



# Annual Horse-Riding Permit Application Form – 2024/25

Please email the completed form to [riding@ashdownforest.org](mailto:riding@ashdownforest.org)

Or post to: The Ashdown Forest Centre, Wych Cross, Forest Row, RH18 5JP

**We are no longer able to issue permits while you wait.**

If you have any enquires, contact our office on 01342 823583.

Please read the guidance notes and riding regulations before completing the application form.

Failure to provide adequate current insurance documentation alongside this application form or insufficient completion of this form will result in a delay in processing your permit.

**Please note: REFUNDS WILL NOT be given under any circumstances.**

## 1. Your details

Name:

Address: .....

Mobile number: .....

.....

Email: .....

Postcode: .....

Horsebox registration: .....

Address of livery/stable if different to above:

Names of authorised riders (maximum of 3 excluding permit holder)

1.....

Emergency Contact Name .....

2.....

Emergency Contact Number .....

3.....

New Application Y/N

## 2. Membership type - please tick

Annual April 1<sup>st</sup>- March 31st

AFRA Members copy of membership card attached (tick box)

Adult £167.42

Adult (AFRA Discount) £148.82

Child £85.94

Child (AFRA Discount) £75.20

Please note that disabled riders are not eligible for a discount but a carer can qualify for a free permit on condition that documentary confirmation of your disability (Blue Badge or a letter from the Department of Work and Pensions) should be enclosed with your application. The carer permit would only be valid when accompanying the disabled rider on the Forest. **Child Permits are up to and including 16 years old.**

Total to pay: £

## 3. Method of Payment – BACS or card payments preferred

BACS – Use ref: RIDING xxxxx where xxxx is your surname HSBC Sort code: 40 18 39 Acct 5111 6215

Credit/Debit card

Cheque made payable to “The Conservators of Ashdown Forest”

## 4. Terms and conditions

I enclose a copy of my current certificate of insurance – with a minimum of **£5 million** third party public liability   
(Insurance can take the form of a separate Public Liability policy, a Home Insurance policy which includes Public Liability cover, or membership of the British Horse Society). Your details must be clearly visible on the documentation.

I have checked and confirm that all named riders have a minimum of **£5 million** third party public liability cover

I have read and agree to the Riding Regulations and Riding Code of Conduct – detailed overleaf (please tick)

I understand that I must display my permit badge when riding on Ashdown Forest

I understand that Ashdown Forest is a busy, open access space, and that I must not ride recklessly in a way which could endanger the safety or interfere with the comfort and convenience of other users of the Forest

Signed:

Date:

## ASHDOWN FOREST RIDING PERMIT SCHEME

### Guidance Notes and Application Form



Horse-riding on Ashdown Forest is by permit. For **just under £14 per month** the Ashdown Forest Riding Permit gives you access to **130km of riding trails every day of the year**.

Every horse that is ridden, exercised or walked on Ashdown Forest must display a valid permit badge. This is a requirement of the Conservators of Ashdown Forest under Bye-Law 7 of the Ashdown Forest Bye-Laws. It is a criminal offence to ride on the Forest without a permit incurring a fine of up to £500.

#### AUTHORISED RIDERS

**Permits are non-transferable** and should be used by the permit holder and named authorised riders only.

A copy of the applicant's current insurance documents showing the public liability cover must accompany the permit application form. All additional riders must have insurance which is to be checked by the applicant and confirmation of this signed on the permit application form. The public liability cover for all riders must be a minimum of £5 million pounds.

**Permits are restricted to a maximum of three authorised riders + permit holder.**

If you loan a horse, you are required to purchase a permit.

Forest Staff and volunteers are asked to check any riders they see who are not displaying a current badge.

#### How many permits do you need?

For a rider who owns one horse, one permit is needed.

