

## **TROT (Toll Rides Off-Road Trust) Application for Membership**

### **RULES AND CONDITIONS OF RIDING LICENCE**

I hereby apply for a licence to ride a horse/pony on Private Land Toll Routes and/or in some of the Forests managed by the Forestry Commission (FC) and designated by FC as suitable for riding and where Toll administration is managed by TROT. I accept and agree that this licence will be personal to me (or the child for whom I am applying) and will not be transferable, and undertake not to give or lend the TOLL RIDE (OFF-ROAD) TRUST (TROT) hat band to any other person. I will return the hat band immediately if I wish to discontinue my riding licence. I will remain liable for THE LICENCE FEE on any hat band held in my possession until the hatband is returned to TROT. The child or I will comply with the Riding Regulations as set out below.

I am aware and accept that: Toll Routes are not owned by TROT; Toll Routes and Forest riding facilities will only be open during daylight hours; FC and landowners of Toll Routes reserve the right to close or restrict horse-riding routes for the purposes of Forestry, farm or land management, or other purposes; Toll Routes and Forestry riding facilities may be closed during wet weather and all toll routes will be closed on Christmas Day.

I agree that neither TROT nor FC (nor any landowner or farmer over whose land there is a Toll Route) is responsible for the safety or condition of any Toll Route or Forest Route or place in any Forest where riding can take place and that the child or I will ride entirely at our own risk and will rely only on my inspection of the terrain. I will indemnify TROT and FC and any landowner against any claim made by myself or by or on behalf of the child in respect of any injury loss or damage suffered by the child or myself while riding on any Toll Route or in any of the Forests or by any person arising out of my or the child's riding. I understand that any licence to ride issued pursuant to this application will not be valid or effective if either the relevant licence fee has not been paid up to the date when it became due or if the rider is not wearing the appropriate hatband or other means of identification currently in force.

I have and will maintain adequate third party and liability insurance to cover any claims arising out of riding by myself or the child on any Toll route or in any of the forests.

I agree that by riding on a Toll Route or in a Forest the child or I will not claim any legal Right of Way over the land on which we will be riding and will only ride as licence holders of FC or the landowner. I understand that this agreement is without prejudice to any evidence for a public right of way in any current or future existence.

The child and/or I will accept the decision of TROT if any complaint is made about our use of any Toll Route or of the riding facilities in any of the Forests. I accept that TROT, FC and the landowner are entitled to withdraw the licence and hatband at any time upon giving me notice thereof in writing. On return within 2 weeks of the expiry of the hatband and keys, if applicable, TROT shall return to me the deposits for which I shall have paid.

#### **RIDING REGULATIONS**

1. I agree not to abuse any Toll Route or any of the Forests.
2. I agree to wear the coloured and numbered hatband issued to the licence-holder at all times when riding on a Toll Route or in any of the Forests.
3. I agree to wear a properly fitted and British Standard Approved riding hat at all times, and to ensure that the horse/pony being ridden is appropriately tacked up for riding with sound tack.
4. I agree to stay strictly on the Toll Routes indicated on the maps issued to me and by the TROT waymarkers, and/or within the FC permitted riding areas in the Forests. Not to ride on crops or ride irresponsibly if the going is soft. To close any gates which the rider has to open. Not to disturb livestock or wildlife. Not to take any dogs on the Toll Routes. To keep any dogs taken into the Forests under control.
5. I agree to check the route maps and newsletters issued to licence-holders and the signs at the end of each route for the exact details.
6. I agree not to use cross-country jumps on Toll Routes unless accompanied by a responsible adult. Not to erect or use any jump in any Forest, unless with prior permission from the Forestry Commission.
7. I agree while riding in the Forests:
  - a. To observe FC bylaws.
  - b. To enter and leave all Forests only at authorised points and close/lock all gates after passage.
  - c. To show courtesy and consideration to all other users of the Forests.
  - d. To comply with any direction given by a Forestry Commission Officer or his authorised representative.
  - e. To avoid any area in which there are FC felling operations.
  - f. Not ride in any part of the Forests in which "No Riding" signs have been erected

### New Membership Fees Scale - Effective from 1<sup>st</sup> October 2009

<b>FULL RATE - 4 miles plus of toll routes open in your safe/ hackable radius</b>			
Type	Months	Fee (£)	Monthly Fee (£) (paid by S/O)
ADULT	12	135.00	13.00
	6	74.00	
YOUNG PERSON	12	69.00	7.00
	6	37.50	
SHARED HORSE	12	153.00	14.50
	6	82.00	

<b>REDUCED/BOXING RATE - Less than 4 miles of toll routes open in your safe/ hackable radius</b>			
Type	Months	Fee (£)	Monthly Fee (£)
ADULT	12	78.00	7.50
	6	43.00	
YOUNG PERSON	12	39.50	3.75
	6	22.00	
SHARED HORSE	12	88.50	8.50
	6	48.00	

