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## ARENA/RANGE ETIQUETTE & GENERAL RULES

### ARENA

- GIVE THE RIGHT AWAY:

Be generous, giving right away even if it is not technically the correct right of way

- LEFT SHOULDER TO LEFT SHOULDER:

Riders should try to ride in the same direction unless performing/practicing programs, if this is not possible then passing left shoulder to left shoulder should be the standard rule.

- SLOW ON THE INSIDE, FAST ON THE OUTSIDE:

Slower riders should ride in the inside track including those doing lateral work etc. Riders working at a faster pace such as cantering should stay on the outside track.

- ANNOUNCE YOUR INTENTIONS:

Tell the other riders what you plan to do, “passing on your left” or “entering the arena”.

- ALL HORSES UNDER CONTROL:

There should be no loose horses in the arena while others are riding, with the exception of planned liberty acts by the performers.

- BE AWARE:

Be respectful if another rider is having problems with a horse, riding a young horse, an inexperienced horse, or are themselves a timid rider.

## HORSES

- ALL HORSES UNDER CONTROL:

There should be no loose horses in the arena while others are riding.

- All horses must be adequately trained and experienced in mounted archery and must be fit enough to complete all the required runs.
- Competition organizers may make such rules regarding the age of the horse, vaccinations, health records, veterinary records, and fitness as are reasonable.
- Competition organizers may make such rules regarding the inclusion of stallions as are reasonable.
- Without prejudice to the above rules, horses with a known propensity to kick or bite would be required to wear a red ribbon in their mane/tail.
- Those competitors who have not brought their own horse or arranged a private hire or lending of a horse shall be allocated a horse by the competition organizer, who shall attempt to allocate horses appropriate to the ability and riding style of the competitor. The decision of the competition organizer is final and shall not be appealable.
- It is recommended but not mandatory that no more than 3 competitors should ride a given horse in any one competition. (final say is always determined by horse owner)

- In the event that too many competitors want to ride a particular horse (it being a horse for allocation by the organizer) the final say will go to the organizer and shall not be appealable
- The owner of the horse may at any time withdraw their horse from competition for any reason
- The Range Master or Horse Master, at any time and at their discretion, rule that a horse is not safe to continue, either through injury or for any other reason.
- If a horse is withdrawn from a competition the organizer shall attempt to make provision for an alternative, unless withdrawn due to rider errors.
- All horses ridden on Arrowhead acres as club members must complete or pass horse testing.

## **GENERAL & PERSONAL CONTACT**

- No dogs allowed that do not live on the property.
- Small children must be accompanied by an unarmed adult, parent, or guardian at all times.
- NO alcohol allowed during shooting hours. Alcohol is prohibited at all times in the start and finish areas, as well as any area being utilized for shooting or riding.
- No competitor shall consume any alcohol until they have concluded their riding and shooting for the day.

- No competitor shall take any drug, whether prescribed or otherwise that may impair their ability to compete in a safe manner.
- Any person acting in an unsafe manner or unsociable manner will be asked to leave the range/arena/event at the discretion of the Range Master.
- Spectators must stay 15 feet away from track and watch from pre-designated areas.
- All persons must obey safety signs at all times.
- No archery practice or shooting allowed except in designated areas.
- Members need to have chapter representatives approval before unsupervised practice.
- Be respectful of horses (use hitching rail when possible). No mistreatment or you will be asked to leave.
- Please pick up after yourself and help with setup and teardown of timers, nets, arrows, targets, arrows, etc.

## TRACK

- ALL shooting stops while collecting arrows (“**cease fire**”, “**range is hot**”, and “**resume shooting**” are the recommended voice commands.
- Please be quiet while archers are shooting off horseback.

## PERSONAL DRESS & EQUIPMENT

- Helmets must be worn by participants under the age of 18, they are encouraged to be worn by others but not mandatory.
- Traditional costume is encouraged but not required.
- A competitor riding their own horse may use spurs, crop, or other similar equipment, competitors riding a horse that is not theirs must have the permission of the horse’s owner before using such equipment
- Bows should be traditional form but may be of modern construction, including the use of modern materials. No arrow shelves, rests, cut out windows, stabilizers, weights, pistol handles, or mechanical releases shall be permitted. Any draw weight may be used.
- If a style/course requires the use of a quiver it must cover the arrow tips and be attached to the hip, thigh, or back.

