

RULES AND REGULATIONS *(Effective from 01 June 2017)*

Please read all information detailed in this RULES AND REGULATIONS paper carefully.

For enquiries, you can also contact us via: **RidingEnquiry@turfclub.com.sg**

1. FIRST TIME REGISTRATION AND SUBMISSION OF FORMS

Before any booking of riding lessons can be made, please ensure that you or your parent and/ or legal guardian have filled out and endorsed on the necessary fields for the following forms, and have them submitted back to us via the corresponding methods:

- **RIDING APPLICATION FORM**
 - i. Online (Through our website)
- **DEED OF RELEASE, ASSUMPTION OF RISK AND INDEMNITY FORM**
 - i. Walk in (Through our Reception Counter)
 - ii. Post
 - iii. Email
 - iv. Fax

Please note that the both forms have to be duly endorsed and submitted back to us before the commencement of your first riding lesson. Riders who did not submit any of the above forms will not be permitted to ride.

2. ASSESSMENT FOR NEW RIDERS *(With riding experience)*

You will only be able to book for 1 (assessment) lesson initially, and is necessary for our instructors to accurately assess your riding standard. After the assessment, you will then be able to book for multiple lessons. Please note that adjustments to your class groupings may be made.

** In the event that the new rider is assessed to be in the Beginners level, instructors may, at their sole discretion, shorten his/her 30 minutes assessment class.*

3. BEGINNERS COURSE FOR NEW RIDERS : Saturdays or Sundays (Check with us for timings) *(With little and/or no riding experience – requires someone to lead horse/ pony in walk and trot)*

You will have to be enrolled in our 7 Weeks Beginners Course, conducted on **Saturdays** and **Sundays**. This **45 minutes** weekly programme is conducted on a group basis (not more than 4 riders), and is specially crafted to give riders, with little and/or no riding experience, the fundamentals of riding. Riders will also get first hand experience on stable management lesson on one of the lessons. You will have to be able to commit for a period of 7 continuous weeks. Refunds and/or rescheduling of lessons are strictly not allowed. Upon completion of this programme, our instructors will place you in a suitable riding group, whereby you will then be able to book for multiple lessons.

4. DRESS CODE

Please come attired in:

- Comfortable sleeved top (T-shirt, Polo shirt etc);
- Comfortable full length trousers (track pants or jodhpurs, **NO** shorts or ¾ pants);
- Correct footwear, with socks (long/ short riding boots or shoe with a smooth sole and small heel, **NO** sport shoes, trainers or sneakers).

Approved riding boots, whips and helmet (fulfilling the minimum safety requirements) are available to hire at S\$1.00 per item, per riding session in our Centre should you not own one. If you do not need to hire the helmet from our Centre, your own riding helmet must also fulfill the minimum safety standards of:

- PAS015 (1998 or 2011) with BSI Kitemark
- VG101.0404: (2014 – 12) with BSI Kitemark
- ASTM F1163 (2004a or 04a onwards) with SEI mark
- SNELL E2001: with official SNELL label and number
- AS/NZS3838 (2006 onwards) with SAI Global Mark

For your own safety, long hair must be tied back, with the helmet to be worn at all times during the riding lesson. **NO** dangling ear rings and/or jewelries must be worn. Riders who are assessed to be improperly attired by our instructor will not be permitted to ride.

5. INSURANCE

As riding is a high risk activity, riders must sign up for the GROUP PERSONAL ACCIDENT INSURANCE PLAN, offered by the relevant insurance organization sourced for by Singapore Turf Club Riding Centre. Full payment has to be made before the commencement of your first riding lesson.

The annual premium of the insurance is at \$16.05 (GST included), subject to annual premium revision by the insurance vendor. Further cover can also be sought at the rider's own expense. For full details of the coverage provided, you may contact us and/or get a copy from our Reception Counter.

6. AGE, HEIGHT AND WEIGHT RESTRICTION

The minimum age for the rider is to be 8 years old, at the point of application submission.

For our horses' welfare and riders' safety considerations, the acceptable weight limit for a rider is between 30kg and 75kg. Interested riders who are over the maximum weight limit will be reviewed by the riding instructors on a case by case basis. The management also reserves its rights to restrict the number of riders whose height is less than 1.30m.

7. START TIME AND DURATION OF LESSONS

All lessons offered are on a group basis. Lesson start times are fixed and cannot be changed. All lessons offered are subject to availability of instructors and horses and will run for approximately 45 minutes.

To ensure that each lesson starts promptly, we strongly encouraged first time riders to arrive **30 minutes** earlier in order to allow sufficient time to locate your instructor and/ or horse.

8. PUNCTUALITY

Riders who are late for **more than 10 minutes** from their scheduled timeslot **will not be permitted to ride**. Regretfully, there will be no refunds, no alternative and/or make-up lessons offered to you.

9. PAYMENT

Please note that riding fees and insurance payments are due and must be paid in full immediately when bookings are made over the counter. Lesson slots are confirmed only upon full payment.

