

# BOARDING POLICIES

## 1. GENERAL REQUIREMENTS

- a. Marina Equestrian Center is a self-care facility. The MEA will only allow boarders who reside in Monterey County with preference given to Marina residence.
- b. Prior to paddock assignment, each Family Membership will agree in writing, in a form approved by the Board of Directors, to comply with and sign an MEA *Boarding License, Bylaws, Operating Agreement* with the city of Marina, *Stable Rules and Policies, Release of Liability* and other Standard Operating Procedure documents.
- c. Violation of this policy, the Boarding License, or any other Standard Operating Procedure documents by any member or their guests is considered cause for termination of membership or revocation of privileges.
- d. By bringing their horse(s) to the Marina Equestrian Center, all members agree to abide by this agreement and the decisions of the Board concerning all issues, to include safety, paddock maintenance, emergency vet care and overall questions of horses health and care. Because these issues involve judgment calls, the decisions of the Board are final.
- e. All common areas of the stable grounds will be shared. Members will exercise common courtesy. In the event of a conflict, lessons and activities sponsored by the Association have priority.
- f. Guests will use the facility only in the presence of a responsible member and ride only after signing a MEA *Non-member Release of Liability* form, unless previously authorized by the Board in writing.
- g. Membership in good standing will be defined as the following:
  1. All required MEA documents shall be completed.
  2. Complete and updated records.
  3. All fees paid and kept current.
  4. No Late fees charged to membership account during the past 6 months.
  5. No written disciplinary actions taken against membership during the past 12 months.

## 2. HORSE REQUIREMENTS

- a. All horses stabled at the center will be halter broken and trained/broke well enough to be put in the stall area.

- b. No stallions are allowed.
- c. Horses that become a danger to other people or horses are subject to removal at the decision of the Board.

## 3. RECORD KEEPING

- a. Prior to any changes of horses, tack rooms, paddocks, etc., the members involved will pay all fees, complete or update records, ensure that shot records are current, and hold a current membership in good standing.
- b. Paddock and tack room assignments will be made by the Stablemaster as approved by the Board.
- c. All members are responsible for keeping their records up to date.
- d. If a horse is being leased or managed by a caretaker, the Board must be notified in writing.

## 4. FEES AND PAYMENTS

- a. Before bringing any horse(s) to the Center and placing it into its stall, the owner is required to pay membership dues, paddock fees, and a security deposit.
- b. Payments may be placed in the office drop slot in Building 3140 or mailed to the Marina Equestrian Association, P.O. Box 1320, Marina, CA 93933.
- c. Payments must be made with money order or check only; no cash payments.
- d. All fees are due on the 1<sup>st</sup> of the month. If fees are received after the 5<sup>th</sup> of the month, a late fee of \$15.00 per stall will be assessed. See *MEA Bylaws* for additional information.
- e. Members are required to notify the Association in writing of any discrepancies in their bill within 14 days of notification.
- f. All boarders are required to pay a security deposit in the amount of first and last month's boarding fee per stall.
- g. Fees are subject to change with the approval of the membership at a General Meeting.
- h. Any charge incurred by the Association for repair or maintenance of paddocks due to the destructive nature of the horse(s) or negligence by the owner will be added to the monthly board bill.
- i. In order to process final bills and inform incoming members on the Waiting List, boarding members are required to give a 14 day notice before vacating their stall(s).

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- j. Stall fees must be paid for only by the person who holds the Boarding License for the stall.

## 5. EMERGENCY VET CARE

Any expense to the Association to obtain emergency care of an injury or illness to any horse may be billed to the member.

## 6. VACCINATIONS AND VET RECORDS

- a. All horses will be vaccinated annually against Equine Influenza, Eastern and Western Equine Encephalitis, Tetanus and Rabies. Copies of records of yearly vaccinations must be submitted to the MEA office.
- b. All new horse(s) brought to the Center must have shot records indicating that the above listed shots have been administered by a *licensed veterinarian* within the past six months. Proof of shots must be provided to the Association Secretary or the Stable Master before any new horse(s) brought to the Center. Immunization must be accompanied by veterinary certification in order to comply with the regulatory requirements
- c. It is the member's responsibility to ensure shots and records are kept up-to-date. Shots not given within 30 days of the due date may result in the Association providing the shots and the cost billed to the member. Shots may be administered by the member, but must be witnessed (in writing) by a member of the MEA Board of Directors.

## 7. QUARANTINE REQUIREMENTS FOR SICK OR INFECTED HORSES

- a. Any horse(s) suspected of having a communicable disease will be subject to quarantine at the discretion of the Board. The decision is final.
- b. If an owner suspects a communicable disease, the animal will be quarantined and an Officer of the Board notified immediately. If a Board officer suspects a horse is contagious, the animal will be quarantined and both the owner and the full Board notified.
- c. If the condition is determined to be a serious health threat to the other horses, the owner may be required to remove the animal until the condition has past.

## 8. IDENTIFICATION

It is recommended that the member's name and phone number, and vet's name and phone number, be posted on the paddock/tackroom walls. In the event the member is not available, there should be someone listed who can assume responsibility for the horse. This information must also be maintained with the MEA Secretary.

## 9. STABLE MANAGEMENT

- a. The responsibility for maintenance of the common areas will be shared by all members. Supplies will be provided by the corporation with prior authorization of the Board.
- b. The maintenance of an individual paddock is the sole responsibility of the membership leasing that paddock. Supplies purchased for repairs of the basic structure may be reimbursed by the Association with prior authorization of the Board.
- c. Boarders will have paddocks cleaned daily and water containers will be cleaned once a week. Boarders are also responsible for keeping the area around their stall and paddock free of debris. This is a self-care facility: the animals' well-being is the responsibility of the owner. All animals must be well maintained. Failure to maintain animals in a satisfactory condition may result in forfeiture of boarding privileges or termination of membership by the Board.

## 10. LIABILITY

Members shall be held accountable for any damage done by their family members, guests or animals and must have adequate personal liability insurance coverage prior to the utilization of the facilities. See *Bylaws* and the *Indemnification and Hold Harmless Agreement*.

## 11. PADDOCK LIMITATIONS AND WAITING LISTS

- a. The Stable Master will maintain a Waiting List for paddocks and tack rooms. All such assignments will be subject to change. See MEA's Stall Request form for additional information
- b. Family memberships are limited to 3 paddocks with one horse allowed per paddock except mares with foals six months of age or under. Additional horses may be permitted by the Board when all others on the Waiting List have been accommodated.

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- c. There will be no subleasing of stalls or tack rooms.

(Paddock Limitations and Waiting Lists continued)

- d. Horses must be kept in assigned stalls unless prior authorization is obtained from the Board.
- e. MEA members must hold a current membership in good standing for 6 months prior to any changes of horses, tack rooms, paddocks, or being placed on the stall waiting list or the stall upgrade list.
- f. Members must maintain a membership in good standing to remain on the stall waiting list or the stall upgrade list.
- g. Sale of a horse will not include the stall the horse is currently being boarded in. Stalls do not transfer from one horse owner to another.