



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Table of Contents

Branch and Centre renewal process	2
Application process for new branches and Centres	2
Renewal process for branches and Centres	2
Timelines	2
Starting the renewal process.....	3
Basic Information.....	4
Riding centre renewal.....	6
Section 1: Information around the facility and the centre administrator	6
Section 2: Centre activities	7
Section 3: Membership expectations	8
Section 4: Acknowledgement and Insurance documentation	8
Branch renewal	10
Section 1: Information the branch's committee members	10
Section 2: Constitutional checklist.....	11
Section 3: Membership and membership fees	12
Section 4: Banking information	12
Section 5: Activity information	12
Section 6: Membership fee collection	20
Acknowledgement.....	22
Approval process	24



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Branch and Centre renewal process

Before a Branch or Centre will be allowed to accept members for the following year, they will have to go through the process of sanctioning their branch or centre through HorseReg. This process will replace the annual charter renewal form, the branch activity summary and the annual centre renewal form. This document describes how the **renewal** process works.

Application process for new branches and Centres

For **new** branches and centres the region will still need to receive the new branch application form as available on the CPC website here:

[https://www.canadianponyclub.org/documents/New_Branch_Application_Form\(2018-11-10\).pdf](https://www.canadianponyclub.org/documents/New_Branch_Application_Form(2018-11-10).pdf)

or the CPC centre application for consideration, available on the CPC website here:

[https://www.canadianponyclub.org/documents/New_Branch_Application_Form\(2018-11-10\).pdf](https://www.canadianponyclub.org/documents/New_Branch_Application_Form(2018-11-10).pdf)

Renewal process for branches and Centres

Branch DCs and Centre administrators receive a link to renew their registration with the Canadian Pony Club. As noted, this has to be completed prior to them being able to receive memberships for their branch or centre for the following year.

Timelines

This new renewal process for the branch charter may not line up perfectly with the AGMs our branches host. Some branches may want to accept memberships prior to their AGM. In that case branches will have an opportunity to update the names of their board members (if changes have occurred after the renewal application) at a later date.

The **annual financial report** will no longer be due at the same time as the branch renewal. Financial reports will need to cover the period from January 1 to December 31st and can be uploaded into the HorseReg system during the month of January of the following year and is due by **January 31st** of the following year.

The required format for the financial report for our branches is available on the CPC website here:

https://www.canadianponyclub.org/documents/CPCFinanceSystemGuideBook2025_FINAL.pdf



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Starting the renewal process

This is the link to start your renewal process:

<https://horsereg.com/#!/memberships/canadian-pony-club-sanctioning-affiliates>

Under the HorseReg system this process is referred to as a sanctioning registration process for your club (either a branch or a centre) or sanctioning affiliates.

You will see the following start page:

2026 Branch Charter Renewals and Centre Contracts are now exclusively accessible online with Horsereg.

The Branch sanctioning process will include information regarding Branch board members and annual planned activities.

****Be advised that 2025 Annual Financial Reports will need to be uploaded by January 31st of 2026****

Centres will be required to upload their insurance documents and pay the Centre fee.

Once applications are complete and approved, 2026 registration will be activated for the Branches and Centres.

[Start my sanctioning registration](#)

Next you will be directed to a page where you can opt to start a new registration or continue/finish an ongoing registration.

Start your club application with CANADIAN PONY CLUB - Sanctioning Affiliates

New Club Application

Applying for the first time?

[START A NEW CLUB APPLICATION](#)

On-going Club Application

Returning to finalize an incomplete application? You can picked up where you left off.

[CONTINUE INCOMPLETE CLUB APPLICATION](#)



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

You will be presented with the option to use or copy an existing listing, but as this will be a first application for all our branches and centres you will need to opt for the option to “start new application with a new listing”

Use or copy an existing listing

Riding Center ` 2025-06-19	June 19 2025 Application: Incomplete	
c	June 18 2025 Application: Incomplete	
c	June 12 2025 Application: Incomplete	
x	June 11 2025 Application: Not started	
a	June 4 2025 Application: Not started	

Showing 5 entries from a total of 291

Go to 1 of 59 pages Next →

BACK

START NEW APPLICATION WITH A NEW LISTING

Basic Information

First is requested the very basic information for your branch or centre. This includes the name of your branch or centre, its mailing and email address and a possible website and logo.

