

**POLO
HOSPITALITY
VENUE HIRE
CORPORATE
LEISURE
SOCIAL**



KIRTLINGTON PARK
· POLO CLUB ·

**THE POLO OFFICE
PARK FARM
AKEMAN STREET
KIRTLINGTON
OX5 3JQ
07534 991 303
info@kirtlingtonparkpolo.co.uk**

KIRTLINGTON PARK POLO CLUB LTD

Terms and Conditions for: PLAYING MEMBERSHIP & TOURNAMENT ENTRY 2025

Please also note specific conditions found in the **Hurlingham Polo Association** Blue Book for level of play.

GENERAL CONDITIONS:

1. All Players must be members of the HPA
2. Hard Hats: All persons (Players and Grooms) must wear a hard hat whenever on horseback at Kirtlington Park Polo Club grounds. The owner of the horse that is ridden without a hat will be fined £50.
3. Vaccinations and Pony Passports. All ponies must have, by law, a passport, which may be obtained through the HPA. Each pony must also have a valid vaccination certificate, which undeniably relates to the pony, completed, signed and stamped on each line by a MRCVS. For ponies registered with the HPA before 31st December 2013 it must state that the pony has received two injections for primary vaccination against Equine Influenza given no less than 21 days and no more than 92 days apart. Thereafter, booster injections must be given annually. The first injection for primary vaccination must have been given before the pony may play at any club or in any tournament. For ponies registered in 2014 or with no vaccination history the passport must state that the pony has received two injections for primary vaccination against Equine Influenza given no less than 21 days and no more than 92 days apart plus a third booster within 3 to 7 months of the second vaccination. Thereafter, booster injections must be given annually. The first injection for primary vaccination must have been given before the pony may play at any club or in any tournament.
4. Disputes: Decisions of the Tournament Committee will be final regarding any dispute.

COMPANY: KIRTLINGTON PARK POLO CLUB LTD. COMPANY NO. 11248400

REGISTERED OFFICE ADDRESS: 4 SPITFIRE CLOSE, ERMINE BUSINESS PARK, HUNTINGDON
PE29 6XY VAT REG NO. 296490261

**POLO
HOSPITALITY
VENUE HIRE
CORPORATE
LEISURE
SOCIAL**

**THE POLO OFFICE
PARK FARM
AKEMAN STREET
KIRTLINGTON
OX5 3JQ
07534 991 303
info@kirtlingtonparkpolo.co.uk**

5. Safety Zones: Spare ponies are only allowed in the designated areas at the corner of the grounds, during play and are not permitted to change in the safety zones.

6. Umpire Ponies: Each team will provide a suitable umpire pony fit for purpose (two per team for 15 goals and above) for each of its matches, saddled as for polo and turned out to a acceptable standard.

7. Team Name: A team name may not be changed after the team has commenced playing in the tournament.

8. Team Withdrawal: Once a team has entered the tournament, it may not withdraw unless there are exceptional circumstances, and the Tournament Committee agrees. Please note withdrawal of a team from a match without the permission of the Tournament Committee will be considered as misconduct.

9. Ground Allocation: It is a condition of tournament entry that teams agree to play at any grounds, private or club, wherever scheduled.

10. Prize-Giving: Whenever there is a prize giving/presentation at the end of any match in a tournament, each member of the specific two teams are to be ready and present no later than 10 minutes after the end of the match, dressed in team colours, whites and boots. Please note that only players and officials are permitted in the presentation area for prize giving.

11. Trophies: The trophy/cup is to be insured by the winning team from the day it is presented until the day that it is presented to the next winning team. The trophy is to be kept clean, in good condition, engraved and returned prior to the start of the tournament.

12. Photography/Recordings: It is a condition of entry to Kirtlington Park Polo Club Ltd tournaments that each and every team member agrees without formal formality:

i. to being photographed and/or recorded by film, video, television cameras and sound equipment at all times when they are present at any event relating to a tournament, whether or not such event takes place at the grounds of Kirtlington Park Polo Club;

COMPANY: KIRTLINGTON PARK POLO CLUB LTD. COMPANY NO. 11248400

**REGISTERED OFFICE ADDRESS: 4 SPITFIRE CLOSE, ERMINE BUSINESS PARK, HUNTINGDON
PE29 6XY VAT REG NO. 296490261**

**POLO
HOSPITALITY
VENUE HIRE
CORPORATE
LEISURE
SOCIAL**

**THE POLO OFFICE
PARK FARM
AKEMAN STREET
KIRTLINGTON
OX5 3JQ
07534 991 303
info@kirtlingtonparkpolo.co.uk**

ii. to surrender all rights in respect of such photographs and recordings.

