



## Baldivis Equestrian and Pony Club

My Pony Club Website Instructions  
For New Members

These instructions are to assist those who are applying to become a Baldivis Pony Club member for this first time. If you are an existing member of another pony club, please DO NOT follow these instructions.

By completing the on-line application this does not guarantee you membership at Baldivis Pony Club. The committee will review all applications prior to acceptance. There are circumstances beyond the control of the club which can affect the acceptance, such as limited places available. As a club however, we will do our utmost to accommodate new members.

As a new applicant, we recommend you select the EFT payment option. We will request payment only after your place is guaranteed at the club.

1. Open your web browser and in the address bar type in the address of the My Pony Club website, make sure to enter this exactly as shown and press enter.

[osm-pony.omnisportsmanagement.com/](http://osm-pony.omnisportsmanagement.com/)

2. You will then be taken to the My Pony Club website



3. You will need to select the Members section with your mouse

MEMBERS

4. You will need to select the New Member button with your mouse

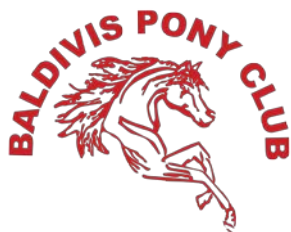


New member? Click below to register.

New Member

5. Select WA for the state

Please select state :  NSW  NT  QLD  SA  TAS  VIC  WA



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6. The use the dropdown list to select Baldvis Pony Club

Please Select

- Direct Affiliation with Western Australia
- Albany Pony Club
- Avon Valley Showjumping & Pony Club
- Baldvis Equestrian & Pony Club Inc.**
- Balkuling Horse & Pony Club
- Beverley Horse & Pony Club
- Bindoon Range Pony Club
- Blackwood Horse & Pony Club
- Bonnie Rock Horse & Pony Club
- Broome West Horse & Pony Club
- Bruce Rock Pony Club
- Bunbury Horse & Pony Club
- Busselton Horse & Pony Club
- Capel Horse & Pony Club
- Carnarvon Horse & Pony Club
- Central Midlands Riding & Pony Club
- Collie Horse & Pony Club
- Dardanup Horse & Pony Club
- Darling Range Horse & Pony Club

Please Select

Down the bottom of the page you can select the membership type to suit your needs

Select Name of Membership	Brief Description	Registrations Close	Cost
<input type="radio"/> 2017 - Adult Supporter	Required for riding members under the age of 18 years	30-Nov-2017	\$45.00
<input type="radio"/> 2017 - Adult Supporter Mounted	Adult supporter membership but also includes PCAWA open insurance	30-Nov-2017	\$125.00
<input type="radio"/> 2017 - Associate Riding Member	Riding members between 17 and 25 years	30-Nov-2017	\$305.00
<input type="radio"/> 2017 - Associate Riding Member 2nd Sibling	Select this for enrolling 2nd or 3rd siblings of the same family	30-Nov-2017	\$280.00
<input type="radio"/> 2017 - Club Coach Mounted	For BEPC Instructors	30-Nov-2017	\$55.00
<input type="radio"/> 2017 - Lead Line Member	This is for only lead line riders	30-Nov-2017	\$180.00
<input type="radio"/> 2017 - Life Member	For Life Members of BEPC **Cannot be an active member of any other pony club**	30-Nov-2017	\$40.00
<input type="radio"/> 2017 - Ordinary Riding Member	Riding member up to the age of 16 years	30-Nov-2017	\$305.00
<input type="radio"/> 2017 - Ordinary Riding Member 2nd Sibling	Second Family under the age of 17 as of 1st Jan 2017	30-Nov-2017	\$280.00

### Definitions:

**Adult Supporter:** This is compulsory for riding members (Associate & Ordinary) who are under the age of 18years. Please ensure that if a riding member under the age of 18 years joins the club, then you must have an adult supporter registered otherwise your membership will not be accepted by the club

**Adult Supporter Mounted:** Use this if you are an adult supporter AND you wish to ride at PCAWA events as an open rider. Open rider insurance will cost \$125 from PCAWA, but you will also be covered as an adult supporter saving you \$45 by not having to purchase both.

**Associate Riding Member:** Any pony club riding member between 17 and 25 years of age.

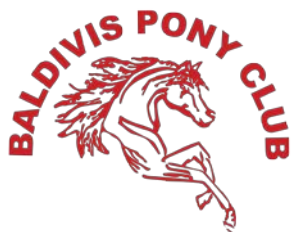
**Associate Riding Member 2<sup>nd</sup> Sibling:** Any pony club riding member between 17 and 25 years of age, who is a sibling of a current riding member. Baldvis Pony Club extends a \$25 discount on its club fees for extra riding members of the same family. Please be aware that an adult supporter is required for each sibling under the age of 18 years.

