruitment for outside barns or programs

2. Unapproved solicitors and salespeople will be asked to leave the premises **immediately**. Repeat offenses may be reported to the Cochise County Sheriff's Office for trespassing. *see* A.R.S. § 13-1502.

3. Facility representatives reserve the right to approve vetted vendors or educational representatives on a case-by-case basis. Any boarder wishing to bring in a service provider (farrier, bodyworker, trainer, etc.) must seek prior approval to ensure liability coverage and compatibility with barn policies.

4. If a boarder or guest observes any individual attempting to solicit, sell, or promote services or goods without prior approval from the facility:

a. Do Not Engage or Confront Aggressively – Maintain a polite but firm distance. Do not provide personal information or allow them access to horses, tack, or secure areas.

b. Report Immediately – Notify the Barn Manager or Facility Owner in person or by phone at (520) 686-2209. Provide a description of the individual, the nature of their activity, and where they were last seen on the property.

c. Document If Safe – If possible and safe, take note of or photograph their vehicle, license plate, or business card, but do not put yourself at risk.

d. Do Not Grant Access – Boarders are not authorized to invite vendors, salespeople, or representatives onto the property without prior written approval. Doing so may violate the facility's liability policies and result in disciplinary action.

e. Respect Property Protocols – All unauthorized commercial activity is a violation of E/9 Ranch policy and may be reported as trespassing under A.R.S. § 13-1502.

## CARD 475

### ***FACILITY RISK ASSESSMENT POLICY***

This Facility Risk Assessment Policy outlines procedures and responsibilities for identifying, evaluating, and managing safety hazards at E/9 Ranch. This policy is designed to minimize the risk of injury to people and horses, reduce property damage, and ensure compliance with legal and ethical standards. It applies to all boarders, staff, volunteers, trainers, and visitors under our self-care boarding and horse training program.

**1. PURPOSE:** This written risk analysis is designed to identify, assess, and document potential hazards associated with equestrian programs, facility operations, and natural events. It aids in developing protocols, setting safety priorities, and supporting training needs.

**2. GOALS:**

- Promote the safety and welfare of horses, people, and property
- Identify and mitigate potential hazards through regular inspections
- Maintain industry best practices for self-care facilities
- Create a culture of shared responsibility among all ranch users

**3. AREAS SUBJECT TO REGULAR RISK ASSESSMENT**

- Barn aisles, stalls, and tack rooms
- Feed and hay storage
- Paddocks, fencing, gates, and pastures
- Arenas and round pens
- Water sources, troughs, and electrical systems
- Trailer parking and access roads
- Visitor access zones and signage

**4. ASSESSMENT PROCEDURES**

The barn manager will conduct formal risk assessments on a **monthly** basis. Informal **daily walkthroughs** are also expected by boarders, interns, and staff. All hazards must be reported immediately to management. Major repairs or safety concerns will be documented, prioritized, and resolved in a timely manner.

**5. INCIDENT AND HAZARD REPORTING**

All parties are responsible for reporting broken equipment, unsafe structures, sick or injured animals, or environmental hazards. A standard incident or maintenance report form must be submitted and kept on file for follow-up and compliance tracking.

## **5. EMERGENCY PREPAREDNESS**

Fire extinguishers, first aid kits, and emergency contacts are located at clearly marked stations throughout the facility. All boarders and staff are encouraged to review emergency protocols quarterly. Trailer readiness and evacuation routes must be maintained at all times.

## **6. LIABILITY AND LEGAL FRAMEWORK**

E/9 Ranch operates in accordance with Arizona's equine liability laws and adheres to the standards of self-care boarding. While reasonable precautions are taken, each boarder and visitor assumes personal responsibility for safety. *See* A.R.S. § 12-553 and industry risk management standards.

This Facility Risk Assessment Policy is a living document and subject to review and updates. Compliance by all users is expected to maintain a safe, effective, and professional equine environment.

In accordance with CHA Standards for Equestrian Programs – S-2:

### **Risk Categories and Examples**

#### **A. Risks Due to the Facility**

- Traffic congestion near entrances/exits
- Potholes or uneven terrain in parking and walkways
- Slippery barn aisles during wet conditions
- Loose fencing or damaged stall latches
- Inadequate lighting in the barn or parking lot

#### **B. Risks Inherent to Horses**

- Kicking, biting, or aggressive behavior
- Runaway or bolting horses under saddle or in-hand
- Horses tied improperly or escaping from trailers
- Falls during mounting, dismounting, or riding
- Illness or colic unnoticed due to delayed observation

#### **C. Risks Inherent to Humans**

- Heat exhaustion, sunstroke, or dehydration
- Fainting or allergic reactions
- Medical emergencies (e.g., asthma, heart attack)
- Lack of helmet or proper footwear use
- Unsupervised minors near horses or farm equipment

#### **D. Risks from Acts of Nature**

- Lightning during outdoor lessons
- Flash flooding in low-lying paddocks or driveways
- High winds or microbursts blowing debris into arenas
- Snake or wildlife encounters
- Wildfires or drought-related hazards

### **Assessment Procedure**

1. Identify each potential hazard under the categories above.
2. Assign a probability rating: Low, Medium, High
3. Assign a severity rating: Minor, Moderate, Severe
4. Develop a mitigation strategy (eliminate, reduce, or plan response).
5. Record date of last review and person responsible.

## Example Risk Entry

Risk	Category	Probability	Severity	Mitigation Strategy	Status
Slippery concrete in wash rack	Facility	Medium	Moderate	Add non-slip mats and post signage	In progress

## Review and Compliance

- Risk assessment is reviewed annually by the Barn Manager.
- Revisions made as necessary following incident reports, program changes, or new staff/boarders.
- Compliance is guided by CHA Standards, A.R.S. § 12-553, and internal safety protocols.

TASK	IDENTIFIED HAZARDS	EFFECT	INITIAL PROBABILITY	INITIAL RISK	IMPLEMENTED CONTROL MEASURES	RESIDUAL PROBABILITY	RESIDUAL RISK
<b>I. Environmental hazards</b>							
MONSOON SEASON	Hot weather injuries	CRITICAL	POSSIBLE	LOW	<ul style="list-style-type: none"> <li>o ensure proper clothing is worn</li> <li>o enforce proper hydration-the body burns water during both hot weather, all folks will consume a minimum of 1 qt./2 hours while working during the day.</li> <li>o leaders spot check continually and take appropriate action to ensure all soldiers are protected against extreme/varying weather conditions</li> </ul>	NEGLECTIBLE	LOW
	Flora and fauna- snake bites, scorpion stings, and spider bites	NOT CRITICAL	UNLIKELY	LOW	<ul style="list-style-type: none"> <li>o identify folks with allergies-ensure riding arenas is screened for wildlife</li> <li>o police area for trash, eat only in designated areas</li> <li>o do not mess with the wildlife (encountering snakes, spiders, and scorpions unlikely due to weather conditions)</li> </ul>	UNLIKELY	LOW
	Lightning	Critical	Possible	Low	<ul style="list-style-type: none"> <li>o All fun mounted and mounted with horses seek shelter</li> <li>o Use the 30-minute rule: wait 30 minutes after the last clap of thunder before leaving shelter</li> <li>o Avoid trees and open fields: Trees and open fields are more likely to be struck by lightning</li> </ul>	NEGLECTIBLE	MEDIUM
<b>II. Facility Hazards</b>							
Daily Activities	Tractor overturning	MODERATE	UNLIKELY	LOW	o Use rollover protection structure (ROPS), wear seatbelt, avoid steep slopes	NEGLECTIBLE	LOW
	Falls from hay stack	MODERATE	UNLIKELY	LOW		NEGLECTIBLE	LOW
	Livestock kicking/trampling	MODERATE	LIKELY	MEDIUM	<ul style="list-style-type: none"> <li>o use safe access ladders, limit access when conditions are hazardous</li> <li>o Use appropriate handling techniques, provide safe handling facilities, keep a safe distance</li> </ul>	POSSIBLE	MEDIUM
	Cuts, abrasions, and scratches	NOT CRITICAL	LIKELY	MEDIUM	o wear long sleeves, long pants, boots, and gloves	POSSIBLE	LOW
	Manual handling injuries	MODERATE	UNLIKELY	LOW	o Provide training on safe lifting techniques, use mechanical aids, ensure proper lifting equipment is available	NEGLECTIBLE	LOW
MISSION RISK: (CIRCLE ONE)					APPROVING AUTHORITY		
	LOW	MODERATE					
	HIGH	EXTREMELY HIGH					
	Martina Peters Intern				Travis Elliston Barn Manager Owner		

## CARD 480

### ***CHILDREN AT THE BOARDING AND TRAINING FACILITY POLICY***

E/9 Ranch prioritizes the safety of all individuals on the premises, with a particular concern for the presence of children.

Due to the inherent risks associated with equine activities and agricultural environments, the presence of minors at a self-care boarding and training facility requires special consideration and legal awareness. *See* A.R.S. § 12-553. Proper signage, documentation, and supervision protocols are in place at E/9 Ranch to minimize this risk as much as practicable.

#### **1. POLICY ON MINOR ACCESS**

Minors under the age of 18 are not permitted on the premises unless:

- a. They are directly supervised by a parent or legal guardian who is also a current boarder or authorized trainer.
- b. They are participating in a structured, pre-approved lesson, clinic, or program.
- c. Proper liability waivers and emergency contact information are on file.
- d. They wear appropriate safety gear and are not left unattended near horses or equipment.

#### **2. VEHICLE SAFETY**

Minors are **never** to be left unattended in a motor vehicle at any time, in any weather, for any duration, regardless of whether the engine is running or the air conditioning/heat is active. The parent needs to be within eyesight of the vehicle with it unlocked and windows rolled down even when stepping out to handle an emergency or other important task. It is **strictly prohibited** to leave a minor in a parked vehicle with windows rolled up, especially during the extreme heat of Arizona.