- VOLCANO RIDGE MOUNTED ARCHERS ANIMAL WELFARE POSITION STATEMENT

The Volcano Ridge Mounted Archers are committed to the humane and proper treatment of all animals. In this respect:

- The welfare of the horse is the primary consideration in all activities.
- Horses will be treated with kindness, respect, and compassion at all times.
- Responsible care will be used by all parties in handling, treatment, and transportation of horses.
- Horse men and women as owners, exhibitors, or trainers will ensure the wellbeing of animals in their care at all times.
- The standards by which conduct or treatment will be measured is that which a reasonable person, informed and experienced in generally accepted animal husbandry standard and equine care, training, and exhibition procedure would determine to be neither cruel, abusive, nor inhumane.
- Horses will be properly vaccinated, hooves & hair coat in good condition, and all documentation of such will be provided by exhibitor, owner, or trainer as needed.

Based on their principles, the Volcano Ridge Mounted Archers has developed and enforces strict rules to ensure ethical competition and humane treatment of all horses. The Volcano Ridge Mounted Archers supports the development of procedures that assure equity, fairness, safety, health, and welfare for all participants.

Because the Volcano Ridge Mounted Archers are strongly opposed to animal abuse, any member convicted in a court of law of cruelty to animals will be suspended from the club/organization when certified evidence is presented to the Volcano Ridge Mounted Archers disciplinary committee and/or board of directors.

## **Volcano Ridge Mounted Archers Discrimination Policy**

The Volcano Ridge Mounted Archers does not and shall not discriminate on the basis of, race, color, religion, gender, disability, marital status, national origin, gender identification, veteran status or sexual orientation, in any of its activities or operations.

These activities include, but are not limited to, recruitment of members, selection of volunteers, selection of sponsors and vendors, and provision of services and events.

The Volcano Ridge Mounted Archers are committed to providing a diverse, inclusive and welcoming environment for all members, volunteers, sponsors, and spectators.

Any type of discrimination from a fellow member will not be tolerated and may lead to expulsion from the club/organization.



## **EMERGENCY POLICIES & PROCEDURES**

### HORSES KICKING OR BITING PERSONNEL, PARTICIPANTS, OR GUESTS

#### **POLICY:**

Horses are large powerful animals and their size and strength should always be respected. We choose our horses for their calm, quiet personalities, but any horse has the ability to change if frightened, surprised, or alarmed.

#### **PROCEDURE:**

- 1) Stay calm & quiet
- 2) Victim will be removed from area of danger
- 3) Basic 1<sup>st</sup> Aid procedures will be followed and 911 will be called if deemed necessary
- 4) All others around shall not make a scene and if not immediately needed shall return to previous doings

### HORSE HEALTH

#### **POLICY:**

Horses are checked before feedings (morning & night) and before being tacked for a performance/practice by their owner/lessee or stall manager. It is possible that a horse may become ill or injured during the event day, all efforts will be made to provide care for a sick or injured horse while insuring the safety of the performers and volunteers as well.

#### **PROCEDURES:**

- 1) Stay calm & quiet. Staff will remove/direct public and other horses from the area
- 2) Stall manager &/or security will secure the area so there is room to assess the horse
- 3) Basic 1<sup>st</sup> Aid procedures will be followed

## LOOSE HORSE

### **POLICY:**

### **PROCEDURES:**

- 1) Carry a halter & Lead to catch the horse
- 2) Do NOT chase the horse
- 3) Approach the horse from the side calmly & quietly
- 4) Put the lead rope around the horse's neck and then halter the horse

## LOOSE HORSE IN THE ARENA

- 1) All riders please halt on the rail
- 2) Make sure the arena gate is closed
- 3) Follow above loose horse procedure

## LOOSE HORSE IN BARN/TACK AREA

- 1) If participants are in the area a staff member should move them to a safe area
- 2) Horse handlers should unsnap any horses on crossties and return them to their stalls
- 3) Follow above loose horse procedure

## HAZARDS SPECIFIC TO USE OF EQUINES

### SUDDEN ILLNESS OF RIDER

### **POLICY:**

If a rider should become ill while mounted the coach or lead rider will call "Heads Up". The rider will be dismounted under the direction of the coach, lead rider, and/or head ground crew personnel.

