



Fig Tree Pocket Equestrian Club Inc (FTPEC)

Agistment By-Laws

Effective May 2017

Finance

1. Only FTPEC riding members who have paid the prescribed membership, agistment, and all other fees may agist horses at FTPEC and will be referred to as Agisting Members.
2. Agistment fees are payable from the date the place is made available and are paid quarterly in advance in one single payment. Part payments are not accepted.
3. Agisting Members with accounts more than 2 weeks overdue will receive an official warning.

General Rules

4. Known windsucking horses will not be offered an agistment place.
5. New horses that are found to windsuck during their probationary period will be asked to leave.
6. Any horse seen windsucking must be segregated from the herd immediately and removed from agistment within 7 days.
7. Only geldings older than 3½ years (39 months) may be agisted at FTPEC. No mares or stallions are allowed.
8. The maximum number of agistment places shall be twenty (20) however the Management Committee shall have the right to vary this number at its discretion if it deems it appropriate.
9. Agisted horses must be handled at least once a day, and twice a day if the Management Committee so instructs.
10. All agisted horses are required to be ridden or worked regularly unless special leave is given by the Management Committee. 'Regularly' is defined as at least 2-3 times per week, excluding holidays and periods of injury or illness.
11. Agistment may not be used for retirement or spelling. Once a horse has retired from work, or is deemed to have a long-term or permanent injury, it must be removed unless otherwise agreed by the Management Committee.

12. Agisting Members will be required to sign an Agistment Agreement at the beginning of each calendar year which, together with these by-laws, will set out the terms and conditions under which agistment is granted. Failure to sign an Agistment Agreement may result in the rescinding of your agistment place.
13. Breaches of the Agistment Agreement or other circumstances which may warrant the removal of a horse from agistment shall be referred by the Agistment Manager or any Committee Member to the Management Committee for a decision.
14. The directions of the Agistment Manager are to be followed at all times and any conflict between Agisting Members must be taken to the Agistment Manager for mediation. The Agistment Manager's decision regarding resolution of a dispute is final. It may only be overruled by a majority consensus of the Management Committee.
15. At various times (including events, herd vaccination etc), all horses may need to be caught and confined by a specific time. It is the Agisting Member's responsibility to have their own horse/s in the nominated area by the specified date and time. Any breach of this may result in a 'handling fee' if a Committee Member is required to catch or move a horse as a result of the Agisting Member's absence.
16. The Management Committee reserves the right to amend or introduce any by-law it deems appropriate with reasonable notice to Agisting Members.

Selection Criteria

17. Agistment places shall be allocated to Agisting Members by the Management Committee, which shall have sole discretion to determine priorities for allocating spaces. Priority may be given to riders who display a high level of commitment to the sport, or have good references from their previous club. In cases where a prospective candidate is unknown to the Management Committee they will be interviewed in an effort to determine suitability.
18. Horses may only be brought into the paddock following the Management Committee's approval of a written request for agistment.
19. At times when the demand for places exceeds the number of spaces available, the Management Committee shall keep a register of applications for agistment, which shall form an official 'Waiting List'.
20. When a place becomes available, the Management Committee shall consider all applicants on the Waiting List, taking into account any circumstances that the Management Committee deems relevant. The Management Committee may refuse agistment to any applicant for any reason.
21. An applicant for an agistment place shall be informed in writing by the Agistment Manager or other Committee Member, of the outcome of their application.
22. If an agisted horse is sold to a FTPEC member who does not have an agistment place, that member may be required to remove the horse and apply for a place in accordance with the provisions of by-laws 17-20.
23. If an agisted horse is leased to another FTPEC member, the agistment place remains with the owner of the horse and does not transfer to the lessee.

