

Forrest Hill Farm & Kaiser Dressage Training Center

Intern Training Program Application

Applicant Name _____ Age _____
Parents Names(if minor) _____
Address _____

Phone Numbers:(Home) _____ (work) _____ (cell) _____
Email address: _____

I/we, have read and agree to all of the terms and conditions as outlined in the attached "Intern Training Program Guidelines" and the "FHF Riding Instruction Agreement& Liability Release Form for individuals" & the "House Rules".

I/we fully understand this is a private vocational training/apprentice program and participants are not compensated monetarily and there is no school or university accreditation.

I/We understand and accept this program requires much physical exertion and stamina as well as mental alertness and stability. I/We represent applicant is healthy and physically and psychologically fit to perform the activities of this program with no pre-existing medical or psychological conditions that would compromise ability to withstand the rigors of this program.

I/We understand and agree applicants must have full medical insurance coverage to participate in this program.

Insurance Carrier: _____ Policy no. _____

Having read and agreeing to all of the above, I, _____ hereby apply for a thirty day trial period in Forrest Hill Farm's Intern Training Program, and if accepted following the trial period, a twelve month internship.

Signature of applicant _____ Date _____

Signature of Parent _____ Date _____

(If applicant is under 21 yrs. of age)

Applicants must also submit with this form:

- a brief **video**, (if you cannot come to farm to interview) demonstrating present riding skills
- a **resume** (educational background, riding experience, other activities contributing to applicants suitability for program)
- **3 written recommendations**, work/school related sources &
- **3 written personal recommendations** (all reference sources must be over 21yrs. of age)

complete and sign these additional forms:

- **1. FHF Riding Instruction Agreement & Liability Release Form for individuals**
- **2. House Rules**
- **3. Guidelines**

Student Intern Training Program,
c/o Margaret Kaiser
Forrest Hill Farm & Kaiser Dressage Training Center
6250 E 550 N. LAFAYETTE, IN 47905

email: mk@forresthillfarm.com
Phone: 765-589-3838

RIDING INSTRUCTION AGREEMENT & LIABILITY RELEASE FORM

FORREST HILL FARM & DRESSAGE TRAINING CENTER

PLEASE READ CAREFULLY BEFORE SIGNING.

UNDER INDIANA LAW, AN EQUINE PROFESSIONAL IS NOT LIABLE FOR AN INJURY TO, OR THE DEATH OF A PARTICIPANT IN EQUINE ACTIVITIES RESULTING FROM THE INHERENT RISKS OF EQUINE ACTIVITIES.

A. REGISTRATION OF RIDERS AND AGREEMENT PURPOSE - In consideration payment of a fee and signing of this agreement, I, the following listed individual and the parents or legal guardians thereof if a minor, do hereby agree to hire from Forrest Hill Farm, a horse, tack and equipment, and personnel for the purpose of riding instruction today and on all future dates: **Rider name** _____ **age** _____

Does this rider have physical and/or mental health conditions, problems, and/or disabilities which may affect his/her safety and ability to ride a horse or participate in S.I. Training Program's activities? Yes No (circle one) If "yes" describe

B. AGREEMENT SCOPE AND TERRITORY AND DEFINITIONS - This agreement shall be legally binding upon me the registered rider, and the parents or legal guardians thereof if a minor, my heir, estate, assigns, including all minor children, and personal representatives; and if shall be interpreted according to the laws of the state and county of this farm's physical location. Any dispute by the rider shall be litigated in and venue shall be the county in which this farm is physically located. If any clause, phrase or word is in conflict with state law, then that single part is null and void. The term "HORSE" herein shall refer to all equine species. The term "HORSEBACK RIDING" herein shall refer to riding or otherwise handling of horses, whether from the ground or mounted. The term "RIDER" shall herein refer to a person who rides a horse mounted or otherwise handles or comes near a horse from the ground. The terms "I", "ME", "MY" shall herein refer to the above registered rider and the parents or legal guardians thereof if a minor.

C. INHERENT RISKS & NATURE OF THE HORSE WARNING The RIDER is hereby warned by For-est Hill Farm that Horseback riding and horse driving is classified as RUGGED ADVENTURE RECREATIONAL SPORT ACTIVITY, and there are numerous obvious and non-obvious inherent risks always present in such activity despite all safety precautions. UNDER INDIANA LAW, AN EQUINE PROFESSIONAL IS NOT LIABLE FOR AN INJURY TO, OR THE DEATH OF, A PARTICIPANT IN EQUINE ACTIVITIES RESULTING FROM THE INHERENT RISKS OF EQUINE ACTIVITIES.

