

# Lesson Program Policies Agreement

*Please note that the policies stated below are for your reference only.  
Green Acres reserves the right to make changes to the policies as needed.*

- ❖ **Right to Refuse Service-** GAR holds the right to refuse service to any and all current or potential customers and can change or remove those services at any time.
- ❖ **Driving Policy-** All visitors to GAR must abide by our 5-mph speed limit when driving on property and are only permitted to park in the parking lot outside the Welcome Sign. All vehicles **MUST** yield to horses and pedestrians.
- ❖ **Dog Policy-** Outside dogs are not permitted on property whether on a leash or off. If they are brought to the ranch they must remain in your vehicle at all times. Resident Green Acres dogs approved by Margaret Rich are the only dogs permitted on property. Registered service animals are not subject to this regulation.
- ❖ **Riding Supervision Policy-** GAR lesson program students must ride with an Instructor or with adult supervision.
- ❖ **Helmet Policy-** GAR Lesson Program Students under 18 years old must wear an ASTM approved riding helmet or hard hat while handling a horse at all times.
- ❖ **Lesson Barn Safety Policy-** For safety purposes only lesson students, interns, and instructors may enter the lesson barn area. Parents and friends are welcome to watch barn activities from our lunch tables across from the barn.
- ❖ **Riding Instruction Policy-** Students who are participating in a lesson can only be coached and critiqued by their instructor. Parents and other student supporters may not coach from the rail.
- ❖ **Property Use Policy-** GAR lesson Program students must remain on the top portion of the GAR property. Students and Interns may only go to the lower portions of the GAR property if given permission by an Instructor.
- ❖ **Horse Use Policy-** GAR Lesson Program students must refrain from riding or handling any horse at GAR that is not an active lesson horse unless they have obtained management's permission in advance.
- ❖ **Payment Plan Policy-** If you are unable to pay in full one week prior to the start of a session you may take advantage of our payment plan option. Half the cost of your 10-week session can be paid one week prior to the start of the session and the other half can be paid on week five of the session. There is no discount when using the payment plan option.
- ❖ **Payment Submission Policy-** Payment for upcoming sessions is due one week prior to the start of the new session. Cash or check can be submitted to the deposit box in the barn if paying after office hours. All deposits must be sealed in an envelope with the student's name, date, amount, and list what the payment is for. Debit is accepted in the office but not over the phone with no convenience fee. Those paying with a credit card will be subject to a convenience fee of 4%. Only Visa/Mastercard are accepted.
- ❖ **10 Week Sessions- Poor Weather Policy-** If poor weather prevents the ability to ride, we will take advantage of the time out of the saddle to teach horse management lessons in the barn. This is important to the student's education in becoming a well-rounded equestrian. These lessons cannot be cancelled and rescheduled as make ups for when weather improves.
- ❖ **10 Week Sessions- Enrollment Policy-** The first week of enrollment is only open to current students (anyone enrolled in the previous session). New students may register starting the second week of enrollment.
- ❖ **10 Week Sessions- No Show Policy-** If a student is unable to attend their lesson and does not call to cancel at least 24 hours in advance, the student will not be offered a make up lesson and will not be refunded for the missed lesson.
- ❖ **10 Week Sessions- Make Up Policy-** If a student cancels their lesson with advanced notice, they will be given a 10-day grace period to schedule the makeup lesson. All make up lessons must be taken within the same session as the missed lesson. If the student does not retake their missed lesson in that time frame, they will not be able to make it up and they will not be refunded for the missed lesson.
- ❖ **10 Week Sessions- Unused Lesson Rollover Policy-** If a student does not use all 10 lessons within their 10-week session, the unused lessons **WILL NOT** rollover into the next session. Unused lessons cannot be applied towards payment for the next session.

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**Please turn this slip in with your payment for the upcoming session. Due one week prior to the start of the new session.**

**I have read and agree to the rules and regulations stated above:**

Students Name: \_\_\_\_\_ Parent or Guardian Name: \_\_\_\_\_

Adult Student or Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_