BOARDING TERMS, INCLUSIONS AND REGULATIONS

Please be sure to carefully read and consider the following as you will be required to adhere to them. Problems with contract violation may result in consequences, including termination of board and dismissal of horse and rider from facility.

**BOARD SUMMARY:**

**Cost:**

- Per Semester $1,200
- Per Month $300

**Board Includes:**

- Daily hay and grain in accordance with LUEC provided feed program;
- Daily turn out, weather and circumstance permitting
- Daily or as necessary stall cleaning and re-b edding
- Simple wound/injury care up to 15 minutes per day for 3 consecutive days
- Application and removal of blankets and other equipment, within reason
- Basic daily check for injury or illness

**Does not include:**

- Vet, farrier, dentist or other professional expense
- De-worming expense
- Special feed or supplement expense
- Special care or treatments in excess of 15 minutes per day
- Excessive removal and application of blankets and other equipment
- Emergency action/treatment expense
- Any other expense/service incurred by horse ownership
Equestrian Center Handbook:

The Boarder and their horse are part of a close-knit team of equestrians at LUEC. All individuals at the facility, including Boarders will be held to a high standard of care, behavior, and professionalism for the duration of their time at LUEC. These facility-wide standards are detailed in the Equestrian Center Handbook. Boarder acknowledges that they have read and understood all rules, procedures, policies, and information in the Equestrian Center Handbook. Boarder agrees to act in accordance with this handbook at all times. Failure to follow handbook rules and policies may result in formal disciplinary action and/or being asked to remove horse or rider from the facility.

Equipment:

All boarder horses must arrive with the following items. All items must be in good repair, safe for use, and properly fitted. If the owner refuses or is unable to provide any of the required items, the facility may purchase the item and bill the Boarder for all costs. LUEC is not liable for any lost, stolen, damaged, or destroyed property or equipment.

- A breakaway halter labeled with horse name (plate, stitching, id tag, puff paint, etc.) for turnout
- Lead rope
- Fly mask
- Extra breakaway halter and lead
- 6-10 Days of feed from previous feed program for transition

In addition, it is recommended that each horse arrives with the following items:

- Waterproof sheet
- Waterproof winter turnout blanket
- Cooler
- Tack (If horse will be ridden)
- Standing leg wraps
- Basic equine first-aid kit

Turn Out:

LUEC will provide daily turn out and stalling, weather and circumstance permitting. Turn out will be in a group environment unless otherwise specified or necessary. Boarders are responsible for retrieving and returning their horse to proper field before and after
riding unless it is timely and convenient for LUEC staff to do so. LUEC is not responsible for a horse should a Boarder leave it in an improper location.

All horse pasture assignments will be posted on a dry erase board outside of the Boarder Barn Feed Room. Any necessary changes will be detailed on dry erase board as soon as possible. LUEC staff has the right to move/relocate any horse on the facility to another pasture or turnout arrangement should it present a danger to itself or others as a result of interaction with other horses or particular environment.

**Daily Care:**

Horses will be fed grain two times per day and will be provided with hay as necessary. Horses will be provided with clean, fresh water at all times. Stalls will be cleaned/bedded with pine shavings/sawdust daily or as needed.

Daily care includes application and removal of blankets, fly masks and other equipment deemed necessary by Boarder, within reason. Excessive blanketing/equipment usage will be subject to an additional charge of $15 per month (greater than 2 blankets used will incur charge).

Daily care also includes checking for injury and illness, as well as simple wound care. Any horse requiring care/treatment beyond 15 minutes per day or for more than 3 consecutive days will incur additional cost if Boarder is unwilling or unable to provide such treatment themselves (e.g. abscess treatment, cold hosing, wrapping, etc.). Additional costs will be assessed on a case by case basis.

**Feeding:**

LUEC will provide a feed program consisting of Tribute Essential K ration balancer and Tribute Kalm Ultra performance feed. This will be provided as part of board in whatever amount necessitated by horse for proper, healthy keeping, within reason. Any increased feed consumption (greater than 6lbs. per day), additional feeds or supplements desired are the financial responsibility of the Boarder and must be provided and continually restocked by the Boarder. Boarders may not feed their horse unless expressly given permission by LUEC staff on duty. NO EXCEPTIONS!

Additional feeds such as Alfalfa Pellets, Beet Pulp, K Finish, or Alfalfa Hay may be incorporated into the horses feed program if necessitated by horse for proper, healthy keeping, within reason. The use of these additional feeds will be on a case-by-case basis. Additional costs may apply.