**PROCEDURE:**

- 1) "Heads Up" will be called
- 2) All riders will halt and stay halted quietly
- 3) There will be an assisted emergency dismount and rider will be accompanied from arena
- 4) Basic 1<sup>st</sup> aid procedures will be followed, 911 will be called if deemed necessary
- 5) All other riders will continue performance if possible

\*NOTE no one but designated crew allowed in arena, no excessive talking ,keep quiet & calm

**RIDERS FALLING FROM A HORSE**

**POLICY:**

If a rider falls off his/her horse during the program, performance, or practice the Mounted Emergency Plan goes into effect.

**MOUNTED EMERGENCY PLAN**

**"HEADS UP"** is called

Horses are halted

- 1) Rider is deemed alright and remounts-held onto horse
- 2) Rider is deemed fine-Loose horse-Procedure-horse caught, Rider remounts
- 3) If rider is injured Basic 1<sup>st</sup> Aid procedures will be followed
- 4) Loose Horse-procedure if needed
- 5) Necessary person(s) & horse(s) exit arena

**NO ONE** but designated crew allowed in arena (not even parents)

NO excessive talking

\*Always safety 1<sup>st</sup>, not making a dramatic scene and keeping calm in an emergency situation can make all the difference.

## HEAT RELATED EMERGENCIES

### **POLICY:**

If performer becomes overheated, they will be dismounted and taken out of the arena safely. It is very important for all volunteers, performers, and staff to drink water before you become dehydrated.

### **PROCEDURE:**

#### HEAT CRAMP:

Painful muscle spasms, usually in the legs and abdomen

#### FIRST AID:

- 1) Move to a cool place
- 2) Drink water
- 3) Lightly stretch and massage the muscle

#### HEAT EXHAUSTION:

Cool, moist, pale, flushed or ashen skin. Headache, Nausea, Dizziness. Weakness, exhaustion.

#### FIRST AID:

- 1) Move to a cooler environment
- 2) Loosen or remove clothing
- 3) If available expose to fan or circulating air
- 4) Cool cloth or sponge
- 5) Drink water
- 6) If heat stroke is suspected call 911

#### HEAT STROKE:

Above symptoms +

Change of level of consciousness, high body temperature, skin can be dry or moist, rapid or weak pulse, rapid or shallow breathing.

**FIRST AID:**

- 1) Call 911
- 2) Give care until help arrives by following steps above for heat exhaustion

**INSECT BITES/STINGS**

**POLICY:**

A normal response to an insect bite or sting results in swelling, pain, and redness around the affected site. When a person is allergic to an insect he/she is susceptible to anaphylaxis, which can include,

- itching & hives
- swelling in throat & tongue
- difficulty breathing or swallowing
- dizziness, severe headache
- rapid fall in blood pressure
- shock & loss of consciousness

**PROCEDURE:**

- 1) If sting/bite seems of normal reaction apply sting cream, baking soda paste, or even ice to alleviate the pain
- 2) If sting/bite response results in any of above symptoms seek medical attention or call 911

**FACILITY FIRE:**

**POLICY:**

All personal, participants, & staff must be prepared to follow the fire drill procedures in the event of a facility fire.

**PROCEDURE:**

- 1) If during a performance "HEADS UP" will be called
- 2) All horses will halt

- 3) Lead ground crew will escort horses and performers safely from arena to designated area safe from fire
- 4) Remaining horses will be brought to same area if possible
- 5) Dismount
- 6) Await instruction from Event staff and 911

#### FACILITY MACHINERY & EQUIPMENT

##### **POLICY:**

There is a presence of machinery and grounds maintenance equipment at most facilities. Tractors, lawn mowers, golf carts, and other utility vehicles for facility maintenance and event activities, this equipment is off limits to unauthorized personnel.