Payments are accepted Tuesdays to Sundays in the Centre from 1100 hours to 1900 hours. The following modes of payments are available in our Centre:

- i. Cash
- ii. Nets
- iii. Mastercard
- iv. Visa

10. REPEATED BOOKING OF LESSON(S)

Please note that repeated booking of lesson(s) of up to 1 month in advance is available. However, it must be made with **at least 3 days** of notice prior to your scheduled lesson slot.

Repeated bookings can only be done via the following method:

- i. Walk in (Through our Reception Counter)

*Note: Repeated booking(s) made via other methods, other than the above mentioned will **not** be processed.*

Please be reminded that payments will be collected immediately once bookings are made. Bookings requested through the phone and emails will not be entertained. However, riders may enquire on the lesson slots availability over the counter, phone as well as through emails.

11. RESCHEDULING OF LESSON(S)

Please note that rescheduling of lesson(s) is available. However, it must be made with **at least 3 days** of notice prior to your scheduled lesson slot. Lesson(s) shall be forfeited without any refund if rescheduling is requested less than 3 days of notice and/or no valid medical certificate or letter from the doctor is produced.

12. RESCHEDULING METHODS

Rescheduling of lessons can only be done via one of the following methods:

- i. Walk in (Through our Reception Counter)
- ii. Phone
- iii. Email

*Note: Rescheduling of lesson(s) made via other methods, other than the above mentioned will **not** be processed.*

NO refunds will be given for rescheduling of lesson(s) requested with **less than 3 days** of notice and/or no valid medical certificate and/or letter from the doctor is produced.

13. CANCELLATIONS OF LESSON(S)

Please note that any cancellations of lesson(s) must be requested with **at least 3 days** of notice prior to your scheduled lesson slot with valid reason(s). **Any possible refunds resulting from cancellations are assessed strictly on a case by case basis and will be given at the discretion of the Management. All permitted refunds must also be accompanied by the original receipt.**

Cancellations of lesson(s) can only be done via one of the following methods:

- i. Walk in (Through our Reception Counter)
- ii. Phone
- iii. Email

*Note: Cancellation of lesson(s) made via other methods, other than the above mentioned will **not** be processed.*

NO refunds will be given for the cancellation of lesson(s) requested with **less than 3 days** of notice.

*Refunds will be administered via cheque.

**The period of refund is valid for not more than a year from the last scheduled riding lesson date.*

14. RULES AT THE ARENAS

To ensure the smooth operations of the Centre, we would appreciate if you could adhere to the rules below:

- i. No running / playing
- ii. No loud noises
- iii. No sudden movement near kickboard/railing when horses are in the arenas
- iv. No balloons allowed
- v. No flash photography
- vi. No throwing of objects into the arenas
- vii. No food and drinks allowed
- viii. No umbrellas allowed
- ix. All litter to be thrown into dustbins
- x. All mobile phones to be switched to silent or vibration mode

15. SAFETY INSTRUCTIONS

- i. Wait for your instructor before entering the arena and/or wait for permission to enter the arena.
- ii. Wear suitable clothing, hire protective helmet and boots, or ensure the instructor has checked your own.
- iii. Ensure family members or friends in the viewing gallery follow instructions given on safety notices.
- iv. Ensure that you are physically fit enough to ride.
- v. Listen to instructions given by your instructor. If in doubt, ask.

16. WEATHER

In the event of extreme weather conditions, the riding instructor will make the final decision as to whether lessons will be cancelled or not. No refunds/ rescheduling or makeup lessons will be offered.

17. IMPORTANT NOTICES

Please note all Terms and Conditions and information stated in the Rules and Regulation paper are **subject to change** without any prior notice.

Please also note that the Management reserves the rights to disallow any riders, accompanying family members and/or friends into its premise if they choose not to adhere to the Centre's rules and regulations. Riding fees of any outstanding lessons will be refunded.

RIDING FEES (Effective 01 June 2017)

S/N	Lesson type	Friends of STCRC: \$1,056 (per annum)	
		Friends of STCRC rate (\$/per pax)	Non-Friends of STCRC rates (\$/per pax)
1	Group lesson (at least 3 in a group)	\$90	\$110
2	Semi-Private lesson	\$130	\$150
3	Private lessons	\$160	\$190
4	20-minute private lessons	\$80	\$100
5	Quarter lease of horse	\$900	No lease available
6	Half lease of horse	\$1500	No lease available
7	Stable Management	\$75	\$95
8	Trial ride – one time only per new client (up to 20 minutes)	\$60 per person	
9	Assessment (30 minutes private)	\$100 per person	
10	Arena hire (up to 45 minutes)	\$40 per horse per person	\$50 per horse per person
11	Horse Hire (up to 45 minutes)	\$30 per horse per person	\$40 per horse per person
12	Choice of instructor (subject to availability of instructor) – only available in private and semi-private lessons only.	\$30 per lesson	\$40 per lesson
13	Annual Insurance (mandatory)	\$16.05 per rider per year *	
14	Rental of helmet/boots/whip	\$1 per item per riding session	

* Subject to premium revision by insurance vendor

Please note that a basic insurance coverage is provided. Additional coverage can also be sought at the rider's own expense.

All group lessons require a minimum of 3 riders