#### **3. RISK ASSUMPTION AND INDEMNIFICATION**

Boarders who choose to bring minors to the facility, under the permitted conditions, **assume full legal and financial responsibility** for their safety and behavior. They agree to **indemnify and hold harmless** E/9 Ranch and its owners, staff, and affiliates from any claims or damages resulting from incidents involving children. This includes, but is not limited to, personal injury, property damage, or violation of ranch rules.

#### **4. ENFORCEMENT AND VIOLATION**

Failure to comply with this policy may result in **written warnings, suspension of facility access, or termination of boarding agreements**. Repeated or serious

violations will be treated as a breach of contract. All visitors are expected to report unsupervised minors or unsafe behavior immediately to management.

E/9 Ranch is committed to maintaining a safe and professional environment for all users. This policy reflects both ethical responsibility and compliance with Arizona's legal framework.

## **5. EXAMPLE OF UNSAFE PRACTICES**

- Minor children left unsupervised near the barn or turnout area.
- Children are running, playing loudly, or interacting with horses or equipment without adult supervision.
- Children outside of visual range and earshot of a responsible adult.
- Children leaving toys, clothing, or personal belongings in feed troughs, aisles, or turnout areas.

## CARD 485

### ***SPONSORSHIP & COMMUNITY SUPPORT REQUESTS***

#### **1. Local Support First**

E/9 Ranch is proud to support events and organizations that uplift our **local equine community**, youth development, education, and responsible horsemanship.

#### **2. Sponsorship Eligibility**

a. Organizations requesting sponsorships, donations, or promotional partnerships must:

- Demonstrate reciprocal support (e.g., attending events, promoting our services, tagging us on social media, etc.)
- Be located within our regional network or serve a purpose aligned with our mission
- Operate with values consistent with equine welfare, education, and professionalism

b. Ineligible organizations include:

- Organizations that have no relationship with E/9 Ranch
- Groups that repeatedly seek support but do not engage with or promote our facility
- Events or programs that conflict with our ethical standards or business interests

3. All requests must be submitted in writing and will be evaluated on:

- Community benefit
- Alignment with our values
- Available resources at the time

d. E/9 Ranch reserves the right to decline any sponsorship request at its discretion. We encourage collaboration, but not entitlement.

## **CARD 490**

### ***FEEDBACK CULTURE MEASURES***

#### **1. MONTHLY ANONYMOUS FEEDBACK FORM**

- a. A simple feedback form will be available online and in printed format at the barn office.
  - i. Submissions will be anonymous to encourage honest input.
  - ii. Topics may include facilities, communication, safety, inclusivity, and any other general concerns or suggestions.
- b. Turned into the suggestion/work order box (it is a discreet dual-purpose box)
- c. Forms will be reviewed monthly by the barn manager, and results will be summarized and addressed in meetings or updates.

#### **2. QUARTERLY “TOWN HALL” MEETING**

- a. A casual, open forum meeting is held quarterly to foster community discussion.
- b. Boarders and staff are encouraged to bring questions, suggestions, and concerns.
- c. Meetings will follow a structured format to ensure every voice is heard respectfully.
- d. Action items will be recorded and followed up in writing.

#### **3. MONTHLY BARN MEETING**

- a. Announcements and updates
- b. Community topics
- c. Educational spotlight
- d. Open forum
- e. Action items

#### **4. REGULAR COMMUNITY INPUT REQUESTS**

- a. Include input prompts in newsletters, bulletin boards, and social media posts.
- b. Example prompts:
  - i. “What can we do to make this barn more welcoming for everyone?”
  - ii. “What’s one thing that would improve your daily experience here?”
  - iii. “Do you feel supported and safe at the barn? Why or why not?”
- c. Suggestions can be submitted verbally, through the anonymous form, or directly to staff.

## **5. FOLLOW-UP AND TRANSPARENCY**

- a. Feedback summaries will be shared with the barn community.
- b. Positive changes based on input will be highlighted to encourage continued participation.
- c. Difficult issues will be addressed tactfully with transparency, empathy, and clear boundaries.

## CARD 495

### ***SUBSTITUTE CARETAKER POLICY***

E/9 Ranch is a **self-care boarding facility**. Each boarder is responsible for the daily feeding, watering, and stall cleaning of their horse(s). When a boarder is unable to fulfill these duties due to vacation, travel, or emergency, they may request to hire a **substitute caretaker** (“freelancer”) to temporarily perform these services.

To protect the ranch, the horses, and all parties involved, the following policies apply:

#### **1. PRIOR APPROVAL REQUIRED**

- a. Substitute caretakers may not enter the property or handle horses without **written approval** from the Barn Manager.
- b. Boarders must provide notice at least **72 hours prior** to the substitute’s arrival, except in emergencies.

#### **2. LIABILITY WAIVER & INSURANCE**

- a. All substitute caretakers must complete and sign an E/9 Ranch Liability Waiver prior to performing any duties.
- b. Professional caretakers are encouraged to provide proof of equine liability insurance.
- c. If no insurance is provided, the signed waiver will serve as acknowledgment that the substitute caretaker accepts all risk of injury or damage.

#### **3. SCOPE OF DUTIES**

- a. Substitute caretakers are limited to **feeding, watering, and stall cleaning** unless additional tasks are approved in writing by the Barn Manager.
- b. Substitute caretakers may **not** ride, exercise, or train horses without the express written consent of the horse owner and Barn Manager.

#### **4. FACILITY ACCESS & CONDUCT**

- a. Substitute caretakers must sign in/out on the Visitor Log upon each visit.
- b. They are only permitted access to areas necessary to complete assigned tasks.
- c. They must follow all posted safety rules and Blue Book regulations.

#### **5. OVERSIGHT & DOCUMENTATION**

- a. The Barn Manager reserves the right to conduct spot checks to ensure tasks are completed safely and properly.

b. Any violations of this policy may result in loss of substitute caretaker privileges for the boarder

## **Appendix 5**

### **FORMS AND CONTRACTS**

# CARD 500

## BOARDER INTAKE & TRIAL BOARDING AGREEMENT

E/9 RANCH

9595 S. KINGS RANCH RD  
HEREFORD, AZ 85615

### Boarder Intake Form & Trial Boarding Agreement

Boarder's Full Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Emergency Contact Phone: \_\_\_\_\_

Horse's Name: \_\_\_\_\_

Breed/Age/Sex: \_\_\_\_\_

Current Health Conditions or Medications:  
\_\_\_\_\_

Feeding Instructions:  
\_\_\_\_\_

Turnout Preferences (Group/Individual, Day/Night):  
\_\_\_\_\_

Riding Style/Discipline: \_\_\_\_\_

Farrier Name & Contact: \_\_\_\_\_

Veterinarian Name & Contact: \_\_\_\_\_

Previous Barn(s) and Contact (Optional):  
\_\_\_\_\_

Any Behavioral Concerns or Special Needs:  
\_\_\_\_\_

E/9 RANCH

9595 S. KINGS RANCH RD  
HEREFORD, AZ 85615

### Trial Boarding Agreement (30-60 Days)

This trial boarding agreement is made between E/9 Ranch and (Name) \_\_\_\_\_ for the temporary boarding of (horse) \_\_\_\_\_ beginning on [Start Date] \_\_\_\_\_ and ending on [End Date] \_\_\_\_\_, unless extended or terminated by either party with written notice.

During this period, both parties agree to the following terms:

- All barn rules will be followed by the boarder.
- Payment will be made in full and on time as outlined below.
- The horse must be current on vaccinations and deworming.
- Any behavioral or health issues that arise must be reported immediately.

Monthly Rate: \$ \_\_\_\_\_

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

Signature of Boarder: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Stable Owner: \_\_\_\_\_ Date: \_\_\_\_\_



## CARD 505

### *STABLE REFERENCE CHECK QUESTIONS*

---

## STABLE REFERENCE CHECK QUESTIONS

Membership Borders Name: \_\_\_\_\_

Reference Check provided by: \_\_\_\_\_

Organization: E/9 RANCH

Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

1. What was the nature and length of your relationship with the candidate?
2. How would you describe the candidates' personal leadership skills?
3. In stressful situations, describe how the candidate reacted. Can you be specific?
4. Does the candidate always conduct his/her dealings with others in a tactful manner?
5. Have you ever observed the candidate being short-tempered with their horse(s) and not treating their horse very well?
6. What are the reasons you know that the candidate is leaving the current boarding facility, ranch, or other horse care property?
7. Speaking candidly, are there any financial issues that you are aware of or have noticed?
8. How would you rate the boarder's horsemanship, such as knowledge and riding skills?
9. How does this person horse(s) behave or act?
10. Any special concerns we should know about with the candidate's horse(s)?
11. Would you want to work with this individual again? Yes No (If No, Then Why?)
12. Is there anything else I should take into consideration before we board this person's horse?

Reference Check Completed By: \_\_\_\_\_

## CARD 510

### ***BLUE BOOK EQUINE BOARDER ACKNOWLEDGE FORM***

## E Slash Nine Ranch – Blue Book Equine Boarder Acknowledgment Form

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This form serves as a formal acknowledgment that the undersigned boarder has received, read, understood, and agrees to comply with the rules, policies, and procedures outlined in the E Slash Nine Ranch "Blue Book" Facility and Stables Regulation Manual.

The Blue Book includes, but is not limited to, standards for:

- Facility use and daily operations
- Equine care and handling
- Risk management and emergency protocols
- Legal responsibilities and liability waivers
- Insurance recommendations and barn conduct
- Environmental, wildlife, and biosecurity procedures

The Blue Book is reviewed and updated annually to remain consistent with current best practices, legal statutes, and operational procedures. Any questions or concerns should be addressed directly with the facility owner prior to signing this acknowledgment.

By signing below, I affirm that:

1. I have received a digital copy of the E Slash Nine Ranch Blue Book.
2. I have read and understand the content within the manual.
3. I agree to abide by all stated rules, responsibilities, and expectations.
4. I understand that failure to comply may result in disciplinary action, up to and including removal from the facility.
5. I understand the Blue Book is legally supported by Arizona laws, including A.R.S. § 12-553.

