



New England Horse & Trail

TRAIL RIDE MANAGERS CHECKLIST

NOTE : This letter is directed towards the person responsible for reporting and recording the trail ride entry list. PLEASE forward to that person if necessary !!



REPORT FORM

A list of all participants who are **NEW ENGLAND HORSE & TRAIL ASSOC. MEMBERS** must be forwarded to the NEHT Secretary within seven (7) days of the ride date. It is the responsibility of the NEHT members to identify themselves to you, but it would be helpful if some portion of your application asked for this information, and you should have our OFFICIAL report form available for the riders to fill out. This form is enclosed (**BLUE**). Please be sure that it indicates the MILEAGE that each rider completed.



MAIL the completed form within seven (7) days TO :

JAN COLLINS, 105 NINTH DISTRICT ROAD, SOMERS, CT 06071



INFORMATION

If you need additional information, or membership forms, please contact Jan Collins - for mileage report forms, contact Pat Darmofal



OFFICERS

Help and information may be obtain from the officers

◆ PRESIDENT	Janet Marantz, 50 Prescott Street janetmar@charter.net Pepperell, MA 01463 978-433-8025	Tri-Annual Newsletter
◆ VICE-PRESIDENT	Judy Lorimer, 83 Groton Rd jmlorimer@juno.com Pepperell, MA 01463 978-448-2563	Award Coordination
◆ TREASURER	Patricia Darmofal, 12 Kelly Street patdarmofal@msn.com Haverhill, MA 01832 978-372-1986	Managers Mailings
◆ SECRETARY	Jan Collins, 105 Ninth District Rd jgcollins@cox.net Somers, CT 06071 860-749-2701	Mileage & Member Records

MANAGEMENT NOTES

SAFETY The running of a safe enjoyable ride is of primary importance. Care should be taken to see that all trails are passable and safe. It is recommended that at least one member of your group (two or more can be responsible for a section each) should have ridden the trail just prior to the ride to check for unsafe conditions. This will allow for a pre-ride briefing that can include an accurate trail description.

MARKING Many methods of marking a trail are available. Surveyor's tape works nicely, as do arrows, and paper plates that contain directional arrows. Please make sure that all markers are visible to a rider on horseback. Take the time to put up confidence markers on a long straight stretch. **Very Important - make sure to take down your markers and road signs after the ride** (and leave those put up for an upcoming ride !)

ACCURACY Be sure to inform riders about an accurate mileage, especially where it differs from that advertised. Riders may then 'rate' their mounts accordingly and reduce the danger of fatigue for themselves and their animals.

PERMITS Obtain use permits for state or federal land and permission of owners to use private lands. Make sure that your riders are aware of any conditions set by the owners.

CLEANUP Clean up the staging area and any snack stops, removing trash, hay and manure.

visit us at
www.nehorseandtrail.com