The end date for your application will automatically set to the end of the year. Start date will need to be the current date.



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

New Listing:
All information below may be displayed publicly.

1. Listing 2. Application 3. Agreements 4. Submit

CLUB NAME


START DATE YYYY-MM-DD 00 : 00 END DATE 2026-12-31 00 : 00

APT/SUITE NUMBER CLUB LOCATION (ADDRESS) ⓘ

CLUB WEBSITE EMAIL

PHONE NUMBER ⓘ

CLUB LOGO

 DRAG & DROP
your files here, or [browse](#)

Size limit: 20 MB

SAVE

As you click “save” you will be presented with the question whether this is a renewal for a centre or a branch.

SAVE

Check all that apply

CANADIAN PONY CLUB - AFFILIATES ▼

☐ Branches

☐ Riding Centre

You need to select at least one option.

Enhance your listing with social media links.



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Riding centre renewal

For a riding centre renewal there will be 4 different sections to fill out to complete the application.

Section 1: Information around the facility and the centre administrator

CANCEL APPLICATION

1. Listing

2. Application

3. Agreements

4. Submit

Application for: **Cochrane Pony CLub**

Application: **CANADIAN PONY CLUB - Sanctioning Riding Centre 2026**

GENERAL INFORMATION

Facility

Name: *

ENTER TEXT

Address: *

ENTER TEXT

Email address: *

ENTER TEXT

Name of the facility representative/ owner *

ENTER TEXT

Name of the Pony Club Riding Centre *

ENTER TEXT

Select your Region: *

--select one option--

Centre Administrator

Name: *

ENTER TEXT

Phone Number *

ENTER TEXT

eg: 000-000-0000

E-mail Address *

ENTER TEXT

APPLICATION SECTION 1/4



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Section 2: Centre activities

Participation of the centre in regional activities and testing

CENTRE ACTIVITIES

Is it your first application? *

☐ Yes ☒ No

Have you participated in any regional activities involving Pony Club members affiliated with your Centre? *

☐ Yes ☐ No

Was any testing of your members completed in 2025? *

☐ Yes ☐ No

APPLICATION SECTION 2/4

SAVE

Including further details around testing and regional activities upon a positive response to these questions.

CENTRE ACTIVITIES

Is it your first application? *

☐ Yes ☒ No

Have you participated in any regional activities involving Pony Club members affiliated with your Centre? *

☒ Yes ☐ No

Which regional activities did you participate in? *

ENTER TEXT

Was any testing of your members completed in 2025? *

☒ Yes ☐ No

If so, at what levels? *

☒ D levels (D to D2)
☐ C and C1 level
☒ C2 level
☐ B/B2 level
☐ A level

Did you organize your own test? *

☒ Yes ☐ No

APPLICATION SECTION 2/4

SAVE



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Section 3: Membership expectations

MEMBERS & ADDITONNAL INFORMATION

Expected members for 2026 *

15

Are the CPC Certificate and Sign displayed at your Centre? *

☒ Yes

☐ No

APPLICATION SECTION 3/4

SAVE

Section 4: Acknowledgement and insurance documentation

CENTRE ACKNOWLEDGEMENT

I agree to uphold the Canadian Pony Club mission and values. *

☐ I agree

I understand that I cannot use the CPC name for fundraising for my facility *

☐ I understand

Upload your certificate of Insurance *

Centres are required to upload a copy of their certificate of insurance naming the CPC as an additionally insured

Maximum size 19.50000 MB



DRAG & DROP
your files here, or [browse](#)

APPLICATION SECTION 4/4

DONE

Our centres will then be referred to the payment page and can pay their centre fee online through the HorseReg system.



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Cost Summary

CPC - Riding Center sanctioning Fees

\$ 100.00 CAD

Estimated Total

\$ 100.00 CAD

Fees Due

\$ 100.00 CAD

START ANOTHER APPLICATION

SUBMIT

You will then be directed to the cart where you can enter your credit card information, submit and complete.



