

USAFA



EQUESTRIAN CENTER HANDBOOK



**BOARDING
RENTAL RIDING
RIDING LESSONS
HAYRIDES
EVENING FAMILY RIDES
GUIDED RIDES
BIRTHDAY PARTY PACKAGE
SCOUT GROUP RIDES
GIFT CERTIFICATES
SUMMER HORSE CAMPS**

RENTAL COSTS

First hour - unguided (First come, first served)	\$35 per horse
Each additional hour - unguided	\$15 per horse
*Guide fee per availability	day - \$35 per hour evening - \$50 per hour
All Day (9 a.m.-5 p.m.)	\$75 per horse
Evening Family Guided Ride (By reservation – for immediate family members)	\$75 per family
Evening Guided Group Ride (By reservation only)	\$35 per horse
Hayride	\$85 for up to 20 people, \$5 each additional person
Leading Only Adult leading ages 12 & under	\$5 per horse per half hour

Our staff will choose your horse according to your riding ability.
Come prepared to ride at the time of sign in.



1. RESPONSIBILITY

The USAFA Equestrian Center (EC) exists as part of the Community Services Flight within the 10th Force Support Squadron (10 FSS). The Equestrian Center Manager is responsible for enforcing the provisions of this handbook. These rules and policies apply to the stabling of privately-owned horses at the Equestrian Center. It covers eligibility rules and procedures, responsibilities of staff and private owners, availability and use of facilities, procedures for bringing a privately-owned horse to the Equestrian Center, available services and billing.



2. ELIGIBILITY

Eligibility for use of the Equestrian Center will be as defined in AFI34-101, Air Force Morale, Welfare and Recreation (MWR) Programs and Use Eligibility dated 28 March 2013. Priorities are established in accordance with AFI34-101, Tables A2.1. and A2.2.

3. GENERAL

3.1 The Equestrian Center provides horseback riding, riding instruction, additional special programs and events, and horse boarding facilities to eligible personnel.

3.2. Horses boarded at the Equestrian Center will be used and cared for by the eligible owner and his/her eligible family members and guests.

4. FACILITIES

4.1 Building 7061 is used to stable government-owned horses and to conduct the EC's riding programs.

4.2 The remaining barns and loafing sheds are used to stable privately owned horses, extended lease government horses, government special program horses such as cadet team horses, or for quarantine overflow.

4.3 Other EC facilities include: the rock house (an administrative building), main quarantine pen, hay barn, shoeing shed, two outdoor arenas (one lighted for nighttime use), two round corrals, heated wash rack, rest rooms, meeting room, announcers booth, veterinary/storage building and corral tack shed.

5. PROCEDURES FOR BRINGING A PRIVATELY-OWNED HORSE

5.1 The Manager, or designated staff member, must be contacted to determine the availability of stalls prior to bringing a horse on base.

5.2. Once the horse has been transported to the designated quarantine or boarding area at the EC, the owner will provide current required equine health documentation, sign necessary paperwork and provide information to set up the boarding account.

5.3. It must be understood by all owners that, at the discretion of the Manager or Veterinary Facility, the owner of a horse boarded at the EC may be directed to remove the horse from the installation if any current requirement involving equine health, vaccines and quarantine procedures are violated.

5.4 Accessibility to the EC is available to horse owners boarding at the facility 24 hours per day. Security and control measures could dictate tighter controls. The owner should maintain regular contact with the

Manager to remain informed on proper procedures.

6. EQUESTRIAN CENTER RULES

6.1 All owners are responsible to adhere to the rules in this handbook as well as other posted rules and/or policies. As a responsibility inherent to the benefit of 24-hour access to the EC, owners are to self-police. Owners are responsible for updating the Manager with any changes to their personal information within thirty (30) days of such change.

6.2 Emergencies: Owners are responsible for providing medical, veterinarian and any other emergency care that may be needed for their horse. Owners will be notified of any known emergencies by the staff. In the event the owner is out of town or cannot be reached, the Manager will take necessary action to correct the situation at the owner's expense. It is the owner's responsibility to notify the EC in the event the owner will be out of town or unavailable, and to provide the name and contact information of the individual that will care for the horse



in the owner's absence.

6.3 Owners are responsible for the exercise of their personal horse. Full care owners that supply feed and supplements for the employees to feed their horses must mix them.

6.5 Owners must provide a usable halter and lead rope, which must be available on the horse's stall/paddock at all times.

6.6 Owners are responsible for the shoeing of their horse. Farriers must clean up after themselves. However, it is, ultimately, the responsibility of the private owner to ensure the farrier's work area is cleaned.

6.7 Owners are responsible for maintaining current required annual and semiannual vaccinations and semiannual worming for their horse and for providing proof of current vaccinations and worming to the EC.

6.8 Owners will not remove a horse from the EC or bring in a new horse without notifying the Manager and adhering to proper procedures.

Please note that in case of the death of a privately-owned horse at the EC, the owner must immediately notify the Manager. The owner must then work with the Manager to comply with requirements for removing a deceased horse from the property.

The following landfills accept carcasses for proper disposal.

