

House Regulations of G.S.P.V. Parafrid

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G.S.P.V. Parafrid
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Article 1

Par. 1 Membership of the association commences at the time that the membership contract is signed in duplicate by the prospective member and one of the board members.

Par. 2 Anyone who has been accepted as a member will receive a notification from the board. At the same time, the member is informed of the possibility of viewing the association's statutes and House Regulations via the website.

Par. 3 Every member is required to have an ACLO-certified student card or a valid ACLO sports card and to report its number to the secretary. If G.S.P.V. Parafrid receives a fine because a member does not comply, this fine must be paid by the member in question.

Par. 4 Membership is tacitly renewed each time at the beginning of the financial year for a period of one year. If the member wishes to cancel this, this must be done before September 1 of the following financial year.

Par. 5 If, after riding for one year with a dispensation card, a member wants a dispensation card again for another year, this must be justified in writing to the board. Based on this motivation, the board will determine whether the person is again eligible for a dispensation card. At all times the aim of the association, as stated in the Statutes in Article 2, namely the promotion of equestrian sports for students in tertiary education, must be kept in mind.

Par. 6 Those who have not yet fulfilled their financial obligations thirty days after written notice of default will be charged an amount of administration costs determined by the General Members Assembly.

Par. 7 A member has the possibility to convert their membership into a donorship. This must be communicated in writing to the board before September 1st of the following financial year.

Par. 8 If a member forgets to convert their membership into a donorship before September 1st, and they have not yet ridden any lessons between September 1st until the first ACLO membership check and are not planning to do so for the rest of the year, they can appeal to the board for an exception to still convert their membership to donorship.

Par. 9 If a member does not have an ACLO-certified student card, a valid ACLO sports card, or a dispensation card and they have ridden lessons between September 1st until the first ACLO check while they are not eligible to obtain an ACLO-certified student card, a valid ACLO sports card, or a dispensation card, they cannot apply for donorship after September 1st and must cancel their membership.

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Par. 10 Once a member has converted their membership to donorship between September 1st and the first ACLO membership check, they cannot convert back to membership until the following August."

Article 2

Par. 1 A donating donor is a natural person who has made an annual donation to the association.

Par. 2 The amount may be determined by the donating donor themselves and should be confirmed in writing to the board of G.S.P.V. Parafrid.

Par. 3 The donating donorship is, each time, entered into until the end of the book year, when the donation is received by the association.

Par. 4 The receipt of the donation will be confirmed by the board to the donating donor.

Par. 5 The donating donorship will be tacitly renewed at the beginning of the book year for the duration of one year. When the donating donor wants to cancel their donorship, this needs to be done before the 1st of September of the following financial year.

Article 3

Par. 1 A participating donor is a natural person who has paid a, by the General Members Assembly determined, minimum annual donation.

Par. 2 The participating donorship is, each time, entered into until the end of the book year, when the donation is received by the association.

Par. 3 The receipt of the donation will be confirmed by the board to the participating donor.

Par. 4 The participating donorship will be tacitly renewed at the beginning of the book year for the duration of one year. When the participating donor wants to cancel their donorship, this needs to be done before the 1st of September of the following financial year.

Par. 5 A participating donor can submit a request to the board to obtain competition riding donorship. The board will approve or reject each request individually, on the basis of connectedness with the association. Competition riding donorship needs to be requested every year.

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Article 4

Par. 1 Members, participating donors and donating donors are obliged to sign a direct debit.

Par. 2 When an existing member, participating donor or donating donor does not want to sign for a direct debit authorisation, their membership or donorship will be terminated.

Par. 3 If a new member, participating donor or donating donor does not want to sign a direct debit authorisation, this person cannot become a member, participating donor or donating donor.

Par. 4 If it is not possible to take out a direct debit with the bank of a future member, participating donor or donating donor, it can be decided in consultation with the board to accept this member, participating donor or donating donor without direct debit authorisation.

Article 5

Par. 1 Every member has:

a. the right to participate in all activities organised by the association, whether or not in cooperation with other (student)associations, including the riding lessons and jumping lessons organised by the association, whereby the other provisions of these regulations must be observed;
b. the right to receive the club magazine and the Almanac;
c. the right to be kept informed about current events within the association by means of the weekly announcements;
d. the right to take place in the committees established by the board;
e. the right to attend the GMAs of the association and to speak there;
f. the obligation to pay annual contribution fees, of which the amount is determined by the General Members Assembly;
g. the obligation to pay for participation in activities organised by the association after signing up and for products that the association has supplied on the request of the member.