Bringing in a Horse

24. Before entry to the paddocks, horses must be wormed and vaccinated against Hendra virus, tetanus and strangles. Veterinary certificates to this effect must be obtained and presented upon request.
25. New horses must spend a minimum of four (4) days (96 hours) confined in either the yards or a holding paddock, the location to be determined by the Agistment Manager. Under no circumstances may horses be released directly into the paddocks before this time.
26. During the four-day period, other Agisting Members will be advised of the proposed date to release the new horse. The Agistment Manager must be given at least 48 hours prior notice of the exact release date and time so that the other Agisting Members may be informed.
27. Owners of newly released horses must remain in the vicinity for a reasonable period in order to intervene and remove the horse in the event of any behaviour that could result in injury to any horse or individual.
28. All new horses shall be on probation for three months, or such time as the Management Committee determines. During this period the horse's agistment place may be rescinded by the Management Committee for any reason.
29. Horses that re-enter the paddock after an absence of thirty days or more shall be treated as if they are new horses and their owners shall observe the provisions of by-laws 24-26.
30. The Management Committee has the right to request the removal of horses that exhibit unacceptable behaviour towards other horses, Agisting Members or any persons at FTPEC.
31. The Management Committee has the power to require the removal of any horse at any time on reasonable notice. The Management Committee may direct that a horse be held in the yards or holding paddock pending its removal.
32. An Agisting Member who wishes to agist a newly purchased horse may do so with the permission of the Management Committee. Written application to bring in the new horse is still required in accordance with the provision of by-law 18.
33. A member who removes or sells an agisted horse may, if actively looking for a new horse, hold their agistment place for up to three (3) months by continuing to pay agistment fees. The Management Committee may extend this period at its discretion.
34. A minimum of 14 days notice must be given in advance of removing a horse from agistment. If less than 14 days prior notice is given, the Agisting Member forfeits the remaining quarter of their agistment fees.
35. When an Agisting Member leaves, and provided the required notice is given, the remaining amount of their agistment shall be refunded. The refund will be pro-rated to the number of days remaining for the paid quarter, minus any other monies owing to FTPEC.

Yard & Paddock Rules

36. The Agistment Manager is delegated the authority and responsibility for day to day agistment at FTPEC including management of the yards and horse care.
37. The yard area must be kept tidy. Feed is brought onto FTPEC at the discretion of the Management Committee. If it is deemed that members and/or horses are at risk, Agisting Members may be asked to remove all feed bins and associate feeding utensils. The number of bins permitted at FTPEC may also be limited to maximise space for all Agisting Members. Buckets and feed bins are to be cleaned daily and kept in a neat and tidy manner. Rugs and other belongings are at risk if left unattended and members do so at their own risk. If rugs are left they should be hung neatly on the Agisting Member's yard fence. Belongings in general should not be left lying around unattended.
38. No structural modifications to the yards or the grounds of any kind may be made without first obtaining the consent of the Management Committee. Agisting Members may from time to time be required to contribute to the upkeep of the paddock or yards by way of a financial levy; the amount of such levy is to be determined at a General Meeting of all members on the recommendation of the Management Committee.
39. All Agisting Members, or their parents in the case of juniors, are expected to assist with paddock and yard maintenance.
40. Agisting Members may choose their own yards to use from those that are available as advised by the Agistment Manager. An Agisting Member's yard must be kept clean and maintained. The Agisting Member is responsible for keeping their allocated yard in good order and arranging repairs for any damage caused by their horse. Allocated yards must be used for all feeding.
41. The Agistment Manager provides a roster of duties to be undertaken each week by the Agisting Members. This includes duties such as mowing/maintaining specified yards (approx. 6), picking up manure (approx. 2 carts weekly), raking the paddock or cleaning the water trough. It may also include additional duties at other times of the year. This roster is in addition to the working bee requirement of 16 hours per horse per quarter.
42. Whenever an event is taking place, all agisted horses must be moved to the designated containment area (specified by the Management Committee), or confined to their allocated yards.
43. Agisting Members are entitled to retain the use of their allocated yard (without payment) during FTPEC events.
44. Pasture management is critical at FTPEC. Horses must only be in the paddocks specified by the Agistment Manager. ALL paddock gates must be left as found.