All supplements are the financial responsibility of the Boarder. Supplements must be divided into daily doses, put in clearly labeled zip lock sandwich bags or similar
containers, and placed in a designated area in the feed room. SmartPaks are a good idea for those who want their horse to receive multiple supplements. Liquid supplements are strongly discouraged.

In order for a supplement to be effective, to must be fed consistently. As such, if you believe it is necessary for your horse to receive a supplement it should be a priority for you to keep your horse supplements well stocked. Any supplements that are not supplied in individual doses WILL NOT be fed. NO EXCEPTIONS!

Horses will be provided with grass or quality hay forage at a rate of 20-40 lbs per day or as needed to maintain proper condition. Horses should arrive with 6-10 days of grain from previous program to allow for proper transfer from one feed program to the other and to avoid potential digestive upset and/or colic.

Horse Care Changes:

Any changes a Boarder wishes to make to his or her horse’s care/feeding/etc. must be submitted in writing to management via a ‘Boarder Change of Care Form’. Change MAY NOT be made until management approves. This will ensure that the change is completely integrated into the barn schedule with complete staff awareness.

LUEC is a multi-faceted equine facility. As such, situations may arise where LUEC must make decisions and changes regarding Boarder horse care. The Boarder entrusts and gives permission for LUEC to make any decision they deem to be in the best interest of the individual horse and for the facility as a whole. If such a situation arises, LUEC will make every effort to contact the Boarder about the change in a timely manner and will document all necessary changes through a ‘Boarder Change of Care Form’, though a Boarder signature may be omitted in such a case.

De-worming:

LUEC conducts semi-annual fecal egg counts in the fall and spring to determine the basis for de-worming. Every Boarder horse is de-wormed in the early spring with a broad-spectrum de-wormer and boticide. Cost of de-wormer will be billed to the boarder.

Vaccinations:

All horses at LUEC must arrive with and maintain a current negative Coggins test, as well as current vaccination and documentation for Rabies, Tetanus, Western and Eastern Equine Encephalomyelitis (sleeping sickness), Equine Influenza, Equine Herpes Virus (rhinopneumonitis) and West Nile Virus. Boarders are expected to obtain a new Coggins test and vaccinations prior to annual expiration. Other vaccinations, such as Strangles,
Potomac Horse Fever, and/or boosters for above listed diseases may become required, if deemed necessary by LUEC.

It is not recommended that Boarders vaccinate horse immediately prior to travel or periods of increased stress and/or lowered resistance. All vaccinations must be given at least two weeks prior to arrival at LUEC.

Boarder must provide LUEC with clear, written documentation of current vaccinations and current negative Coggins test before horse arrival at facility and/or after new vaccinations are given or new Coggins Test is drawn. Documentation must be a copy of an original document. Documented proof of vaccinations can include copies of original veterinarian invoice listing specific vaccinations, document with veterinarian signature certifying vaccinations were given, or receipt of vaccinations purchased. Pictures taken of document, a screenshot of a document, handwritten list of vaccinations without veterinarian signature, etc. will not be accepted.

**Vet/Farrier/Other Professional:**

All Boarders will be treated as individual clients by all equine professionals. As such, it is the responsibility of the Boarder to schedule and meet vets, farriers, and other professional and to hold their horse during such appointments. If a Boarder has scheduled an appointment and cannot be there to attend to and hold their horse, they must reschedule. Other arrangements may be made by management for LUEC staff to hold/attend to horse during an appointment, but only where absolutely necessary or during an emergency situation. All of these requests will be evaluated by management on a case-by-case basis.

In the event that the Boarder cannot be present at the appointment, LUEC will not make any decisions regarding your horses health, care, etc. unless it is an emergency circumstance. Furthermore, in the event that LUEC staff attends to an appointment for a Boarder or the Boarder cannot be reached, it must be understood that the staff member will not make decisions regarding horse’s health, treatment, care, etc. The terms of this paragraph do not apply in emergency situations where Boarder cannot be reached or cannot be present. If Boarder cannot be reached and there must be a decision made about Boarder horse care, health, etc. the appointment may be pushed back to a later date at LUEC staff, farrier, veterinarian, etc. discretion. Boarder will be responsible for all costs associated with re-scheduling.

