

Vancouver Pony Club

Volunteer Deposit Procedure 2011 - 2012

- Vancouver Pony Club is run entirely by volunteers. To ensure that we have the resources to put on all our activities and events, we need volunteers or, in lieu of volunteer hours, the funds to hire senior and ex-pony clubbers to organize and run the activities.
- On registration day, VPC will collect a cheque post-dated to 31 July 2012 in the amount of \$100.
- Each member parent or substitute adult will be asked to track their hours volunteered for VPC activities. An hours log is given on the back of this document, and will also be available for download off the VPC website.
- The volunteer coordinator of the event or activity will sign off on the volunteer hours.
- Member families who fulfill a 25-hour volunteer commitment will have their cheques returned.
- Reimbursements will be issued throughout the season by emailing the completed volunteer form to the Treasurer and DC. The deposit will only be returned on completion of the full 25 hours. No partial refunds will be issued.
- The term to complete this year's volunteer hours is 15 September 2011 to 31 July 2012.
- Volunteer activities include:
 - Stable management session supervision/coordination
 - Ordering/distribution of club clothing, ribbons and prizes for horse shows
 - Communication/website maintenance
 - Registration
 - Quiz organization and pizza distribution
 - Member meetings
 - End of year BBQ
 - Branch testing, regional testing and regional discipline reps such as dressage, show jumping, PPG
 - Horse shows – Hunter/Jumper and Mini Show (a lot of tasks here!)
 - PPG
 - Rally
 - Executive Committee

Vancouver Pony Club Volunteer Hours Log 2011 - 2012

VPC member name:

Parent Name	Activity or Task	Date(s) of Activity or Task	Number of Hours Spent	Volunteer Coordinator Initials
Total Hours:				

