Powell River Trail Riders Arena and Clubhouse

Fees and Policies

Fees

1/4 Arena Rental (small/west end)

* $30.00 per day or $10.00 per hour
* $10.00 for use of the clubhouse

3/4 Arena Rental (large/east end)

* $50.00 per day or $20.00 per hour

Full Arena Rental

* $90 per day or $25 per hour

## Full Facility Rental (incl. clubhouse)

* $100 per day
* Restricted to renters use only

## Clubhouse Rental

* $50.00 per day (8hrs), $30.00 per ½ day (4hrs) or $10.00 per hour
* $10.00 setup fee, if wanting access before or after rental day (setup and takedown will be determined by the booking clerk, and availability)
* Members are excluded from using the clubhouse, during a clubhouse rental.

Non-Member

* Arena fee (schooling, lesson, clinic, or show) $10.00 per non-member per day
* Stall fee (drop-in, clinic, camping, or show) $5.00 per non-member per day
* There is no charge for members for stalls. It is included in your membership fees

\*Unless the full facility is booked, both the ¼ arena and ¾ arena can not be booked at the same time by different groups

Payment Types

We accept Cash, Cheque, and E-transfer. Please make cheques payable to Powell River Trail Riders Club, and e-transfer to [prtrailridersexecutive@gmail.com](about:blank).

Exempt Status

If you feel that your group should not have to pay a booking fee, please submit a formal letter to the PRTRC Executive Committee for review. If accepted, your group will have the booking fee waived. These applications will be active from January 1 to December 31 and must be resubmitted for review yearly.

Please ensure you meet one or more of the following qualifications before applying:

* Non-profit organization
* No money is being generated by the group
* All members of the group are PRTRC members

# Grounds and Arena

* All riders and horse handlers (members and non-members) must have Horse Council BC Insurance.
* Helmets are recommended for all riders; helmets are **required** for all riders under 19 years of age.
* No free lunging in the arena.
* Equipment may be left in the arena from Monday morning until Thursday evening and must be put away after use on Friday, Saturday, and Sunday regardless unless the ring is privately rented. Special permission to leave equipment out may be granted upon written request.
* Clean up after your horse. All manure is to be dumped in bins provided.
* Dogs must be on a leash at all times. Leashes must not be long lines or extended retractable leashes. Dogs must be under supervision at all times. Dogs that are causing a disturbance or disruption to horses or riders must be removed from the property. Dog poo must be cleaned up and removed or disposed of in the trash can provided.
* To avoid congestion and accommodate horse trailers please park in designated areas. Cars down near the clubhouse on the east side of the grounds and horse trailers on the west and north sides of the grounds. The only time restriction is the 2-hour parking area by PRTRA unless the Full Facility is rented for the day, then the 2-hour parking does not apply.
* Keep the areas bordering the PRTRA paddock fence line clear of cars and trailers.
* No club equipment to be lent out or leave the grounds.
* No glass, cans, or sharp objects of any kind permitted in the arena or round pen.
* No rider may be under the influence of an intoxicant while handling or riding horses anywhere on the property.

Clubhouse

* The renter has access to the cutlery, dishes, mugs, microwave, stove, fridge, coffee pot, these must be put away/cleaned by the end of the rental period.
* Toilet paper, bathroom paper towels, hand and dishwashing soap and cleaning products will be provided. (Please advise the booking coordinator if supplies are getting low).
* All food, drink and other wastes must be removed at the end of rental. Including all garbage which is disposed of at the renters expense.
* No facility renter may serve or sell liquor on the premises unless a valid liquor permit is obtained, and a copy is provided to the booking coordinator.
* All appliances and lights must be turned off and heating turned down to the indicated temperature before leaving the premises.
* All doors must be locked, and the key returned to the booking clerk. During the rental period, all fire exit doors will be kept unbolted, and all doorways, passages, etc. will be kept free from obstruction. Clear access must be maintained to all exist. Lights over exit doors shall remain on during occupancy.
* So we can continue to offer affordable rates, “please leave the clubhouse in as good of condition or better than you found it”.

# Coaching, Lessons, and Clinics

* Coaching or Lessons are 5or fewer riders being instructed in a teaching environment by a coach, clinician, or instructor of any kind.
* A Clinic is when a professional of their trade is teaching a specific subject to multiple riders over multiple days. A portion of the Ring must be booked as a private rental. A clinic must have a host, and the host's responsibilities are outlined below.
* The coach, clinician, or instructor of a lesson or clinic must abide by the rules governing the “Host”.
* The coach, clinician, or instructor must be a current Horse Council BC member or out-of-province equivalent.
* Coaches, clinicians, or Instructors must have current liability insurance and provide proof of insurance. Proof of insurance must be provided to the booking clerk prior to the lesson or clinic commencing.
* The coach, clinician, or instructor must ensure all participants have HCBC membership and complete a waiver.

The Host

* Most check the availability of the ring and/or clubhouse with the PRTRC Booking person.
* Know and abide by the Arena and Clubhouse fees and policies.
* Ensure all participants have Horse Council of BC (HCBC) Insurance.
* Ensure all participants are either club members or collect the non-member ring use fee of $10 per day and collect the $5 per day stall use fee for non-members. Fees must be submitted to the club no later than 5 days after the lesson or clinic.
* Ensuring Coaches, Clinicians, or Instructors have current liability insurance and provide proof of insurance. Proof of insurance must be provided to the booking clerk prior to the lesson or clinic commencing.
* Waivers. Ensure all participating members have HCBC membership and complete a waiver.
* Ensure all coaches, clinicians, instructors, and judges have Horse Council of BC insurance or out-of-province equivalent.
* Ensure all equipment is cleared from the ring on the final day of your clinic.
* Ensure the clubhouse, grounds, and ring are cleaned and hay and manure are placed in the designated area.
* Ensure all coaches, clinicians, instructors, judges, and participants are aware of emergency procedures, location of the First Aid Kit and the club address.