

**Western Australian  
Horse Trekkers Club Inc.  
(WAHTC)**

**CLUB RULES**

**Version 2**

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*In this document:*

Words and phrases in *[italic blue text and underlined](#)* contain a hyperlink to the relevant website;

**“Annual Trek”** refers to the two (2) week annual trek conducted by WAHTC;

**“Associate member”** refers to a person who is a member of another ATHRA club;

**“ATHRA”** refers to the [Australian Trail Horse Riders Association](#);

**“Committee”** refers to the entire Club Committee;

**“Daily Ride Register”** refers the register of riders and volunteers that is signed by all riders and volunteers on each day of the event;

**“events”** refer to rides, treks, camps, meetings and any other occurrences attended by WAHTC members;

**“Full member”** refers to a member who has [paid the full annual membership fee](#);

**“Junior member”** refers to a member who is 12 to 17 (inclusive) years of age;

**“Nominate”** refers to the [online registration system](#)

**“participants”** refers to members, visitors, guests and volunteers at a WAHTC event;

**“Ride Notes”** refer to the individual Ride Notes for a particular event;

**“rider”** refers to both riders and drivers of horses, plus any passengers in a harness vehicle;

**“rides”** refer to rides or treks conducted by WAHTC; and

**“WAHTC”** refers to the Western Australian Horse Trekkers Club.

Where referring to a rule from the [ATHRA Code of Conduct](#) (ATHRA CoC), the clause from the ATHRA CoC will be identified in brackets.

## 1. General

- 1.1 All participants at events held by WAHTC must comply with the [ATHRA Code of Conduct](#).
- 1.2 At all WAHTC events, participants shall behave in a courteous manner to other participants. Music is permitted in camps, as long as it does not disturb others.
- 1.3 The Ride Coordinator will include in the Ride Notes whether a particular event is deemed suitable for harness vehicles.
- 1.4 Any media matters relating to WAHTC must be authorised by the President or person appointed by the Committee.
- 1.5 Any items posted on [WAHTC Social Media](#) will be monitored and authorised by the site administrators.
- 1.6 No stallions, donkeys or dogs shall be allowed at WAHTC events.
- 1.7 Any horse, for which a commercial hire fee has been paid for its use, may not be used in an event. This does not prevent the use of a horse which is the subject of a written or verbal lease agreement (*ATHRA CoC – Clause 3.31*).
- 1.8 In order to attend a longer ride (more than 3 days), riders must have previously attended at least two (2) weekend overnight rides.
- 1.9 It is the responsibility of each participant to advise the Trail Boss, Ride Coordinator or First Aid person of any relevant pre-existing medical conditions prior to a ride or event (*ATHRA CoC – Clause 3.11*).
- 1.10 There is no ambulance cover within the ATHRA insurance. Please ensure you have your own cover.

## 2. Membership

- 2.1 All riders, harness drivers, and harness vehicle passengers must be [Full Members](#) or [Day Members](#) of ATHRA and WAHTC (Full or Associate).
- 2.2 Day Members
  - 2.2.1 A prospective member (Day Member) may attend two (2) individual day rides per year, after which they must become a full ATHRA/WAHTC member in order to ride. Where a weekend camp is involved, each day shall be regarded as an individual ride (*ATHRA CoC – Clause 9.1*).
  - 2.2.2 A Day Member must be sponsored and accompanied at all times on the ride by a sponsor/buddy, who must be an ATHRA member (*ATHRA CoC – Clause 9.1*).
  - 2.2.3 The sponsor/buddy must make the Day Member welcome and aware of ATHRA's Code of Conduct and the WAHTC Club Rules, and may only sponsor/buddy one (1) rider per ride. The sponsor/buddy's participation in this procedure is an acknowledgement of responsibility for the conduct of the Day Member (*ATHRA CoC – Clause 9.2*).
  - 2.2.4 If the Day Member doesn't know any members prior to the event, they should contact the Ride Coordinator who will arrange a sponsor/buddy for them.