Veterinary Care

45. Care of the horse is paramount. If the Agistment Manager believes an Agisting Member displays a lack of care towards their horse, the matter must be rectified immediately. If the problem persists, the Management Committee may issue a written warning.
46. All agisted horses are to be wormed simultaneously at 3-monthly intervals, and vaccinated once a year (vaccination to coincide with a worming). The day for worming each quarter, and the day and time for vaccinations will be advised by the Management Committee. Agisting Members will be invoiced for the cost of worming paste and vaccinations separately from the quarterly agistment fees.
47. Care of the herd is everyone's responsibility. If a horse is found injured, every effort should be made to contact the Agisting Member as soon as possible. In the event that the injury is serious and the Agisting Member is uncontactable, a veterinary surgeon may be called to treat the injury, and the invoice passed to the Agisting Member.
48. If an Agisting Member's horse suffers an injury or illness which requires it to be temporarily separated from the herd, The Agisting Member may isolate their horse in any unoccupied hospital yard. They should then notify the Agistment Manager of the injury and the expected recovery time. If the number of injured horses exceeds the number of available hospital yards, the Agistment Manager should be contacted to arrange an equitable solution. The Agistment Manager may seek veterinary advice to assist in his/her evaluation of the situation.
49. If at any time an Agisting Member's horse is diagnosed with a contagious illness of any kind, the Agistment Manager must be notified immediately. At the Agistment Manager's discretion, the Agisting Member's horse may be isolated in a separate paddock during the infectious period.
50. Under no circumstances is a horse ever to be placed in a yard/paddock where another horse is already convalescing. If an Agisting Member wishes their horse to share a space with another injured horse, approval must first be obtained from the other Agisting Member, and then the Agistment Manager notified of the consensus.
51. In the interests of the health and safety of the herd, the Agisting Member gives the Management Committee the right to contact their vet to discuss details of any injuries or ailments pertaining to their agisted horse, as well as the prognosis or estimated recovery period from any such illness or injury.
52. Please Be Aware: It is reasonable to assume at any given time, that at least 2-3 horses in the herd may have a temporary condition requiring them to take medication prohibited according to EA's Equine Anti-Doping and Medication Control rules (EADMC). It is the Agisting Member's responsibility to avoid the risk of a positive swab from having their horse accidentally access another horse's medication. Chains must be closed and fastened on all yards when not in use to help control this risk.

Riders with Two Horses

53. Any FTPEC member may agist only one horse at FTPEC unless there are spare spaces, in which case the Management Committee may, at its sole discretion and upon conditions determined by the Management Committee, allow a member to agist more than one horse.
- a) The minimum prerequisite conditions for applying for a second horse are:
 - i). the existing horse must be being ridden consistently 4-5 times per week, and
 - ii). the horse/rider combination must be receiving weekly tuition with a certified instructor, and
 - iii). the existing horse/rider combination must be competing regularly in EA competitions.
 - b) If an Agisting Member believes they meet the minimum requirements for agisting a second horse, they must request permission from the Management Committee by following the same process required to bring in their original horse.
54. Agisting Members who are approved to agist more than one horse, will be required to forego the place of one of their horses if the Management Committee determines that the following ongoing conditions are not being met:
- a) both horses must be ridden regularly as defined in agistment by-law 50, and
 - b) the rider must receive regular tuition, on both horses, from a certified instructor, and
 - c) at least one of the horses must be regularly competing in EA events.
55. For Agisting Members, working bees are calculated PER AGISTED HORSE as outlined in the Membership By-Laws. This means Agisting Members with 2 horses are required to work twice the number of hours (currently 16 hours per horse per quarter) . There is no option for payment in lieu of work for Agisting Members.
56. Note, all general agistment duties are calculated on a per-horse basis.