If you own 2 or more horses – you will need one permit for every horse that is ridden at the same time:

- If only one horse is on the Forest at one time, only one permit is required. This permit can be put on any of the horses owned by the permit holder.
- If more than one of your horses are ridden at the same time, you will need a permit for each horse. The other rider(s) must be a named authorised rider on the permit form.
- If you have horses that are kept in different locations, you must have a permit for each location. This is for safety reasons – if you are unseated and the horse is found, we will be able to contact the correct yard.

#### Livery Yards

Permits **MUST NOT** be shared.

If you have any questions about the horse-riding permits please contact the Ashdown Forest Centre [riding@ashdownforest.org](mailto:riding@ashdownforest.org), 01342 823583 or check our website <https://www.ashdownforest.org/enjoy/riding.php>

## RIDING REGULATIONS and CODE OF CONDUCT

- **Ashdown Forest is a busy, open access space with many different users. Therefore, riders may not gallop on the Forest. Walking, trotting, and cantering are the only authorised paces.**
- **The Conservators of Ashdown Forest reserve the right to suspend permits for breach of the Riding Regulations.**
- **Permit badge must always be displayed on the horse where it can be seen easily by Forest Staff and Volunteers. It is in your interest to do so - in the event of a rider being unseated and horse running loose, the permit enables us to identify the horse and contact the right people.**
- **Any rider found not to be displaying a permit will be asked to leave the Forest.**
- **The permit badge must only be used by the permit holder or named riders.**
- **It is the responsibility of the permit holder to check the named riders have the required level of public liability insurance cover. Insurance can take the form of a separate Public Liability policy, a Home Insurance policy which includes Public Liability cover, or membership of the British Horse Society.**

Riding is permitted on:

- fire breaks – these are the unmarked tracks across the Forest, cut and maintained to a width of more than 9 metres (30 feet). Please note these tracks are rough terrain and can be crossed by drainage ditches.
- riding tracks – these may be narrower than 9 metres and marked with Ashdown Forest signs. Please note these tracks are rough terrain and can be crossed by drainage ditches.

Fire breaks and riding tracks can be slippery when wet, please take care and adjust your speed accordingly.

You may *not* ride

- across heathland unless on one of the above fire-breaks or tracks
- on footpaths or any unmarked narrow track
- through car parks except those designated as Horse Box parking (see below)
- on tracks and roads leading to private properties or the fire breaks surrounding private properties
- over recreation grounds or on the Royal Ashdown Forest Golf Club courses
- **at a galloping pace**

Please

- Help protect the Forest by varying routes, by avoiding wet and badly eroded areas, by keeping to the permitted fire breaks and tracks and by keeping out of the sensitive heather areas;
- Close all gates into / out of the grazing area to protect livestock;
- Be aware of the rough and sometimes slippery nature of the terrain and remember that drainage ditches cross tracks;
- Be considerate and courteous to all other Forest users and give dog walkers time to put their dogs on the lead;
- Report all incidents as detailed below or any matter that you feel is worrying or important;
- When cantering, ensure other Forest users are aware you are coming and give them a chance to move away;
- Encourage other riders to follow this Code of Conduct and obey the Riding Regulations;
- Adhere to the marked road crossings

Only the following Forest car parks may be used for horse boxes:

- Box (see bottom of page), Stonehill Road, Nutley (C3) - **closed to boxes on Remembrance Sunday**
- Blackhill, Friars Gate Road (B2188)
- Long, south of Wych Cross (A22)
- Twyford and Broadstone are for AFRA members only

*Parking charge exemptions for Horse Boxes are included in the Permit price. Exemptions only apply to the stated car parks and only while you are riding.*

Please help us by calling **01342 822846** as soon as possible if you see injured or distressed livestock (including deer), incidents of sheep worrying, lost or out of control dogs (especially if they are a danger to you or your horse), fires, fly-tipping or any other incident that you feel may be important.

If you have information about people abusing the Riding Regulations or Code of Conduct, for example those who are riding without a permit, acting in an unsafe or irresponsible manner or causing damage to the heather areas and environment, call us on **01342 822846**

Riders use the Forest at their own risk.