



## Beaumont and District Agricultural Society

"Strengthening rural roots in Alberta's Capital Region"

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

Website: [www.beaumontagsociety.com](http://www.beaumontagsociety.com)

General Email: [admin@beaumontagsociety.com](mailto: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.

1. **Availability:** To see availability of Fairground facilities, check the Booking Calendar under Facilities & Bookings on the BADAS website – [www.beaumontagsociety.com/](http://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 (no jpg images please), to a BADAS Booking Agent to finalize the booking.
    - No scanner! Download the free app **Adobe Scan** for either iOS or Android devices.
    - Email address for bookings – [bookings@beaumontagsociety.com](mailto: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 make the booking; 48 hours is preferred. Allow enough lead time.
- 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](mailto: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 (2019)

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)