13. No Play Dates: For all Tournaments the number of “no play/preferred play” dates to be limited so that a team has one more available play date than scheduled games needed to play.

14. Draw completed: Once the draw has been made matches cannot be re-scheduled, except at the sole discretion of the Tournament Committee. See also 18 & 19.

15. Entry Forms: No entry will be accepted a.) Without payment (where applicable) b.) Without the names of all four genuine players and the only confirmation and contact details of the Team Captain/Manager and that of the person who is responsible for paying the fees. Entry forms will only be available via the website using the Bookwhen platform.

www.kirtlingtonparkpolo.co.uk

16. Entry Closure: Entries will close at midday on the closing date as listed for each tournament.

17. Entry Fees: Payment must be received with the entry form or prior to the tournament entry closing date. A team will not be entered in the Draw unless the entry fee for that tournament has been paid. A penalty fine of £30 will be applied for late entry payment.

i. The Club reserves the right to charge interest on any amounts due after 1 months at a rate of 5% above base interest per month until paid plus any penalty the Club imposes for non-payment. Should collection efforts be required, the account holder shall be fully responsible for payment of all costs of collection including any legal fees.

ii. All invoice queries must be raised within 14 days from date of invoice otherwise full payment is expected.

18. Cancellation Policy:

i. Rescheduling of Final:

COMPANY: KIRTLINGTON PARK POLO CLUB LTD. COMPANY NO. 11248400

REGISTERED OFFICE ADDRESS: 4 SPITFIRE CLOSE, ERMINE BUSINESS PARK, HUNTINGDON
PE29 6XY VAT REG NO. 296490261

**POLO
HOSPITALITY
VENUE HIRE
CORPORATE
LEISURE
SOCIAL**

**THE POLO OFFICE
PARK FARM
AKEMAN STREET
KIRTLINGTON
OX5 3JQ
07534 991 303
info@kirtlingtonparkpolo.co.uk**

In the event of inclement weather causing the cancellation of the final game after games have already been played, every effort will be made to find an agreeable rescheduling date within two weeks. This includes the possibility of rescheduling the game on a Monday if necessary. The decision to reschedule will be made by mutual agreement between the teams involved. However, if a rescheduling date cannot be agreed upon within the two-week timeframe, the full payment for the final game will be expected.

ii. Cancellation of Sub-Finals:

If the sub-final games are cancelled due to rain, they will not be rescheduled. Teams will still be responsible for paying the full fee for the semi-final games.

19. Outside Hours: Teams wishing to schedule a game out of the Club's normal playing hours (exceptional circumstances only) will be subject to a charge of £450.

20. Change of Time: Having obtained permission from the Polo manager, a team requiring a change of time will be responsible for seeking the agreement of the other team(s) and will be subject to a charge of £240.

21. Clash of Games: When Players have a clash of games, precedence will be given to the higher handicap tournament and an eligible substitute expected as a replacement for the lower handicap tournament.

22. Tournament Draws: All non-HPA tournaments will still be played under HPA Rules with the exception Annex C, section 5 or unless otherwise stated. Draws will be available from the Play polo App.

23. Grounds and Time: Game times and ground allocations will be available from The Polo office and website by 9.30am, on the day of the event.

24. Warming Up: In order to maintain the best possible ground conditions, warming up and stick and balling on KPPC grounds is restricted to immediately (15 minutes) before you play. There is plenty of additional warm up area outside the boards.

25. Pony Welfare: All Players and Grooms are to adhere to the Hurlingham Polo Association Polo Pony Welfare Guidelines. It is Club Policy that all ponies are tied to the string and not

COMPANY: KIRTLINGTON PARK POLO CLUB LTD. COMPANY NO. 11248400

**REGISTERED OFFICE ADDRESS: 4 SPITFIRE CLOSE, ERMINE BUSINESS PARK, HUNTINGDON
PE29 6XY VAT REG NO. 296490261**

**POLO
HOSPITALITY
VENUE HIRE
CORPORATE
LEISURE
SOCIAL**

**THE POLO OFFICE
PARK FARM
AKEMAN STREET
KIRTLINGTON
OX5 3JQ
07534 991 303
info@kirtlingtonparkpolo.co.uk**

directly to bars; that ponies are offered water to drink; and that studs are removed before leaving the grounds.