Par. 2 The honorary member has:

a. the right to receive the annual Almanac of the association;
b. the right to attend the GMAs of the association and to speak there.

Par. 3 The donating donor has:

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a. the right to receive the club magazine and the Almanac;
b. the right to be kept informed about current events within the association by means of the weekly announcements;
c. the right to attend the GMAs of the association and to speak there.

Par. 4 The competition riding donor has:

a. the right to participate in all activities organised by the association, whether or not in cooperation with other (student)associations, excluding the riding lessons and jumping lessons organised by the association, whereby the other provisions of these regulations must be observed;
b. the right to receive the club magazine and the Almanac;
c. the right to be kept informed about current events within the association by means of the weekly announcements;
d. the right to take place in the committees established by the board;
e. the right to attend the GMAs of the association and to speak there;
f. the right to ride competitions representing G.S.P.V. Parafrid at City Meetings[1].

Par. 5 The participating donor has:

a. the right to participate in all activities organised by the association, whether or not in cooperation with other (student)associations, excluding the riding lessons and jumping lessons organised by the association, whereby the other provisions of these regulations must be observed;
b. the right to receive the club magazine and the Almanac;
c. the right to be kept informed about current events within the association by means of the weekly announcements;
d. the right to take place in the committees established by the board;
e. the right to attend the GMAs of the association and to speak there.

Article 6

Board members, as referred to in Article 10, Par. 1 of the Statute, are members of G.S.P.V. Parafrid as described in Article 1 of these House Regulations.

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Article 7

The chairperson chairs the board meetings and members assemblies and gives the word in the order in which it is requested. In the event of absence, the meeting will be chaired by the deputy chairperson.

Article 8

Par. 1 The secretary keeps the minutes of the board meetings and members assemblies and ensures that the board members, ordinary members and honorary members are convened to meetings in a timely manner and also conducts all correspondence of the association. Furthermore, the secretary maintains the register of members, honorary members and donors.

Par. 2 The secretary is authorised, subject to the approval of the chairperson, to transfer parts of their duties to a possible second secretary under their own responsibility.

Article 9

Par. 1 The treasurer manages the association's funds and ensures the collection of contributions and other claims. They ensure that they do not have larger amounts in cash than is strictly necessary for cash payment. They deposit the surplus into one of the association's accounts at the bank or giro service. They are obliged to submit their books and documents to financial committee to be appointed by the General Members Assembly and to provide it with all requested information.

Par. 2 To withdraw money from the bank or giro service, permission from two board members is required.

Article 10

The association representative is a member of the association and general board member of the Association of Dutch Student Riders (VNS[2]), attends the VNS meetings, reports on the association's GMA and represents the interests of the association in the VNS. They form teams, consisting of members of the association, and sends them to national events. The association representative ensures the proper organization of the city meetings or national events organized by G.S.P.V. Parafrid.

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Article 11

Par. 1 The photo camera will only be used by the current and candidate board. If no member of the current or candidate board is able to be present at an activity, there is the possibility to lend the camera to a committee member. If a minimum of one member of the current or candidate board is present at an activity, but they are unable to use the camera due to circumstances, it is possible to at that moment authorise a present committee member or a former board member to use the camera during the activity, including City Meetings.

Par. 2 The financial responsibility of the photo camera will be borne by the association.

Par. 3 In the event that damage has been caused to the camera by a member of the association, where intent or recklessness is the cause of the damage, the damage will be recovered from the person who caused the damage. In the event of damage to the camera that is not caused by intent or recklessness, the damage will be paid by G.S.P.V. Parafrid.

Article 12

The General Members Assembly annually appoints a financial committee, consisting of at least two members, whose task is to audit the books and documents of the treasurer and the annual financial statements. This inspection takes place at least twice a year. During the General Members Assembly, as referred to in Article 12, Par. 1 of the Statutes, the financial committee must submit its advice to this meeting. Members of the financial committee may not hold the position of treasurer within the association.

Article 13

Par. 1 Every member and donor has the right to one vote per proposition at a GMA.

Par. 2 If a member or donor cannot be present at a GMA, they may authorize another member or donor to vote for them. Proxy votes (volmachtigingen) are not permitted. Authorisations must be communicated to the board in writing. If a proposal is substantively changed during a GMA, the authorisations for this proposal will lapse.

Par. 3 Members or donors are limited to a maximum of five (5) authorizations per GMA.