Colorado Springs Landfill, 1010 N. Blaney Road, Colorado Springs, CO 80929, 719-683-2600

Midway Landfill, 8925 Rancho Colorado Blvd., Fountain, CO 80817, 719-382-8383

Fountain Landfill, 10000 Squirrel Creek Road, Fountain, CO 80817, 719-591-0500

6.9 Owners will not make alterations to the stall/facility without prior approval of the Manager. Any modifications of the stall/facility must be restored to the original configuration prior to departure from. Owners will keep all assigned areas clean of debris (hay, shavings, hoof pickings, etc.). Owners will clean up after their horses in all common areas to include, but not limited to, tack areas, wash racks and barn alleys. Employees are responsible for cleaning up after government-owned horses in areas under their control.

6.10 Self-care owners must clean their stalls daily. The EC has the responsibility of monitoring the condition of stalls/paddocks. Water containers not in current use must remain empty.

6.11 The EC does not provide facilities or personnel to accommodate problem horses, to include horses with special circumstances and long-term illnesses. Horses with frequent complaints may be denied access to the courtyard or community corral areas based on the Manager's discretion. Furthermore, owners with problem horses may be required to board the problem horse off-base, based on Manager's discretion.

6.12 Bringing dogs to the EC is discouraged. Disruptive dogs will be barred from the EC at the discretion of the Manager. Dogs that are brought onto the EC compound will be on a leash at all times.

6.13 Children must be supervised at all times.

6.14 The EC speed limit is 10 mph. Horses always maintain the right-



off-way. Only authorized off road vehicles may be ridden on the EC.

6.15 Cars are to be parked only in designated areas. All other areas are designated as fire lanes.

6.16 Fire Prevention. Smoking is permitted only in designated areas. The use of extension cords is permitted with the approval of the EC Manager.

6.17 Horses will be kept at a walk inside the EC compound.

6.18 Owners will not allow horses to roam or graze unattended in the EC area. Horses will be kept on a lead line and attended at all times.

6.19 Horseback riding on USAFA will be permitted in authorized areas only. If the need arises, authority to ride in other areas of the installation will be acquired by the Manager on a case-by-case basis.

6.20 Personal Accident/Injury: Accidents, which result in injury requiring medical treatment, medical attention or even a precautionary visit to any medical facility will be immediately reported to an EC employee, but preferably, the EC Manager.

6.22 Personal Conduct and Behavior: Behavior amounting to a disturbance of EC operations or contrary to the good order of the facility, staff or other owners, and behavior which violates established EC or Air Force rules is prohibited.

6.23 The EC Manager will be notified of all disturbances/offenses. The disturbance/offense will be filed and documented, and may result in suspension, termination or denial of privileges without refund pursuant to AFI34-101, paragraph 3.3. EC



Management has the right to make this determination and to enforce rules and policies.

7. USE OF ARENAS

All riding arenas may be used by private horse owners and staff in the accomplishment of their duties. Priority of arena use is given to EC programs at all times in any arena.

8. SERVICES AVAILABLE

A horse boarded at the EC is afforded the following services or facilities:

- 8.1. A stall or area to board a horse
- 8.2 Outdoor arenas and round pens
- 8.3 Barns with smoke alarms
- 8.4 Heated water wash rack
- 8.5 Use of grounds and trails
- 8.6 Notification of known emergencies
- 8.7 24-hour access

9. GENERAL

The EC is a place to be shared and enjoyed by persons of all ages. Common courtesy towards fellow owners/boarders and EC employees makes for a better operated and enjoyed facility. Please do your part in keeping the facility clean (i.e., cleaning up after yourself and horse, dumping manure in the designated area and putting trash in the proper receptacles).

10. HORSE BOARD BILLING

Please contact the EC Manager, or designated staff member, if you have any questions regarding your bill.

10.1 All charges are to be paid within the month they are due.

10.2 If an account becomes thirty (30) days past due, owners will be in default of lease agreement and action therein will be taken. The owner will be liable for all funds owed to the Government.

WINTER LEASE PROGRAM

If you, or your child, ever wanted to know what it takes to own a horse, this is the program for you. From October 1 through April 30, you will care for a horse as if it were your own. \$200 per horse, per month.

The Equestrian Center provides:

- Tack specific to each horse.
However, if you have your own tack that will fit, you are welcome to use it.
- All feed and medical care

Leasing individuals must:

- Call ahead at least 24 hours to let staff know to keep the horse in. During the winter, those horses not being used for rental riding are turned out to pasture. If you do not call ahead, you may find that your horse is not available.
- Clean the stall if your horse was been kept in at your request.
- Provide shoes for the horses if you ride enough that he/she needs to be reshod.
- Provide credit/debit card information for automated monthly debit of leasing fees. Call 719-472-8639 to set up your account.

The Equestrian Center reserves the right to utilize winter leased horses on large group trail rides and scheduled events.



USAFA EQUESTRIAN CENTER ELIGIBLE USERS:

Active duty and retired U.S. military, Reserve, Guard, NAF and DoD government employees, USAFA cadet

and Prep School students, USAFA contractors and the immediate family members of these groups.

NORMAL BUSINESS HOURS:

Tue.-Sat., 9 a.m.-5 p.m.
Sun., noon-5 p.m.
Closed on Mondays.

Last horse leaves
at 4 p.m. and must
be in by 5 p.m.

719-333-4607