##### **PROCEDURE:**

If an injury is sustained by anyone involving any of machinery or equipment, the following procedure should be initiated:

- 1) Stay calm
- 2) After assessment 911 maybe called if necessary
- 3) Basic 1<sup>st</sup> Aid procedures will be followed

**\*ANY OF THESE PROCEDURES MAY BE MODIFIED DUE TO THE INDIVIDUAL CIRCUMSTANCES OF A PARTICULAR CIRCUMSTANCE, PLEASE TRY TO ADHERE TO THERE AS CLOSELY AS POSSIBLE TO AVOID CHAOS.**

## Whistleblower Policy

January 1, 2016

Application. This Whistleblower Protection Policy applies to all of the Organization's staff, whether full-time, part-time, or temporary employees, to all volunteers, to all who provide contract services, and to all officers, directors, and members each of whom shall be entitled to protection.

Reporting Credible Information. A protected person shall be encouraged to report information relating to illegal practices or violations of policies of the Organization (a "Violation") that such person in good faith has reasonable cause to believe is credible. Information shall be reported to the Compliance Officer, unless the report relates to the Compliance Officer, in which case the report shall be made to the At-Large member of the Board of Directors which shall be responsible to provide an alternative procedure.

Anyone reporting a Violation must act in good faith, and have reasonable grounds for believing that the information shared in the report indicates that a Violation has occurred.

Investigating Information. The Compliance Officer shall promptly investigate each such report and prepare a written report to the Board of Directors. In connection with such investigation all persons entitled to protection shall provide the Compliance Officer with credible information. All actions of the Compliance Officer in receiving and investigating the report and additional information shall endeavor to protect the confidentiality of all persons entitled to protection.

Confidentiality. The Organization encourages anyone reporting a Violation to identify himself or herself when making a report in order to facilitate the investigation of the Violation. However, reports may be submitted anonymously by: filling out a "Whistleblower Reporting Form" and mailing it to the Compliance Officer. Reports of Violations or suspected Violations will be kept confidential to the extent possible, with the understanding that confidentiality may not be maintained where identification is required by law or in order to enable the Organization or law enforcement to conduct an adequate investigation.

Protection from Retaliation. No person entitled to protection shall be subjected to retaliation, intimidation, harassment, or other adverse action for reporting information in accordance with this Policy. Any person entitled to protection who believes that he or she is the subject of any form of retaliation for such participation should immediately report the same as a violation of and in accordance with this Policy.

Any individual within the Organization who retaliates against another individual who has reported a Violation in good faith or who, in good faith, has cooperated in the investigation of a Violation is subject to discipline, including termination of employment or volunteer status.

Dissemination and Implementation of Policy. This Policy shall be disseminated in writing to all affected constituencies. The Organization shall adopt procedures for implementation of this Policy, which may include:

- (1) documenting reported Violations;
- (2) working with legal counsel to decide whether the reported Violation requires review by the Compliance Officer or should be directed to another person or department;
- (3) keeping the board of directors informed of the progress of the investigation;
- (4) interviewing members or employees;
- (5) requesting and reviewing relevant documents; and
- (6) preparing a written record of the reported violation and its disposition, to be retained for a specified period of time.

The procedures for implementation of this Policy shall include a process for communicating with a complainant about the status of the complaint, to the extent that the complainant's identity is disclosed, and to the extent consistent with any privacy or confidentiality limitations.



## Volcano Ridge Mounted Archers

### Whistleblower Reporting Form

Tracking # \_\_\_\_\_

**Your contact information:  
(use)**

**(internal**

Name: \_\_\_\_\_

Preferred contact method: Please provide contact information for preferred contact

Phone \_\_\_\_\_

email \_\_\_\_\_

Mail \_\_\_\_\_

**You are not required to provide your name.** However, if you choose not to provide your name, we are unable to keep you updated on the progress of our investigation, or to consult with you regarding the details of your complaint. If you choose to provide your name, we will keep it confidential.