<b>FORESTRY COMMISSION RIDES ONLY RATE</b> All Forestry Commission forests and woods open to you (please note that these rates are currently under review)			
Type	Months	Fee (£)	Monthly Fee (£)
ADULT	12	55.00	N/A
	6	30.00	N/A
YOUNG PERSON	12	45.00	N/A
	6	25.00	N/A

<b>PROVISIONAL RATE - see note 1 below</b>			
Type	Months	Fee (£)	Monthly Fee (£)
ADULT	12	32.00	N/A
Y - P	12	17.00	N/A
SHARED	12	36.50	N/A

<b>FAMILY DISCOUNT RATE</b> 2 or more members of family at same address deduct 10% Please note: This does not apply to two or more family members sharing a hatband and paying Shared Horse rate			
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<b>FRIEND OF TROT RATE (ON HOLD or non-riding membership)</b>			
Type	Months	Fee (£)	
ADULT	12	12.00	

**Note 1: Provisional Rates** – some particularly short routes may qualify. Your horse/pony may need to be stabled in the Parish where the route is situated or some other local condition will apply. As at July 2006 this rate only applies to ES01 Heathfield, E Sussex, WS05 Ashurstwood, W. Sussex. Any queries please contact your Local Agent or Admin Office.

*The percentage split between Membership Fees and Toll Fees may vary according to the agreement between TROT and the landowner over whose land the toll ride passes.*

1. **Disabled Riders Are Free - No Membership or Toll Fees, Just Hatband/Key Deposits** - Please fill in application form and send with deposits enclosing some evidence of your disability.
2. **Refunds** - fees outstanding will be given only in exceptional circumstances e.g. Injury to horse or rider (Vet's/Doctor's certificate will be required). Any refund will be calculated from the 28<sup>th</sup> of the month in which we receive notice in writing together with returned hatband and keys.
3. **Keys** - Please contact your Local Agent (number on Agent's Area and Telephone list or telephone office) to find out what types of padlock are in use on the routes which you wish to ride. Some areas have combination padlocks and you can obtain this from the Local Agent once you have joined. All keys require a £10 deposit. TROT Farm/Private Land routes have a different key to Forestry Commission land. Please indicate your requirements below and add any deposit to your cheque.
4. **Insurance** - Please give details of your Insurer. NB. Should an accident or incident arise from a person not registered as riding with TROT but using your hatband then TROT, the Forestry Commission or the Landowner, or their Insurance Company could pursue a claim against you personally. Please do not underestimate the implications of this condition. **Never lend someone else your Hatband.**
5. **Data Protection** - Please let us know in writing if you object to your name being kept on our database for membership purposes only.
6. **Shared/Family Horse or Pony** - Please give full names and addresses of all riders on the back of the form. It is your responsibility to ensure that they read and comply with our Rules and Conditions. Make sure your Third Party Liability covers you for other people riding your horse or pony.
7. **Renewals** - You will be sent a Renewal Request Form approx. 4 weeks before your membership expires. We will usually send out First Reminders 2 weeks after the expiry of your membership. Renewals sent late will be strictly backdated to the date due.
8. **Please Note Very Carefully Indeed** - If you wish to end your membership you will remain Liable for any fees accruing on your membership unless you return your hatband and keys to the Admin Office within 2 weeks of Expiry of Membership. This is a Legal Requirement on us, the Trust. Farmers/Landowners can demand payment for all hatbands we are unable to account for, i.e. not returned to us.
9. **Furthermore - Late Renewals** will be subject to an Admin Penalty fee (£5 per reminder) so please renew on time. Thank You!
10. **Important information**
  - ✚ Your hatband has your individual licence number printed on. This is your licence to ride on Toll Rides - Farm or Forestry.
  - ✚ Only those named as shared riders on your record (on our database) may use your hatband.
  - ✚ You are required to pay an annual licence fee for which we will send you a reminder one month prior to your renewal date.
  - ✚ We ask that you return your cheque with the renewal form promptly if you wish to continue to enjoy the Toll Rides.
  - ✚ If you wish to put your membership on hold or retire from the Toll Ride scheme, you must return your hatband and any keys to TROT HQ.
  - ✚ You are liable for any outstanding fees until we receive your hatband and keys.
  - ✚ Toll Ride hatbands remain the property of TROT at all times.

**Now Complete the Form on Pages 4 and 5 and send pages 4 and 5 with your payment to the address at the bottom of page 5.**

**Thank you**

If you have any queries filling in the application form please contact your Local Agent or the TROT Admin Office on 01622 735599 or email [info@tollrides.org.uk](mailto:info@tollrides.org.uk)

Please note: We try to have someone in the office each day between the hours of 9 a.m. and 2 p.m. Please call between these hours or leave a message and we will call you back.