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Branch renewal

For a branch renewal there will be 6 different sections to fill out. These sections request information about the branch, its board and branch activities.

Section 1: Information the branch's committee members

As noted below this requests the complete contact information for DC (mandatory) and ADC but also summarized contact information (email and phone number) for the treasurer and secretary and optional committee members such as youth rep, risk management officer, test rep and additional positions.

Application: **CANADIAN PONY CLUB - Sanctioning Branch 2026**

2026 BRANCH COMMITTEE

Region: *

--select one option--

Branch name: *

ENTER TEXT

District Commissioner:

Name *

ENTER TEXT

Address: *

ENTER TEXT

City: *

ENTER TEXT

Province: *

--select one option--

Postal Code: *

ENTER TEXT

Phone: *

eg: 000-000-0000

ENTER TEXT

Cell:

ENTER TEXT

E-mail: *

ENTER TEXT

Assistant District Commissioner:

Name:

ENTER TEXT

Address:

ENTER TEXT



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Section 2: Constitutional checklist

Checklist for policy adherence

BRANCH CHARTER RENEWAL CHECKLIST

Our Branch was represented at a minimum of one regular Regional meeting in 2025 *

☐ Yes ☐ No

Our Branch was represented at the Regional AGM in 2025. *

☐ Yes ☐ No

Our Branch held an Annual General Meeting with elections in the last 6 months in accordance with the CPC, Regional and Branch governing documents. *

☐ Yes ☐ No

Our Branch has Branch AGM and regular meeting minutes on file. *

☐ Yes ☐ No

Our Branch has submitted the AGM and regular meeting minutes to the Region. *

☐ Yes ☐ No

Our Branch will have at least 5 members from at least 3 families sign up with our Branch *

☐ Yes ☐ No

Our Branch Rules and Regulations have been approved and are on file with the Region. *

☐ Yes ☐ No

I acknowledge that I will have to submit a financial report for the branch by January 31, 2026 for our branch to remain in good standing *

☐ Yes ☐ No

APPLICATION SECTION 2/6



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Section 3: Membership and membership fees

Indicate the number of members you expect for the next year and what fees you will charge, if any (branch fees only, don't include National or Regional fees)

MEMBERSHIP INFORMATION

Projected number of Active Members for 2026 *

ENTER NUMBER

2026 Membership fees: (per member)

Branch Fees (excluding Reg/Nat fees) *

ENTER TEXT

Exceptions (e.g. discount for families):

ENTER TEXT

APPLICATION SECTION 3/6

Section 4: Banking information

BANKING INFORMATION

Financial Institution: *

ENTER TEXT

Account Numbers: *

ENTER TEXT

List of signing officers: *

ENTER TEXT

APPLICATION SECTION 4/6

Section 5: Activity information

The information under this section is meant to provide the national office with a general overview of activities that are planned by the branch in the coming year.



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Please note that a copy of your activity report plus further changes and additions to this activity report will always need to be shared with the region. For more information on sanctioning branch activities please read our CPC sanctioning policy on the website:

https://www.canadianponyclub.org/documents/2023_CPC_Sanctioning_Policy.pdf

Branch activities are divided into different types of activities and in this application, we only request reporting on events that are organized by the branch itself.

We differentiate between:

- Regular theory / stable management lessons
Regular theory or stable management lessons are taught by a (group of) the same instructors over the course of the year. They would address the complete Pony Club program and prepare members for the Stable Management portion of the testing program
- Regular mounted lessons
Regular riding lessons are taught by a (group of) the same instructors over the course of the year. They would address the complete Pony Club program and prepare members for the riding portion of the testing program
- Clinics
Clinics are generally taught by someone to address one specific aspect of the Pony Club program, normally within a short timeframe such as a day or a weekend, often taught by a coach that doesn't provide regular lessons for the branch. (e.g. a vet or a high-level dressage coach)
- Camps
Lessons and social events provided to the members over a longer period of time, this can include stable management and / or riding lessons and may or may not include an overnight option.
- Testing
While testing is optional, branches should always encourage its members to test
- Competitions / shows
Competitions or shows can focus on one specific discipline (e.g. quiz or show jumping) or it can encompass multiple disciplines (e.g. championships)
- Other events such as fundraising and social events



