Scott Phillips
AMAZING HORSE COUNTRY

Clinic Hosting Agreement

This agreement outlines the responsibilities and expectations for hosting an Amazing Horse Country workshop at your facility.

1. Dates & Booking

- Workshop dates are confirmed once the **non-refundable deposit (+ GST)** is received.
- Until the deposit is paid, dates remain tentative and available to other potential hosts
- The remaining balance is due 45 days prior to the workshop start date.

2. Cancellation & Rescheduling

- All payments made to AHC are **non-refundable within 45 days** of the workshop start date.
- If the host cancels for any reason, the workshop will be rescheduled to a mutually agreeable date based on AHC availability.
- When AHC receives payment for a clinic, those dates are booked for the host and we will not accept other engagements

3. Venue Requirements

The host agrees to provide:

- An arena large enough for a group of up to 8 horses and riders OR adequate for 1 on 1 sessions depending on the workshop type
- A classroom space suitable for attendees, table and chairs and room for a projector and screen
- Safe parking and unloading areas for horses and trailers.
- Any additional facility requirements (stalls, water access, etc.).

4. Costs & Payments

The host is responsible for:

- Workshop fee as per the current rate schedule.
- Any additional expenses: arena rental, stalls, food/drinks, facility fees, etc.
- Mileage at $0.70/km with diesel currently above $2/L.
- If outside driving distance, a return flight for Scott.

- If temperatures drop below –20°C or travel distance requires: accommodations for Scott (a spare room is fine).

AHC will:

- Provide an invoice upon booking and update it when deposits are received.
- Issue receipts for all payments.

5. Participant Management

The host agrees to:

- Collect a non-refundable $200 deposit from each participant to reserve their spot.
- Ensure all participants pay in full **45 days prior** to the workshop.
- Replace participants who have not paid or paid by the deadline.
- Ensure participants understand:
  - they must attend all days of the workshop;
  - spots cannot be shared;
  - that they **do not** have a spot in the workshop until they have paid in full
  - what 'non-refundable' means
  - your cancellation policy

6. Advertising & Promotion

The host agrees to take steps necessary to fill the workshop, which may include:

- Create a Facebook event.
- Distribute posters locally (AHC will provide a pdf and jpg poster)
- Share the event on equine Facebook groups.
- Email or call local riders, boarders, and potential attendees.
- Utilize free local advertising (newspapers, radio, town/county event websites).
- Run paid social media ads.

AHC will:

- Promote the event via newsletter, website, and social media posts
- Create a poster for the host

7. Obstacles & Equipment

- For Partnership/Liberty/Foundation workshops, AHC will bring obstacles when travel allows.
- For long-distance or flight-based travel, AHC will provide a list of obstacles the host can build.

8. Agreement Acceptance

- By paying the deposit, the host acknowledges and accepts all terms in this agreement.