

**LDRC Clinic Policies**

**Booking onto a clinic**

1. All clinics will be advertised on LDRC Facebook page, LDRC website and in the LDRC newsletter if time allows.
2. To book clinics members need to either send a **private message** or an **email** to the organiser. Details regarding time limitations and level of horse/rider are appreciated to ensure you are put in a group with riders/horses of the same standard. No bookings will be accepted via text/voicemail or by commenting on a Facebook post.
3. All clinics must be paid for in advance (minimum 4 days) or as requested by the clinic organiser, usually by bank transfer to the LDRC bank account (Sort code 30-96-26; Account 42433360)
4. Clinic times will usually be released 2-3 days prior to clinic
5. Bookings after clinic times have been released may be possible depending on trainer/venue availability but to avoid disappointment please try to book in good time. Please private message/email the organiser.

**Cancellation Policy**

1. Clinics may be cancelled by the attendee with a credit note for the full amount given prior to clinic times being released.
2. Refunds after times have been released may be given at the discretion of the organiser but usually only on production of doctors or vets certificate.
3. If a clinic is cancelled due to circumstances beyond our control – i.e. adverse weather, instructor sickness, venue problems LDRC will endeavour to refund or transfer payment to a different clinic or rearranged date.
4. If you need to cancel, please try and let the organiser of the clinic know as soon as possible.

If you have any questions about these policies, please contact Louise Killey (louisekilley@hotmail.com).