



THERAPEUTIC HORSEMANSHIP

SERVING THE GREATER ST. LOUIS METROPOLITAN AREA



332 Stable Lane Wentzville MO 63385

Phone (636) 332-4940 Fax (636) 332-4941 WWW.THSTL.ORG

April, 2008

Dear TH Riders and Parents/Guardians:

On behalf of everyone at Therapeutic Horsemanship, we are looking forward to welcoming you back! Enclosed is the Summer Session packet that includes all the materials you need to get yourself or your child signed up for therapeutic riding.

Last year brought TH many success stories but we continue to be challenged with specific financial issues, especially since our class fees only cover one quarter of the actual cost of riding. We've attacked that problem by hiring a full-time fundraising professional who will raise much-needed revenue to keep this million dollar- plus facility running smoothly.

We've made a few changes at TH and we'd like to reiterate a few policies that are important to our fiscal well-being and give you some much-needed information.

- **Class Fees will remain the same for the entire 2008 fiscal year.**
- **The one-time Administration Fee has increased to \$25 per session.**
- **TH will begin requiring a co-payment from families whose Class Fee is covered by their insurance.** You will need to provide us with a co-pay each time you or your child rides. There are Co-Payment Slips on the table by the parent files. Complete the form and put with your payment in the secure mailbox outside the TH Office. TH accepts check, cash or credit card payments.
- **Reminder – If you are a Private Pay family, and paying in monthly installments, you need to make the payment before your child's first lesson of each particular month.** TH is unable to carry the financial burden of payments received late. We ask you to please pay on time.
- **Families will not be able to register for future TH riding sessions if there is an unpaid balance.**
- **In inclement weather, please call TH's main number to check if class is cancelled (636/332.4940).** We will also contact our families by phone, but our main voicemail system will automatically be updated with the latest information about class cancellations. This includes heat related cancellations. We only cancel class if it's not safe to ride or travel to the facility.
- **As a reminder, the TH Policy offers no make-up dates.** Due to the complexity of the program and the number of staff and volunteers needed to carry out a lesson, we do not offer make-up dates or monetary refunds/credits for cancelled or missed lessons. We try our best to inform you of these issues up front by always placing that information in each session's registration packet.

If you have any questions, please feel free to contact one of us. Thanks so much for riding at TH.

Sincerely,

Diane

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