Equine Boarder Name (Printed): \_\_\_\_\_

Signature: \_\_\_\_\_

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

Facility Representative (Printed): \_\_\_\_\_

Signature: \_\_\_\_\_

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



**CARD 515**  
**EMERGENCY MEDICAL**  
**/**  
**PERMISSION FOR TREATMENT FORM**



**Emergency Medical Release /  
Permission for Treatment Form**

E Slash Nine Ranch

**Participant Information**

Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Emergency Contact Information**

Primary Contact Name: \_\_\_\_\_

Relationship: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Alternate Contact Name: \_\_\_\_\_

Relationship: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Medical Information**

Physician Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Preferred Hospital: \_\_\_\_\_

Insurance Provider: \_\_\_\_\_ Policy #: \_\_\_\_\_

Allergies (medications, food, insects, etc.): \_\_\_\_\_

Existing Medical Conditions or Medications: \_\_\_\_\_

**Medical Release and Permission for Treatment**

In the event of an injury or illness involving myself or my child/ward, I hereby authorize E Slash Nine Ranch personnel to administer basic first aid, CPR, and to secure emergency medical treatment, including transport to a hospital, as deemed necessary. I understand that every effort will be made to contact me or the designated emergency contacts first. I agree to assume financial responsibility for all medical services provided to me.

Signature of Participant (or Parent/Guardian if under 18): \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

State of Arizona

County of Cochise

Notary :

Subscribed and sworn before me on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by

Notary Public: \_\_\_\_\_ My Commission Expires: \_\_\_\_\_

Notary Public Signature: \_\_\_\_\_

**Applicable Jurisdiction**

This authorization is executed and is intended to be valid under the laws of the State of Arizona. All provisions herein shall be governed and interpreted in accordance with Arizona state law. This release is intended to be broad and inclusive and shall be interpreted in accordance with Arizona Revised Statutes, including but not limited to A.R.S. § 12-553 (Equine Liability Act) as it applies to equine activity sponsors and participants.

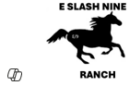
**Good Samaritan Law Notice**

In accordance with A.R.S. § 32-1471 (Arizona Good Samaritan Law), any person who renders emergency care, aid, or assistance at the scene of an emergency, in good faith and without compensation, shall not be held liable for any civil damages resulting from any act or omission. This includes ranch staff or volunteers who provide reasonable assistance in an emergency situation involving injury or illness at E Slash Nine Ranch.



# CARD 520

## EQUINE BOARDING APPLICATION



### E/9 Ranch Horse Boarding Application

Thank you for your interest in boarding your horse at E/9 Ranch. This application helps us understand your needs and assess whether our facility is the right fit for your horse. Please complete all sections accurately and thoroughly.

#### Primary Boarder Applicant Information

Full Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_, Alternate: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Home Address: \_\_\_\_\_

#### Secondary / Emergency Contact

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

#### Name of Riders: \_\_\_\_\_ Date of Birth \_\_\_\_\_

Primary: \_\_\_\_\_  
Spouse: \_\_\_\_\_  
Child: \_\_\_\_\_  
Child: \_\_\_\_\_  
Child: \_\_\_\_\_  
Child: \_\_\_\_\_

Requested Start Date for Boarding: \_\_\_\_\_

Page 1 of 4

#### Horse Information

Horse's Name: \_\_\_\_\_ Breed: \_\_\_\_\_  
Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Color: \_\_\_\_\_  
Discipline/Use: \_\_\_\_\_  
How long have you owned this horse? \_\_\_\_\_

#### Horse Information

Horse's Name: \_\_\_\_\_ Breed: \_\_\_\_\_  
Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Color: \_\_\_\_\_  
Discipline/Use: \_\_\_\_\_  
How long have you owned this horse? \_\_\_\_\_

#### Horse Information

Horse's Name: \_\_\_\_\_ Breed: \_\_\_\_\_  
Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Color: \_\_\_\_\_  
Discipline/Use: \_\_\_\_\_  
How long have you owned this horse? \_\_\_\_\_

#### Horse Information

Horse's Name: \_\_\_\_\_ Breed: \_\_\_\_\_  
Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Color: \_\_\_\_\_  
Discipline/Use: \_\_\_\_\_  
How long have you owned this horse? \_\_\_\_\_

#### Equine Health & Behavior

Is your horse up to date on vaccinations and deworming?  Yes  No

Does your horse have any medical issues or allergies?  Yes  No

If yes, please explain: \_\_\_\_\_

Has your horse ever shown signs of aggression or dangerous behavior?  Yes  No

Page 2 of 4

If yes, please describe: \_\_\_\_\_

#### Facility Use Plans

Do you plan to participate in lessons or training with our staff?  Yes  No

#### Acknowledgement

By submitting this application, I acknowledge that I have answered all questions truthfully and to the best of my knowledge. I understand that submission does not guarantee acceptance and that a 30-day trial boarding period will be required upon approval.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### References

Reference #1 Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

Reference #2 Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

#### Previous Boarding Facility

Facility Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

#### Horse Insurance

Is your horse currently insured?  Yes  No

Insurance Provider: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Coverage Details (e.g., major medical, mortality): \_\_\_\_\_

#### Horse Ownership

Registered Owner Name: \_\_\_\_\_

Is the applicant the legal owner of the horse(s)?  Yes  No

Page 3 of 4

If not, explain the legal relationship to the horse: \_\_\_\_\_

\*If the horse is leased or on payment terms, a copy of the contract must be provided

when submitting this form. The legal owner's contact information must be filled out

below: Owner's address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Please attach a color copy of your driver's license to the application.

Page 4 of 4

# CARD 525

## ASSUMPTION OF RISK AND RELEASE OF LIABILITY



### E SLASH NINE RANCH ASSUMPTION OF RISK AND RELEASE OF ALL LIABILITY

\_\_\_\_\_ Initial

**Waiver of Liability:** I understand the potential dangers that could occur while participating in equine activities that include, but are not limited to, grooming, leading, saddling of equine, walking around and/or petting equine, groundwork and/or being in the same immediate area of an equine, riding an equine, trailering, feeding and providing water to the equine. In consideration for the boarding services of E/9 Ranch, I (on behalf of my spouse, heirs, estate, and assigns), **do hereby release, waive and forever discharge** E/9 Ranch, and all others who are involved in the E/9 Ranch equine activities from any and all claims and shall not hold liable in any way for any injury, death, or other damage, loss or theft of property resulting in my own, my minor child(ren) and/or my equines participation, including but not limited to, the ordinary negligence of any party as a result of participating in the equine activity at or on E/9 Ranch property or any activities incidental thereto or however the same may occur.

\_\_\_\_\_ Initial

**Covenant not to Sue and Indemnification:** I promise not to sue, to hold harmless, defend, reimburse, and indemnify Superstition and their directors, officers, administrators, employees, volunteers, agents, sponsors, independent contractors, insurance carriers and all others who are involved in E/9 Ranch activities for any present or future claim I or my minor child(ren) might have, (including ordinary negligence of E/9 Ranch and their agents, instructors, volunteers and directors) arising from my own, my minor child(ren) and/or my equines participation in E/9 Ranch activities. I further agree to pay all costs and attorney's fees incurred by E/9 Ranch in investigating and defending a claim brought by me and/or my minor child(ren) or on behalf of my spouse, heirs, estate, or assigns.

\_\_\_\_\_ Initial

**Severability and Venue:** I further expressly agree that the foregoing Assumption of Risk, Waiver of Liability, Covenant not to Sue and Indemnification agreements are intended to be as broad and inclusive as permitted by the law of Arizona and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect. Likewise, I agree that if legal action is brought, it must be brought in Cochise County, State of Arizona, or in the appropriate Federal Court in the State of Arizona.

\_\_\_\_\_ Initial

**Medical & Veterinary:** I assert I have disclosed any and all health issues or medications that is relevant to Boarder/Guest/Invitees participation in any activities at E/9 Ranch. I will cease any and all activity at E/9 Ranch and promptly report any unusual feelings (e.g., physical discomfort, nausea, trouble breathing, apparent injury) and fill out the E/9 Ranch Incident Form available at the Barn Office. I agree that E/9 Ranch and their agents can administer emergency first aid and CPR when deemed necessary and are available by E/9 Ranch and/or their agents. I authorize E/9 Ranch and their agents to secure medical and/or veterinary care



Arizona Revised Statutes § 12-553

\_\_\_\_\_ Initial

**Application:** I understand this Assumption of Risk and Release of All Liability (Release) covers more than equine activities. This Release includes horse-related and other outdoor and ranch-type activities that occur in conjunction with the E/9 Ranch facility and activities, including but not limited to merely being present and observing such activities, transportation to and from such

when it is deemed necessary by E/9 Ranch and/or their agents. I authorize emergency transport to medical and/or veterinary care that should be deemed necessary by E/9 Ranch and/or their agents. I authorize E/9 Ranch and their agents to share my medical information with emergency or medical personnel if deemed necessary by E/9 Ranch and/or their agents. I agree to assume all costs of care and transportation listed above.

\_\_\_\_\_ Initial

**Children:** Children under the age of 14 must be supervised by a responsible adult at all times and may not yell, run, or otherwise spook the horses ANYWHERE ON THE PROPERTY. No children are allowed on or around the tractors, golf carts, or any other equipment, whether running or not. No baby strollers, bicycles, motorized vehicles, or toys likely to spook the horses are permitted without prior approval of E/9 Ranch Management. \* All minors/children will be made aware of these rules and regulations by their Guardian. NO CHILDREN/MINORS ARE ALLOWED ON THE PROPERTY WITHOUT THEIR LEGAL GUARDIAN'S AGREEMENT TO AND SIGNING THIS RULES AND RESPONSIBILITIES AGREEMENT AND THE ASSUMPTION OF RISK AND RELEASE OF ALL LIABILITY DOCUMENT. Any Boarders that have minors who are on the premises are responsible for ensuring the minor follows all the rules stated in this Rules and Responsibilities Agreement. All minor riders, anyone under the age of 18, must wear a properly fitted riding helmet with the chinstrap securely fastened. All equipment and safety items, such as the riding helmet, are the responsibility of the Boarder. Any minor who is not wearing a properly fitted helmet will be asked to immediately dismount and return their horse to the stall until the appropriate riding helmet is used. On the second violation of this rule, the Boarders boarding. All minors must wear closed-toed footwear at all times, even if not riding or handling a horse. Bare feet, sandals, or other footwear that leaves the foot exposed are prohibited.

