

Gentle Spirit Horses Rescue & Sanctuary Policy & Procedure Manual



Equine Intake & Auction Policy

Effective Date: 1/1/2011
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POLICY

Gentle Spirit Horses Rescue & Sanctuary, Inc.'s (GSH) policy is to take in equines in need.

PROCEDURE

GSH accepts horses, donkeys, mules, ponies, and miniature horses.

GSH accepts intakes in the following order by priority:

1. Seizures and surrenders in cases of neglect or abuse;
2. Adopted equines that need to be returned;
3. Owner Donations;
4. Auction purchase
5. Other intakes on Board Approval on a case by case basis

GSH Intake Coordinator will maintain a waiting list of equines in need. The Intake Coordinator can request to temporarily close the waiting list to donated equines at any time. Such request must be approved by at least two (2) Board members. Upon request of the Intake Coordinator, the waiting list can be reopened to donated equines also with approval of at least two (2) Board members.

AUCTION PROCEDURE

Auction purchases to secure a previously adopted horse or the offspring of a previously adopted horse may be approved at any time. Appropriate legal sanctions against the adopter should be considered in accordance with the adoption contract.

Auction purchases to fill open spots at GSH are a last resort method of intake, and will only be allowed in the case of openings at any GSH location or approved foster home with no other horses on the waiting list. GSH will not approve requests to attend an auction to fill GSH spots during the months of November through April. Attendance at an auction requires Board Approval and an authorized representative will be chosen. GSH will attend a local auction and follow the following bidding procedures:

1. At all times the GSH representative will remain polite and professional, and present GSH in the best light.
2. The GSH representative will make it known to the auctioneer that s/he represents a rescue, the number of openings, and offer to take in, without charge, any no-sale or horses in such condition that makes them unfit for auction that has a chance for rehabilitation and adoption.
3. If no such horses are offered, the GSH representative will be authorized to bid on equines in need, up to an amount specified by the Board of Directors but under no circumstances to exceed \$200/horse. An exception can be made for previously adopted GSH horses (or the offspring thereof) to ensure that the equine remains under the protection of GSH. The GSH representative will use discretion to bid on horses determined most in need, and also with a high chance of rehabilitation and adoption.
4. The GSH representative will not bid against a private home for any equine. The GSH representative is given wide discretion to determine who is or is not a private home, as it can be difficult to establish who the kill buyer or local broker is. For this reason, GSH will only attend auctions that the GSH representative is familiar with to increase the chances of not standing in the way of private homes. An exception can be made for previously adopted GSH horses (or the offspring thereof) to ensure that the equine remains under the protection of GSH.
5. If, after auction, it is determined that the GSH representative was bidding against a private home, and the private home is still interested in the equine, the private party will be offered the chance to adopt the equine at GSH's cost, including any costs of care post-auction, and receive priority processing of their application.

All equines entering GSH from auction will be quarantined for a period of 30 days, unless otherwise recommended by a veterinarian.