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

BRANCH ACTIVITY PLANNING & REPORTING

STABLE MANAGEMENT/THEORY LESSONS

Does your branch host regular theory or stable management lessons? *

☐ Yes ☐ No

MOUNTED LESSONS

Does your branch host regular riding lessons? *

☐ Yes ☐ No

CLINICS

Does your branch host any mounted or unmounted clinics? *

Please note that this does not include participation in clinics hosted by other branches, the region or outside organizations such as barns, schools, universities or veterinarians. Only consider clinics that your Branch organizes themselves.

☐ Yes ☐ No

CAMPS

Does your branch host any camps? *

☐ Yes ☐ No

TESTING

My Branch organizes testing for the following levels *

Branches can organize testing up to C2 level, although it is recommended for C2 to be tested at a Regional test. Testing for B level and up cannot be performed at the Branch level and is not included in this survey.

- ☐ D levels (D to D2)
- ☐ C and C1 level
- ☐ C2 level
- ☐ None, but we participate in Regional testing up to C1 level
- ☐ We participate in Regional testing for C2 level
- ☐ None of our members are testing

How often does your Branch organize testing? *

Branches can organize testing up to C2 level, although it is recommended for C2 to be tested at a Regional test. Testing for B level and up cannot be performed at the Branch level.

--select one option--

How much money does your branch expect to spend on examiners for testing next year *

--select one option--

COMPETITIONS

Does your branch host any shows or competitions? *

☐ Yes ☐ No



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

OTHER EVENTS

Fundraising *

Please select all fundraising activities your Branch engages in.

- ☐ Corporate sponsorship
- ☐ Grant applications
- ☐ Gaming Grants (BC and AB only)
- ☐ Raffles / 50-50 ticket sales
- ☐ Bingo / lotteries
- ☐ Silent auctions
- ☐ Community service (highway clean up, volunteering at events, bottle drives)
- ☐ Product fundraisers (Pizza, coupon books, chocolates, popcorn, gift cards etc)
- ☐ Bake sales, garage sales
- ☐ Volunteering at shows or clinics
- ☐ No fundraising
- ☐ Other

Please give an estimate of the hours spent on fundraising *

ENTER NUMBER

Social events *

Please select all social events your Branch engages in

- ☐ Year end / wrap up party
- ☐ Christmas party
- ☐ Trail rides
- ☐ Hunts
- ☐ Sports outings such as winter sports (skating), yoga, bowling, etc
- ☐ Arts events (paint night, pottery, drawing)
- ☐ None
- ☐ Other

Other Pony Club events

- ☐ Badge sessions
- ☐ Parent meetings
- ☐ Workbees (painting/maintaining equipment and grounds)
- ☐ None
- ☐ Other

APPLICATION SECTION 5/6

Depending on the answers to the previous questions, the branch may be requested to provide further details around these activities.



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

In the case of regular lessons (mounted and unmounted) we would like to know how often you teach these lessons and what type of instructors you use.

STABLE MANAGEMENT/THEORY LESSONS

Does your branch host regular theory or stable management lessons? *

☒ Yes ☐ No

Stable Management / Theory lessons are hosted on the following schedule

During the start of the year (January to April) *

--select one option--

During the summer months (May to September) *

--select one option--

During summer vacation (July/August) *

--select one option--

During the fall months (October to December) *

--select one option--

How many instructors do you use for stable management lessons *

--select one option--

What type of instructors do you use for stable management lessons*

How often do you use volunteer instructors (not paid) *

--select one option--

How often do you use active members (paid) *

--select one option--

How often do you use horsemasters (paid) *

--select one option--

How often do you use paid instructors (carry insurance) *

--select one option--

Where do you host stable management / theory lessons* *

- ☐ At a public facility (e.g. library, community hall, ag grounds)
☐ At a private facility (e.g. barn)
☐ At a member's home or barn
☐ Online
☐ Other

How many hours of stable management / theory lessons do you provide on a yearly basis *

ENTER NUMBER

How much money did you spend on stable management/ theory lessons last year* *

ENTER TEXT

How much money do you expect to spend on stable management/ theory lessons this year *

ENTER TEXT



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

For mounted lessons this also includes the type of riding your teach.

