



**FORM OF APPLICATION FOR LICENCE, OR  
EXTENSION OF PROVISIONAL LICENCE  
RIDING ESTABLISHMENTS ACT 1964 AND 1970  
&  
APPLICATION FOR LICENCE RENEWAL**

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| <p>1. Surname (in block capitals)</p> <p>First Names (in block capitals)</p> <p>(State whether Mr Mrs or Miss)</p> <p>Age (if under 18 years)</p> <p>(See Note 1)</p>                                             |                                                                                                                                                                                                                                                    |
| <p>2. Private address (or, if a Body Corporate, name of Body and Address of Registered Office)</p> <p>Contact Telephone no:</p> <p>E-Mail address:</p>                                                            |                                                                                                                                                                                                                                                    |
| <p>3. Address of Riding Establishment (if different from 2)</p>                                                                                                                                                   |                                                                                                                                                                                                                                                    |
| <p>4. Is the Establishment operative throughout the year?</p> <p>If not state period when normally operative</p>                                                                                                  |                                                                                                                                                                                                                                                    |
| <p>5. Who will have direct control or management of the Establishment</p>                                                                                                                                         |                                                                                                                                                                                                                                                    |
| <p>6. If that person is the holder of any of the certificates shown opposite, tick against the name(s) of the one(s) held and enclose the certificate(s) with this application</p> <p>or other – please state</p> | <p>Assistant Instructor's Certificate of the British Horse Society ( )</p> <p>Instructor's Certificate of the British Horse Society ( )</p> <p>Fellowship of the British Horse Society ( )</p> <p>Fellowship of the Institute of the Horse ( )</p> |
| <p>7. If the person named at 5 above does not hold any of these certificates, give details of his or her experience in the management of horses. (Continue on separate sheet if necessary)</p>                    |                                                                                                                                                                                                                                                    |

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| <p>8. Is a responsible person living on the Establishment?</p> <p>If not what arrangements are there in case of emergency?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                       |
| <p>9. Will the carrying on of the business of the Establishment be left at any time in the charge of a person under 16 years of age? (See note 1)</p>                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                       |
| <p>10. Will supervision by a responsible person of the age of 16 years or over be provided at all times while horses from the Establishment are used for providing instruction in riding or are let out in hire for riding (except in the cases of a horse let out for hire for riding when the hirer is competent to ride without supervision)?</p> <p>(See Note 2)</p>                                                                                                                                                                                      |                                                                       |
| <p>11. The applicant is required to answer "Yes" or "No" to the following questions:-</p> <p>(i) Are you, or any person who will have control or management of the Establishment, disqualified for the time being from:</p> <p>(a) Keeping a riding establishment?</p> <p>(b) Keeping a dog?</p> <p>(c) Keeping a pet shop?</p> <p>(d) Having the custody of animals?</p> <p>(e) Keeping a boarding establishment</p>                                                                                                                                         | <p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p> |
| <p>(ii) Are you the holder of a current adequate insurance policy which:</p> <p>(a) insures you against liability for any injury sustained by those who hire a horse from you for riding</p> <p>(b) those who use a horse in the course of receiving from you, in return for payment, instruction in riding;</p> <p>(If "YES" enclose with this application evidence that you hold such insurance; if "NO" state what steps you are taking to obtain such insurance)</p> <p>(c) insures you against liability arising out of such hire or use of a horse;</p> | <p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p>                             |



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*Please attach an additional sheet if necessary*

**I AM AWARE OF THE PROVISIONS OF THE RIDING ESTABLISHMENTS ACT 1964 & 1970  
AND I APPLY FOR A LICENCE/EXTENSION TO MY PROVISIONAL LICENCE\* TO KEEP A  
RIDING ESTABLISHMENT COMMENCING (See note 4) THE FIRST DAY OF  
ISSUE\*  
JANUARY 20 .....**

**I ENCLOSE:  
THE LICENCE FEE OF £  
THE CERTIFICATE(S) REFERRED TO AT ITEM 6  
THE POLICY OR OTHER EVIDENCE OF INSURANCE REFERRED TO  
AT ITEM 11(ii)**

(Read the following statement carefully before signing it.  
A false statement may render you liable to prosecution).

**I DECLARE MY ANSWERS TO THE ATTACHED QUESTIONS TO BE CORRECT IN EVERY  
RESPECT. I DECLARE I HAVE READ AND UNDERSTOOD THE ATTACHED CONDITIONS.**

Date ..... Usual Signature .....