**Club Coach Mounted:** Only for appointed Baldvis Pony Club Instructors.

**Lead Line Member:** For any riding member who is in lead line class.

**Life Member:** For life members of Baldvis Pony Club.

**Ordinary Riding Members:** Any riding member who is under the age of 17 years.



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**Ordinary Riding Member 2<sup>nd</sup> Sibling:** Any pony club riding member under 17 years of age, who is a sibling of a current riding member. Baldivis Pony Club extends a \$25 discount on its club fees for extra riding members of the same family. Please be aware that an adult supporter is required for each sibling of this membership class.

7. You will need to complete some details about who you are, and you will be required to complete all the mandatory fields which are marked with an \*:

### Member Profile

\* First Name :

Middle Name :

\* Surname :

8. You will need to agree with the first 3 privacy settings to continue

### Privacy Settings

*When you provide personal information you agree that this will be used by Pony Club Australia Inc. and other Pony Club Australia Inc. under the terms of our privacy policy and that you may be sent information.*

- I understand that I may receive communications regarding Pony Club Australia Inc. programs and activities from Pony Club Australia.
- I understand that I may receive communications regarding Pony Club Australia Inc. programs and activities from Western Australia.
- I understand that I may receive communications regarding Pony Club Australia Inc. programs and activities from Baldivis Equestrian & Pony Club Inc..
- I wish to receive further offers from Pony Club Australia Inc. and other Pony Club Australia Inc. Organisations regarding other products and services.
- I wish to receive other offers from third parties who have a relationship with Pony Club Australia Inc. or other Pony Club Australia Inc. Organisations about their products and services.

9. Now you will be required to complete the PCAWA compulsory forms, with the first one being the medical information.

*Once this form is completed, it is saved and even if you don't complete the membership process, the information you completed will remain.*

### Membership Questions

\* Required Fields

Question	Answer
* Are you of Aboriginal and/or Torres Strait Islander descent?	<input type="radio"/> Yes <input type="radio"/> No
* Are you restricted in everyday or sport activities because of a physical, intellectual or sensory impairment?	<input type="radio"/> Yes <input type="radio"/> No If yes, please specify : <input type="text"/>
* Heart Problem	<input type="radio"/> Yes <input type="radio"/> No If yes, please specify : <input type="text"/>
* Respiratory Problems - Asthma	<input type="radio"/> Yes <input type="radio"/> No If yes, please specify : <input type="text"/>
* Respiratory Problems - Other	<input type="radio"/> Yes <input type="radio"/> No If yes, please specify : <input type="text"/>

To sign these electronic forms you just need to enter your initials and dates where required

\* I understand that no liability can be accepted by the Association or Centre concerned in the event of an injury or accident occurring (please sign with initials)

\* I understand that PCAWA reserves the right to refuse any person access to PCAWA activities if it is reasonably believed that participation may be detrimental to the person's health (please sign with initials)



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Use the **Continue** button when you have filled in all the required fields, the system will tell you if there are any errors and what those errors are.

10. For adult supporters and coaches alike there will be a prompt to provide screening information. For adult supporters who have a child as a riding member of the club, you should select "Parent Exemption" and then click the **Continue** button.

For coaches, you will be required to provide a current Working with Children Check (WWCC). The details will need to be entered and if you are tech savvy, you can also upload an image. Click on the **Continue** button to progress.

--Please Select--  
--Please Select--  
WWCC  
Parent Exemption

11. You will need to read and agree to the policies outlined by PCAWA

Western Australia Terms and Conditions

Terms of Agreement :

**PLEASE ENSURE YOU HAVE READ TO THE BOTTOM AND UNDERSTAND BOTH THE CODE OF CONDUCT AND DISCLAIMER.**

**CODES OF CONDUCT**

**Rider**

I accept these Terms of Agreement

Privacy Policies :

**PONY CLUB ASSOCIATION OF WESTERN AUSTRALIA INC**

Visual Images Release Form

From time to time the Pony Club Association of Western Australia Inc (PCAWA) creates promotional material to create awareness in the community of sporting events connected with horses as well as the physical, mental and spiritual benefits to young people participating in such sporting events.