Boarders are required to adhere to a schedule of professional care and treatment for their horse that is conducive to responsible horse ownership. It is important that Boarders carefully consider and responsibly plan interactions/appointments with equine professionals as such individuals who are respected and treated well may be willing to go the extra mile in certain situations, whereas a professional treated otherwise may not.
Boarders may use any qualified vet, farrier or other professional that they choose but are also welcome to use professionals selected/employed by LUEC.

If Boarder desires to utilize the services of the LUEC approved farrier, Boarder understands that LUEC will dictate all scheduling and appointment times due to the large volume of horses on the farrier schedule. Boarder must make every effort to be there to hold their horse, unless they have a work or class obligation.

In the event that a boarder has an outstanding bill with an LUEC selected professional for greater than 30 days, they may be asked to remove their horse from the facility, as this reflects poorly on the facility as a whole and compromises our relationships with those equine professionals.

**Emergencies:**

In an emergency situation, the Boarder authorizes LUEC staff to act in any way deemed necessary to best ensure health, safety and/or survival of the horse. This includes enlisting the help of a vet or other professional. If the vet or professional whose name is provided by the Boarder is not available or cannot be contacted, LUEC staff is authorized to select and enlist a LUEC endorsed professional. If the Boarder cannot be contacted, LUEC staff will proceed utilizing the professional being consulted (vet, etc.) and their own judgment, as necessary. This emergency authorization also includes authorization to haul the horse off of the premises for medical treatment if necessary.

In the event of a medical emergency such colic or another surgical situation, it is important that we have prior authorization to take extreme measures. Each Boarder, owner (if applicable), and person financially responsible for the horse must carefully consider the financial ramifications of this decision and then complete an Authorization for Extreme Measures form stating whether or not you are willing to take extreme measures to save or preserve your horse’s quality of life/usability and incur all subsequent financial responsibilities that will occur. This must be signed by Boarder, Owner (if applicable), and person who is financially responsible for horse costs. This decision affects the following:

- On site emergency vet care
- Travel arrangements
- Future horse quality of life and possible loss of use
- Euthanasia

The conditions of that form will be strictly adhered to. If there is any change to the status of a horse’s Authorization for Extreme Measures a new form must be completed and signed by all parties. Under no circumstances can we alter the terms of the form without written, documented consent from Boarder, owner (if applicable), and person financially responsible. Boarders will be responsible for ALL costs associated with emergency situations involving their horse.
**Riding and Training:**

Any riding and training done at LUEC must be done first and foremost with the safety of both horse and rider in mind. Helmets must be worn at all times when mounted. When riding, all riders are required to dress in accordance with the dress code policy as listed in the Equestrian Center Handbook. LUEC has riders from a variety of different disciplines and encourages Boarders to pursue any discipline they are interested in, provided every precaution is taken to ensure horse and rider safety. Any activity deemed unsafe, reckless, or irresponsible whether intentional or unintentional may result in disciplinary and/or loss of facility privileges.

Everyone involved with horses is perpetually learning and so Boarders are strongly encouraged to advance their riding skill set by taking riding lessons during their time at the facility. LUEC offers both Hunter Seat and Western riding instruction to all boarders free of charge. If Boarder elects not to use a LUEC instructor, they may utilize the services of an outside instructor, provided that instructor has proper insurance and qualifications. No student or Boarder may act as “trainer” for any horses other than their own or as “instructor” for any student.

In addition, no Boarder will be permitted to jump their horse without prior permission from the Program Director or Assistant Program Director. Any Boarder who wishes to jump will be required to take at least one lesson per month with an approved, discipline appropriate qualified instructor. If Boarder desires to jump higher than 2’, Boarder may only do so with hunter seat instructor present in the ring.

**LUEC Tack/Equipment Usage:**

Boarders may be able to use LUEC tack and equipment if prior permission has been obtained from management. Permission must be obtained EVERY TIME a Boarder wishes to use that piece of tack or equipment. Tack and equipment must be signed out/in EVERY TIME the Boarder wishes to use that specific item and must be returned to the Liberty Barn Tack Room after each use.

It is NEVER ok for a Boarder to store LUEC belongings in the Boarder Tack Room, their personal tack trunk, their car, etc. Each piece of equipment must be signed out/in individually. The sign out sheet is in the Liberty Barn Tack Room. Boarder will be held liable and responsible for all damages. Repeated or prolonged use may subject boarder to a usage fee based on the value of the tack or equipment being borrowed. Under no circumstances should any Boarder ever tack any piece of tack or equipment home with them.
**Continuing Education:**

As a Boarder at the LUEC your knowledge and skill set are a direct reflection on the facility. LUEC strives to foster an environment where everyone involved at the facility has an opportunity for continued education. Every boarder is strongly encouraged to participate in continuing education opportunities offered at the facility such as horsemanship classes, clinics, lessons, and other equine activities.