\*Delete as appropriate

(If signing on behalf of a Body  
Corporate appointment held)

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## NOTES

1. A licence may be granted to an individual over the age of eighteen years or a body corporate.

It will be a condition of any licence granted that the carrying on of the business of a riding establishment shall at no time be left in the charge of any person under 16 years of age.

2. It will be a condition of any licence granted that no horses will be let out on hire for riding or used for providing instruction in riding without supervision by a responsible person of the age of 16 years or over unless (in the case of a horse let out for hire for riding) the holder of the licence is satisfied that the hirer of the horse is competent to ride without supervision.

3. (i) "Horse" includes any mare, gelding, pony, foal, colt, filly or stallion, and also any ass, mule or jenny.

(ii) The Act regulates riding establishments which let out horses on hire or use them for the purpose of providing, in return for payment, instruction in riding or for the purpose of demonstrating riding.

4. A licence is valid from the date of issue or from the first day of January next. Please state preference.

## CONDITIONS SUBJECT TO WHICH THE ABOVE LICENCE IS GRANTED

1. The number of horses accommodated at the establishment at any one time must not exceed
2. Horses must be maintained in good health and in all respects physically fit and, in the case of a horse kept for the purpose of its being let out on hire for riding or a horse kept for the purpose of its being used in providing instruction in riding, the horse must be suitable for the purpose for which it is kept.
3. No horse aged three years or under nor any mare heavy with foal nor any mare within three months after foaling may be let out on hire for riding or used, in return for payment, for instruction in or demonstrating riding.
4. Any riding equipment supplied for a horse let out on hire must be free from visible defect which is likely to cause suffering to the horse or accident to the rider.
5. The feet of all animals must be properly trimmed and if shod, their shoes must be properly fitted and in good condition.
6. A horse found on inspection of the premises by an authorised officer to be in need of veterinary attention must not be returned to work until the holder of the licence has obtained at his own expense and has lodged with the local authority a veterinary certificate that the horse is fit for work.
7. No horse may be let out on hire for riding or used for providing instruction in riding without supervision by a responsible person of the age of 16 years or over unless (in case of a horse let out for hire for riding) the holder of the licence is satisfied that the hirer of the horse is competent to ride without supervision.
8. In the case of horses maintained at grass there must be available for them at all times during which they are so maintained adequate pasture and shelter and water and supplementary feeds must be provided as and when required.

9. Horses must be adequately supplied with suitable food, drink and (except in the case of horses maintained at grass, so long as they are so maintained) bedding material, and must be adequately exercised, groomed and rested and visited at suitable intervals.
10. All reasonable precautions must be taken to prevent and control the spread among horses of infectious or contagious diseases and veterinary first aid equipment and medicines must be provided and maintained in the premises.
11. The construction of the riding establishment must be substantial, adequate to contain the animals, and provided with warmth and shelter in clean and hygienic conditions. There must be convenient and safe access to stalls and boxes. Stalls must be large enough to allow the animal to lie down and get up without risk of injury. Boxes must be large enough to allow the animal to turn round.
12. Yards must provide enough space for every animal kept there.
13. Lighting must be adequate to reduce to render the use of artificial light unnecessary in daylight
14. Ventilation must provide fresh air without draughts.
15. Drainage must be adequate to carry away liquid voided by the horses and keep the standings dry.
16. There must be provisions for storage and disposal of manure and spoiled straw.
17. Adequate accommodation must be provided for forage bedding, stable equipment and saddlery
18. The licence holder must ensure that appropriate steps will be taken for the protection and extrication of horses in case of fire and in particular, that the name, address and telephone number of the licence holder or some other responsible person are kept displayed in a prominent position at the outside of the premises and that instructions as to action to be taken in the event of fire, with particular regard to the extrication of horses, are kept displayed in a prominent position on the outside of the premises.
19. The carrying on of the business of the establishment must at no time be left in the charge of any person under 16 years of age.
20. The licence holder must hold a current insurance policy which insures him against liability for any injury sustained by those who hire a horse from him for riding and those who use a horse in the course of receiving from him, in return for payment instruction in riding and arising out of the hire or use of a horse aforesaid and which also insures such persons in respect of any liability which may be incurred by them in respect of injury to any person caused by, or arising out of, the hire or use of a horse as aforesaid.
21. A register must be kept by the licence holder of all horses in his possession aged three years and under and usually kept on the premises which shall be available for inspection by an authorised officer at all reasonable times.
22. Smoking shall be prohibited in the animal accommodation or in any place used for the storage of hay, straw or similar combustible material – a notice prohibiting such smoking must be displayed at all times