\_\_\_\_\_ Initial

**I HAVE READ THIS AGREEMENT AND FULLY UNDERSTAND ITS TERMS. I UNDERSTAND THAT I AM RELINQUISHING SUBSTANTIAL RIGHTS, INCLUDING THE RIGHT TO SUE FOR INJURIES, DEATH, OR PROPERTY DAMAGE SUSTAINED BY MYSELF, MY MINOR CHILD(REN), AND/OR MY EQUINE.**

**I FURTHER ACKNOWLEDGE I AM SIGNING THIS AGREEMENT FREELY AND VOLUNTARILY AND INTEND MY SIGNATURE TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY, INCLUDING THAT DUE TO NEGLIGENCE BY E/9 RANCH, TO THE GREATEST EXTENT ALLOWED BY THE LAW IN THE STATE OF ARIZONA.**

**Capacity:** My signature below represents that I have read and understand this entire Agreement and Release and that I am 18 years of age or older.

**I RECOGNIZE THAT EQUINE ACTIVITIES ARE DANGEROUS AND I AGREE TO ACCEPT ANY AND ALL RISKS on behalf of myself, my minor child(ren) and/or my equine.**

**I AGREE TO ADHERE AND FOLLOW ALL THE RULES AND RESPONSIBILITIES LISTED ON THE RULES AND RESPONSIBILITIES OF BOARDER AND GUESTS DOCUMENT I HAVE INITIALED.**



**BOARDER:**

**Signature:**

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

**Printed Name:**

\_\_\_\_\_

# CARD 530

## BOARDING AGREEMENT



### E SLASH NINE RANCH LLC BOARDING AGREEMENT

Please fill in the information requested below. Read carefully before initialing and signing. This Agreement includes: 1) Boarding Agreement and Information Request, 2) Assumption of Risk and Release of All Liability, 3) Rules and Responsibilities of Participant/Boarder "Blue Book", and 4) Horse Health Requirements (separate document as needed).

This Boarding Agreement ("Agreement") is made and entered into this \_\_\_\_\_ (day/month/year), by and between \_\_\_\_\_ ("Boarder"), of \_\_\_\_\_ (Address of Boarder), and E Slash Nine LLC ("E/9"), of 9595 N. Kings Ranch RD, Hereford, Arizona 85615.

Whereas, E/9 Ranch and the Boarder intend that this Agreement shall set forth, or incorporate by reference, the terms, conditions, covenants/promises and restrictions, as well as the standards and criteria for the boarding and care of Boarder's horse(s). When signed by both parties, this Agreement shall be legally binding and shall supersede any prior verbal or written agreement between the parties, their agents, employees, or representatives.

**1. Term of Agreement:** The term of this Agreement is from \_\_\_\_\_ (day/month/year),

\_\_\_\_\_ (day/month/year), and includes \_\_\_\_\_ QTY of horses, \_\_\_\_\_ QTY of RV, \_\_\_\_\_ QTY of Parking

, and/or horse trailers on premises. The term may be extended on a month-by-month basis thereafter. Termination of the agreement requires a 2-week written notice by the tenant to E/9 Ranch. Please call a day prior to your arrival so we can have your stall(s) ready for you and your horse(s).

**2. Termination:** E/9 Ranch may terminate this Agreement immediately upon violation of any of the terms set forth in the Rules & Regulations "Blue Book" or failure to abide by this Agreement, including the failure to complete and sign this Boarding Agreement and return it to E/9 Ranch which will result in trespassing and an immediate eviction of premises. Immediate termination for Acts of God, Natural Disasters (to include but not limited to flood, fire, devastating wind storms, pandemics, etc.), and/or Acts of Terrorism that prohibit E/9 Ranch from providing safe services (at the discretion of E/9 Ranch

Page 1 of 6

basis is for the convenience of the Boarder only, as the Boarder is obligated to pay boarding and service fees for the entire term of this Agreement. All unpaid and delinquent fees charges shall incur a \$25.00 per month late fee. A deposit must be paid against any damage that may occur. Rent on the living quarters space and horse stalls is due and payable up front. If we have an opening and you wish to extend your stay, that amount is due in advance as well. All fees and charges are the direct obligation of the Boarder, and E/9 Ranch may institute legal proceedings against the Boarder, its successors and assigns to collect unpaid fees and charges, accrued interest at the rate of 18% per annum, and reasonable attorney's fees and costs.

**6. Authorization of Riders & Handlers:** Boarder agrees that no one shall be allowed to ride or act as a handler or trainer for the horse(s) before completing, signing, and returning to E/9 Ranch, 1) the Assumption of Risk and Release of Liability and 2) the Rules & Responsibilities forms. To terminate or discontinue the authorization of any rider, handler, or trainer, Boarder shall notify E/9 Ranch in writing.

**7. Veterinarian Treatment & Emergency Care:** E/9 Ranch will observe the horse(s) daily and if in E/9 Ranch sole judgment E/9 Ranch determines the horse(s) are injured, sick, or otherwise in need of veterinary care, E/9 Ranch will notify the Boarder by telephone (as listed on the Emergency Contact Information Sheet). If E/9 Ranch is unable to reach the Boarder in person (or a telephone message is not returned within 24 hours) or in an emergency situation, E/9 Ranch will contact the local Veterinarian designated on the Emergency Contact Information Sheet. The Boarder hereby authorizes such Veterinarian to render care at the Boarder's expense as necessary for the welfare of the horse(s). The Boarder releases E/9 Ranch from all liability and indemnifies it against all costs incurred.

It is the responsibility of the owner to observe the horse(s) daily and, if in their judgment, determine that the horse(s) are injured, sick, or otherwise in need of veterinary or horseshoer care, they will notify E/9 Ranch Management of the situation and they are responsible for making arrangements for the treatment needed. The Boarder releases E/9 Ranch from all liability and indemnifies it against all expenses incurred.

Boarder acknowledges and agrees that E/9 Ranch, in its sole and absolute discretion, has the authority to quarantine Boarder's horse(s) if it deems it necessary. Boarder further agrees to indemnify E/9 Ranch against any loss for its failure to provide medical care to its horse(s); for example only, if Boarder's horse(s) has some contagious illness and Boarder fails to or refuses to adequately treat said illness, whereupon one or more other horses become ill or die as a result thereof, then Boarder agrees

Page 3 of 6

Management). Notwithstanding anything herein to the contrary, E/9 Ranch has the immediate right, in its sole and absolute discretion, to terminate this Agreement and any other agreement(s) entered into between E/9 Ranch and the Boarder if E/9 Ranch determines that the Boarder and/or the Boarder's horse are in danger to any person or property. In the event that E/9 Ranch exercises its termination rights hereunder, Boarder shall immediately remove its horse(s), RV, Horse Trailer, Living Quarters, or any vehicles the tenant has on the property of E/9 Ranch, as well as occupants thereof. Boarder shall have no recourse against E/9 Ranch whatsoever, except for the return of any unearned fees which have been paid to E/9 Ranch

**3. Damage & Security Deposit:** A security and damage deposit of \_\_\_\_\_ shall be paid to E/9 Ranch. The deposit will not be used for rent during your stay. This is a security and damage deposit only. The security and damage deposit shall be used to guarantee the accommodations represented by E/9 Ranch and the security to E/9 Ranch against unpaid space rental and/or boarding fees and to pay cost of damage to the premises, of any; other than normal wear and tear caused by boarder's/horse(s) use or occupancy of the premises (and that of guests, etc...). The remaining deposit shall be returned to the Boarder within thirty (30) days following termination or expiration of this Agreement. Boarder acknowledges and agrees E/9 Ranch does not hold security and damage deposit in trust. E/9 Ranch will not pay interest on the deposit, and E/9 Ranch may commingle the deposit with other deposits and funds.

**4. Services & Charges:** E/9 Ranch agrees to board and provide water at the facility for the horse(s), owners water their own livestock as per the monthly fee schedule included in this agreement. Any additional service may be requested, in writing, by the Boarder; however, E/9 Ranch failure to receive such written confirmation shall not relieve the Boarder of its obligation to pay for services at the agreed-upon price, actually performed or furnished by E/9 Ranch at the request of the Boarder or any authorized rider/handler. Rates are subject to change with a written 30-day notice from E/9 Ranch. Once horse(s) are assigned stall(s) or paddocks, there will be no switching or moving without the express permission of E/9 Ranch Management. If there is permission given, it may incur a cleaning fee between \$30.00 - \$100.00, depending on the situation and condition of the stall/paddock if the stalls are not cleaned by the mover. This includes all stalls and/or paddocks at the E/9 Ranch. Self Care Stalls; please bring your own muck buckets and rakes to clean the stall as we do not guarantee such to always be available.

**5. Payment Obligation & Due Date:** Monthly boarding and services fees are due and payable on the 1st day of each calendar month, no later than the 5th day. (There is a mail slot at the office for your convenience.) Payment of boarding and service fees on a monthly

Page 2 of 6

to indemnify E/9 Ranch pertaining to any loss arising therefrom. Boarder also agrees to keep the horse(s) medical records and farrier records current and to provide copies of such to E/9 Ranch management.

**8. Tack & Storage:** Storage for tack and related items are allowed for all Boarders in the Community Tack Room. Individual Tack Rooms may be rented, if available. Regardless of where tack is stored, E/9 Ranch has no liability or responsibility for the loss, damage or theft of personal property on the premises and Boarder assumes all responsibility for any personal property.

