Canadian Pony Club

Participation Agreement

Activity _____

Location _____

Dates_____

In keeping with the spirit of the Canadian Pony Club and its motto of Loyalty, Character, Sportsmanship; and to ensure the fair and equitable treatment of its members and volunteers:

I agree that I:

· have been chosen to represent myself, my branch, my region and my country and will do so to the best of my ability.

· will conduct myself in a manner that reflects well on myself and the Canadian Pony Club;

· affirm the Canadian Pony Club's Code of Ethics and Harassment Code.

I agree that:

· inappropriate behaviour will not be tolerated;

· coaches, chaperones and competition officials have the authority to exert positive discipline over members as they deem necessary; respecting the dignity of the individual. The tone is corrective rather than punitive.

· a member's use or possession of illegal or controlled substances, alcohol or tobacco products are prohibited for the duration of any competition and travel involved and will result in disciplinary action;

· a coach or chaperone's use or possession of illegal or controlled substances or alcohol are prohibited for the duration of any competition and travel involved and will result in disciplinary action.

I understand that:

Any or all of the following steps will be followed in sequence, but there is no time requirement between steps. Beyond Step 2, the coach and chaperone will concur. Beyond Step 4, input will be sought from the National Chair of the Discipline, the National Disciplines Chair or the National Chair.

Step 1. Verbal reprimand.
Step 2. An explanation and apology to teammates.
Step 3. Written reprimand.
Step 4. Elimination from a class or phase of competition.
Step 5. Disqualification from entire competition.
Step 6. Removal from a competition site and being sent home early at personal expense.
Step 7. Presentation at a discipline hearing.

MEMBER _____ DATE _____

PARENT _____ DATE _____

Canadian Pony Club

International Team Responsibilities

Full name as it appears on your passport: _____

Before you apply for a place on an international team, it is important that you and your parents read and understand the policies governing such trips.

1. Anyone applying for a place on any International Exchange Team must be a current member in good standing of both Pony Club and their PSO as of the application deadline. Where the application is due in the previous calendar year, the applicant must also be a member in good standing as of the 1st of January of the exchange year.
2. Each team member will be expected to pay a land fee. This fee will be determined by the host country. The National Treasurer will inform you of the amount that you must pay in Canadian dollars. This money is due at least 2 months prior to the tour.
3. Each team member is responsible for their own airfare to and from the host country and any in country travel as specified by the host country. You are also responsible for any travel costs to get yourself to the main departure point within Canada. Each team member is also required to pay an equal portion of ½ the Chaperone and ½ the Team Manager Land fee and flights. CPC pays the other half.
4. Team members are required to travel together as a team from a main point in Canada to the host country and back to Canada.
5. Deviations from # 4 will be allowed only on an exceptional basis, upon application to, and approval by, the Board of Canadian Pony Club .
6. All travel arrangements will be made by the Canadian Pony Club travel agent.
7. All team members must be prepared to stay for the entire tour, as scheduled by the host country.
8. All team members must have a valid passport at the time of submitting the application and valid out of country health/travel insurance at least one month prior to departure for tours outside of Canada.
9. The team will be responsible for choosing an appropriate uniform. The coach and/or Manager will be responsible for making all the arrangements. Each member is responsible for paying for their own uniform. All outstanding bills must be paid at least two weeks before departure.
10. If the discipline has a training camp prior to leaving the country, all costs are to be borne by the team. There is no financial assistance from National for such camps.
11. Once a person has been accepted on an international team, they will be expected to sign the Canadian Pony Club Participation Agreement and send it to the National Office. All required forms, waivers, photographs, etc as required by the hosting country must be sent to the National Office in a timely fashion.

If you agree to abide by these terms, please sign and date below. All applications for a place on an international team must be accompanied by this signed form.

I have read and understood the policies regarding international teams.

Member _____ Date _____

Parent/Guardian_____ Date _____

International Exchange

Application Instructions

Before you apply for a position on any International Exchange Tour, please be aware of the following requirements:

1. Anyone applying for a place on an International Exchange Team must at the time of application:
   - ♦ be a registered member in good standing of the Canadian Pony Club as of the application date AND for the exchange year (registered in the National Database)
   - ♦ be confirmed as a PSO member as of the application date AND for the exchange year.
   - ♦ If the exchange will require travel outside Canada.
     - ♣ have a valid passport that extends at least 6 months past the return date of the exchange
     - ♣ agree to provide proof of valid out of country health/travel insurance at least one month prior to departure

Note: where applications are due before Sept 30th, proof of both PC and PSO membership for the exchange year must be received by November 30 of the selection year.

2. Provide the following documentation:
   - ♦ Application Form
   - ♦ Any letters of reference required by the discipline
   - ♦ Any videos required by the discipline
   - ♦ Participation Agreement
   - ♦ International Team Responsibilities Agreement
   - ♦ A passport/wallet sized picture

3. All paperwork is to be scanned & emailed to both:

   Jacqui Dennis, National Rally Chair rally@canadianponyclub.org 519-546-0204

   Annette Buis, National Office info@canadianponyclub.org