

Lei Yue Mun Park
Lei Yue Mun Public Riding School
Notes on Horse-riding Activities

(1) Basic Requirements

1. Eligibility: All riders should be paid day, evening or residential campers of Lei Yue Mun Park (the Park).
2. Age: Riders should be aged 6 or above.
(Riders aged 6 to 17 should be accompanied by parents or team leaders to take part in the activities.)
3. Weight Limit: (i) Pony riders should weigh below 105 pounds.
(ii) Horse riders should weigh below 150 pounds.
4. Dress Code: All riders should wear suitable sportswear for riding, including soft trousers, sleeved tops and shoes or boots with heels. Those who do not comply with the dress code will not be allowed to ride and all payments shall not be refunded.
5. Horse-riding Code: Riders shall observe the horse-riding code of Lei Yue Mun Public Riding School of the Hong Kong Jockey Club (the School) and follow the riding instructions of the School instructors (the instructors) who have the discretion to terminate any riding activity as they see fit.

Note: The Park and the School will not accept any application which fails to meet the basic requirements for the horse-riding activities.

(2) Date, Time and Mode of Activities

1. Date of Activities: Wednesday and Friday 10:00 am – 11:00 am (Morning Session)
Tuesday to Friday 3:00 pm – 4:00 pm (Afternoon Session)
Saturday 4:00 pm – 5:00 pm (Afternoon Session)
2. Time of Activities: Each horse-riding session lasts for 30 minutes. Riders should report to the Programme Office staff at the School in suitable horse-riding gear 15 minutes before the commencement of the activity.
3. Activity Mode: (i) Individual Riding: Each rider can ride a horse/pony under the instructors' instructions in each session. Change of rider is prohibited in the course of the activities.
(ii) Group Riding: A group of 2 to 3 riders can ride a horse/pony in turn under the instructors' instructions in each session.
(There shall only be one mode of riding activity (individual or group riding) in each session. A session will be cancelled if less than 2 horses/ponies are required.)
4. Medium of Instruction: The activities will be conducted in Cantonese. English-speaking instructors will only be arranged by appointment.
5. Number of Horses/Ponies: For weekdays, a maximum of 3 horses/ponies will be provided in the morning session, while a maximum of 4 horses/ponies will be provided in the afternoon session. For Saturdays, a maximum of 3 horses/ponies will be provided in the afternoon session. The actual number of horses/ponies provided is subject to the actual provision of Lei Yue Mun Public Riding School. The Programme Office of the Park may rearrange the activity time for riders as it sees fit.

Note: There shall only be one mode of riding activity (individual or group riding) in each session. A session will be cancelled if less than 2 horses/ponies are required. In such case, riders are requested to return to the Programme Office for refunds.

(3) Activity Fee

Camp fees do not cover the cost of horse-riding activities. Participants are required to make extra payment as follows:

Tuesday to Friday (September to June)	Tuesday to Friday (July and August)	Saturday and Public Holiday
\$31.50	\$60	\$60

(4) How to apply

1. Applications for horse-riding sessions at Lei Yue Mun Public Riding School may only be made in advance by paid campers who should submit a completed “Application for Horse-riding Activity” (see Page 4 for the form) to the Programme Office of the Park on or before the relevant cut-off date (please refer to Paragraph 2 below for details) by post or fax (Address: Lei Yue Mun Park, 75 Chai Wan Road, Hong Kong; Fax No.: 2568 8304). Late applications will not be considered (the postmark date will be deemed to be the submission date).
2. Cut-off dates for processing the applications are on every Friday. Bookings for riding sessions on or after the 8th day from the respective cut-off date will be accepted on a first-come-first-served basis. For example, applications for sessions on or after 7 February 2015 will be considered on 30 January 2015 (Friday) which is the first cut-off date, and 6 February 2015 (Friday) is the cut-off date for handling bookings for 14 February 2015 and after.
3. Each camper may only apply for one type of riding activity per session (please refer to the application form on Page 4 for details).
4. Successful applicants will be notified by the Park. Applicants who do not receive any notification 3 days before the activity day may assume their applications unsuccessful.

(5) Payment Method

1. Morning Session Successful applicants for the morning session should contact the Programme Office for payments at **9:00 a.m.** on the activity day.
2. Afternoon Session Successful applicants for the afternoon session should contact the Programme Office for payments **before 2:00 p.m.** on the activity day.
3. Payment Method The horse-riding fee should be paid in cash. No cheque will be accepted. Please keep the official receipt until the end of the activity.

(Riders should report to the Programme Office staff at the School in suitable horse-riding gear 15 minutes before the activity. Latecomers or absentees are deemed to be giving up their places, which will be allocated to other applicants on a first-come-first-served basis, and no refund shall be made.)

Note: If riders fail to pay the fees at the scheduled time, the activities booked will be cancelled. There shall be no refund for riders who are late, absent or fail to comply with the rules of the School and are hence prohibited from taking part in the activity by the school on ground of safety.

