

Kelowna Riding Club Membership Policy

1. Purpose

The Kelowna Riding Club (KRC) Membership Policy outlines the terms, benefits, and responsibilities for becoming a member or utilizing the Club's facilities as a drop-in rider or coach. This policy aims to ensure a well-organized and safe environment that fosters the growth of the equestrian community while maintaining the integrity of the Club's facilities.

2. Scope

This policy applies to all KRC members, drop-in riders, coaches, and any individuals using the Club's facilities. It covers membership categories, requirements, fees, volunteer obligations, and the responsibilities of both members and non-members.

3. Membership Categories

KRC offers several membership options to cater to different needs within the equestrian community:

3.1 Senior Membership

- One adult (18+ years) with full access to KRC facilities and events.

3.2 Family Membership

- Two adults and all dependent children (under 18) living in the same household.

3.3 Junior/Youth Membership

- Available to individuals under 18, or those still in school up to the age of 25 (student ID must be provided for verification), with parental or guardian consent required.

3.5 Affiliate Membership

- Available for clubs or organizations wishing to use KRC facilities for events.

3.6 Coach Membership

- Certified coaches who wish to offer lessons at KRC must obtain a coach membership. Coaches must provide proof of current **Horse Council BC (HCBC)** membership, **coaching insurance**, and a signed **KRC waiver** valid for the current year.
- Unlicensed coaches will need to provide a copy of a criminal record check every five (5) years, as well a copy of their current Level 1 First Aid

4. Drop-In Riders

Drop-In Riders may use KRC facilities up to three times per year before being required to become a full KRC member.

- **Limit:** A maximum of **3 visits per year** is allowed for drop-in riders.
- **Waiver Requirement:** Drop-in riders must have a **completed waiver on file for the current year**. Waivers are only valid for one calendar year and must be renewed annually.
- **Fee:** \$35 per visit.

5. Non-Member Coaching on Grounds

Non-member coaches may conduct lessons on KRC grounds **up to three times per year**, only with **pre-approval** from a KRC Board member.

- **Requirements:** Coaches must provide:
 - Proof of **current coaching insurance**.
 - Valid **HCBC membership**.
 - A completed KRC **waiver** for the current year.
 - A copy of their Level 1 First Aid
- **Limit:** Coaches may be granted a maximum of **three visits per year**.
- **Approval:** Pre-approval must be obtained from a KRC Board member for each visit. Non-member coaches must adhere to the same requirements as Coach Members.
- **Fee:** \$35 per visit for coaches, and \$35 for each non-member student.
 - Non-member students must follow drop-in rider requirements above

6. Membership Fees

Annual membership fees are set by the KRC Board of Directors and are subject to change. Fees are payable at the start of each year.

- **Senior Membership:** \$[amount] per year.
- **Family Membership:** \$[amount] per year.
- **Junior/Youth Membership:** \$[amount] per year.
- **Affiliate Membership:** \$[amount] per year.
- **Coach Membership:** \$[amount] per year.

7. Volunteer Requirements

Certain KRC memberships, such as **Senior** and **Family Memberships**, require members to complete **6 hours of volunteer work** annually. This supports the Club's operations and ensures active participation.

- **Volunteer Hours Deadline:** Volunteer hours must be completed by **October 31** each year.
- **Volunteer Cheques:** Members must submit a volunteer cheque at the beginning of the year. If hours are not completed, the cheque will be deposited after the **Annual General Meeting (AGM)**, typically between **November 15 and December 1**.
- **Responsibility:** Members must ensure their volunteer hours are logged correctly to avoid forfeiture of their volunteer cheque.

8. Membership Privileges

KRC members enjoy the following benefits:

- **Access to Facilities:** Use of riding arenas, stabling, and the clubhouse.
- **Discounted Event Fees:** Reduced rates for events, clinics, and some shows*
 - Depending on show management decision, some shows may offer member discounts and others may offer early-bird registration before general public
- **Voting Rights:** Eligibility to vote at the AGM and other official meetings.
- **Discounts on Rentals:** Members receive discounted rates on facility rentals.
- **Coaching Privileges:** Coach Members may conduct lessons at KRC, subject to meeting the necessary insurance and HCBC requirements.

9. Membership Responsibilities

Members are responsible for:

- **Adhering to Club Rules:** Compliance with KRC's rules and regulations to ensure safety and respect for all.
- **Fulfilling Volunteer Hours:** For applicable memberships, ensuring volunteer hours are completed and logged.
- **Completing Annual Waivers:** All members and drop-in riders must complete a **current-year waiver**.

10. Termination of Membership

Membership may be terminated for the following reasons:

- **Non-payment of Dues:** Failure to pay annual membership fees by the specified deadline.
- **Failure to Complete Volunteer Hours:** Failure to complete required volunteer hours may result in membership revocation or the deposit of the volunteer cheque.
- **Violation of Club Rules:** Misconduct or violations of Club policies may lead to suspension or termination of membership.

11. Renewal Process

Memberships run on an annual cycle, with renewal notices sent out prior to the start of the new membership year. Members are encouraged to renew promptly to avoid any interruption in privileges.

12. Amendments to the Policy

This policy will be reviewed annually by the KRC Board of Directors and may be updated as necessary. Changes will be communicated to members through the Club's website, email, and at the AGM.

For more information on membership options or to download the membership form, visit the [Kelowna Riding Club website](#) or refer to the Membership Handbook.