Where do you host riding lessons *	<div><input type="checkbox"/> At a public facility (e.g. community grounds, ag grounds)</div> <div><input type="checkbox"/> At a private facility (e.g. barn)</div> <div><input type="checkbox"/> At a member's property</div> <div><input type="checkbox"/> Other</div>
Which riding disciplines do you teach? *	<div><input type="checkbox"/> Dressage / Flat</div> <div><input type="checkbox"/> Hunter / Jumper</div> <div><input type="checkbox"/> Cross country</div> <div><input type="checkbox"/> PPG</div> <div><input type="checkbox"/> Other</div>
How many hours of riding lessons do you provide on a yearly basis* *	<div>ENTER NUMBER</div>
How much money did you spend on riding lessons last year *	<div>ENTER TEXT</div>
How much money do you expect to spend on riding lessons this year? *	<div>ENTER TEXT</div>
Any additional comments or questions around riding lessons?	<div>ENTER TEXT</div>



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

For clinics we would also like to know what types of clinics you host

CLINICS

Does your branch host any mounted or unmounted clinics? *

☒ Yes

☐ No

Please note that this does not include participation in clinics hosted by other branches, the region or outside organizations such as barns, schools, universities or veterinarians. Only consider clinics that your Branch organizes themselves.

What type of clinics do you host *

- ☐ Unmounted Theory (e.g. vet and first aid, saddlery, feeding)
- ☐ Unmounted Hands on (e.g. grooming, conformation, leading and tying)
- ☐ Facility tours (stables, race tracks, veterinary facilities, etc)
- ☐ Flat / Dressage
- ☐ Hunter / Jumper
- ☐ Cross Country
- ☐ PPG / Mounted games
- ☐ Tetrathlon (incl. swimming, shooting)
- ☐ LeTrec
- ☐ Working Equitation
- ☐ Western disciplines
- ☐ Other Team sports (polocross, horseball)
- ☐ Other

How many unmounted / stable management clinics do you provide on a yearly basis *

ENTER NUMBER

How many mounted clinics do you provide on a yearly basis *

ENTER NUMBER

Any additional comments or questions around clinics?

ENTER TEXT



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

For camps, again, you will need to state what type of instructors are involved.

CAMPS

Does your branch host any camps? *

☒ Yes ☐ No

How many camps does your branch host on a yearly basis? *

ENTER NUMBER

Do you host any overnight camps? *

☐ Yes ☐ No

Which type of camps do you organize? *

- ☐ Theory / Stable management camp
☐ Riding and Stable management camp
☐ Riding camp
☐ Other

How many days (total) do you host camps? *

ENTER NUMBER

What type of instructors do you use for camps?

How often do you use volunteer instructors (not paid) *

--select one option--

How often do you use active members (paid) *

--select one option--

How often do you use horsemasters (paid) *

--select one option--

How often do you use paid instructors (carry insurance) *

--select one option--

Any additional comments or questions around camps?

ENTER TEXT



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

For our shows / competitions please note whether you also host open shows (note that shows open to non members will require additional insurance)

COMPETITIONS

Does your branch host any shows or competitions? *

☒ Yes ☐ No

What type of shows do you host? *

- ☐ Quiz
- ☐ Dressage shows
- ☐ Show Jumping shows
- ☐ Hunter shows
- ☐ Rally
- ☐ PPG
- ☐ Tetrathlon
- ☐ Other:

How many shows do you organize on a yearly basis?*

ENTER NUMBER

Do you host any shows open to non-members? *

Please note that all open shows have to be sanctioned by the Region and additional insurance is required.

