

Membership Information Package

The following information has been collected and is presented to you as your Membership Information. We are a non-profit organization run by volunteers, and as such there are roles, responsibilities, and rules that we all accept as members of the Sunset Riders. The following items are your expected responsibilities and membership privileges. Please ensure that you have read them carefully and please contact one of our Executives if you have any questions.

2024 Executive

President: Carla Norman 306-253-4480

Vice President & Secretary: Haley Ralko 306-270-4605

Treasurer: Tammy Rettger 306-280-9904

Media Manager: Robyn Neufeld 306-370-6602

Members at Large: Elaine Chapman 306-717-1215

Makayla Rettger

Memberships

The annual membership fees are as follows:

- Adult (18+) - \$35
- Youth (under 18)* - \$25
- Family (2 Adults, 2 Youth) - \$110
- Arena Care Fee (per family)** - \$100

* All youth members must also have an adult registered with them as care-giver/guardian who accepts responsibility for the youth member. This is for insurance purposes.

** The arena care fee is an annual fee *per family* that is added to all memberships. This fee can be paid back to the member through volunteering to clean the arena.

• Proof of a valid SHF (Saskatchewan Horse Federation) individual membership is required before your club membership can be approved. Register here:
<https://saskhorse.ca/individual-membership>

• All annual renewal fees are due on December 15 of the previous year (i.e., fees for 2024 must be paid by December 15, 2023). There will be a \$20 fee applied to any late renewals. This does not apply to new members who register later in the year.

• The SHF offers an 18-month membership option which allows someone to register as an SHF member after June of the current fiscal year and also includes their membership for the following fiscal year. If you wish to register for an 18-month term, the above membership fees

would apply, plus \$17.50 for Adults, \$12.50 for Youth, or \$55 for a family. The arena care fee will apply.

- Membership fees will be prorated and arena care fees will be waived only after September of the current year (i.e. members who join in October will pay prorated membership fees with full renewal fees due December 15).

Membership Benefits

As a member you will have:

- Access to the arena for free open ride times.
- Access to the arena at a reduced, members-only fee.
- Access to instruction, as offered as a club event.
- Access to free or reduced-cost clinics and events.
- An environment where you can learn and share with others who support equine activities.
- Opportunities to attend trail rides, gymkhanas, clinics, club socials, and equine-based learning events.

The arena is open for free riding from Monday-Sunday, 8:00 AM - 11:00 PM *unless* there is a booking. Please check the calendar for any books before hauling in!

<https://www.aberdeensunsetriders.com/calendar>

Membership Responsibilities

- Please ensure that you are familiar with our Member Constitution (available on the website).

• Volunteering and fundraising are important roles for our members. We try to keep our costs low while still completing building maintenance; therefore, we require our members to assist in raising funds for club events, operation costs, building repairs, and upgrades! As a non-profit group, volunteering and fundraising efforts also allow us to become eligible for different grants and financial support, which in turn benefit all of our members.

Arena Care

- Every family is asked to volunteer for one weekend per year during which they would be responsible for arena care.
- Requests for families to perform arena care will be posted in our Facebook group - <https://www.facebook.com/groups/2744795565555736> - or e-mailed. Two families may be requested if it is a busy weekend! Simply respond if you are available! If you volunteer for a date but need to change, *you* are responsible for finding a replacement.

- During your date, you will be responsible for:
 - Opening and closing the arena for the renter.
 - Completing all opening & closing procedures.
 - Harrowing the arena before & after any events.
 - Cleaning the lobby & bathrooms.
 - Sweeping the arena stands, walkways, and shed.
- Upon completing your volunteer weekend, your \$100 arena care fee will be refunded.

Arena Rental for Members

- Members may rent the arena for private, personal use at \$15/hour for a maximum of two hours. Any additional time requested will be charged at \$25/hour.
- You must contact the Vice President within a reasonable timeframe to book your requested time. Please first check the club calendar for availability. You must indicate the amount of time you will be in the arena as you will be charged accordingly.
- All rentals will be recorded on the club calendar and are to be paid in full at the time of booking.

Guests

If a member would like to use the arena with the *occasional* guest (non-member), you may ride with your guest during open ride times at the rate of \$15 per hour. The Vice President *must* be notified of your intention to ride in advance. To keep things fair to our members, we request that if the arena is full, the member and guest wait until the other members have finished.

This provision is to allow friends or family, such as “cousin Sue who is visiting for Easter”, to come and ride in a controlled environment.

Please note that your guest does *not* have personal liability insurance through the club and assume all risks to their person.

Instructors

Instructors Who Are Members

- If an instructor who is also a member of the club wants to offer lessons or a clinic to other members *only*, they are to contact the President. The opportunity will be emailed to members and possibly posted to the Facebook group and/or the website. Once participation has been determined, the club calendar will be updated to reflect the scheduled dates. If lessons are arranged in this manner, the member does not have to pay to rent the facility.