### 3. Visitors/Volunteers

- 3.1 Visitors may be allowed at WAHTC events, under the following conditions:
  - 3.1.1 Pre-approval of the Ride Coordinator;
  - 3.1.2 Visitors are not to go out on trails with the horses, or accept rides on any horses or in harness vehicles for the duration of the sanctioned ride stay; and
  - 3.1.3 Visitors may, by arrangement, travel in a vehicle to meet up at lunch venues.
- 3.2 Volunteers (members or non-members) may attend WAHTC events, under the following conditions:
  - 3.2.1 A "Ride Volunteer" form must be completed and returned to the Ride Coordinator by the closing date of the ride;
  - 3.2.2 The Daily Ride Register must be signed by the Volunteer at the event;
  - 3.2.3 No ride fees are payable whilst volunteering; and
  - 3.2.4 Accommodation fees may still be applicable.

### 4. Junior Members

Junior Members (12 to 17 [inclusive] years of age) will be allowed on Club events under the following conditions:

- 4.1 The Ride Coordinator will include in the Ride Notes whether a particular event is deemed suitable for Juniors;
- 4.2 Attendance by the Junior must be approved by the Ride Coordinator and/or Trail Boss;
- 4.3 Juniors must wear a regulation helmet that complies with AS/NZS 3838:2006 and is no more than five years old (*ATHRA CoC – Clause 3.26*);
- 4.4 Each Junior rider must be a competent independent rider;
- 4.5 Each Junior must be accompanied and supervised by a "responsible adult" who is responsible for the welfare, care and safety of the Junior at all times, whether riding or otherwise, under the following conditions:
  - 4.5.1 If the responsible adult is not a parent or legal guardian, then written permission (on the WAHTC "Parent/Responsible Person" form) nominating the responsible adult must be provided by the parent or legal guardian in order for the Junior to participate in the event;
  - 4.5.2 Juniors (whether riders or visitors) may not be left in camp without adequate supervision by the appointed responsible adult; and
  - 4.5.3 One (1) adult shall be responsible for a maximum of two (2) Juniors only.

## 5. Registration for Rides

- 5.1 All ride entries are to be done through “Nominate” online, where:
- 5.1.1 no late entries will be accepted, except under special circumstances and with the approval of the Ride Coordinator and Trail Boss, and at the discretion of the Nominate Liaison Officer;
  - 5.1.2 an “Emergency Contact for Horse Welfare” must be nominated and made aware that they have responsibility for the horse in the event of an injury to the rider which results in the rider being unavailable to make decisions regarding the horse:
    - the “Emergency Contact for Horse Welfare” must be aware of the rider’s wishes in order to make decisions in the event of injury to the horse requiring veterinary treatment or euthanasia.
    - the “Emergency Contact for Horse Welfare” will be responsible for organising transport home for the horse, in consultation with the rider’s emergency contact.
  - 5.1.3 any Nominate queries/complaints must be directed through the Committee Nominate Liaison.

## 6. Host Venues and Camps

- 6.1 Yards/Fencing
- 6.1.1 All horse owners must have safe and appropriate yards/fencing approved by the Ride Coordinator, the Committee and the host.
  - 6.1.2 It is recommended that each horse have a separate yard.
  - 6.1.3 If using electric fencing:
    - Horse owners should ensure prior to the event that electric fence power units are working, and that they have spare batteries for the unit;
    - It is recommended to use 2 strands of 1cm (minimum) tape or 6mm equine cord, preferably white, with the top line to be at the horse’s upper chest height;
    - The posts should be installed so that the tape/cord does not sag; and
    - The fence must be energised at all times the horse is in the yard.
  - 6.1.4 If a horse has previously escaped from its yard, the horse owner must provide a secondary containment system (eg. hobbles), including overnight, for future rides (even in fenced areas).
- 6.2 All care must be taken to ensure horses do not damage trees and vegetation.
- 6.3 Any horse outside its yard must be fully supervised and restrained at all times, and any manure deposited cleaned up as soon as practicable.
- 6.4 Be considerate of others when smoking in camp:
- 6.4.1 Cigarette butts must be disposed of with care and are not to be thrown on the ground.
- 6.5 All venues must be left in the same (or better) clean and tidy condition as when participants arrived.