D. NATURE OF FORREST HILL HORSES - I understand Forrest Hill chooses it's lesson horses for their calm dispositions and sound basic training as is required for use as riding horses for novice and beginning riders, and this far follows a rigid safety program. Yet, no horse is a completely safe horse. Horses are 5 to 15 times larger, 20 to 40 times more powerful, and 3 to 4 times faster than a human. If a rider falls from horse to ground if will generally be at a distance of from 3 1/2' to 5 1/2 feet, and the impact may result in injury to the rider. Horseback riding/horse driving is the only sport where one much smaller, weaker predator animal, the human, tries to control and become one unit of movement with another much larger, stronger prey animal, the horse, with each having a limited understanding of the other. If a horse is frightened or provoked it may divert from its training and act according to it's natural survival instincts which may include, but not limited to: stopping short, changing direction or speed at will; shifting its weight from side to side, bucking, rearing, biting, kicking or running from a real or perceived danger.

E. RIDER RESPONSIBILITY - I understand upon mounting a horse and taking up the reins the rider is in primary control of the horse. The rider's safety largely depends upon his/her ability to carry out simple instructions, and his/her ability to remain balanced aboard the moving animal. I agree the rider shall be responsible for his/her own safety, and that of an unborn child if the rider is pregnant. Forrest Hill advises pregnant women not to ride, unless permission is given under advice or her physician.

F. CONDITIONS OF NATURE - I understand Forrest Hill Farm is not responsible for total or partial acts, occurrences, or elements of nature that can scare a horse, cause it to fall or react in some other unsafe way. SOME EXAMPLES ARE: Thunder, lightning, rain, wind, water, wild and domestic animals, insects, reptiles, which may walk, run, or fly near, or bite, or sting a horse or person, and irregular footing on out-of-door groomed or wild land which is subject to constant change in condition according to weather, temperature, and natural and man-made changes in landscape.

G. CARRY-ON OBJECTS & SHARP NOISES - I understand riders must not carry loose items on their person which may fall, blow away, flap in the wind, bounce, or make sharp noises, possibly scaring a horse. SOME EXAMPLES: hats or scarves, keys. Riders must not make loud, sharp noises, such as screaming or yelling, which may scare a horse.

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H. ACCIDENT/ MEDICAL INSURANCE - I agree should emergency medical treatment be required, I and/or my own accident/medical insurance company shall pay for all such incurred expenses.

My accident medical insurance company is _____ policy number: _____

I. PROTECTIVE HEADGEAR POLICY All riders must wear ASTM approved riding helmets when working around or riding horses. Student Interns must furnish their own helmets. I/we understand that the wearing of such headgear while mounting, riding, dismounting, and otherwise being around horses may prevent or reduce severity of some head injuries and may even prevent death happening as a result of a fall or other occurrence.

J. RELEASE OF LIABILITY In consideration of Forrest Hill Farm allowing my participation in this activity, under the terms set forth herein, I, the undersigned rider, and the parents or legal guardians thereof if a minor, do agree to hold harmless and release For-rest Hill Farm, it's owners, agents, employees, officers, members, premise owners, insurers and affiliated organizations from legal liability due to For-rest Hill Farm's ordinary negligence; and I do further agree that except in the event of this Farm's gross and willful negligence, I shall bring no claims, demands, actions, and causes of action, and/or litigation, against this Farm and its associates as stated above in this clause, for any economic and non-economic losses due to bodily injury, death, property damage, sustained by me and/or my minor child or legal ward in relation to the premises and operations of this Farm to include while riding, handling, or otherwise being near horses owned by or in the care, custody and control of Forrest Hill Farm.

