



RIVER VALLEY RIDERS
EQUINE-ASSISTED SERVICES

Registration Policy

This policy covers both registration for a program spot and registration for the waitlist.

Registration for a program spot – returning participants.

- RVR will send out a registration email to the participants of the current year to give them priority to register.
- This email will be sent after the program closes for the season.
- To participate the registration form and payment will be required to be mailed to the River Valley Riders address for consideration.
- Payment will include the non-refundable registration fee, plus a down payment for the Spring Session.
- If a participant does not want to sign up for the full program year, then fill out the registration form and mail with the non-refundable registration fee to be added to the waitlist.
- If there are no spots available for all the previous year's participants, spots will be scheduled based on participant's available times, appropriate horse/volunteer availability, and years with RVR. Previous year's participants will be placed on the waiting list based on these criteria.

Registration for new participants to the waitlist.

To join the waiting list, participants must do the actions outlined below. Following the process may provide participants with either a permanent spot or a substitute spot for riding or carriage driving.

- Complete and sign the registration form.
- Complete and sign the "Participant Liability and Photo Release/Waiver" form.
- Have the "Medical History & Physician's Statement" form completed by a licensed medical provider. *If this will significantly delay their response, participants should send in the registration and release/waiver forms with the registration fee ASAP. This will prioritize them on the waitlist. The medical must be received within 60 days to keep their place on the waiting list.*
- Include a check for the nonrefundable registration fee to River Valley Riders.
- Mail all forms and the registration fee to the River Valley Riders' address.

Participants will remain on the waitlist if they mail the yearly "Participant Liability and Photo Release/Waiver" form and "Medical History & Physician's Statement" form to the River Valley Riders' address. An additional fee is not required.

If a participant from the waitlist is given a permanent spot (not sub) during the program season, then they will be allowed to participate in the returning participant's process, which will require an annual non-refundable registration fee to be paid, as well as the down payment for the program cost.