#### **1. What type of improper action are you reporting?**

Violation of state or Federal law? \_\_\_\_\_

Violation of Conflict of interest policy \_\_\_\_\_

Violation of Organization Policy or Procedures \_\_\_\_\_

Substantial and specific danger to the public health and safety \_\_\_\_\_

Gross Waste, Fraud and/or Abuse of Organization funds \_\_\_\_\_

Other \_\_\_\_\_

**2. When and where did the improper action take place?**

**3. Please describe the improper action in detail**

(The more detailed information you provide us, the better we will be able to assess your concerns. Attach additional pages if needed. )

**4. Where can we find, or can you provide, additional documentation to support your assertions?**

**5. Are there other witnesses? If so, please provide their contact information.**

**6. How do you know about the information you are disclosing here?**

**7. Have you already submitted this assertion? If so, please list when and to whom.**

Please mail this complete form to the Compliance Officer: Please refer to the VRMA Whistleblower policy for alternative procedure if your report involves the Compliance officer.

**Do not include your return address if you wish to remain anonymous.**

## VRMA Conflict of Interest Policy

### **Article I**

#### **Purpose**

The purpose of the conflict of interest policy is to protect this tax-exempt organization's (Organization) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

This conflict of interest policy is also providing segregation of duties specifically identifying internal control procedures as related to the accounting system. These controls are presented in Exhibit 1.

### **Article II**

#### **Definitions**

##### Interested Person

Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

##### Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a.** An ownership or investment interest in any entity with which the Organization has a transaction or arrangement,
- b.** A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement, or
- c.** A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

### **Article III**

#### **Procedures**

##### Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

##### Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

##### Procedures for Addressing the Conflict of Interest

- a.** An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b.** The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c.** After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d.** If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

##### Violations of the Conflicts of Interest Policy

- a.** If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

**b.** If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

#### **Article IV**

##### **Records of Proceedings**

The minutes of the governing board and all committees with board delegated powers shall contain:

**a.** The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing boards or committee's decision as to whether a conflict of interest in fact existed.

**b.** The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

#### **Article V**

##### **Compensation**

**a.** A voting member of the governing board who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation.

**b.** A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation.

**c.** No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

#### **Article VI**

##### **Annual Statements**

Each director, principal officer and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

**a.** Has received a copy of the conflicts of interest policy,

- b.** Has read and understands the policy,
- c.** Has agreed to comply with the policy, and
- d.** Understands the Organization is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

## **Article VII**

### **Periodic Reviews**

To ensure the Organization operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a.** Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.
- b.** Whether partnerships, joint ventures, and arrangements with management organizations conform to the Organization's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

## **Article VIII**

### **Use of Outside Experts**

When conducting the periodic reviews as provided for in Article VII, the Organization may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

The following Board of Directors and committee members have received a copy of this Conflict of Interest Policy, have read and understand the policy, and agrees to comply with the adopted Conflict of Interest Policy. They also understand the Organization is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

## Waiver & Informed Consent to Participate in Volcano Ridge Mounted Archers Equestrian Activities

State of Washington Equine Liability Form Rev 2007

**Notice: Please read this document before signing. Signing this document affirms that you have read it and understand it in its entirety.**

The Equine Activity Liability laws of the State of Washington, RCW 4.24.540, state among its statutory provisions that “an equine activity sponsor or an equine professional shall not be liable for an injury to or the death of a participant engaged in an equine activity.” **Warning of inherent risks:** Equine activity is inherently dangerous and equines have: a) the propensity of the animal to behave in ways that may result in injury, harm, or death to persons on or around them; b) the unpredictability of the animals reaction to outside stimulation such as sounds, sudden movement, and unfamiliar objects, persons, or other animals; c) collisions with other animals or objects; d) or the potential for a participant to act in a negligent manner that may contribute to injury to the participant or others, such as failing to maintain the control over the animal or not acting within his/her ability. An equine activity sponsor or equine professional is not liable for an injury to or the death of a participant in equine activities resulting from the inherent risks of equine activities.