**9. Covenant Not to Sue:** Boarder promises not to sue, to hold harmless, defend, reimburse and indemnify E/9 Ranch and their directors, administrators, employees, volunteers, agents, sponsors, independent contractors, insurance carriers and all others who are involved in this equine activity for any present or future claim Boarder may have (including ordinary negligence of E/9 Ranch, their agents, organizers, interns, volunteers and instructors) arising from my participation in the equine (horse) activity. Boarder further agrees to pay all costs and attorney's fees incurred by E/9 Ranch in investigating and defending a claim brought by the Boarder or Boarder's spouse, heirs, estate, or assigns on behalf of the Boarder.

**10. Stablekeepers/Agistors Lien:** E/9 Ranch shall have and Boarder hereby grants to E/9 Ranch a lien against the horse(s) and other personal property of Boarder on the premises for all amounts owed by Boarder to E/9 Ranch pursuant to this Agreement. In addition to all other available remedies, said lien may be foreclosed and the horse(s) and said property may be sold subject to the provisions of applicable law, and proceeds applied by E/9 Ranch satisfaction of Boarders account, to include but not limited to, costs of storage, attorney's fees, boarding and costs of sale.

**11. Minors:** Boarder acknowledges and agrees that no minor (any individual under the age of 18) shall be permitted on the premises for any purpose whatsoever. Boarder covenants and agrees that the obligations and responsibilities set for in Section 9 and elsewhere in this Agreement shall cause Boarder to waive any and all claims against E/9 Ranch if a minor is brought on the premises, the Boarder and the minor is injured. Boarder further covenants to indemnify and defend E/9 Ranch against any loss of any types or nature if it breaches the terms of this section.

**12. Miscellaneous Provisions:** Boarder further expressly agrees this Agreement is intended to be as broad and inclusive as is permitted by the law of the State of Arizona and that if any portion thereof is held to be invalid, it is agreed that the balance shall, notwithstanding, continue in full force and effect. Likewise, Boarder agrees that if legal

Page 4 of 6

action is brought, complete and sole Jurisdiction and venue shall be in the Courts of Cochise County, State of Arizona.

**I HAVE READ THIS AGREEMENT AND FULLY UNDERSTAND ITS TERMS. I UNDERSTAND I AM RELINQUISHING SUBSTANTIAL RIGHTS INCLUDING THE RIGHT TO SUE FOR INJURIES, DEATH OR PROPERTY DAMAGE SUSTAINED BY MYSELF.**

**I FURTHER ACKNOWLEDGE I AM SIGNING THIS AGREEMENT FREELY AND VOLUNTARILY AND INTEND MY SIGNATURE TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY, INCLUDING THAT DUE TO NEGLIGENCE BY SUPERSTITION, TO THE GREATEST EXTENT ALLOWED BY LAW IN THE STATE OF ARIZONA.**

**I RECOGNIZE THAT EQUINE ACTIVITIES ARE DANGEROUS AND I AGREE TO ACCEPT ANY AND ALL RISKS ON BEHALF OF MYSELF AND MY EQUINE.**

**BOARDER INFORMATION:**

Boarder Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: (Cell) \_\_\_\_\_ (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Boarders Email Address: \_\_\_\_\_

Make/Model/License Plate #/Color of all vehicles parked at E/9 Ranch:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**BOARDER:**

Signature: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

E/9 Ranch: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Printed Name and Title: \_\_\_\_\_

**CARD 535**  
***MEDIA RELEASE***



**E/9 Ranch**  
**Media Release Form**

**Participant Information**

Full Legal Name of Participant (or Parent/Guardian if under 18): \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Horse's Name (if applicable): \_\_\_\_\_

**Consent for Media Use**

I hereby grant E/9 Ranch, its representatives, and authorized affiliates the irrevocable and unrestricted right to take and use photographs, video recordings, and audio recordings of me (and/or my minor child or horse) for the purposes of:

- Promotional materials (e.g., brochures, flyers, event posters)
- Social media platforms
- Educational content and publications
- Website use
- News articles or press releases

This consent includes publication, distribution, and reproduction in any manner, including print, digital, and video formats.

I understand that E/9 Ranch will not use my name without my explicit permission unless otherwise agreed in writing. I understand that I will receive no compensation for the use of such images or recordings.

I waive the right to inspect or approve finished media, including written or electronic copy, wherein my likeness appears.

**Consent for Minors (if applicable)**

I affirm that I am the legal parent or guardian of the minor named below and that I have the legal authority to grant this consent on their behalf.

Minor's Full Name: \_\_\_\_\_

**Legal Terms and Release of Liability**

I hereby release and hold harmless E/9 Ranch, its agents, employees, and affiliates from any and all claims, demands, and liabilities arising out of or in connection with the use of these images and recordings, including any claims for libel or invasion of privacy.



The laws of the State of Arizona shall govern this release. I understand that this agreement is legally binding and remains in effect unless revoked in writing by the undersigned.

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

Parent/Guardian Signature (if minor): \_\_\_\_\_ Date: \_\_\_\_\_

# CARD 540

## HORSE BOARDING EMERGENCY NOTIFICATION FORM



### E/9 Ranch Horse Boarding Emergency Notification Form

This form is required for all horses boarded at E/9 Ranch. It provides vital contact information and emergency instructions in the event of an accident, illness, or other urgent situations involving your horse. Please keep this form up to date and notify the ranch staff of any changes immediately.

#### Horse Information

Horse's Name: \_\_\_\_\_  
Breed: \_\_\_\_\_ Color: \_\_\_\_\_ Age: \_\_\_\_\_  
Known Medical Conditions or Allergies: \_\_\_\_\_  
Current Medications (name, dosage, frequency): \_\_\_\_\_

#### Horse Information

Horse's Name: \_\_\_\_\_  
Breed: \_\_\_\_\_ Color: \_\_\_\_\_ Age: \_\_\_\_\_  
Known Medical Conditions or Allergies: \_\_\_\_\_  
Current Medications (name, dosage, frequency): \_\_\_\_\_

#### Horse Information

Horse's Name: \_\_\_\_\_  
Breed: \_\_\_\_\_ Color: \_\_\_\_\_ Age: \_\_\_\_\_  
Known Medical Conditions or Allergies: \_\_\_\_\_  
Current Medications (name, dosage, frequency): \_\_\_\_\_

#### Horse Information

Horse's Name: \_\_\_\_\_

Breed: \_\_\_\_\_ Color: \_\_\_\_\_ Age: \_\_\_\_\_  
Known Medical Conditions or Allergies: \_\_\_\_\_  
Current Medications (name, dosage, frequency): \_\_\_\_\_

#### Owner/Primary Contact

Name: \_\_\_\_\_  
Phone (Cell): \_\_\_\_\_ Alternate: \_\_\_\_\_  
Email: \_\_\_\_\_  
Address: \_\_\_\_\_

#### Emergency Contact (If Owner Cannot Be Reached)

Name: \_\_\_\_\_  
Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Also authorized to remove the equine(s) from E/9 Ranch.

#### Veterinarian & Farrier

Primary Veterinarian: \_\_\_\_\_ Phone: \_\_\_\_\_  
Preferred Emergency Vet Clinic: \_\_\_\_\_ Phone: \_\_\_\_\_  
Farrier: \_\_\_\_\_ Phone: \_\_\_\_\_

#### Emergency Authorization

In the event of a medical emergency involving my horse, I authorize E/9 Ranch and its agents to seek immediate veterinary care as deemed necessary. I agree to be financially responsible for all treatment and transport expenses incurred. I understand that E/9 Ranch staff will make reasonable efforts to contact me before making any medical decisions.

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# CARD 545

## TRAILER IDENTIFICATION FORM



### E/9 Ranch Stables Trailer Identification Form

Livestock or Horse Trailer Parking

#### Owner Information

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

#### Trailer Information

License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Trailer Make: \_\_\_\_\_ Trailer Model: \_\_\_\_\_

Color: \_\_\_\_\_ Bumper or Gooseneck: \_\_\_\_\_

Is the trailer locked?  YES  NO

License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Trailer Make: \_\_\_\_\_ Trailer Model: \_\_\_\_\_

Color: \_\_\_\_\_ Bumper or Gooseneck: \_\_\_\_\_

Is the trailer locked?  YES  NO

Due to the level of illegal immigrant activity and for overall security, we strongly recommend locking your trailer's tack room(s) and horse cargo area when parked at E/9 Ranch Stables.

Please note: In the event of an emergency, E/9 Ranch Stables management reserves the right to relocate any trailer parked on the premises. Every effort will be made to notify the owner and arrange for them to move the trailer in advance.

#### Trailer Condition & Safety

All trailers parked at E/9 Ranch Stables must be kept in serviceable condition at all times. In the event of a wildfire or other emergency, trailers must be capable of being moved immediately to ensure the safety of horses and people on the property. It is highly recommended that trailers equipped with electric jacks be outfitted with a solar trickle charger to maintain battery function and mobility readiness.

#### Owner Responsibility & Liability

Trailer owners assume full responsibility for the following:

- Theft
- Damage
- Loss of contents

E/9 Ranch Stables and its owners will not be held liable for:

- Vandalism
- Acts of nature
- Accidents
- Third-party actions

#### Insurance Requirements

Trailer owners are encouraged to carry private trailer insurance. E/9 Ranch's liability and facility insurance policies do not cover personal trailers or their contents. Proof of coverage may be requested at management's discretion.

#### Security Notice

While E/9 Ranch takes reasonable precautions to provide a secure environment, the facility cannot guarantee prevention of unauthorized access or theft. Trailer owners are advised to take their own measures to protect equipment and valuables.

#### Waiver of Liability

By parking a trailer on-site, the owner or authorized user voluntarily waives any claims against E/9 Ranch, its owners, or agents for theft, loss, or damage to the trailer or its contents. This waiver is consistent with Arizona law, including the legal precedent established in "Delci v. Gutierrez", which confirms that property owners generally have no duty of care for unattended vehicles unless they contribute to or create a specific risk.