ALL RIDERS, PARENTS OR LEGAL GUARDIANS, MUST SIGN BELOW AFTER READING THIS ENTIRE DOCUMENT.
EACH SPOUSE MUST SIGN ALSO:

SIGNER STATEMENT OF AWARENESS

I/WE THE UNDERSIGNED, HAVE READ AND DO UNDERSTAND THE FOREGOING AGREEMENT, WARNINGS, RELEASE AND ASSUMPTION OF RISK AND RELEASE AGREEMENT. I/WE FURTHER ATTEST THAT ALL STATED FACTS ARE TRUE AND ACCURATE. I/WE FURTHER ATTEST ALL FACTS RELATING TO THE APPLICANT'S PHYSICAL CONDITION, EXPERIENCE, AND AGE ARE TRUE AND ACCURATE.

x _____
SIGNATURE OF RIDER (SPOUSES MUST SIGN FOR THEMSELVES) DATE

x _____
SIGNATURE OF PARENT, GUARDIAN &/OR SPOUSE #1 for NAME OF RIDER DATE

x _____
SIGNATURE OF PARENT, GUARDIAN &/OR SPOUSE #2 for NAME OF RIDER DATE

ADDRESS in full _____

PHONE NUMBERS

Home _____ work _____

Cell _____ other _____

Email address _____

ATTITUDE, FORTITUDE, EFFORT

A word to those who would like to consider an internship but perhaps feel they might not qualify .

We, the owners, trainers and staff of Forrest Hill Farm, thoroughly review applicants on an individual basis.

In the past we have accepted persons who did not possess ideal physical traits and riding backgrounds, but because they demonstrated exceptional desire and commitment we were willing to give them a chance. Most did not disappoint us. A few did and they departed after a fair trial period.

On the other hand, we have accepted some who seemed to be suited and fit all criteria to a tee. A few of these gifted ones, despite their many experiences & perfect riding bodies, left the program before completion.

Success is not guaranteed without *appropriate effort, a good attitude, and much fortitude*, regardless of an applicant's physical state and past experiences.

We mention the above in order to convey what is most important to us: A sincere desire and willpower to put forth a daily effort to the best of your abilities within your physical limitations at that time. And to be able to maintain a positive attitude throughout both the good and bad days.

Those who are willing to work through a bit of discomfort and emotional frustration realizing progress is possible if effort is expended are the success stories. The above traits are considered first and foremost.

If you want to apply, but are uncertain of your qualifications, please feel free to call. Margaret or Jennifer will be glad to visit with you and answer your questions.

Welcome to our home. You will find it small and overcrowded at times, but generally comfortable and fairly pleasant. Most of the time the food will be plentiful, healthful, and even on occasion taste really good. Our life-style can be hectic with the farm's busy and unpredictable events as is the case when caring for animals. These rules pertain to all and exist so that we can live together in clean and comfortable surroundings. We are not really neat freaks, but a tidy house contributes greatly to the state of my mood and outlook on the day's events. (Trust me, this can go along way in promoting peace and harmony and can make the difference between your existence here being pleasant or not.) So, consider yourself warned and please heed the House Rules. Thanks, Peg

FHF House Rules For Student Interns

NO SMOKING - We do not accept smokers in this program. It is dangerous around the barns & detrimental to health. In addition, it stinks up my house and I will not allow one person's addictive habit to interfere with our family's health and comfort.

Alcohol Policy: Appropriateness is the key here!!! Never around customers, or during business hours, only when appropriate!! If you are of legal drinking age and it is after business hours, or when dining out, drinking in moderation is OK. We are not teetotalers, we do occasionally have wine or a beer with dinner. If you want to drink when socializing with friends after hours or on free time, please remember you are representing FHF and we greatly appreciate your responsible and professional behavior at all times. Violation of this policy could result in termination of your internship.

All S.I.'s must enter the house with no barn debris attached. Use the back wash room entrance. Shoes must be clean or removed, keep pant legs clean, remove **straw/hay** from clothing. If you drag in mud, debris, clean it up.

S.I.'s room must be kept tidy. Clothes put away, beds made daily. A thorough cleaning will be necessary every 10-14 days. (Vacuum, dust, launder sheets, etc.)

S.I.'s are expected to keep bathroom clean: Daily: pickup dirty clothes, keep personal grooming items put away, spray shower after each use with bleach water, wipe off vanity counter top, keep wet towels hung on hooks in your room to dry. **Weekly** (or as necessary): Clean mirror, counter top, **toilet, (inside & out)**, sweep floor, clean shower.