**Application to Join TROT** - Please complete all the following sections and look at the Check List below to ensure you have made the correct payment. Send pages 4 & 5 of the application form with your payment and keep the rules and conditions for reference.

Name and address of applicant:

Mr/Mrs/Miss/Ms: (full name please) .....

Address .....

.....

Postcode:.....Tel No.....Mobile:.....

Email: ..... Age (under 18 years) .....

Please tick one box on each line below as appropriate so we know which type & fees scale for your licence/membership:

<i>RATE</i>	FULL RATE <input type="checkbox"/> Yellow Hatband 4 miles plus within your safe hackable radius	REDUCED/BOXING RATE <input type="checkbox"/> Yellow Hatband Less than 4 miles within your hackable radius or your local route	FORESTRY ONLY RATE <input type="checkbox"/> White Hatband - Forestry Commission Land Only - No Farm/Private Rides
<i>TYPE</i>	ADULT <input type="checkbox"/>	YOUNG PERSON <input type="checkbox"/> 18 & Under or Full Time Education	SHARED/FAMILY HORSE <input type="checkbox"/> 2-4 riders sharing same horse (we need all names and addresses for insurance purposes) <b>N.B. Only one hatband issued</b>
<i>DURATION</i>	YEARLY <input type="checkbox"/>	SIX MONTHLY <input type="checkbox"/>	

**If Provisional Rate Tick Here! .....**

If your main route will be one of the **South East of England Region Forests** or you intend on visiting one of the **South East of England Region Forests** you may require a Box Park Sticker where there is a Box Park facility available.

Please fill in your car registration and horse box registration numbers below:

Car Registration No..... Horse Box Registration No.....

**\*HORSE/PONY STABLED AT:**.....

(In case we need to contact local riders in an emergency etc.)

**\*YOUR THIRD PARTY INSURANCE DETAILS** - You must have your own Third Party Liability insurance, as TROT's Insurance Cover is for Company Liability cover and does not cover any incident for which you may be held by law to be responsible.

\*Insurance Company Name (or BHS Memb No.) .....

\*Policy Number..... Exp Date .....

**MAIN TOLL RIDE OR FORESTRY ROUTE USED** - We need this information because the Toll Fees are allocated to the farmers /landowners /forestry which is your Local Route. Don't Forget - You are entitled to use all other routes for no additional payment - but do phone the Local Agent first to check the ride is open when you plan to visit it.

**\*Main/Local route:**.....

I confirm that I have read and accept as legally binding the TROT Rules and Conditions of Riding Licence on this form.

**I have particularly noted Conditions 6 and 10 above.**

SIGNATURE (Parent or Guardian if under 18 years).

DATE .....

**CHECKLIST - Have you included?**

<b>Membership Fee</b>	£
<i>10% discount (if applicable for <b>Introduce a Friend or Family Discount Rate</b>)</i>	- £
<b>Sub- Total</b>	£
£10 per hatband (refundable deposit)	£
£10 per TROT key (refundable deposit)*	£
£10 per Forest key (refundable deposit)*	£
<b>TOTAL</b> (Please make cheque payable to TROT)	£

**You can now pay by  
CREDIT or DEBIT card**

Simply fill in your application form and call  
**TROT** on  
**01622 735599**  
to authorise your payment. Once payment has been received your membership will be processed

*A £2.50 charge applies*

\*Please call TROT HQ on (01622) 735 599 when completing this form to see if a key is required for your route

**GIFT AID:** As a registered charity, TROT is able to treat the membership fees portion of your subscription as a donation and to reclaim the tax you have paid under the Gift Aid scheme. To enable us to do this, we should be grateful if you would sign the following declaration:

I request and instruct you to reclaim Gift Aid on membership fees that I pay to Toll Rides (Off Road Trust). This instruction is to remain in place until cancelled by me in writing.  
I confirm that I am a UK Income/ or Capital Gains Tax payer for at least the amount that the charity will reclaim in the appropriate tax year (25p for each £1 donated).

Signed.....

**INTRODUCTION VOUCHER - This member was introduced by:**

Name:.....Licence/hatband No. ....

A 10% discount voucher will be issued to the above named person and can be used as part payment when renewing their TROT Licence.

Please print out this form and send it to:-

**TROT  
Coldblow Farm  
Coldblow Lane  
Thurnham  
Maidstone  
Kent ME14 3LR**

For Office/Local Agents use:

Licence/hatband No		TROT Key No	
Map Leaflet		Forest key	
RHB/Newsletter		Padlock No. Issued	
		Box Park Sticker	
Issued by:			