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

# CARD 550

## STALLION BOARDING AGREEMENT



### E Slash Nine Ranch Stallion (Stud Horse) Boarding Agreement

---

This agreement outlines the terms and conditions under which a stallion (stud horse) may be boarded at E Slash Nine Ranch. Due to the increased risk and management needs associated with stallions, boarding is approved strictly on a case-by-case basis and is subject to the conditions outlined below.

#### Terms and Conditions

- 1. Pre-Approval Required:** Stallions must be reviewed and approved by the facility owner prior to arrival. Approval is based on age, training, temperament, and handling history.
- 2. Boarder Responsibility:** The stallion's owner assumes full responsibility for proper handling, training, and daily management. Only qualified, experienced handlers are permitted to work with stallions.
- 3. Facility Modifications:** Stallions must be housed in secured fencing systems with reinforced gates and adequate stall safeguards. Any required modifications must be pre-approved and paid for by the stallion's owner.
- 4. Insurance & Liability:** Stallion owners must carry current equine liability insurance and list E Slash Nine Ranch as an additional insured. Proof of coverage must be submitted annually or upon request.
- 5. Breeding Prohibition:** Breeding or live cover is not permitted on-site unless approved in writing by the facility owner. All activity must comply with local, state, and federal regulations.
- 6. Immediate Removal Clause:** Any stallion that poses a threat to the safety of people or animals may be removed from the premises at the sole discretion of the facility management.
- 7. Stallion owners will further indemnify E/9 Ranches from any liability for accidental or intentional impregnation of a patron's mare. All costs associated with pregnancy, delivery, the foal itself, whether born alive or not, and any injuries to or death of the mare attributable to either pregnancy or delivery will be the stallion owner's alone to bear.**

#### Acknowledgment and Signature

By signing below, the stallion owner acknowledges receipt of this agreement, understands the risks and requirements involved in boarding a stud horse, and agrees to all terms outlined above.

Stallion Owner Name (Printed): \_\_\_\_\_

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

Horse Name: \_\_\_\_\_

Breed/Age: \_\_\_\_\_

Insurance Provider: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Facility Representative Name: \_\_\_\_\_

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

# CARD 555

## RIDING INSTRUCTOR AGREEMENT



### E Slash Nine Ranch Riding Instructor Agreement

This agreement is made between the undersigned Riding Instructor and E Slash Nine Ranch (hereinafter referred to as "the Facility"). This agreement outlines the terms and conditions for providing riding instruction services on the Facility grounds.

#### 1. Instructor Information

Name: \_\_\_\_\_

Business Name (if applicable): \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

#### 2. Insurance & Certification

- The instructor must maintain current liability insurance and provide proof to the Facility annually.
- The instructor is recommended to hold current First Aid and CPR certification.
- Additional credentials (e.g., discipline-specific certifications) must be on file.

#### 3. Facility Use & Scheduling

- Arena and facility use must be scheduled in advance through the Barn Manager.
- The instructor is responsible for the arena cleanup and returning equipment to its place.

#### 4. Conduct & Responsibilities

- Instructor agrees to maintain a professional demeanor and respectful behavior toward clients, horses, staff, and boarders.
- The instructor is responsible for client safety during instruction and for ensuring proper rider-to-horse matching.
- Helmets are mandatory for minors and recommended for adults.
- The instructor shall not remove horses from the property without the written consent of the owner.

#### 5. Recordkeeping & Incident Reporting

- All injuries or incidents must be reported to the Barn Manager immediately using the facility's incident report form.

#### 6. Agreement Term & Termination

- This agreement is valid for one calendar year from the date signed.
- Either party may terminate the agreement with written notice.

#### 7. Signatures

Instructor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Facility Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**CARD 560**  
**EQINE TRAINER AGREEMENT**



**E Slash Nine Ranch**  
**Trainer Agreement Form**

This Trainer Agreement is entered into by and between E Slash Nine Ranch ("Facility") and the undersigned trainer ("Trainer") for the purpose of establishing the expectations, responsibilities, and permissions necessary for conducting professional horse training activities on-site at the Facility.

**1. Trainer Information**

Full Name:

Business Name (if applicable):

Phone:

Email:

Address:

Emergency Contact:

**2. Scope of Training Activities**

Trainer shall provide the following services:

- Groundwork  Colt Starting  Advanced Riding Instruction  
 Problem-Solving  Client Lessons  Specialized Discipline: \_\_\_\_\_

Trainer agrees to abide by all posted rules, the Blue Book, and the Facility guidelines.

**3. Insurance & Liability**

Trainer affirms that they:

- Maintain current professional liability insurance
- Assume full responsibility for their actions, horses, and clients under their care
- Will not hold E Slash Nine Ranch liable for injury, illness, or damages arising from training activities

Proof of insurance must be submitted annually or upon request.

**4. Facility Access & Conduct**

Trainer is permitted access to:

- Arenas  Round Pens  Wash Racks  Tack Rooms (if assigned)

Trainer agrees to:

- Clean up after training sessions
- Conduct themselves professionally
- Do not remove any horse from the premises without the written approval of the owner and Barn Manager

**5. Term & Termination**

This agreement is valid from: \_\_\_\_\_ to \_\_\_\_\_

Either party may terminate this agreement with written notice. Any violation of facility policies may result in immediate termination.

**6. Signatures**

By signing below, the Trainer affirms they have read, understand, and agree to comply with this agreement and all policies of E Slash Nine Ranch.

Trainer Signature: \_\_\_\_\_

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

Facility Representative (Barn Manager/Owner): \_\_\_\_\_

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



Please attach:

- Copy of current insurance
- Certification documents (if applicable)
- Copy of Driver's License or ID

\*This form will be retained in the Trainer Registration Packet on file.\*

# CARD 565

## ***ANIMAL COMMUNICATOR/INTUITIVE PRACTITIONER RELEASE FORM***

### Animal Communicator/Intuitive Practitioner Release Form

---

This form must be completed and signed before any intuitive, psychic, or animal communication session takes place at E Slash Nine Ranch. The facility does not regulate or endorse animal communicators or intuitive services. These services are considered complementary and non-medical.

#### Client Information

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Horse Name(s): \_\_\_\_\_

Stall Number or Location: \_\_\_\_\_

#### Practitioner Information

Name of Communicator: \_\_\_\_\_

Business Name (if applicable): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date of Service: \_\_\_\_\_

#### Acknowledgments and Release

I understand that the services provided are for personal and spiritual insight only and are not a substitute for veterinary, medical, behavioral, or legal advice.

I acknowledge that E Slash Nine Ranch does not verify or guarantee the qualifications, accuracy, or outcomes of any animal communicator.

I agree to hold harmless and indemnify E Slash Nine Ranch, its owner, staff, and affiliates from any claims or liabilities arising from the use of such services.

I understand that the animal communicator must receive approval from the Barn Manager before performing any session on-site.

I take full responsibility for any outcomes resulting from this session.


#### Signatures


Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Barn Manager Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**CARD 570**  
**FREEZE BRANDING TECHNICIAN TRAINING**  
**&**  
**DOCUMENTATION FORM**

**E SLASH NINE RANCH**  **Freeze Branding Technician Training & Documentation Form**

 This form must be completed and approved before any freeze branding activity takes place at E Slash Nine Ranch. All technicians must demonstrate competency, proper handling, and compliance with Arizona state guidelines.

**Technician Information**  
Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email: \_\_\_\_\_  
Business Name (if applicable): \_\_\_\_\_  
Insurance Carrier: \_\_\_\_\_  
Policy Number: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

**Training & Certification**  
 Hands-on branding experience (Dates/Location): \_\_\_\_\_  
 Branding Workshop/Certification Program Attended: \_\_\_\_\_  
 Brand Inspector or Livestock Technician Course: \_\_\_\_\_  
 Veterinary Supervision Experience: \_\_\_\_\_

**Branding Equipment & Method**  
Type of Branding:  Freeze Branding  Hot Branding  
Cooling Method (Freeze Only):  Liquid Nitrogen  Dry Ice/Alcohol  
Sanitation Protocols: \_\_\_\_\_

Page 1 of 2

**Branding Record (to be submitted post-branding)**  
Horse Name: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Brand Description/Location on Body: \_\_\_\_\_  
Contact Time (seconds): \_\_\_\_\_ Coat Color: \_\_\_\_\_  
Photo Attached:  Yes  No  
Witness Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Facility Approval**  
Barn Manager Name: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Page 2 of 2

# CARD 575

## ***EQUINE INTERNSHIP AGREEMENT***



### E Slash Nine Ranch Equine Internship Agreement

This Internship Agreement is entered into between E Slash Nine Ranch ("Facility") and the undersigned intern ("Intern") for the purpose of providing a structured, educational, and supervised hands-on experience in the equine industry. This internship is intended for training and learning purposes and does not constitute an offer of employment.

#### 1. Intern Information

Full Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

#### 2. Internship Terms

- Start Date: \_\_\_\_\_
- End Date: \_\_\_\_\_
- Total Estimated Hours: \_\_\_\_\_
- Days/Times Scheduled: \_\_\_\_\_

#### 3. Scope of Work

The intern may participate in the following activities under supervision:

- Feeding, watering, and grooming horses
- Cleaning stalls and maintaining barn areas
- Assisting with training sessions or lessons
- Lunging, exercising, or tacking horses
- Observing veterinary or farrier appointments
- Administrative duties or inventory tracking

#### 4. Terms and Legal Disclosures

- This internship is unpaid and for educational purposes only.
- The intern is not an employee and is not entitled to wages or benefits.
- The intern agrees to follow all safety rules and facility policies.
- The intern understands that participation is at their own risk and will sign a facility waiver.

- E Slash Nine Ranch reserves the right to terminate this agreement at any time.
- The intern must provide proof of insurance or school coverage if applicable.

#### 5. Acknowledgment and Signatures

By signing below, the intern agrees to the terms outlined above.

