



# 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<br>janetmar@charter.net<br>Pepperell, MA 01463 978-433-8025 | Tri-Annual<br>Newsletter    |
| ◆ VICE-PRESIDENT | Judy Lorimer, 83 Groton Rd<br>jmlorimer@juno.com<br>Pepperell, MA 01463 978-448-2563          | Award<br>Coordination       |
| ◆ TREASURER      | Patricia Darmofal, 12 Kelly Street<br>patdarmofal@msn.com<br>Haverhill, MA 01832 978-372-1986 | Managers<br>Mailings        |
| ◆ SECRETARY      | Linda McCrossan, 57 Common St<br>linda.mccrossan@verizon.net<br>Groton, MA 01450              | Mileage & Member<br>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](http://www.nehorseandtrail.com)