(6) Other Points to Note

1. Inclement Weather Arrangement

The School may cancel any horse-riding activity if the weather is unstable. In such case, riders are requested to return to the Programme Office of the Park for refunds.

2. Declaration

Riders shall declare that they do not suffer from any physical or mental illness or disability (including visual impairment, hearing impairment, physical disability, cerebral palsy or spasticity

which requires the use of wheelchair(s), mental disability, autism and Down's syndrome) which may affect their understanding of horse-riding instructions. Persons with mental or physical disabilities may contact the Hong Kong Riding for the Disabled Association (Tel: 2857 7711; Fax: 2857 7933; Website: www.rda.org.hk) for details of horse-riding activities for the mentally and physically disabled.

3. Release and Indemnity Declaration

All riders shall sign the "Release and Indemnity" Form (parents/guardians should sign the Form on behalf of riders aged below 18) issued by Lei Yue Mun Public Riding School of the Hong Kong Jockey Club ("the School"). Please refer to the Form for details.

Note: The School, its instructors and the Park staff reserve the right for all the arrangements and decisions on riding activities.

For enquiries, please contact the Programme Office staff of Lei Yue Mun Park at 2568 7380.

Lei Yue Mun Park
Lei Yue Mun Public Riding School
Application Form for Horse-riding Activity

For Official Use Only
Receipt No.:
Amount of Payment: \$
Group: 1 2 3 4 5 6
Name of Programme Office Staff:
Signature:
Date:

Name of Applicant: _____
 (Day/Residential/Evening Camp)

Contact Telephone No.: (Day) _____ (Night) _____ (Mobile) _____

Date of Activity (DD/MM/YY): _____ (Day of the Week: _____)

Horse-riding Session: (Please choose one session and tick the appropriate box)

- 10:00 a.m. – 10:30 a.m. (Wednesday and Friday)
- 10:30 a.m. – 11:00 a.m. (Wednesday and Friday)
- 03:00 p.m. – 03:30 p.m. (Tuesday to Friday)
- 03:30 p.m. – 04:00 p.m. (Tuesday to Friday)
- 04:00 p.m. – 04:30 p.m. (Saturday)
- 04:30 p.m. – 05:00 p.m. (Saturday) (for residential and evening campers only)

Note: The Programme Office of Lei Yue Mun Park may rearrange the horse-riding time for riders as it sees fit.

Activity Mode:

Individual Riding		
Only one horse/pony will be provided for each rider. Change of rider is prohibited in the course of the activity.		
No. of Participants	No. of Ponies/Horses	
	Ponies	Horses
	For participants weighing below 105 pounds	For participants weighing below 150 pounds
()	()	()

Group Riding		
A group of 2 to 3 riders can ride one horse/pony in turn.		
No. of Participants	No. of Ponies/Horses	
	Ponies	Horses
	For participants weighing below 105 pounds	For participants weighing below 150 pounds
()	()	()

Remarks:

- * Please read carefully the Notes on Horse-riding Activities of Lei Yue Mun Public Riding School of Lei Yue Mun Park.
- * Riders should be aged 6 or above and weigh below 150 pounds.
- * Participants should wear suitable sportswear, including soft trousers, sleeved tops and shoes or boots with heels.
- * There shall only be one mode of riding activity (individual or group riding) in each session. A session will be cancelled if less than 2 ponies/horses are required.
- * For weekdays, a maximum of 3 horses/ponies will be provided in the morning session, while a maximum of 4 horses/ponies will be provided in the afternoon session. For Saturdays, a maximum of 3 horses/ponies will be provided in the afternoon session. The actual number of horses/ponies provided is subject to the actual provision of lei Yue Mun Park Public Riding School.
- * Please contact the Programme Office of the Park to make payments for campers' horse-riding activities.

Declaration

I _____ (Applicant/Team Leader) declare that the information provided above is true and correct. All riders aged below 18 have obtained the consent of their parents/guardians or persons authorised by their parents/guardians for participation in the above activity. None of the riders suffers from any illness that will render them unfit for the above activity and all of them have accepted the terms of release and indemnity provided for by Lei Yue Mun Public Riding School of the Hong Kong Jockey Club.

Name of Applicant/Team Leader: _____

Date: _____

Signature of Applicant/Team leader: _____

- Name of Participant(s):
1. _____ (Age: _____ Weight: _____ lb.)
 2. _____ (Age: _____ Weight: _____ lb.)
 3. _____ (Age: _____ Weight: _____ lb.)
 4. _____ (Age: _____ Weight: _____ lb.)
 5. _____ (Age: _____ Weight: _____ lb.)

Notes:

- * The applicant must provide personal data as required in this Form; otherwise the Park may not be able to process their applications.
- * Data provided by the applicant will only be used by the Park for the arrangement of the horse-riding activity.
- * Personal data provided by the applicant will not be disclosed to any person except the staff duly authorised by the Park.
- * For correction of or access to personal data submitted by the applicant, please contact the Park manager.