## 7. Rider Equipment

- 7.1 It is the rider's responsibility to wear protective clothing appropriate for horse riding and the environment in which the riding occurs (eg. full length legwear and sleeved shirt) (*ATHRA CoC – Clause 3.8*).
- 7.2 Footwear which prevents the foot sliding forward through, or getting caught in the stirrup iron, is compulsory for riders on horseback (*ATHRA CoC – Clause 3.8*).
  - 7.2.1 Runners, sandals or chunky soled footwear are not permitted as per ATHRA insurance guidelines.
- 7.3 It is highly recommended that riders wear a regulation helmet that complies with AS/NZS 3838:2006 and is no more than five (5) years old.
  - 7.3.1 This includes drivers and passengers on harness vehicles.

## 8. Horse Tack

- 8.1 It is the responsibility of the rider to ensure their tack is well maintained, correctly fitted (*ATHRA CoC – Clause 3.16*), and appropriate for the ride as described in the Ride Notes.
- 8.2 The minimum requirement for riding a horse is a saddle with stirrups and girth. No bareback pads are allowed (*ATHRA CoC – Clause 3.16*).
- 8.3 For both riders and drivers, appropriate head gear with reins must be worn on the horse (*ATHRA CoC – Clause 3.16*).
- 8.4 A halter and lead rope are to be worn/carried at all times on rides.
- 8.5 When a horse is in its yard, it must at all times be wearing a halter.
  - 8.5.1 It is recommended that the halter has a break point.
- 8.6 Riders at WAHTC events must ensure that their horse's feet are well-maintained, and that they have correctly fitted shoes or boots, or adequately conditioned feet for the intended activity to ensure the horse's soundness and safety.

## 9. Pre-Ride

- 9.1 Pre-Ride Briefings must be unmounted and are compulsory for all riders and volunteers prior to each ride.
- 9.2 Riders and volunteers must be on time for Pre-Ride Briefings and rides.
- 9.3 Riders who do not attend the Pre-Ride Briefing will not be permitted to ride.
- 9.4 If unable to attend the ride, riders and volunteers should notify the Ride Coordinator or Trail Boss or someone else that is present at the ride as soon as possible.

## 10. Rides

- 10.1 All riders are to assemble on time (after the briefing), saddled and ready, and ride out as a group together, with the Lead and Drag Riders in place.
- 10.2 The authority of the Trail Boss and/or the Committee members present is absolute whilst on a ride, and in particular:
  - 10.2.1 A participant may be asked not to participate if the Trail Boss/Committee deems the horse or rider unfit for the ride; and

- 10.2.2 If a participant's conduct is unacceptable, or the Trail Boss/Committee deems that their horse is a hazard, they may be asked to leave.
- 10.3 There must be a minimum of two (2) riders participating in any WAHTC ride, including pre-ride reconnaissance rides, one of whom must be an accredited Trail Boss.
- 10.3.1 Rides can only be split/separated if there are a minimum of two (2) riders in each group and there is an accredited Trail Boss with each group.
- 10.3.2 No rider is permitted to individually ride away from the ride course during a sanctioned ride.
- 10.4 All horse feed used at WAHTC rides must meet the requirements of property hosts and relevant government authorities, and must meet ATHRA's Sixteen Environmental Rules (*ATHRA CoC - Section 5*)
- 10.4.1 The Ride Coordinator will advise feed requirements in the Ride Notes for each ride; and
- 10.4.2 For lunch venues, processed feed may be taken, but no grain or hay is allowed.
- 10.5 Rides are planned and are sometimes marked prior to the event and will not be changed during an event (unless there is an emergency or change in conditions as perceived by the Ride Coordinator/Trail Boss).
- 10.6 Changing horses or swapping gear or tack is not permitted during a ride unless and until authorised by the Trail Boss (*ATHRA CoC – Clause 3.33*).
- 10.7 In the event of an accident, the Ride Coordinator or the Committee has the right to notify the participant's emergency contact.
- 10.7.1 That emergency contact will be responsible for organising the participant's transport, along with the transport home of the participant's vehicles.
- 10.7.2 They may assist with care and transport home of the participant's horse in conjunction with the participant's "Emergency Contact for Horse Welfare"
- 10.8 No smoking is allowed whilst out on the trail.