Par. 4 A member or donor can vote for, against, or neutral.

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Par. 5 A neutral vote counts towards the meeting quorum, but this neutral vote does not result in a vote in favor of or against. This neutral vote, therefore, cannot influence the outcome of the vote.

Par. 6 All proposals are decided by a majority of votes cast, unless the Statutes provide otherwise.

Article 14

Par. 1 The association has an Internal Waiting List and an External Waiting List.

Par. 2 The Internal Waiting List is composed of members who cannot or do not want to take a regular lesson. If they indicate to the board that they wish to ride again, they must:

a. wait until there is a place in the most suitable lesson;
b. wait until their turn according to the order of placement on the Internal Waiting List.

Par. 3 The External Waiting List is for potential members, they must:

a. wait until there is a place in the most suitable lesson;
b. wait until their turn according to the order of placement on the waiting list to be able to take a trial lesson.

Par. 4 If there is room within the lessons, members on the Internal Waiting List will be given priority over potential members of the External Waiting List.

Article 15

A potential member is offered the opportunity to take up to two trial lessons at the riding school's lesson rate, which must be paid in advance.

Article 16

Par. 1 A lesson card consists of seven lessons and offers space for a maximum of two cancellations. If this cancellation is regarded as illness, force majeure, or cancellation of the regular lesson, it will not be counted as cancellation. In case of doubt, the board decides. This is communicated at all times with the member in question. If there are optional lessons, these lessons will not be deducted from the lesson card.

Par. 2 Between the 20th and the end of each month, a lesson card will be debited from riding members by direct debit if: they only have one lesson left on their lesson card, their

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lesson card is full, or they have already completed lessons on an unpaid lesson card. Members who are on the Internal Waiting List will have their lesson cards debited if they have already completed lessons on an unpaid lesson card. If direct debit is not used, a lesson card must be paid to the treasurer within three weeks after the start of the lesson card. In the event that this is not met, the defaulter will be excluded from participating in the lessons, starting from the fourth week of their lesson card until payment has been made. However, lessons not taken will not be charged.

Par. 3 After seven lessons have been completed on a lesson card, a new lesson card automatically takes effect, unless a member indicates that they wish to make use of a bridging period of a maximum of three weeks between two lesson cards. A bridging period must be requested from the board two weeks before the last lesson. If a member wishes to be placed on the Internal Waiting List, this must be requested from the board at least two weeks before the last lesson on the lesson card. An exception can be made to this rule in the event of force majeure. If a member wishes to terminate their membership, it is advisable to notify the board in writing two weeks in advance.

Par. 4 When entering into G.S.P.V. Parafrid membership, the new member must transfer the costs of the first lesson card and/or the contribution to the association. Subsequent lesson cards will be paid for as described in Article 12, Par. 2.

Par. 5 Members who cancel their membership in an academic year have until August 31 of the following academic year to request a refund of the amount of remaining lessons on the lesson card they paid for.

Article 17

Par. 1 If a member is unable to take a dressage lesson at the agreed time, they must report to the board no later than Saturday evening, prior to that lesson, before 9 p.m. In the event of illness, a member must cancel before 12 noon on the day of the lesson. If the member fails to cancel in time, they will be considered as present and a lesson will be deducted from the lesson card, unless there is force majeure. If it concerns a member with a permanent lesson spot, they will receive a warning after the second time that they do not cancel in time. If this happens a third time within a period of two lesson cards, the

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member will be denied their permanent lesson spot by the board, unless there is force majeure. In case of doubt, the board will decide when there is force majeure.

Par. 2 If a jumping lesson is offered, a member can register for it with the board up to 9 p.m. three days prior to that lesson. If a member is unable to attend the jumping lesson at the agreed time, they must report to the board no later than three days prior to the lesson before 9 p.m. If the member fails to cancel in time, they will be considered as present and a lesson will be deducted from the lesson card, unless there is force majeure.

Par. 3 If a member cancels their dressage or jumping lesson less than thirty minutes before the start, or does not cancel at all, they will be charged for two lessons, unless there is force majeure. If it concerns a member with a permanent teaching spot, they will also receive a warning the first time. If this happens a second time within the period of two lesson cards, the member will be denied their permanent lesson spot by the board, unless there is force majeure. In case of doubt, the board will decide when there is force majeure.