The kitchen is open to all and you may always help yourself to whatever food appeals to you. You are encouraged to ask for your favorite foods when shopping lists are prepared. We try to keep foods you like available, within reason. I usually prepare an evening meal. Sometimes, depending on the demands and urgencies of the day, I do not and you will need to prepare your own. You will always prepare your own breakfast and lunch. **S.I.'s are expected to assist with clean up after all meals.** If S.I.'s want to cook and prepare meals, the kitchen is yours...I will be thrilled.

I hate house cleaning just like everyone! But it is a necessary evil....Therefore ,weekly or thereabouts, there will be general cleaning chores S.I.'s are asked to help with. (Vacuum, dust, sweep, etc.) These chores will not take long if shared by all. If everyone keep things picked up & maintained, additional cleaning chores can be kept to a minimum.

S. I.'s are expected to do own laundry. You may use the washer & dryer. Detergents, softeners, etc. will be provided. You will be instructed how to operate W.&D. and expected to care & operate properly, i.e.: do not overload, make certain clothes **are free of all straw/hay or any debris that could clog drains**, keep **lint removed** from dryer before each use.

S.I.'s need to reside here and will be called upon at any hour, day or night, should there be a need for your assistance with necessary farm procedures: (foaling, unforeseen illnesses, injuries, etc.) Occasionally you may overnight elsewhere if prior arrangements are made.

Forrest Hill Farm Internship Guidelines

The Student Intern Training Program is for enthusiastic and committed individuals who want to gain the experience, knowledge and skills necessary to successfully work and/or seriously compete within the various facets of the sporthorse industry with emphasis on dressage. This program offers the opportunity to increase knowledge, improve riding / training skills and acquire first hand experience in the areas of herd health, nutrition, reproduction, veterinary care, management, marketing & sales.

Additionally, our internships contributes not only to What you know, but also to Who you know. Seasoned interns experience circumstances to showcase talents, build a favorable reputation and create an awareness of availability for future employment with leading equine industry professionals and prominent employers.

This is a physically and mentally demanding position with rewards proportionate to the efforts you put forth. Those who work and study efficiently and are capable of riding four to six horses daily will gain considerable experience and skill. This program offers a wealth of opportunity. It will be the best and, for some, the hardest time of your life. Benefits are proportionate to your level of dedication to learning and your degree of participation.

S.I.s must participate in all day to day farm activities within the boundaries of their experience and current abilities. Some of the areas in which you will receive hands on experience ; feeding and turnout of horses of all ages, (including stallions & juveniles), cleaning stalls (usually 6 days weekly), & general barn upkeep, driving a tractor with spreader, assisting with veterinary & /or breeding or foaling procedures and handling/riding/schooling horses of various ages and training levels. All of the above chores are shared between S.I.s, trainers & employees. S.I.s will not be expected to perform any task beyond capabilities. As you gain experience & broaden abilities, you will be capable of assuming the many varied responsibilities and duties necessary to succeed in your future equine career.

Daily hours will vary with seasons and circumstances of the day. Interns usually receive one day off per week, however, a day off is not absolutely guaranteed (sometimes it is just not possible, due to show schedules, foaling, etc.). Days begin performing hands-on barn chores followed by schooling horses under the supervision and coaching of our trainers. S.I.s are expected to handle/ride as many horses as physically and skillfully able per day. S.I.s are encouraged to also devote several hours weekly to classroom study. You will have access to the farms reading materials throughout your stay.

Applicants must have experience with horses and achieved at least intermediate riding skills. We expect applicants to be enthusiastic, open minded and eager to learn. This will be the hardest and longest most will have ever worked, both physically and physiologically. Be prepared and forewarned!! You will exert much effort towards developing strength, stamina, skills and knowledge. At first, expect physical & mental fatigue, emotional stress and frustration. After 2-3 months you will become stronger and more capable than you ever thought possible, developing skills and knowledge beyond current expectations.

Our interns graduate competent and well qualified, with experience and skills employers seek and well prepared to begin a realistic venture into self-employment if so desired. We support and assist graduates with references and industry contacts when seeking future employment.

S.I.s must have medical insurance coverage and agree to all clauses and provisions in Application Agreements & Liability Release Forms. If under 21, parents or legal guardian, as well as the S.I., must agree and sign the above mentioned forms. Minors must have parental consent and blessings!.

I, _____ have carefully read and agree to all of the above guidelines.

signature_X_____date_____