



## Stepp Stables Rules

**-Ensure that your horse has proper medical care, hoof care, feed, and exercise.\*** Owner must ensure that the horse receives proper care as approved by the MCCC Stepp Stables Manager as outlined in the boarding agreement. Horses may be placed on full feed or full cleaning without owner permission at the discretion of Stables management and may be reported to Animal Control. Animal abuse will not be tolerated at any time. Animal abuse and/or neglect may result in boarder being evicted from the stables and a report submitted to the Humane Society.

**-Pen façades must be kept neat and clean.** Equipment such as muck rakes must be hung up and off the ground. Halters and lead ropes may be hung from wall hooks. All other equipment must be stored in tack sheds. Stables staff at management's discretion will remove all items not stored in the tack rooms. Please keep all stall gates closed and latched at all times. If gates are opened, please open to the inside.

**-Clean up after yourselves, your horses, and dogs in common areas.** Clean up any trash or mess that you create. This includes hay outside tack sheds and stalls, waste from grooming and clipping, and all manure, equine and canine. Owners are responsible at all times for controlling the behavior of their pets. No dog shall be allowed to roam free at any time. Dogs must be on a leash at all times.

**-Stalls must be cleaned a minimum of four times per week.** Water troughs, buckets, automatic waters, etc. must be cleaned at least once weekly. Frequent stall cleaning reduces the amount of flies in boarding areas. Stalls that have not been cleaned in four days will be cleaned by Stables Staff. Cleaning fees shall be assessed as outlined in the Stepp Stables Boarding Agreement.

**-Manure should be disposed of inside manure pits.** Manure carts shall be empty after use. Manure shall be placed as far back as possible in the pit. Manure carts shall be returned alongside their correlating manure pit. Leaving manure carts in front of pits blocks other boarders from dumping manure. Do not dump manure in aisle ways, if a pit is full dump manure in the next closest pit.

**-Turnouts must not exceed 15 minutes regardless of number of horses being turned out together.** Lessons and riders always have priority over lunging and turnouts with no time limit. Be courteous to other boarders. One should not have to be asked to take their horse(s) out of a turnout. The practice of "I didn't see anyone waiting," is not acceptable. All turnouts must be supervised. Owners may not put their horse in an arena and leave the area or facility. Horses shall not be left unattended at any time while in the arenas, round pens, wash rack areas, on the hot walker, or at the tie rails. Horses are not to be tied to fences, shrubs, cars, tack rooms, or led by owner operating a vehicle. Use the designated hitching rails.

**-The speed limit is 5mph throughout the stables.** Speed limits will be kept traffic slow in common areas and adhered to whether in a vehicle or on horseback. Drive vehicles no greater than 5 mph and keep horses at a walk in the Stables areas unless in an arena, round pen, or trail course. While on trails please keep horses at a walk when passing other riders. Avoid military training while riding in training areas. Do not approach uniformed personnel, vehicles, or tents.

**-Smoking is not permitted.** As a courtesy to other boarders and to mitigate fire risk, smoking is not permitted in stall areas, around tack sheds, arenas and round pens, or on trails. Smoking is permitted in the parking lot and pavilion area.

**-Children age 12 and younger must be under the direct supervision of an adult at all times while at Stepp Stables.**

Parents or guardians must supervise and assume all responsibility for their children at all times.

**-Helmets.** Approved riding helmets must be worn by all persons jumping horses at all times (No exceptions). Anyone under the age of 18 must wear an approved riding helmet.

**-Providing services.** Unless contracted through MCCS, boarders and guests are not authorized to receive monetary compensation for lessons, stall cleaning, or any other services provided to boarders. For information on becoming a contracted service provider, please contact the Stables Manager.

**-All feeding arrangements and or stall changes must be processed in the office.** Changes to feeding arrangements and stall assignments must be approved by the Stables Manager before going into effect. All feed changes will go into effect on the first of the month; no changes will go into effect mid-month. Boarders shall not move their horse to a different pen without stables manager's approval and all applicable fees paid.

**-Work Requests should be filled out in the office for any desired work.** The Stables Manager will schedule your work/repair request. All associated fees, if applicable, must be paid prior to work/repairs. Staff are not authorized to work on pens or provide additional devices to owners without prior approval of management, and accompanying work order request. Owners are not allowed to modify their pens without stable manager's approval.

**-Parking is only allowed in designated areas.** Designated parking areas are defined on area maps available at the office. Vehicles must not block stall gates, trailer access, tie rails, tack rooms, wash racks, etc. Do not leave doors open impeding others' travel. Active loading/unloading at tack rooms is permitted for no more than 15 minutes. Parking in designated areas will increase usability of stables amenities for everyone. The Stepp Stables parking map applies to all boarders, vendors, guests, and visitors. For the safety of trail rides and children's lessons, there is to be NO parking, loading, or unloading of horses between the office and the lesson barn without special permission from the Stables Manager. There is to be no loading/unloading of horse trailers in the paved parking lot without special permission from the Stables Manager.

**-Boarder Trailer Parking.** Boarders' horse trailers must be parked in the trailer parking area across the bridge from the lower arena. This is fee-based parking and trailers must be parked within specific assigned/marked spots as depicted on the trailer-parking map. Trailers may be staged in the pen areas for early morning departure only by permission of the Stables Manager. Late arriving trailers may remain in the pen area overnight and must be removed by no later than 9AM.

**-Haul in Guests.** Guest trailer parking is available between the hay barn, shop area, and sand barn. Parking is on a first come first serve basis and is not always guaranteed. Guest trailers and horses are not allowed at any time in the boarder pen areas. All haul in guests must check in with the office, sign a liability form, and pay a grounds usage fee.

**-Conduct.** Rude, disrespectful, and/or abusive behavior, verbal or otherwise towards any person or animal will not be tolerated at any time.\*

*If you have any concerns, please notify Stables Management as soon as possible. As a Boarder, you are responsible for the compliance of all your guests, vendors, and their animals.*

**Violations of these conditions may constitute grounds for loss of stable privileges.**

**Stepp Stables Rules and Guidelines are subject to change at any time, with or without notice at the discretion of the Stables management and Food, Leisure, Hospitality, and Services leadership.**

Administrative Actions

<u>Nature of Offense</u>	<u>First Offense</u>	<u>Second Offense</u>	<u>Third Offense</u>
Unclean Stall	Warning Letter	One Cleaning at Daily Rate at Boarders Expense	Placed on monthly Full Clean at Boarders Expense
Pen Façade Not Clean	Verbal Warning	Warning Letter	Termination of Board
Not Cleaning up After Animal and/or Yourself	Verbal Warning	Warning Letter	Termination of Board
Not Using Manure Pits	Verbal Warning	Warning Letter	Termination of Board
Unattended Horse/Improper use of Turnouts	Verbal Warning	Warning Letter	Termination of Board
Unattended Children	Verbal Warning	Warning Letter	Termination of Board
Providing Services for Money	Verbal Warning	Warning Letter	Termination of Board
Aggressive/Uncourteous Behavior	Verbal Warning	Warning Letter	Termination of Board
Noncompliance by Guest/Visitors	Verbal Warning	Warning Letter	Termination of Board

\*Animal Abuse/Neglect. Cases of animal abuse or neglect will be reviewed by management and reported to Animal Control on a case by case basis. Regardless of frequency, abuse or neglect may result in termination of board.

Boarder Name \_\_\_\_\_

Stall Number \_\_\_\_\_

Boarder Signature \_\_\_\_\_

Date \_\_\_\_\_