



**EMERGING DRIVER PROGRAM CLINIC  
HOST APPLICATION**

**HOST INFORMATION**

Facility: \_\_\_\_\_ Owner: \_\_\_\_\_  
Address: \_\_\_\_\_ Facility contact: \_\_\_\_\_  
Host/Club: \_\_\_\_\_ Host/Club contact: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Insurance company: \_\_\_\_\_

*See insurance requirements below.*

**EVENT**

Proposed Dates: \_\_\_\_\_ Instructor(s): \_\_\_\_\_  
USEF #: \_\_\_\_\_

*Instructors are required to have a current USEF Senior membership, Safe Sport Training, & background check*

Describe the Clinic Curriculum:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are Horses/Ponies being provided? ☐ Yes ☐ No

If yes, please describe: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**PARTICIPANTS**

Estimated number of participants: \_\_\_\_\_ If limited, maximum number: \_\_\_\_\_

To include:

☐ Beginner drivers: \_\_\_\_\_

☐ Preliminary drivers: \_\_\_\_\_

☐ Other: \_\_\_\_\_

Additional comments: \_\_\_\_\_

**FACILITY REQUIREMENTS & DETAILS**

Describe training area (size/footing): \_\_\_\_\_

Is it enclosed? ☐ Yes ☐ No

Marathon track or obstacles, *if being used*: \_\_\_\_\_

\_\_\_\_\_  
Describe stabling: \_\_\_\_\_ # of stalls: \_\_\_\_\_

Describe meeting space & capacity: \_\_\_\_\_

Check all available at facility:

☐ Water access & wash areas for horses

☐ Local resources for feed/hay/bedding: \_\_\_\_\_

☐ Restrooms - Are they handicap accessible? ☐ Yes ☐ No

### FINANCIAL RESPONSIBILITY

The host applicant shall bear all expenses and risk of loss generated by conducting the Event, and is entitled to retain any income generated from participation fees, auditor fees, etc.

Summarize additional sponsorships acquired for this event, if any:

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**Insurance:**

Host applicant shall acquire and maintain, at their own expense, a policy of general liability insurance with limits no less than \$1,000,000 per occurrence, including a \$50,000 limit for equipment and property. The policy must include Host as a named insured and the United States Equestrian Federation, Inc. as an additional insured and proof of said policy must be provided to USEF upon request.

All host applications must be submitted to the Interim Director of Driving, Steven Morrissey, at [smorrissey@usef.org](mailto:smorrissey@usef.org) **at least 60 days prior** to the start of the event.