

Livery Information Pack



WELCOME

Hello and welcome to Bowhouse Livery. Our policy is for our clients and their horses to be happy and thriving here at Bowhouse.

Within this pack you will find a range of details that will help you as a new livery. We hope you find this useful, but should you have any further questions please do not hesitate to get in contact with us and we'll happily provide you with additional information and arrange a tour of our facilities.

We look forward to welcoming you soon.

The Bowhouse Team.

CONTACT DETAILS

Please get in touch if you have any questions or would like to arrange a yard tour.

Telephone Number:	01592 882600
Email Address:	leanne@clunystore.co.uk
Address:	Bowhouse Equestrian, Bowhouse Farm, Kinglassie, KY5 0UN

FACILITIES

Our livery yard has over 55 bright and airy boxes with automatic drinkers, set out in separate stable blocks. The stable sizes are 12ft x 12ft and 11ft x 12ft and our livery clients enjoy full use of our facilities, which include:

42m x 22m Indoor arena.

60m x 40m outdoor arena.

Off road hacking track.

Secure tack and feed rooms with extensive storage space.

Heated rug drying room.

Under cover wash bay with hot shower.

Feed store on site.

Coffee shop and indoor viewing gallery.

Trailer/Lorry parking free of charge.

Grazing

Our extensive grazing allows year round turn out for your horse. Herds are made up of small single sex groups, with each heard working between two allocated fields. We also have two small paddocks kept free for isolation or injury rehab if required.

LIVERY PRICING

DIY Livery

£195 per calendar month (includes haylage and straw).

We work on an advanced payment system where Livery Invoices are processed around the 20th of each month and are to be paid by the 28th, otherwise a late payment fee of £20 will be applied. Payment can be made by cash, credit card or bank transfer.

Written notice of one month is required should you wish to terminate your contract.

Arrival

Bio security

In an effort to prevent the spread of disease and to protect our current livery horses all new liveries must have a strangles test before coming onto the yard.

Prior to your arrival we must have sight of an official copy of the negative blood test result (taken within a week of your arrival) this should be emailed to us direct from your vet.

The test needs to be carried out within a week of your arrival (please note turnaround period for test result is usually a few working days).

If the strangles test is negative we can then confirm a date for your horse's arrival.

Before Arrival

Please ensure you have handed in the following documents before your horse's arrival:

- Completed Registration Form with details of your livery package. This form will be used to draw up your livery contract and keep a note of your details should we need to contact you.
- Copy of vaccination page – (If just starting your horse must have at least had their first two vaccinations before coming onto the yard).
- Copies of your signed contract - with one being handed back after being signed by proprietor.

On Arrival

- Payment of your initial livery invoice will be required on arrival, if you have already paid a £50 deposit to secure a stable then this will be deducted from your first bill.
- On arrival to the main yard you will be issued with your tack room key.
- We also recommend you join our private facebook group for liveries and staff.
- Your horse may need to be wormed on arrival.

GENERAL INFORMATION

Feed and Shavings

We do a weekly Feed order for the shop on a Wednesday so any specific requests must be ordered at reception by 12noon on Wednesday for delivery either Thursday afternoon or Friday. Shavings can also be purchased on site, feed and shavings can be added to your livery account, this can be paid off at any time prior to the monthly bills being produced or it will be added to your livery invoice.

WORMING

We have a set worming program in place recommended by our vets which all liveries must follow. Wormers will be billed as appropriate.

All horses are required to have 3rd party and public liability insurance and up to date flu and tetanus vaccinations.

USE OF ARENAS

All liveries have free use of the arena where possible. Please contact reception to check availability.

There is a charge for private use and for bringing in external instructors. If you require private use, ask at reception to check availability and to book.

The arena lights are metered at £1 per 50 minutes.

All arena rules must be adhered to.

YARD RULES

GENERAL

- Liveries and visitors must conduct themselves in a responsible and considerate manner.
- Riding hats, tested to an appropriate standard, must be worn at all times when mounted, and are strongly advised when lunging.
- Appropriate footwear must be worn at all times.
- No children under the age of 13 years old are allowed on the yard without supervision of a parent or responsible adult.
- Dogs must be kept under control and within the owners sight at all times. All dog poo must be picked up.
- Any item left at Bowhouse is left entirely at your own risk. Bowhouse accepts no responsibility or liability for any of your property.
- When Hacking, NEVER go onto or cross any ploughed or growing crop fields. You are only permitted to ride over stubble fields that have been harvested, if you are at all unsure you must check with a member of staff.
- Liveries should notify someone before leaving for a hack and say when they intend to return, Mobile phones should be carried.
- Health & Safety Notices must be adhered to at all times.
- All horses must be seen to by 11am at the absolute latest.
- For safety reasons, horses must not to be tied up outside stable or in passageway. Horses must be tied up to existing tie points only (wash bay and front yard).
- You must keep your stable and surrounding areas clean at all times.
- Do not use other people's belongings without their permission.
- Do not use another person's horse or enter their stable unless you are authorised to do so.
- Please ensure all lights and radios are switched off and tack rooms locked before leaving.
- All feed must be kept in secure bins.
- Feed rooms and tack rooms should be kept neat and tidy, liveries should take turns to sweep them out on a regular basis.
- When using the tie up areas (washbay and front yard) all mess should be swept up after including hair, haylage and mess from feet or the farrier.
- If your horse dungs on the yard this should be picked up straight away.
- After mucking out liveries should sweep any mess made on the yard and on the way to the muck heap.
- Wheelbarrows should not be overfilled with muck.
- All horses/ponies must be kept up to date with vaccinations against equine flu.
- Whilst moving horses/ponies anywhere at bowhouse, they must be fitted with both a headcollar and lead rope, cavesson, halter or bridle.

Fields

- There is a white board on the yard showing field allocations and where each herd is, liveries should keep this up to date at all times.
- Herds cannot be split across the two fields unless they are introducing a new horse.
- Introduction of new horses can be done using side by side fields (where this allows) or by splitting the heard to gradually introduce a new horse over a period of two weeks.
- The use of electric fencing is not permitted under any circumstance.
- The triangle paddock and the isolation paddock will be kept free for injury rehab or isolation if required. (Please note these small paddocks are not available for weight management. This is a large livery yard and it is not feasible for everyone trying to keep their horses weight down to have a small individual paddock. It is the horse owner's responsibility to manage their horse's weight through limiting time out, grazing muzzles, reducing calorie intake when stabled and exercising).
- When bringing horses in from the field please shut the gate behind you – even if the field is empty.
- Poo picking and ragwort pulling should be an equal effort from everyone in the field.
- Liveries should organise routines amongst themselves within herd groups to prevent a horse being left out on its own. We would prefer no horse to be left on its own in the field. However, it is the owner's responsibility to ensure arrangements are made for their horse to be brought in if they cannot be there.

ARENAS

- Please respect others in the arenas. No jumping whilst others are riding.
- All jumping equipment must be put away after use and any breakages reported to reception.
- All droppings are to be picked up before you leave.
- No dogs allowed in the arenas.
- School rules should be followed while riding, these are displayed in the main arena.
- All liveries have free use of the arena where possible. Please contact reception to check availability.
- The arena lights are metered at £1 per 50 minutes.

External instructors

- If liveries wish to bring an external instructor in they must notify staff and pay for a private hire of the arena. Please ask at reception to check availability and to book.
- We are also required to keep a hard copy of all external instructors insurance stating that they are covered to teach in different locations. We must have sight of this before any lesson takes place.

Failure to adhere to any of the rules listed will result in contract termination.