



~ FAQ's & GUIDELINES FOR A SUCCESSFUL EVENT ~  
with  
Ryan Rose, 4 Star Senior Instructor & Horse Development Specialist

Welcome, we are so excited to be working with you as host for the event with Ryan Rose. I am here to assist you in any way possible to make this the most successful event for you and your participants.

Coordinating an event is extremely helpful to us and because of that we want to make sure that it's a Win-Win situation for the Coordinator/Host as well, that is why we work to reward you for your time and effort in the event. In regards to the clinic coordinator you can choose either a free spot in the workshops/clinic if the minimum number is met (4 participants in each workshop, 8 participants for a clinic) or the cash value of participating.

\$150 for the first workshop then \$125 for each additional. 2 day clinics are \$395 and 3 day clinics are \$595. Income from the auditors works in such that Ryan takes the facility fee and motel expense (unless there's a decent free place to stay) out of the income and the rest goes to the coordinator. But only if the minimum number of participants is met, he doesn't take out travel expenses.

The Coordinator Packet is compiled for you to give you as the host an idea of what to expect, faq's and a guide line list for before, during and after the event.

Congratulations, your first step is completed and you have booked the dates for a workshop or clinic with Ryan Rose. You may already have a list of participants ready to sign up or have some who have already sent in their deposits along with the Student Registration form to you, or have gone to Ryan's website, [www.rosehorsemanship.com](http://www.rosehorsemanship.com) where they may pay with PayPal options. We may need to get the word out to help you fill the event if so there are several ways to do so, flyers, emails, Facebook, Ryan's Website, Parelli Connect, and of course word of mouth.

Workshop events require a minimum of 4 persons each, maximum 8 persons. For clinics a minimum of 8 persons with a maximum of 12.

Facility: The ideal facility for 8-12 riders is an arena that's 100' x 200' with decent space and sight lines for auditors. It's best to have a facility with both an indoor and outdoor riding space in case of inclement weather (such as hard rain, high wind, extreme cold). The minimum indoor arena size for up to 10 people and horses is approximately 100' x 150' (or the equivalent). If your facility does not have an indoor riding arena with the minimum area, you can have one in your immediate area available to move/trailer/ride to in case of severe weather. This is flexible so please ask questions about facilities you have available near you

If you are hosting a 2-day or 3 day clinic, you will need to have stall space available for those horses staying overnight. It's helpful to have a list of area motel, hotel, B & B, etc. accommodations nearby for those participants and auditors that do not wish to camp. If your facility has on site camping make sure each spot has electricity hook up. Also a list of area restaurants for dine-in or carry-out is HELPFUL. Oftentimes clinic hosts will offer lunch or have a catering truck on-site, or another thought have your local 4H club furnish lunch as a fund raiser for the club and each person pays. Another thought is everyone brings their own lunch. If you are doing a 2 OR 3 day clinic, it's always fun to have a supper together.

~You will need to have bathroom facilities or a porta-john available to participants/auditors. Having electrical outlets adjacent to (or within extension cord distance of) the arena allows for Ryan to use an audio system that provides both music and loudspeaker.

How much does a clinic cost/The Clinic/Workshop Fees are made up of three parts:

Facility Fee – the cost to rent the facility for the event and insurance (if applicable).

Instructor Fee – the income for the instructor.

Travel Fee – the cost of the instructors travel expenses.

\*2 day clinic is \$395 – 3 day clinic is \$595.

\*Workshops are \$150 each and each additional workshop is \$125

\*Private 1 Hour Lesson: One-on-one instruction with Ryan – \$100

\*Group Lessons (2 hours): Minimum of 2 people – \$150 each; 3 people – \$110 each.

What Levels do you teach?

Levels 1-4 In All 4 Savvy's ... On Line, Freestyle, Liberty and Finesse

Can Children Participate?

Yes! In general, children 16 and older can register for our clinics. If the child is 18 and older, a parent is not requested to stay at the clinic the entire time. Special exceptions may be made for children under 16 please contact Ryan or Hillary for more information.

Can there be Auditors?

Yes, \$25/day or \$40/2day OR \$60/3day. 4H'ers are free to audit.

What should I charge for Stall Rentals?

Stall fees are set by and go directly to the facility owner. Stall fees usually range from \$10-30/night depending on the facilities. You can decide whether to have or include shavings in your cost or have each participant bring their own shavings or you may want to have shaving available for purchase.

Will you have Equipment/Educational Materiel for sale? No, but if you'd like to purchase your equipment prior to a clinic, you can do so at our Parelli Web Shop located on our homepage at [www.rosehorsemanship.com](http://www.rosehorsemanship.com)

What equipment is required to participate?

~ Rope Halters, 12, 22 and 45 ft lead ropes, sticks w/string, saddle, bridles, are the tools suggested to bring to each Workshop and/or Clinic. Depending on the Levels you are studying some of these tools may not be applicable.

We require at least 50% down at the time of registration, with the balance due 2 weeks before the date of the clinic. Deposits and/or payments are non-refundable unless we cancel the clinic, or in case of true medical emergency. Should a participant want to withdraw he/she may find a replacement participant and then be refunded. For persons without a PayPal account all monies will be collected by said Event Coordinator/Host and a final payment made to Ryan Rose 2 week prior to the event. PayPal is available thru Ryan's website, [www.rosehorsemanship.com](http://www.rosehorsemanship.com) where you will also find the Student Registration Form. \*\*Cancellation policy: In the event of a cancellation a credit will be given (less the \$100 non-refundable deposit) and can be moved to new date/location. All credits must be used within (1) year. \*\* In the event of an emergency special considerations may be made.

In order to reserve your spot in an event a non-refundable deposit of \$100 is required. The balance is due 30 days prior to the event date.

Not required but highly recommended, login to [www.parelliconnect.com](http://www.parelliconnect.com) to start a free trial for 30 days and check out what Parelli is all about.

Lastly, I look forward to working with you and helping you have a huge successful event and the best learning experience for you, your horses and participants.

Sincerely,

Cheryl Andersen

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Event Manager

Ryan Rose

Rose Horsemanship

[www.rosehorsemanship.com](http://www.rosehorsemanship.com)