☐ Yes ☐ No

What type of open shows do you host? *

- ☐ Dressage shows
- ☐ Show Jumping shows
- ☐ Hunter shows
- ☐ Rally
- ☐ PPG
- ☐ Tetrathlon
- ☐ Other:

How many open shows do you organize on a yearly basis? *

ENTER NUMBER

Section 6: Membership fee collection

Under this last section you can indicate whether you would like to use the HorseReg system to collect your branch fees. Please note that in order to be able to do so, the branch will need to set up a PaySafe account that can transfer these fees from the HorseReg system into the branch's bank account.

For a description on how to set up a PaySafe account please consult the HorseReg support information here:



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

<https://support.interpodia.com/knowledge/how-to-set-up-my-paysafe-account>

If you are not sure yet, you can skip this step (opt for 'no') and setup this payment system at a later time. Please be aware that payments of membership fees through Horsereg will be charged a processing fee of 6% + \$0.50 plus applicable taxes. Branches can choose to have these fees paid by the member or by the Branch.

REGISTRATION PROCESS OPTION

Will you be using Horsereg to collect your branch fees? *

--select one option--

Yes I'll use HorseReg to manage our branch fees.

Each participant registers individually in HorseReg for:
CPC National and Regional membership & Membership fees for your Branch.

- The participant pays by credit card via HorseReg
- Membership fees for CPC, the region and the branch are deposited in the respective Paysafe (bank) accounts of each organization.

No, I won't use HorseReg for to manage our branch Fees.

Each participant registers individually in HorseReg for:
CPC National and Regional Memberships ONLY

- The participant pays by credit card via HorseReg
- CPC membership fees are deposited in CPC's Paysafe (bank) account. If a club initially opts out but later decides to use the platform during the season, they can still do so. They simply need to contact Horsereg so they can onboard them properly.

APPLICATION SECTION 6/6

DONE

After finishing entering all necessary information, you are directed to the last page with a cost summary (no costs for branches at this time).



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Cost Summary

Branch sanctioning application 2025	\$ 0.00 CAD
-------------------------------------	-------------

Estimated Total	\$ 0.00 CAD
-----------------	-------------

Fees Due
\$ 0.00 CAD

START ANOTHER APPLICATION

SUBMIT

Acknowledgement

Finally, the applicant - DC - will sign the agreement.



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

PLEASE CAREFULLY REVIEW AND ACKNOWLEDGE THE DOCUMENT PROVIDED BELOW

CPC - Branches 2025/2026

Purchaser: CPC Administrator

English

In accordance with the Canadian Pony Club (CPC) requirements, our Branch has satisfied the minimum Branch renewal criteria. In addition, by accepting the position of District Commissioner (DC), I agree to allow my name, phone and email to be used to allow potential members to contact the Branch.

I hereby declare that the above list of signing officers is correct, and proper signing authority has been registered by the Bank or Credit Union, based on the Regional and Branch Policies. I further declare that none of the signing officers are related and/or living together by any of the following restricted relationships listed here:

"No two members of the same family will have signing authority. Family will include but not be limited to spouse, parents, sisters, brothers, children, grandchildren, and nephews"

I further declare that I will submit all required financial statement information before the due date.

Note: The CPC National Office may select any Branch's Charter Renewal for audit. Submission of the Charter Renewal indicates agreement to comply with audit terms. During an audit, the Branch may be asked to provide additional documentation such as minutes from annual general or regular meetings, or more detailed financial records.

Electronic Signature Consent

X _____

TO CONFIRM YOUR AGREEMENT, ENTER YOUR FULL LEGAL NAME *

I agree to the above

Close and exit

You will then be directed to the cart, showing a \$0.00 charge, where you can submit and complete.



CANADIAN PONY CLUB

BRANCH /CENTRE RENEWAL

Application through HorseReg

Loyalty

Character

Sportsmanship

Approval process

Approval of the branch and centre renewal documentation will be done by the National administrator. A copy of the application is sent to the region to inform them of the application and give them an opportunity to comment on the application, if needed.

As soon as the application is approved a club dashboard will be set up for the year and the centre / branch can start receiving memberships.