



RIDING

ACCOUNTING PROCEDURES AT WELLINGTON RIDING

Pre Entries

- Pre entries close at noon the day before the show. After this time entries are accepted on the day, only in person and not by phone or email.
- Between close of entries and the show date, entries will not be accepted by telephone or email.
- Please note entries for all classes may be capped at 45 entries. Updates will be posted on our Facebook page 'Wellington Riding School' throughout the day.
- Entries are not accepted without payment (apart from entries on-account below)

Entries on-account

- We will allow entries to be kept open until the end of the show only where payment details can be provided. Entry fees will be deducted at the end of each day using the details provided unless the account is closed in person using alternative payment.
- We do not accept cheques

Refunds

- In line with BS rule 79.5 cancellations received by noon 48 hours before the first day of the competition will have 50% of the entry fees refunded. After this time, no refunds will be given but transfers may be offered.

Prize money/ entry fee (Contra)

- All prize money is paid by BACS to the rider. Bank account number and sort code must be provided for this purpose. Prize money is usually paid a few days following the close of the show.
- Deducting prize money from entry fees owed is only allowed where there is an open account (see above).
- Entry fees must be paid in full on the day of the competition.

An entry constitutes agreement to abide by the procedures above.