



## Horse Riding Course (Class instructed in Cantonese)

Fee	HK\$380 (Members Only)
Date	<b>Class A</b> - 22 October 2016 (Saturday) <b>Class B</b> - 12 November 2016 (Saturday)
Time	9:00am - 12:00noon
Quota	8 persons (per class)
Venue	Yuen Long Tai Tong Lychee Valley Riding School - 11, Tai Tong Shan Road, Yuen Long, N.T.



**Outline:** This course will start with a stable visit and will be followed by an explanation on the horse characteristics and related safety rules. Each participant will then enjoy a 50-minute riding practice in the riding ring and learn the horse leading and horse feeding techniques.

**Remark:** Fee covers cost of coaching, horse, helmet and protection pads equipment. (Students must provide their age / gender / weight).

**Enrollment Method:** Please complete the Enrollment Form below and fax it to SHKSA or submit the form online at [www.shksa.com](http://www.shksa.com). A lot will be drawn if the number of applicants exceeds the quota. Please send us a cheque payable to "**Swire Hong Kong Staff Association**" upon email or telephone confirmation. You can also check the enrollment results at our website. **For enquiries, please call 2562-2657 during office hours.**

**❖ Enrollment Deadline: 9 October 2016 ❖**

### Rules for participants

- Members must present their staff cards when attending the activities or interest classes.
- Enrollment for any activity or interest class may not be transferred to other colleagues or friends.
- Each enrollment form may be used by two members for the same application. Each member may only submit one enrollment form for each activity or interest class. Repeated submission may result in disqualification from enrollment.
- For activities or interest classes which accept non-members, non-members must be accompanied by members in the relevant activity or interest class.
- Confirmation of participation or cancellation of enrollment:** Upon receipt of our confirmation of enrollment, members must pay the fees by sending a cheque to SHKSA within five working days. If a member needs to cancel the enrollment, the member must inform SHKSA within two working days. Otherwise, **if a replacement cannot be arranged**, SHKSA shall charge the member the specified (course / activity fee) and a penalty of HKD200.
- Absence:** Absence without valid reasons or prior notice will not only waste the subsidy by SHKSA but also deprive other members of the chances to join the activity or interest class. If any vacancy is not replaced due to the above reasons, SHKSA shall charge a penalty of HKD200 on attendees **with an attendance rate below 50%**.
- Please be punctual in any activity or interest class. Latecomers may not be allowed to enter the activity venue after commencement of the class.**
- Violation of rules:** Any violation of the above rules may lead to suspension of membership for one year. SHKSA reserves the right to report to the supervisor of the member in case of repeated violation.

### Horse Riding Course - Enrollment Form

Member Name: \_\_\_\_\_ Company: \_\_\_\_\_ Staff Card No: \_\_\_\_\_

Contact Numbers : \_\_\_\_\_ (office) \_\_\_\_\_ (mobile) Email Address: \_\_\_\_\_

Please provide (age /gender/weight): \_\_\_\_\_ Total Fee: \$ \_\_\_\_\_ Member's Signature: \_\_\_\_\_

Please select class:  Class A (22/10) /  Class B (22/10)

- Participants shall discharge the organisers from any responsibility for injuries arising from accidents or mishaps during the activity.
- Photos taken in the course of activities and interest classes organised by SHKSA may be uploaded to the website or be used in other means relating to SHKSA.