**Insurance:**

Boarders are encouraged to obtain and maintain insurance (generally mortality and/or major medical) for their horse if they so desire. Recommendations for insurance carriers can be provided by LUEC. The Boarder acknowledges that LUEC does not have any insurance on boarded horses. Any Boarder horse with an insurance policy must provide LUEC with a copy of all relevant insurance information to be kept on file.

**Guests:**

All guests of Boarders, including instructors and trainers, must have a LUEC liability waiver signed prior to partaking in ANY horse related activity. Boarders may bring friends to ride so long as they are under direct supervision of the Boarder and have received prior permission from management. All guests of Boarders must act in accordance with the Equestrian Handbook while at the facility, including wearing appropriate clothing and footwear while partaking in ANY horse related activity. No guests may be at the facility outside of operating hours.

Boarders may elect to have outside instructors come to aid in personal riding or horse training providing they have received permission from management and that such instructor/trainer/coach has proper insurance. All guests must treat the facility (including its staff and horses) respectfully and may not partake in any activity against the Liberty Way, Equestrian Handbook, or this contract while on the premises. Failure to do so may result in guests being unable to return to facility and may result in Boarder guest privileges being revoked. These must be previously scheduled and all LUEC activities have ring/facility priority.

**Horse Comings and Goings:**

If Boarder wishes to remove horse from facility for show, clinic or other short-term endeavor, he or she must management know at least 48 hours in advance. Horses removed from the facility for a period of less than 4 consecutive days will not be granted a reduction in board. Horses regularly removed for shows or other events may be subject to more
intensive vaccination requirements and, depending on local equine health concerns, may be subject to quarantine or special care concerns upon returning.

When Boarders remove their horse permanently from LUEC, they must provide management with 2 weeks' notice. When a Boarder ceases to be a student at Liberty University they become ineligible for boarding at LUEC and their horse must be removed within 30 days following cessation of student status.

**Quarantine:**

All horses, upon their initial arrival to the facility, may be quarantined for a period of up to two weeks. This is in an effort to reduce or prevent any illness or pathogen introduction to the facility. After two weeks with no incidence or indication of illness, horses will be moved to the facility and integrated into the barn program.

**Property Storage:**

Boarders will be provided a designated and reasonably limited area in the Boarder Barn Tack Room for their belongings, such as saddles, bridles, one tack trunk and other equipment. All extra tubs/storage units should be stored in the Boarders trailer or in upstairs loft when not in use. If necessary, Boarders will also have designated and labeled receptacles in the feed room for any special feeds or supplements they choose for their horse.

Boarders must clean up after themselves and put their tack/equipment back where it belongs. This helps to ensure that it will not become lost or moved. It is also wise to clearly label all belongings so, should something be misplaced, it can be returned to the proper owner. Securing tack and equipment will be the responsibility of the boarder if such a measure is desired. LUEC is not liable for any lost, stolen, damaged or destroyed property or equipment. In addition, LUEC does not have any insurance on any property, tack and other equipment owned by Boarders. If Boarders are concerned about their property, they are encouraged obtain and maintain insurance for it.

**Facility Usage:**

The LUEC facility is open from the hours of 7:00 A.M through 10 P.M. It is off limits to Boarders and other users outside of that time unless special permission from management has been obtained. For safety reasons no Boarder may be at the facility alone at any time.

All Boarders, riders, staff and other facility users/visitors are required to treat the facility, including horses, equipment, and other property with the utmost respect and
consideration. All Boarders and other facility users should use only their own tack, supplies, equipment and belongings or those belonging to the particular horse that has been designated for them to use.

When any Boarder or facility user is finished in a given area, or with any particular equipment, they must put everything back where it belongs in a clean, organized fashion so it is ready for the next user. Boarders and other facility users must also clean up after their horse, including picking up manure from arena, grooming stalls, walkways, etc. and placing it in designated tubs, and cleaning up any hair or other debris from their horse before they leave the area. It is NOT the job of the LUEC staff to clean up after any Boarders or other facility users. If the Boarder fails to do this, they will face disciplinary action.

LUEC is intended for usage by multiple individuals, often at once. Please keep this in mind when using the wash stall, grooming stalls, arena and other areas or equipment that others might be waiting to use.

