



Beaumont and District Agricultural Society

"Strengthening rural roots in Alberta's Capital Region"

5010A – 52 Avenue, Beaumont, Alberta T4X 1E5

Website: www.beaumontagsociety.com

General Email: admin@beaumontagsociety.com



BEAUMONT & DISTRICT AG SOCIETY (BADAS) BOOKING PROCEDURE & FORM

GENERAL BOOKING INFORMATION

Please follow the steps below to book your clinic, schooling, lessons, casual riding, camp or other event at the BADAS Fairground.

1. **Availability:** To see availability of Fairground facilities, check the Booking Calendar under Facilities & Bookings on the BADAS website – www.beaumontagsociety.com/.
 2. **Pick a Date and Time:** Select a date and time that you would like to book for your activity.
 3. **Required Form:** Fill in the information required on the **Booking Form (next page)**. *Please note* that BADAS requires a qualified coach to be present for all Cross-Country Course schooling and related jumping activities. Riders may NEVER ride alone, and at least one person on the course must be equipped with a cell phone in case of emergency.
 4. **Signatures:** BADAS requires that at least one, and sometimes two, people be designated as the **Person(s) Responsible (PR)** – see definition adapted from Equine Canada on the [Booking Form](#). For most events, the coach will be considered as the PR, assuming responsibility for the riders, horses and facilities under her/his care and control. For larger events, an **Alternate PR** may also be identified to assume responsibility for all aspects of the booked event that do not directly involve horse-rider training activities, including respectful use of the facilities.
 5. **Contact BADAS:** Once completed and signed, send the [Booking Form](#), scanned as a PDF document (preferred) or a jpg image, to a [BADAS Booking Agent](#) to finalize the booking.
 - Email address for bookings – bookings@beaumontagsociety.com.
 - [BADAS Booking Agents](#) – General Manager Bruce Walker (780-983-7525) or Alternate Amberly Billings (780-984-2009).
 - Once approved, the booking will be added to the [Booking Calendar](#) and a [confirmation email](#) will be sent. Details about visiting the Fairgrounds, waivers, payments, signing in, access (opening/closing the gate), and other info will be included with the reply.
- Note 1:** Please plan ahead to make bookings! BADAS volunteers require **at least 24 hours' notice prior** to the event to process the booking; 48 hours is preferred. Allow sufficient time to obtain the required signatures and to send your completed form to us.
- Note 2:** Omissions on the Booking Form may result in your booking either being delayed or, at worst, not being accepted by BADAS.
6. **Payment: \$30 per horse-rider session** (see *Fee Schedule*). An option, if riding more than 6 times per year, is the Season Pass (\$180 plus \$15 BADAS adult membership).
 - Cheques preferred for payment – make out to **BADAS** or **Beaumont & District Ag Society** or **Beaumont Ag Society** – **COINS NOT ACCEPTED!**
 - Option – e-Transfer to bookings@beaumontagsociety.com. Contact a BADAS Booking Agent for detailed instructions and to set a question/password protocol.



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BADAS Fairground Facility Booking Form (2018)

Organization Name (Farm/Stables/Club, etc.) _____

Date Required _____ Approx. Time In _____ Time Out _____

Facility Required _____ Activity (schooling, clinic, etc.) _____

Number of Riders (Estimated) _____

Booking Type† Single Session OR Rental Agreement (See NOTE at bottom)

Coach: (note – coach must sign below as Person Responsible-Coach)

Name: _____ Phone Number(s) _____

Mailing Address: _____

Email _____ AEF # (or equivalent) _____

Booking Contact (if different than the Coach):

Name: _____ Phone Number(s) _____

Email Address _____

PERSON(S) RESPONSIBLE (PR):

BADAS defines Person Responsible (PR) as an adult who has or shares responsibility for the care, training, custody and management of horses and riders in the group, and for any act performed by any person in the group while it is schooling or riding/driving on the BADAS Fairgrounds. Responsibility extends to ensuring respectful use of the stables and other parts of the BADAS Fairgrounds, payments are correct and made in full, waivers and sign-in information is correct and complete, and emergency help is obtained if needed.

In the case of a clinic or large event, an Alternate Person Responsible should be added, as the person responsible for the respectful use of facilities, and care/conduct while not engaged in training activities.

Person Responsible (Coach) – Signature _____ Date: _____

(REQUIRED) Printed _____

Alternate Person Responsible – Signature _____ Date: _____

Printed _____

†NOTE that there are options in the types of bookings that you can make. If you have a large group, are considering using the facility for 2 or more consecutive days (an "event"), and/or require exclusive use of the facility, consider entering into a **Rental Agreement** for your event. A BADAS Rental Agreement will be prepared by one of the Booking Agents based on the information provided in this form.

Confirmed (BADAS use)