Intern Name (Printed): \_\_\_\_\_

Signature: \_\_\_\_\_

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

Facility Representative Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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

# CARD 580

## WORK FOR BOARD AGREEMENT



### E/9 Ranch Work-for-Board Agreement

This Work-for-Board Agreement is made between E/9 Ranch Stables ("Facility") and the undersigned horse owner or caretaker ("Worker") in Hereford, Arizona. This agreement outlines the terms under which labor will be exchanged for boarding services.

#### 1. Parties Involved

Full Name of Worker: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

#### 2. Horse Information and Boarding Value

Horse's Name: \_\_\_\_\_ Stall #: \_\_\_\_\_

Monthly Boarding Fee Value: \$ \_\_\_\_\_

#### 3. Description of Services

The Worker agrees to provide the following services in exchange for full or partial credit toward the monthly boarding fee:

- Stall cleaning
- Feeding horses
- Watering
- Facility maintenance
- Additional tasks as assigned and agreed upon by Facility management

#### 4. Work Schedule and Time Commitment

The Worker agrees to complete approximately \_\_\_\_\_ hours of labor per week/month (circle one). Failure to fulfill these duties may result in the reinstatement of full boarding fees and/or the termination of this agreement.

#### 5. Liability Waiver

The Worker agrees to hold harmless E/9 Ranch, its owners, employees, and agents from any liability arising out of injury, loss, or damage while performing assigned duties. The Worker



acknowledges that they are not an employee of E/9 Ranch and are not covered by workers' compensation.

#### 6. Tax Notice

Both parties acknowledge that the value of labor and the value of boarding services may constitute taxable income under IRS regulations. Each party is responsible for reporting their respective obligations.

#### 7. Insurance

The Worker is encouraged to carry personal health insurance. E/9 Ranch does not provide insurance coverage for injuries or losses incurred while working under this agreement.

#### 8. Termination

This agreement may be terminated by either party with a written notice of 7 days. Any incomplete work during that period may be billed at the standard board rate.

Worker Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Facility Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Note: Effective January 1, 2025, the minimum wage is \$14.70 per hour in the State of Arizona.

Breakdown: In this scenario, \$130.00 divided by \$14.70 = 8.843 hours.

# CARD 585

## VOLUNTEER APPLICATION AND AGREEMENT

E SLASH NINE



RANCH

### E/9 Ranch Volunteer Application and Agreement

Thank you for your interest in volunteering at E/9 Ranch. Our volunteers are a valued part of our team, helping to support the daily care of our horses and facility. Please complete the application below and review the terms of the agreement.

#### Applicant Information

Full Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

#### Emergency Contact

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_

#### Availability

Days Available: \_\_\_\_\_

Hours Available: \_\_\_\_\_

#### Areas of Interest (Check all that apply):

- Horse care (feeding, grooming, turnout)
- Cleaning stalls and paddocks
- Facility maintenance
- Administrative help
- Event support
- Other: \_\_\_\_\_

#### Volunteer Agreement

I understand that volunteering at E/9 Ranch involves physical activity and contact with animals, which carries inherent risks. I agree to follow all instructions provided by E/9 Ranch staff and acknowledge that my participation is at my own risk, I will not hold E/9 Ranch, its owners, employees, or agents liable for any injury, illness, or property damage that may be sustained during volunteer activities.

I understand that I am not an employee of E/9 Ranch and will not receive compensation or benefits. I also acknowledge that E/9 Ranch reserves the right to terminate my volunteer status at any time for any reason.

Volunteer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature (if under 18): \_\_\_\_\_ Date: \_\_\_\_\_

# CARD 590

## STAFF PERFORMANCE APPRAISAL



### E/9 Ranch Staff Performance Appraisal

This performance appraisal is designed to provide structured feedback and evaluation of staff performance at E/9 Ranch. It will be used for performance improvement, recognition, personnel evaluation, and decision-making. The supervisor should complete each section.

#### Staff Information

Employee Name: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Review Period: From \_\_\_\_\_ To \_\_\_\_\_

Date of Evaluation: \_\_\_\_\_

#### 1. Job Knowledge and Skills

Rate the employee's knowledge and execution of their assigned duties.

Excellent  Good  Satisfactory  Needs Improvement

Comments: \_\_\_\_\_

#### 2. Work Quality and Productivity

Assess the accuracy, thoroughness, and efficiency of the employee's work.

Excellent  Good  Satisfactory  Needs Improvement

Comments: \_\_\_\_\_

#### 3. Dependability and Attendance

Evaluate reliability, punctuality, and attendance.

Excellent  Good  Satisfactory  Needs Improvement

Comments: \_\_\_\_\_

#### 4. Teamwork and Communication

Consider the employee's interactions with others and communication effectiveness.

Excellent  Good  Satisfactory  Needs Improvement

Comments: \_\_\_\_\_

#### 5. Initiative and Problem-Solving

Evaluate how well the employee anticipates issues and takes initiative.

Excellent  Good  Satisfactory  Needs Improvement

Comments: \_\_\_\_\_

#### 6. Safety and Compliance

Assess the employee's adherence to the ranch rules, safety procedures, and protocols.

Excellent  Good  Satisfactory  Needs Improvement

Comments: \_\_\_\_\_

#### 7. Goals and Development

List goals accomplished this period and suggested goals for the next.

Accomplishments: \_\_\_\_\_

Future Goals: \_\_\_\_\_

#### 8. Overall Performance Rating

Excellent  Good  Satisfactory  Needs Improvement

#### 9. Supervisor's Comments and Recommendations

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CARD 595**  
**BARN INCIDENT REPORT**



**E/9 Ranch**  
**Barn Incident Report**



This form is to be completed immediately following any incident involving injury, illness, property damage, or a safety concern at E/9 Ranch. Submit completed reports to the Barn Manager as soon as possible.

**Incident Information**

Date of Incident: \_\_\_\_\_ Time: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

**Individuals Involved**

Name(s): \_\_\_\_\_

Role (e.g., staff, boarder, guest): \_\_\_\_\_

Contact info: \_\_\_\_\_

**Description of Incident**

Describe what happened (include actions leading up to the incident):

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

**Witnesses**

Name(s) and contact information of any witnesses:

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

**Response and Action Taken**

What immediate actions were taken (e.g., first aid, veterinary care, equipment repair)?

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

**Follow-Up Recommendations**

What further actions are recommended to prevent recurrence?

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

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

Signature: \_\_\_\_\_

**CARD 500A**  
**EQUINE INCIDENT REPORT**



**E/9 Ranch**  
**Equine Incident Report**

This report is to be completed immediately following any incident involving a horse at E/9 Ranch, including injuries, health concerns, behavioral issues, or unusual occurrences. Submit to the Barn Manager promptly.

**Incident Information**

Date of Incident: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

**Horse Information**

Horse's Name: \_\_\_\_\_ Age: \_\_\_\_\_ Breed: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Owner Contact Info: \_\_\_\_\_

**Description of Incident**

Describe what occurred in detail (include circumstances and preceding behavior):

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

**Injury/Condition Observed**

No injury noted    Minor (scrape/swelling)    Serious (lameness/bleeding)  
 Illness signs (colic, fever, abnormal behavior)    Other: \_\_\_\_\_

Description of observed injury/condition: \_\_\_\_\_

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



**Response and Action Taken**

Was the veterinarian contacted?  Yes  No

Veterinarian Name: \_\_\_\_\_ Time Called: \_\_\_\_\_

Describe any first aid administered or actions taken:

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

**Witnesses**

List anyone who saw the incident and their contact information:

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

**Follow-Up & Monitoring Plan**

Describe recommended care or monitoring after the incident:

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

**Report Submitted By**

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

Signature: \_\_\_\_\_

**CARD 510A**  
***SPONSORSHIP REQUEST FORM***



**Sponsorship Request Form**

Thank you for your interest in partnering with E Slash Nine Ranch. Please complete the following form in full to request sponsorship, donations, or support for your event, organization, or activity. All requests will be reviewed in alignment with our community support policy.

**Applicant Information**

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**Event/Organization Details**

Event/Organization Name: \_\_\_\_\_

Event Date(s): \_\_\_\_\_

Event Location: \_\_\_\_\_

Brief Description of Event or Organization Mission:

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

**Sponsorship Request**

What type of sponsorship are you requesting (e.g., financial, product, services)?

\_\_\_\_\_

What is the specific amount or item requested?

\_\_\_\_\_

How will E Slash Nine Ranch be recognized or promoted as a sponsor?

\_\_\_\_\_

Has your organization supported or collaborated with E Slash Nine Ranch before?

Yes  No

If yes, please describe the nature of past support:

\_\_\_\_\_

**Agreement & Submission**

By submitting this form, you acknowledge that E Slash Nine Ranch prioritizes support for local, mission-aligned organizations that actively engage with or promote our services. Submission does not guarantee approval.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Submit this completed form to: [eslashnineranch@gmail.com](mailto:eslashnineranch@gmail.com) or in person at the ranch office.

# CARD 515A

## SPONSORSHIP AGREEMENT



### E Slash Nine Ranch Sponsorship Agreement

This Sponsorship Agreement ("Agreement") is entered into on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between E Slash Nine Ranch ("Sponsor") and the undersigned organization or individual ("Recipient"). This Agreement outlines the terms and conditions of a sponsorship relationship.

#### 1. Purpose of Sponsorship

The Sponsor agrees to provide the Recipient with support in the form of financial contributions, goods, services, or promotional assistance for the purpose of supporting the following event, program, or initiative:

Event/Initiative Name: \_\_\_\_\_

Date(s): \_\_\_\_\_

Location: \_\_\_\_\_

#### 2. Sponsorship Contribution

Sponsor agrees to contribute the following: (check all that apply)

Monetary support in the amount of \$ \_\_\_\_\_

In-kind product or service (specify): \_\_\_\_\_

Promotion or marketing support (details): \_\_\_\_\_

#### 3. Recognition and Benefits

Recipient agrees to recognize E Slash Nine Ranch as a sponsor in the following ways: (e.g., event signage, social media mentions, website logo placement)

\_\_\_\_\_

#### 4. Mutual Obligations

Both parties agree to uphold professional standards, maintain clear communication, and ensure that all public materials reflect a positive, ethical relationship. The recipient agrees not to act in a way that damages the reputation or values of E Slash Nine Ranch.