26. Dress Code: Players must adhere to the dress code of white jeans, team shirt, boots, kneepads and polo helmet.

27. Veterinary Surgeons and euthanasia: In the event of an equine emergency on the field, The KPPC Park Polo Club designated Veterinary Surgeon will attend. Once the pony has been taken off the field the owner's Veterinary Surgeon may be consulted with regard to ongoing procedures. In the event an equine has to be euthanized the owner will be charged directly from the administering Vet practice at a cost of approx. £450 and recharged by the club for the removal of the animal by a registered carrier.

B. ACCIDENTS & EMERGENCIES:

Reporting of Accidents, Under new Health and Safety legislation it is now a patron's responsibility as an employer to ensure that if their professional has a serious accident they report the accident to the relevant enforcing authority under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR). Patrons are also responsible for ensuring that any serious accident that they are involved in is also reported to the above body. All injuries should be reported as soon as possible, with injuries lasting longer than 3 days to be reported within 10 days.

To report an incident, patrons should inform the Incident Contact Centre (ICC). The ICC is a 'one-stop' reporting service for work-related health and safety incidents in the UK. They can be contacted on: [0845 300 9923](tel:08453009923), Monday to Friday from 8.30am to 5.00pm. Alternatively reports can be made online at: www.hse.gov.uk/riddor

1. Following an accident, any player who is taken to hospital by air ambulance must donate to The Thames Valley Air Ambulance Service.

C. MATCH TIMINGS:

1. Polo Matches: Will normally start at from 4.00pm mid-week and from 10:00am on the weekend

COMPANY: KIRTLINGTON PARK POLO CLUB LTD. COMPANY NO. 11248400

REGISTERED OFFICE ADDRESS: 4 SPITFIRE CLOSE, ERMINE BUSINESS PARK, HUNTINGDON
PE29 6XY VAT REG NO. 296490261

**POLO
HOSPITALITY
VENUE HIRE
CORPORATE
LEISURE
SOCIAL**

**THE POLO OFFICE
PARK FARM
AKEMAN STREET
KIRTLINGTON
OX5 3JQ
07534 991 303
info@kirtlingtonparkpolo.co.uk**

2. Weather: If the weather is inclement the Polo Manager will inspect the grounds at 8.30am, and make any necessary decision.

D. CLUB HOURS:

1. The Polo Office: Will be manned from 10.00am until the start of polo during the polo season, Tuesday to Sunday, except after a Bank Holiday when the polo office will be closed on the Tuesday. Out of season the office will be manned remotely.

E. PONY LINES:

1. Players and grooms must NOT canter horses through the pony lines.
2. Children are not permitted in the pony lines.
3. All dogs must be on a lead in the pony lines and under control and not on the field during play.
4. Litter must be put in the bins provided.

It is the responsibility of the patron and/or the team captain to ensure that all players and grooms in a team are made aware of the above rules and conditions and have agreed to be bound by them. Although matches will be played under normal Hurlingham Polo Association rules, a degree of flexibility will be exercised at the sole discretion of the Tournament Committee, if required, to assist in the smooth running of tournaments

DISCLAIMER

By purchasing this membership, you agree to be bound by the Rules and Regulations, Orders and Directives of Kirtlington Park Polo Club Ltd and of the Hurlingham Polo Association. Further, you understand the risks involved and enter the polo grounds at your own risk and agree that Kirtlington Park Polo Club Ltd is not liable for any personal accident sustained by you or anyone you may bring to the property. Furthermore, you agree that

COMPANY: KIRTLINGTON PARK POLO CLUB LTD. COMPANY NO. 11248400

**REGISTERED OFFICE ADDRESS: 4 SPITFIRE CLOSE, ERMINE BUSINESS PARK, HUNTINGDON
PE29 6XY VAT REG NO. 296490261**

**POLO
HOSPITALITY
VENUE HIRE
CORPORATE
LEISURE
SOCIAL**

**THE POLO OFFICE
PARK FARM
AKEMAN STREET
KIRTLINGTON
OX5 3JQ
07534 991 303
info@kirtlingtonparkpolo.co.uk**

unless you are covered by the HPA's third party liability you are responsible for the risk posed by your ponies and in accordance with the law, have appropriate insurance to cover your employees.

COMPANY: KIRTLINGTON PARK POLO CLUB LTD. COMPANY NO. 11248400

**REGISTERED OFFICE ADDRESS: 4 SPITFIRE CLOSE, ERMINE BUSINESS PARK, HUNTINGDON
PE29 6XY VAT REG NO. 296490261**