Boarders are liable for any damage they or their horse may cause to the facility beyond normal wear and tear.

Respect:

LUEC provides the opportunity for ALL Liberty students, regardless of experience level or discipline, to enjoy horses; therefore superior attitudes will not be tolerated. At some point in time, all riders were beginners and everyone involved with horses is perpetually learning. Any behavior that makes beginners, less experienced individuals, persons of a specific discipline, or persons of varying degrees of horse/equipment ownership feel inferior will not be tolerated. LUEC makes it a priority that all individuals feel welcome, and comfortable while using the facility. Should anyone feel another Boarder or facility user has acted improperly and is in need of correction, LUEC management should be advised and any instruction and reprimand must come from the management.

Communication:

A clear line of communication is vital for a healthy and successful Boarder/facility relationship. If Boarders ever have an issue, question, concern or suggestion for LUEC, they should promptly contact the LUEC management. This ensures that the item at hand will be addressed in a respectful and efficient manner. If Boarders have not addressed an issue with management, it should not be addressed with friends, co-workers or neighbors.
**Other Considerations:**

No stallions will be allowed to board at LUEC.

Cribbers may be allowed to board at LUEC. Each horse will be evaluated on a case-by-case basis. If horse is accepted, the Boarder must provide a cribbing deterrent upon arrival of horse at the facility including a cribbing collar, cribbing strap, or muzzle. If Boarder is refuses or is unable to provide the cribbing deterrent, LUEC may purchase any necessary equipment and bill Boarder for all costs or horse will be dismissed from the facility. Boarder will be responsible for any damage due to destructive horse behaviors.

Horses with other destructive behaviors may not be allowed at LUEC. Each horse will be evaluated on a case-by-case basis. Boarder will be responsible for any facility damage due to destructive horse behaviors.

**Boarding Cost:**

**Per-Semester Board:** $1,200

*This option is available as a two-time fee for student Boarders wishing to keep their horse at the facility only during spring and fall semesters. Per-semester board runs from the first day of orientation through the day final grades are due and typically lasts slightly over 4 months. These few extra days are intended to give student Boarders some leeway as far as transporting their horses to and from school and are included without additional charge.*

*The entire per-semester fee, $1,200, is due by the first day of the semester. Boarders who pay per-semester may still receive bills if additional services or expenses are provided.*

**Per-Month Board:** $300

Per-month board runs from the first day of the month through the last day of the month. The entire per-month fee, $300, is due by the first day of the month. Any partial months or additional days the horse resides at the LUEC facility beyond these specified dates will incur a cost of $10 per day.

Failure to pay board after one month may result in reevaluation of boarding privileges at LUEC, potential termination of boarding contract, and/or request for removal of horse from facility. Horse and/or tack may be held until outstanding bills are paid. If necessary, horse and tack may be seized and sold to cover expenses left unpaid by the Boarder after two months.
Any additional expenses or billed services (such as wormer, extensive care, etc.) are to be included with the board bill payment or paid promptly after receiving bill (depending on service/expense). Failure to do so may result in discontinuation of extra services and request for removal of horse from facility. Additional services desired or required may incur extra expense as outlined in the previous sections. Any unresolved expense (board, extra expense, LUEC vet and farrier, etc) after 30 days may result in termination of board.

The Boarder must provide management with 2 week’s notice prior to the arrival of horse at the facility. If the student does not provide the required 2-week advanced notification prior to arrival at the facility, their stall may be unavailable and the facility may not be prepared to receive the horse.

**Boarding Payments:**

All board payments must be made at the Cashiers Office on campus – by cash, check or credit card. LUEC will provide the Cashiers Office with all invoices and Boarders will be emailed a copy.

Boarders are expected to make all Board payments by the 1st of the month or the first day the horse arrives on the property. However LUEC and the Cashiers office will extend a 5-day grace period to all students. Any student who has not paid board by the 5th of the month will be charged an additional 10% of the total amount owed.

Mailed checks must be sent to Liberty University c/o Cashiers Office 1971 University Blvd Lynchburg, VA 24515 and MUST reference the student name that the board is for so that it can be matched with the proper invoice.

**Disciplinary Actions and Dismissal from Facility:**

Boarders of any horse deemed unsuitable or unsafe to remain at facility will be provided with two weeks’ notice to remove horse from facility. All Boarders are required to uphold all rules and policies of LUEC as outlined in the Equine Handbook and Boarder Contract. Consistent problems in doing so may result in consequences, including termination of board and dismissal of horse and rider from facility.