#### 5. Termination Clause

This agreement may be terminated by either party with written notice if the other party fails to uphold the terms or engages in conduct contrary to the values or reputation of the Sponsor.

#### 6. Governing Law

This Agreement shall be governed by the laws of the State of Arizona. Any legal proceedings related to this agreement shall take place in Cochise County, Arizona.

#### 7. Entire Agreement

This document constitutes the entire agreement between the parties and supersedes any prior discussions or understandings.

#### Signatures

Sponsor Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Recipient Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**CARD 520A**  
***SUBSTITUTE CARETAKER WAIVER***

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**Liability Waiver (Arizona)**

I, the undersigned, acknowledge that equine activities are **inherently dangerous** under **Arizona Revised Statutes §12-553 (Equine Liability Law)**. I release and hold harmless **E/9 Ranch, its owners, agents, and employees** from any and all claims for injury, death, loss, or property damage arising from my participation as a substitute caretaker. I understand that I act as an **independent contractor**, not as an employee or representative of E/9 Ranch.

I have also read and understand the Substitute Caretaker Policy & Waiver as stated in the Blue Book.

**Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

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

**Boarder Name (who authorized):** \_\_\_\_\_

## CARD 525A

### ***BOARDER'S VACATION CHECKLIST***

When leaving your horse(s) in the care of a substitute caretaker, the following steps must be completed before departure to ensure the safety of your horse(s), the ranch, and compliance with Arizona law.

#### **1. Notify Barn Manager**

- Provide written notice of vacation dates (minimum 72 hours prior, if possible).
- Submit the **Substitute Caretaker Approval Request** for manager review.

#### **2. Caretaker Authorization**

- Ensure caretaker has signed the **Liability Waiver** before starting duties.
- Leave caretaker's full name, phone number, and emergency contact with the Barn Manager.

#### **3. Feeding & Care Instructions**

- Daily feed schedule (amounts, type of hay/grain, supplements).
- Stall cleaning instructions (frequency, disposal).
- Watering instructions (tubs, buckets, auto-waterers).
- Special notes (blanketing, turnout rules, health quirks).

#### **4. Emergency Information**

- Vet name, phone, and clinic.
- Farrier name and phone.
- Emergency transport option (if applicable).
- Authorization for caretaker to seek vet/farrier services in your absence.

#### **5. Facility Rules Reminder**

- Caretaker understands **no riding, training, or exercising horses** without prior written approval.
- Caretaker will sign in/out using the **Visitor Log** each visit.
- Caretaker will follow **all E/9 Ranch Blue Book rules**.

## 6. Supplies & Access

- Adequate hay, grain, bedding, and supplies are stocked for the duration of your absence.
- Tack/feed room access instructions provided (keys, locks, codes).

**Boarder Signature:** \_\_\_\_\_

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

## CARD 530A

### ***BARN MEETING FORMAT EXAMPLE***

Meeting Title: Monthly Barn Meeting

Date: [Insert Date]

Time: [Insert Time]

Location: Ranch Office / Barn Breezeway / Arena Viewing Area

Facilitator: [Barn Manager / Owner Name]

Notetaker: [Name]

#### 1. Welcome & Attendance

- Welcome attendees and introduce any new boarders, staff, or volunteers.
- Pass around the sign-in sheet for contact and attendance purposes.

#### 2. Announcements & Updates

- Maintenance notices (repairs, improvements, fly control systems, etc.)
- Schedule reminders (farrier, vet day, events, arena closures)
- Blue Book or policy updates
- New safety measures or barn protocols

#### 3. Community Topics

- Barn cleanliness and shared equipment use
- Arena usage and calendar etiquette
- Health notices (illnesses, parasite alerts)
- Wildlife and environmental updates

#### 4. Educational Spotlight (Optional)

- Quick lesson or handout (e.g., seasonal prep, horsemanship tip)
- Guest speaker, vet, farrier, or knowledgeable boarder

#### 5. Open Forum

- Structured Q&A where boarders can bring up topics
- Discussion should remain respectful and solution-focused
- Facilitator will document concerns and proposed solutions

## 6. Action Items & Closing

- Review tasks, assignments, and follow-up items
- Confirm next meeting date and time
- Thank attendees for their participation

### Optional Attachments:

- Printed agenda
- Updated Blue Book pages
- Emergency contact sheet
- Volunteer sign-up sheets

## CARD 535A

### TOWN HALL FORMAT EXAMPLE

Quarterly, the Town Hall Meeting is a community-oriented space for boarders, staff, and volunteers to share ideas, raise concerns, and help improve ranch operations and culture.

#### 1. Meeting Information

- Date: [Insert Date]
- Time: [Insert Time]
- Location: [Barn Breezeway / Ranch Office / Arena Bleachers]
- Facilitator: [Barn Manager or Owner]
- Notetaker: [Designated Staff or Volunteer]

#### 2. Opening Remarks

- Welcome attendees and introduce any new community members.
- Recap prior Town Hall topics or updates.

#### 3. Review of Submitted Feedback

- Summarize key points from the monthly anonymous feedback forms.
- Address items that have been or will be resolved.
- Invite comments on ongoing or unresolved topics.

#### 4. Open Discussion Topics

- Facilitator opens the floor for additional ideas, concerns, or suggestions.
- Community members may speak one at a time (3-minute limit per speaker).
- Emphasis on respectful, constructive communication.
- Staff may clarify policies or propose solutions during discussion.

#### 5. Community Enrichment

- Spotlight on volunteers, events, or positive contributions.
- Announce upcoming clinics, educational talks, or community activities.

#### 6. Action Items & Assignments

- Document takeaways, assigned tasks, or deadlines.
- Establish clear points of accountability and follow-up.
- Remind attendees where to access meeting notes (bulletin board or website).

#### 7. Closing & Next Meeting Date

- Thank attendees for participation.
- Confirm next meeting date and time.
- Encourage continued feedback and input between meetings.

## 540A

### Welcome Packet & First Day Checklist

Welcome to E/9 Ranch!

We're excited to welcome you to the E/9 community! This packet is designed to help you feel confident, informed, and connected from day one. Please review the following items, and don't hesitate to reach out with questions.

#### 1. Barn Rules Overview

- • Respect horses, humans, and property at all times.
- • Clean up after yourself and your horse—leave spaces better than you found them.
- • Keep all alleyways, barn entrances, and shared areas clear of clutter.
- • No smoking or unauthorized visitors on property.
- • Turnout, feeding, and farrier schedules are posted weekly in the main barn office.

#### 2. Barn Schedule & Routine

Operating hours are 8:00 AM to 8:00 PM

Arena Availability: Sunrise to sunset unless reserved for clinics or lessons

#### 3. Our Community Values

- • Horsemanship first, always
- • Support one another—this is a drama-free zone
- • Clear communication is kind communication
- • Respect boundaries—human and horse alike

#### 4. Introductions & Connections

Barn Buddy Assigned: \_\_\_\_\_

Barn Manager Contact: \_\_\_\_\_

You will be introduced to fellow boarders during your first week—watch the message board for informal meet & greets.

#### 5. FAQ & Social Customs

- **\*\*Arena Etiquette\*\***: Everything is removed from arenas once you're complete with the items. Examples being jumps, barrels, poles, etc.

- **\*\*Shared Items\*\***: Label your belongings. Community tools (rakes, muck tubs) must be cleaned and returned after use.

## 6. First Day Checklist

- Sign the boarding contract and liability waiver
- Review barn tour with staff or buddy
- Locate your assigned tack space and stall
- Review the posted emergency contact sheet and barn map
- Meet your Barn Buddy and fellow boarders

## 7. Additional Checklists & Reminders

- Read and understand the Blue Book policies
- Confirm emergency contact information on file
- Set up a monthly board payment schedule
- Join E/9 Ranch communication group (email/text/social)
- Review trailer parking area and rules
- Familiarize yourself with manure disposal protocols
- Locate fire extinguisher and first aid kits in your barn section
- Read wildlife and snake safety information posted on the board
- Discuss training, lessons, or special services if interested

## **Appendix 6**

### **Legal Commitment**

**CARD 600**  
**BLUE BOOK LEGAL INTEGRATION**

This acknowledgment is a required component of all **Boarding Agreements, Riding Lesson Contracts, and Horse Training Service Contracts** at E/9 Ranch Stables.

By reading this regulation book, the client affirms the following:

I have received, read, and fully understand the E/9 Ranch Stables Rules, Regulations, and Policies. I agree to adhere to all standards, procedures, and behavioral expectations as outlined in the document.

I further certify that I have reviewed these materials of my own free will and that, at the time of review and signing, I am not under the influence of alcohol, illegal substances, or any prescription or over-the-counter medications that impair judgment or alter mental clarity.

I acknowledge that I am of sound mind and fully capable of understanding and accepting the responsibilities and consequences associated with participation in services offered by E/9 Ranch Stables.

I acknowledge that the full contents of this regulation book are legally incorporated into and enforceable under the written contract signed by each patron or boarder.

This acknowledgment will remain on file as part of the client's official agreement with E/9 Ranch Stables and is enforceable under the terms of their contract.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

CARD 605  
NOTARIZATION PAGE

Notarization Page

I, Travis Elliston, as the Owner and Operator of E/9 Ranch, hereby affirm that the attached Blue Book contains the current, enforceable rules and regulations governing the facility. This document is reviewed annually and updated as needed in accordance with Arizona law, specifically A.R.S. § 12-553 and other applicable statutes.

Signature:

*Travis Elliston*

Date:

30 MARCH 2026

Printed Name: Travis Elliston

Title: Facility Owner

State of Arizona

County of Cochise

On this 30 day of March, 2026, before me, a Notary Public in and for said state and county, personally appeared Travis Elliston, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he executed the same.

Witness my hand and official seal.

Signature of Notary Public:

*Heidi Love*

My Commission Expires: 12/18/2027

[Seal]