- **Non-members cannot attend member-only activities.** If a non-member attends, it is considered a regular rental, and the instructor must pay the full rental fee.
- **If these provisions are not followed, the instructor will have to pay full price to rent the arena.**
- If a member would like to give a private lesson to another member and would like the facility to themselves, they will follow the rules for member rental: \$15/hour with a maximum of two hours. The President must be notified within a reasonable timeframe so private booking can be added to the calendar.
- If a member is giving a private lesson during open ride times but has *not* booked the arena for private use, they must be aware that other members may come ride at the same time and enough room must be allowed for everyone to ride. **If you did not book the time for a private lesson, you do not have priority.**

Instructors Who Are *Not* Members

- Instructors who are not members are welcome to come in and give lessons; however, regular rental fees apply.
- If a member brings in a non-member instructor for a private lesson, the member will be charged the full rental rate. In this circumstance, the arena must also be booked in advance, through the President, as though it were any other booking.

Club Use

- If a 4-H Club or similar organization wants to use the arena as their “home base” for regular events, practices, or meetings, the following will apply:
 - All members of the club must register as members of the Sunset Riders.
 - All youth members must also have an adult registered with them as care-giver/guardian who accepts responsibility for the youth member. This is for insurance purposes.
 - The club may book the arena at the member’s rate of \$15/hour and are exempt from the two hour time limit.
 - All club events must be booked through the President and will be added to the club calendar.
 - There is no charge for the club to use the lobby for meetings as long as they do *not* use the arena lights. If the arena lights are turned on, the \$15/hour fee will apply.
 - The club will provide their own refreshments and any other supplies or materials.
 - In the event that the club has a short, regular practice that would interfere with a full-price booking, the full booking will take precedence and the club will reschedule.

Public Rental Rates

*** All organizations or renters of the facility must show proof of their own, personal \$5,000,000 liability insurance. SHF membership is sufficient. ***

Daily Rate - \$250 per 8 hours of use.

Half-Day Rate - \$125 per 4 hours of use.

Hourly Rate - \$25 per hour of use.

Storage Rate - \$200 per year*

* Indoor, non-heated storage may be provided provisionally to approved groups or members.

Sunset Riders Club Safety Rules and Regulations

Riding activities can take place outside or inside the confines of the training ring or paddock. Many predictable factors could affect you and your horse. These situations require the implementation of common sense, rider etiquette, and safety guidelines. All of the below should be practiced whether you ride alone or in a group:

- Horses will not be used at any time if a rider is under the influence of alcohol or substances.
- All riders under the age of 16 must be accompanied by a parent or guardian who assumes full responsibility for the conduct and safety of that youth whilst attending club events or activities.
- **All riders under the age of 18 are required to wear an ASTM/SEI safety helmet** at club sanctioned events while they are mounted or working with horses. This includes all open ride times.
- Always wear proper attire, such as riding boots and jeans.
- Riders ride at their own risk.
- Horses that kick must have a red ribbon tied in its tail as a warning to others.
- Stallions are not permitted unless the rider is over 18 years-old and the stallion is of good behavior. If other riders have concerns regarding the stallion's conduct, the stallion must leave the arena. All stallions must be indicated with a yellow ribbon in their tail.
- Recognize and practice good horsemanship.
- When involved in lessons or instruction, always abide by the instructor's riding directions.
- Ensure all equipment is stored properly when finished with it.
- Respect private property and the rules of the arena.

Aberdeen Equestrian Sports Centre Arena Rules

1. All riders entering the arena acknowledge and accept that they are doing so at their own risk.
2. All riders under the age of 16 must be accompanied by a parent or guardian who assumes full responsibility for the conduct and safety of that youth whilst attending club events or activities.
3. **All riders under the age of 18 are required to wear an ASTM/SEI safety helmet** at club sanctioned events while they are mounted or working with horses. This includes all open ride times. Helmets are encouraged for all riders at any riding function in this facility.
4. Riders are to use the equine “shed” entrance on the south side of the building. Horses must be **hand walked** in and out of the arena.
5. Please be respectful of town property; do not ride your horses around town.
6. Respect the arena property and the property of others.
7. Practice good horsemanship.
8. Ensure that your horse is properly secured in the appropriate areas.
9. Trailers are to be backed onto the grass area directly across from the Community Hall, adjacent to the Senior's homes. Please avoid parking on the gravel lot.
10. Ensure all manure from the arena and parking lot is picked up and disposed of promptly. Forks, wagons, bins, and bags can be found in the equine shed.
11. Follow the proper etiquette when riding:
 - a. Enter and leave the arena in single file.
 - b. Riders must close the gate behind them when entering or leaving the arena.
 - c. Keep at least one horse length between riders - you should be able to see the hocks of the horse in front of you.
 - d. Be aware of other riders and do not cut anyone off.
 - e. If you must stop to adjust equipment, move to the center of the ring.
 - f. Horses working at a slower gait are given priority to use the outside track of the arena.
 - g. When riders are working at the same gait but in different directions, the rider on the left rein (i.e., left shoulder to the center of the ring) is given priority to the outside track. This means that riders should pass left shoulder to left shoulder.
 - h. When you slow down on the rail, ensure that there is enough room for other riders to react to your transition.
 - i. If there is a “runaway” horse, all riders must move to the center of the ring.