## **11. Riding Rules**

- 11.1 No rider shall pass the Lead Rider without the Lead Rider's permission, and no rider shall ride behind the Drag Rider without the Drag Rider's permission (*ATHRA CoC – Clause 3.18*).
- 11.2 Riders must ride at a safe distance from horses in front and adjacent to them, keeping them out of kicking distance of other horses and people at all times (*ATHRA CoC – Clause 3.13*).
- 11.3 It is a rider's responsibility to check behind and to the sides before moving laterally, to ensure it is safe to do so (*ATHRA CoC – Clause 3.13*).
- 11.4 At any pace faster than a walk, riders should remain in the same riding order. Riders must not pass or overtake another rider at a speed or in a manner which is likely to excite their horse (*ATHRA CoC – Clause 3.15*).
- 11.5 Horses that are known to kick must wear a red ribbon in their tail, and other riders must be advised at the Pre-Ride Briefing.
- 11.5.1 The rider of a horse that has previously kicked on a ride will be asked to ride at the rear of the ride.

- 11.6 Riders must maintain sight of the horse in front and the horse behind at all times (*ATHRA CoC – Clause 3.19*):
- 11.6.1 waiting at corners until the person behind has acknowledged that they have seen you; or
  - 11.6.2 unless otherwise agreed with the Trail Boss.
- 11.7 When stopping for a drink on the trail:
- 11.7.1 move your horse away from the water as soon as it has had enough water to allow for others to use it.
  - 11.7.2 do not ride off until all horses have had a drink.

## **12. Refunds for Rides and/or Accommodation**

- 12.1 Refund Policy for Day and Weekend Rides
- 12.1.1 If a participant wishes to withdraw/scratch at any time before or during a ride, no refunds will be made for ride entry fees.
  - 12.1.2 If a ride is cancelled altogether (due to lack of numbers or inclement weather), the club (not Nominate) will refund the fees for that ride.
- 12.2 Refund Policy for accommodation charges paid by WAHTC
- 12.2.1 Where a participant withdraws from a ride, a refund for the accommodation portion may be available with the Committee's approval under the following conditions:
- The withdrawal is made in writing to the Ride Coordinator indicating the reason;
  - The minimum numbers required by the venue is attained and there is no financial loss to the club for the accommodation booking for the period;
  - The fee charged by Nominate will be deducted; and
  - No refunds will be made if withdrawal is in the last two full days before the ride commences.

## **13. Annual Trek Fees and Refund Policy**

- 13.1 The annual trek fee will generally be paid in two instalments:
- 13.1.1 First payment being 30% of the trek fee due on or before two months prior to the commencement of the trek; and
  - 13.1.2 Second payment being 70% of the trek fee due on or before one month prior to the commencement of the trek.
- 13.2 Late payments will be only be accepted at the discretion of the Committee.
- 13.3 Either payment may be withdrawn in full if requested in writing before the respective due date.
- 13.4 After the first payment date, the Committee will decide whether the trek will proceed. If affirmative, the first payment becomes non-refundable if the trek proceeds, except as provided for herein. If the trek does not proceed, the first payment will be refunded in full.



- 13.5 After the second payment date, the Committee will decide if the trek will still proceed. If affirmative, the second payment becomes non-refundable if the trek proceeds, except as provided for herein. If the trek does not proceed, both payments will be refunded in full.
- 13.6 Where an applicant withdraws from a trek after the second payment date, and where the final payment has not been made, this payment will still be due and payable on demand upon written notice from the Club if the trek proceeds.
- 13.7 The Committee will decide if any refunds are due, and they will be paid out by the club (not by Nominate).
- 13.8 Should a member who has paid the full trek fee be unable to join the trek, they may:
- 13.8.1 with the Committee's approval, transfer the full payment for that trek to another member, in time for that member to participate; or
- 13.8.2 if the trek makes a surplus, subject to the trek accounts being reconciled and funds being available, the second payment may be:
- carried forward for two years against the annual trek fee for those years, until reduced to zero; or
  - partially refunded if the reason for a member's non-participation was health issues with themselves/their horse and they provide written evidence from a doctor/vet stating the reasons and that the person/horse cannot physically participate in the trek, then:
    - the surplus may be distributed proportionately among those persons concerned up to the amount of the second payment.

These rules may from time to time be amended/added to by the committee and any amendments must be circulated to all members.

*Please refer to the [ATHRA Code of Conduct](#) for additional information.*