Par. 4 If a member has to cancel due to illness or injury for more than six consecutive weeks, excluding class-free weeks, the board reserves the right to deny the member their permanent lesson spot. Because this concerns force majeure, the member will then be placed at the top of the Internal Waiting List, so that they can obtain a permanent lesson spot as quickly as possible when the member is able to ride a horse again.

Article 18

Par. 1 The horse division is made by the instructor. Half an hour before the start of the lesson, the board will announce which horse the member may ride.

Par. 2 Those who arrive at the riding school later than fifteen minutes before the start of the lesson will be noted and warned by the board. Being late for a third time, means participation in the lesson is no longer allowed. However, the lesson will have to be paid for. After that, and at the start of the new financial year, all listings will expire.

Par. 3 Those who cannot be present fifteen minutes before the lesson must inform the board no later than thirty minutes before the start of the lesson, so that the previous rule does not apply to them.

Par. 4 If the number of registrations for a jumping lesson exceeds the maximum number of riders allowed in that lesson, the riders who registered first have priority over riders

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who registered later. However, the board does decide based on the level of the riders which of them can participate in the jumping lesson.

Article 19

Par. 1 The board will deny any member who is not wearing an approved safety cap and/or footwear with a heel of at least two centimetres from participation in all horse-riding activities organised within the association.

Par. 2 The member is at all times obliged to adhere to the applicable regulations of the institution where activities are carried out as part of the association.

Article 20

Par. 1 The Advisory Board (RvA) is an advisory body that supports the board and gives (prompted and unprompted) advice on the state of affairs within the association. The RvA has an advisory role and supports the board in making the right decisions.

Par. 2

a. the Advisory Board consists of three members;
b. at least two former board members sit on the Advisory Board;
c. the members of the Advisory Board are preferably not part of the Kascie;
d. the members of the Advisory Board may form part of a committee, but a maximum of one member of the Advisory Board per committee;
e. the Advisory Board must know and comply with the conditions for its composition. If the Advisory Board wishes to deviate from the conditions, it requires the permission of a members assembly;
f. during a GMA, at least one new member takes a seat on the Advisory Board; if necessary, a member resigns;
g. if one of the Advisory Board members leaves early, the board and the two remaining Advisory Board members will appoint one person in consultation with whom they can all agree. This person will fill the empty position in the Advisory Board and may take office immediately, without permission from the members assembly.

Par. 3 The members of the Advisory Board will be appointed annually during the GMA.

Par. 4 The Advisory Board will report annually during the BGMA.

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Article 21

Par. 1 All members of the 'dispuut' must be a member or donor of G.S.P.V. Parafrid upon admission.

Par. 2 A 'dispuut' must organise at least one activity every year for all members and donors of the association.

Par. 3 A 'dispuut' accepts at least one new member every year.

Par. 4 If a 'dispuut' does not comply with the above regulations at the next members assembly, the members assembly has the right to dissolve the 'dispuut'. The members assembly can grant an exemption from the above regulations at any time.

Article 22

Par. 1 The regulations and rules of the VNS* are to be followed first and foremost before any of the paragraphs in this Article can be applied.

Par. 2 Instructions for registration are provided by the General Board member alongside the invitation to the SO and are ought to be followed.

Par. 3 When registrations take place through the General Board member, the order of the registration list is determined by the timed order in which the General Board member receives the registrations in their mailbox.

Par. 4 If a member or competition riding donor submits their registration, either to the General Board member or otherwise (e.g., directly through Google Forms or via email to the organising committee) before the opening time for registration, their registration will be placed on the bottom of the registrations list at the end of the opening day.

Par. 5 If a member or competition riding donor registers within a 5-minute timeframe of the opening time of registration for an SO but is placed on the reserves list, they will receive priority for the next SO they register for, provided that they also register within the first 5 minutes after registrations open for this SO. Members and competition riding donors with this priority will be placed on top of the registration list. In the event of multiple members or competition riding donors holding this priority, their ranking will be determined based on their original registration, according to Art. 22, Par. 3. Once a

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member or competition riding donor with priority has been able to start at an SO, their priority will expire. This paragraph is only applicable if the registrations go through the General Board member.

Par. 6 If a member or competition riding donor has not yet started at an SO before and registers for their first SO within 24 hours of the opening time for registration, then they will receive priority. The member or competition riding donor with priority will be placed above members and competition riding donors that have started at SOs before, overriding the time of registration. This paragraph is only applicable if the registrations go through the General Board member.

Par. 7 If a member or competition riding has priority, as discussed in Art. 22, Par. 5, and cancels their spot on the starting list, then they will lose their priority.

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