EQUINE EMPOWERMENT FOUNDATION

Call or text 805-803-2715 · equineempowermentfoundation@gmail.com · EquineEmpowermentFoundation.org
Sessions at Conejo Creek West Equestrian Park, 1350 E. Avenida de las Flores, Thousand Oaks, CA 91360

Tri-Counties Regional Center Referral Form

Date

Client name

DOB

Parent / Guardian

E-mail address

Phone number

Our Riding Programs

We offer **50-Minute Group Rides ($100/ride)**, **30-Minute Private Rides ($100/ride)** and **45-Minute Private Rides ($125/ride)**.

30-Minute Private Rides ($100/ride) usually are 20 minutes of ride time, allowing for horse equipment & tack adjustments for each rider and adjusting the protective gear for the rider.

50-Minute Group Rides ($100/ride): No more than (4) four clients per group, split into (2) two groups:

- **Group 1:** Horse Sense class (hands-on grooming, learning about horses)
- **Group 2:** Rides (20 minutes)

Each group will ride for (20) twenty minutes and then the groups switch. The remaining last 10–15 minutes of the session is to review what they have learned. As the groups progress, they will take on more tasks to collectively be able to take care of and put away the horses and equipment used.

How many authorizations do I need for my client?

We schedule monthly. A minimum of one ride per week is required to ensure consistent staffing and horse availability, a total of 5 rides per month. However, two rides per week are recommended for optimal progress. All rides occur at the same day and time each week for the duration of the month, so there is no need to call to reschedule every week.

Original authorizations should be for a minimum of (1) ride per week, a total of (5) five rides per month (to account for months with 5 weeks in them), for a minimum of (3) three months.

- **Optimum:** 2 Rides/week on the same days and times every week for each month
- **Minimum:** 1 Ride/week on the same day and time every week for each month

Cancellation Policy

If you must cancel your ride with us, we require **24 hours' notice** or you will be charged the full lesson amount. Everyone feels they have a valid reason for us to waive the cancellation fee when a ride is cancelled for social, health, family, or business reasons, but there can be **NO EXCEPTION** to the rule.

Early Start Partnership

TCRC assumes full payment responsibility for all riding sessions starting on this date until the official POS authorization is processed.

Start date

Service Provider initials

Date

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How do we schedule the riding sessions?

Parents may call or text **805-803-2715** to schedule as soon as the POS is approved or the 'Early Start Partnership' section is complete. We know how excited kids are to start riding right away, so we're happy to offer this option to get them moving sooner!

To schedule a 'Meet and Greet' (typically Sundays at 12 PM), please have the client text **805-803-2715**. We will reply with meeting instructions for Conejo Creek West Equestrian Park.

What should my client bring or wear?

Please bring bottled water and dress weather-appropriate.

- **Clothing:** Long, stretchy pants or leggings. Avoid baggy clothes and jewelry.
- **Hair:** Long hair should be in a low ponytail.
- **Footwear:** Reinforced closed-toe shoes or boots with a small heel are required.
- **Gear:** Loaner helmets are available to start; riders must eventually purchase their own helmet and paddock boots.

Available days and times

Please have the client list three days/times available so we can work on scheduling.

1) Day: _____ at _____ am / pm

2) Day: _____ at _____ am / pm

3) Day: _____ at _____ am / pm

Please note we are closed on Mondays, but are available 12 PM–8 PM Tuesday–Friday and 10 AM–8 PM on Saturdays and Sundays.

What else does my client need?

Required forms: New Rider Info packet and Release of Liability.

Minors: Forms must be signed by a parent or legal guardian and brought to the first lesson.

Service Coordinator

Service Coordinator name

Service Coordinator e-mail

Service Coordinator phone number

Thanks so much for your support, we really appreciate you! Feel free to call or text us at **805-803-2715** to schedule a free lesson so you can see firsthand what we offer your clients and what we're all about.

Kindly,
The Team at Equine Empowerment Foundation