Thank you for agreeing to be part of PCAWA's promotions.

I accept the Privacy Policy

Use the  I accept these Terms of Agreement checkbox to accept them

12. You will also need to check and fill in the parent or guardian consent, and click **Continue** to for the next step

Parent or Guardian Consent

By checking this box I,  agree to my child obtaining this membership

13. The next section is the policies of Baldvis Pony Club, please read and understand these. To accept these terms check the  I accept these Terms of Agreement checkbox and **Continue** to continue.

Baldvis Equestrian & Pony Club Inc. Terms and Conditions

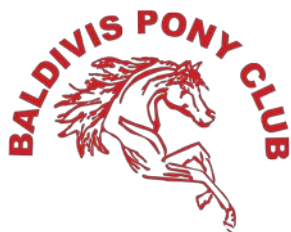
Terms of Agreement :

**Compulsory Helper Duty Levy**

We raise the majority of our income by running events throughout the year. These events raise money for our club to maintain the grounds, buy new equipment, and to help pay for our coaches. Without these events, the Pony Club could not operate. Each family is expected to assist with the running of these events. This is in addition to the condition that all Baldvis Pony Club members entering a club-run event must supply a helper.

As well, riders and their parents or guardians are required to help set up arenas at each rally and to take them down at the

I accept these Terms of Agreement



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14. The next section provides the option of purchasing PCAWA merchandise, but this will complicate the payments processing for our club during enrolment, so we suggest you leave these for the time being.

Extras Available						
Merchant	Product Name	Price	Color	Size	Quantity	Total Item Cost
Western Australia	PCAWA 1 Love Pony Club' Bumper Sticker	\$1.00	Red, White, Black, Yellow	210X65mm	<input type="text"/>	
Western Australia	PCAWA Book Sticker	\$1.00	White, Black, Red and Yellow	75X95mm	<input type="text"/>	
Western	PCAWA Cap - Active Riding	\$8.00	Green	One size fits	<input type="text"/>	

### IMPORTANT

At the bottom of the extras list is the Baldvis Pony Club helper duty levy. As part of the terms and conditions you are **required** to pay \$100 per riding member.

Please ensure you have selected the quantity required **only once**, as you could be completing this process a number of times for each member and adult supporter

Western Australia	Postage - Stickers ONLY	\$2.00			<input type="text"/>	\$0.00
Baldvis Equestrian & Pony Club Inc.	Helper Duty Levy	\$100.00			<input type="text" value="1"/>	\$100.00

Change the quantity and click on the 'Update' button to add or delete items

Total Cost : \$100.00

**Update**

15. The next screen will display a modal window advising you of how credit card payments will be processed. You will need to check the  I Acknowledge checkbox and **OK**

Please be advised that for payments processed using a credit card, the transaction will appear on your bank/ credit card statement as Omni Sports Cofts Harbour . Please acknowledge.

I Acknowledge

**OK** **Cancel**

16. When the modal window closes you will see a summary of the fees payable for the selected renewal

Summary of Fees

Registration Fees :

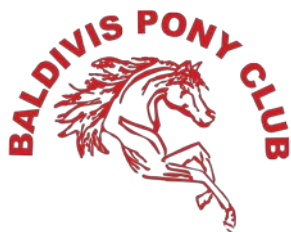
Registration	Fee
Pony Club Australia	\$3.50
Western Australia	\$86.50
Baldvis Equestrian & Pony Club Inc. - Associate Riding Member	\$215.00

Extras Fees :

Merchant	Product	Size	Color	Qty	Price	Amount
Baldvis Equestrian & Pony Club Inc.	Helper Duty Levy			1	\$100.00	\$100.00

Electronic Processing Fee : \$11.95

Total : \$416.95



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17. You will need to select your payment method from the dropdown list. Credit card payments are for payments that are made in full and also attract a merchant fee.


Credit Card	▼
Credit Card	
EFT	

### EFT Option:

- For anyone who is unable to make the payment in full now
- For those who may be making multiple payments (subject to approval) then please use this option. Please be aware that Baldivis Pony Club will require the PCAWA component be paid prior to the first rally, otherwise your member will not be permitted to ride.

### Credit Card Option: (not recommended for new member applicants)

- For those able to pay all fees immediately
- Please be aware there is a merchant fee applied for this option

18. Use the  button to complete the process

Should you have any questions regarding the online enrolment, please e-mail Leesa at [secretary@baldivisponyclub.com](mailto:secretary@baldivisponyclub.com) and we will be able to assist.