I, the undersigned, having read and understood the content of the document, agree and consent to the provisions contained herein. It is my intention and desire to participate in the Volcano Ridge Mounted Archers (VRMA) equestrian related activities including but not limited to, equine shows, performances, fairs, horse-handling, ground crew, mounted games and combat, equine training/teaching activities, obstacles, equine tricks, trail riding, exhibition, or being present at equestrian activities as an observer or other activity related, however slight, to equestrian activities at events held by the Volcano Ridge Mounted Archers. I hereby acknowledge that I am fully aware of the nature, purpose, and risk of equine activities of the VRMA. I acknowledge that these activities are potentially dangerous and that I voluntarily accept any inherent risks involved. In consideration for my being permitted to take part in these activities, I agree to be bound by the rules of the VRMA, and obey the directions of the association and other governing officials of activities. In the event of any disagreements or disputes arising from my taking part in these activities, I agree to submit any disagreements or disputes to a board arbitration appointed by the VRMA and abide by any decisions reached by such board. I agree to release, hold harmless, and keep indemnified the VRMA, its organizers, and its agents, officials, servants, representatives, and practice arenas from and against all claims, actions, costs, expenses, and demands in respect to death, injury, loss or damage to my personal property, howsoever caused, arising out of or in connection with my taking part in these events even if the same may have been contributed to or occasioned by the negligence of the said body or any of its agents, servants, or representatives. It is understood and agreed that this is to be binding upon myself, my heirs, executors and assigns under the laws of the State of Washington related to Equine Activity Liability Act.

**I understand that this is a legal document. I have read and understood the release and I understand all of its terms. I execute it voluntarily and with full knowledge of its meaning and significance. I hereby assume all of the risks associated with equine related activities.**

(Printed Name)

(Signature & Date)

(If under 18 Parental Printed Name & Signature)



## RELEASE FORM FOR PHOTOGRAPHY AND MEDIA RECORDING

### THE VOLCANO RIDGE MOUNTED ARCHERS

I hereby grant the Volcano Ridge Mounted Archers (VRMA), its members, and/or agents permission to use my likeness in a photograph or other digital reproduction in any and all of its publications, including but not limited to website entries, without payment or any other consideration. I further give permission to the VRMA to share this image-for use in any and all of its publications, including website entries, without payment or other consideration. I further consent that my name and identity may be revealed therein or by descriptive text or commentary.

I understand and agree that these materials will become the property of the VRMA and will not be returned. I hereby irrevocably authorize the VRMA to edit, alter, copy, exhibit, publish, or distribute this photo or media for purposes of publicizing its programs, or for any lawful purpose.

In addition, I waive the right to inspect or approve the finished product, including written or electronic copy, wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of the photograph. I hereby hold harmless and release and forever discharge the VRMA, its members, and/or agents from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons on my behalf or on behalf of my estate have or may have by reason of this authorization.

I also understand that the VRMA is not responsible for any expense or liability incurred as a result of my participation in this recording, including medical expenses due to any sickness or injury incurred as a result.

I am 18 years of age and am competent to contract in my own name. I have read this release form before signing below and I fully understand the contents, meaning, and impact of this release.

\_\_\_\_\_

Printed Name & Signature

Date

If person signing is under age of 18 years of age, there must be consent by a parent or guardian, as follows. I hereby certify that I am the parent or guardian of \_\_\_\_\_,

named above, and do hereby give my consent without reservation to the foregoing on the behalf of this person,

---

Printed name & Signature

---

Date

## **THE VOLCANO RIDGE MOUNTED ARCHER MANUAL COMPLIANCE**

I have completely read and understand this manual and by signing this document I agree to follow the guidelines of this manual set forth by the Volcano Ridge Mounted Archers (VRMA).

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Signature of Member

---

Printed name of Member

---

Date

---

Signature of Board Member

---

Printed name of Board Member

---

Date