

Alberta High School Rodeo Sanction Form-2017-2018

All blanks must be filled in or approval on the sanction will be delayed or refused. No committee is allowed to charge a contestant admission fee to a sanctioned rodeo. Sanction fees to be submitted with sanction form.

Rodeo: _____ Town: _____

Dates : _____ CES Date: _____ (to be filled in by AHSRA)

Directions to Location: _____

Cutting: Yes No Working Cow Horse: Yes No

High School Dist #: _____ Junior Div Dist #: _____

Start time Day 1: _____

Start time Day 1: _____

Start time Day 2: _____

Start time Day 2: _____

Indicate if rough stock for all perms will be held within each individual perf, OR both days of rough stock will be held on one day, if so which day? _____

Indicate where and when the cutting,/cowhorse will be held: _____

Host Committee Contact:

Name _____

Address _____ Email: _____

Phone Numbers _____ Cell # _____

E-mail to send program/entries from CES: _____

Hospital Name & phone #: _____ Ambulance: _____

Rough Stock Contractor

Name, phone #, cell # & email: _____

Time Event Contractor

Name, phone #, cell # and e-mail address: _____

Bullfighters: (2 required). _____

Pick Up Men: _____

Minimum required is 2 pickup men and 2 bull fighters. Announcer: _____

Judges:

1. _____ 2. _____ 3. _____ 4. _____

Timers:

1. _____ 2. _____ 3. _____ 4. _____

Stalling: YES NO Type: _____ Price: _____

If yes, contact info to book stalls: _____

Tying to trailer or self penning allowed: Yes No

Is there a host hotel: Yes No

Name & Address: _____

Phone # _____ Rate & other details: _____

Is there camping fee: Yes No Rate & other details: _____

Do you have any social activities planned for the contestants: Yes No

Provide details including times and locations: _____

Any other relevant details about your rodeo:

Conditions of approval: We the undersigned agree to conduct the AHSRA sanctioned event in accordance with current rules in the NHSRA rulebook & any Alberta specific rules. All rodeo sanction fees must be paid when sanction form is submitted. If the rodeo is cancelled the host committee will forfeit the sanction fees. Proof of committee insurance must be emailed to the district secretary 2 weeks prior to entries.

Authorized Signatures: *(1) _____ *(2) _____

(1)Cell # _____ Email: _____ (2)Cell# _____ Email: _____

Date: _____

If your committee is using the AHSRA logo, letters A.H.S.R.A. on any awards provided you must contact the Alberta National Director for permission prior to ordering any awards.

FEE SCHEDULE: A sanction fee of \$200 for EACH performance & division is payable to the AHSRA.

EG. If the committee is hosting 2 jr perfs & 2 high school perfs on the same weekend, the fee would be \$800.00
It is committee choice if they host a combined event for both divisions or stand alone for either hs or junior division or how many perfs for each division.
Junior Division will be divided into districts to mirror the high school divisions.

Submit this form to your district secretary with the fee. When approved at the district level it will be sent to the provincial office.

District Executive Approval: _____

The committee sanction form must be submitted to the district 90 days prior to the date of the rodeo.

For any questions or help with your rodeo, contact the district executive that pertains to your rodeo:

	PRESIDENT	VICE PRESIDENT	SECRETARY
DISTRICT 1 HS	JOHN MITCHELL	COLIN HOLLYWOOD	LISA BRISTER
	2m2horses@gmail.com	chollywood@rockymtn.com	lisabrister@yahoo.ca
	403-632-9725	403-308-8059	403-466-8065
DISTRICT 2 HS	CRAIG GUTHRIE	DARCY MCKINNEY	JANINE ERION
	Craig.Guthrie@servus.ca	k.mckinney@westwindvet.com	kierion.36@gmail.com
	403-304-0715	780-860-7200	403-583-2110
DISTRICT 3 HS	GARY HAVELL	EUGENE AUCLAIR	CHANTELLE SEELY
	kghavell@telus.net	eakenco@telus.net	chantelleseely@gmail.com
	780-524-4495	780-814-2759	780-296-0097
DISTRICT 1 JR	MARTY BRODERSON	DAVID LONG	PAM TANNER
	martybroderson@outlook.com	dk98.long@gmail.com	mattan@telus.net
	403-894-2810	403-458-3365	403-936-3159
DISTRICT 2 JR	WAYNE SKOCDOPOLE	KELLY POLLITT	ELAINE SCHMIDT
	h.skocdopole@gmail.com	skpollitt_photog@hotmail.com	elaine.schmidt@outlook.com
	403-740-5060	403-391-6972	780-674-5288
DISTRICT 3 JR	BILLY LOWEN	RILEY BUKER	CHANTELLE SEELY
	easyjackcody@aol.com	rileybuker6@icloud.com	chantelleseely@gmail.com
	780-957-3172	780-835-0570	780-296-0097

HINTS FOR HOSTING A RODEO!

After entries close the central entry person will contact you with the numbers of entries in each event and ask for an order of events, and any splits in the events with how many contestants you would want in each section. Central entry will then prepare the rodeo package to send to you via email for your rodeo. In the package the committee receives will be:

- **Contestant receipts** (if your rodeo is 2 performances or more, each rodeo's fee's will be on the same receipt).
- You will need to print these to provide a receipt for contestants when they pay their fees.
- Judge's and Timer's sheets (if your rodeo is 2 performances or more there will be a set of judge's cards and timers sheets for each performance)
- You will **need to print 3 copies of each of the judges' cards**, one for each judge for each event, and one for the timer/recorder.
- Print the form to record all **turnouts and Medical & Vet releases**. The district secretary will come to the rodeo office to pick up this form before your event is completed. If there are any fee's owing to the host committee the district secretary will collect the outstanding fees and forward to the host committee.
- **Program** (day sheet). You will receive a separate day sheet for each performance.
- The host committee is responsible for printing the judges' cards and day sheets (program).
- AHSRA will not be sending out any "hard copies" for you rodeo(s).
- Each day must be treated as a totally new rodeo so the contestants are redrawn each day for positions.
- It is optional if your committee chooses to make a cover page or add additional information to your program.

The program (day sheet) will be in the same order the Judge's cards. A copy of day one of the program will be converted to an excel format so you can cut and paste the contestants into whatever results program your committee will be using to figure out the results of the rodeo.

All the day one contestants will be on the excel sheet, and the only time you will have to add to your cut and paste format is if a contestant entered Sunday only.

When the rodeo package is complete and received by the host committee, **there is no trading out, or moving contestants around in the program to accommodate them for any reason.**

Please make sure your committee members and judges are aware of this policy.

IMPORTANT information for your rodeo TIMERS!!

- As a host committee it is very important that the following instructions are followed in regard to timing the rodeo events. Make sure your timers are aware of this policy.

TIME ALL EVENTS that are hand flagged ONLY TO 10ths
(SW, CR, TR, BAW, GT, RR)

DO NOT record times in the SW, CR, TR, BAW, GT, and RR with any more digits or decimal places than 1.

POLES and BARRELS must be timed with the electric eye and recorded to thousandths. A back up watch time should be taken as well, incase of a timer fail.

The contestants MUST hand in a **Rodeo Release Form** when paying fees. They cannot compete until you receive the completed rodeo entry form and the fees. The district education coordinator will come to the rodeo office to pick up all the rodeo entry forms by the end of your rodeo.

As the host committee it is your decision if you are going to award prizes or payout, and how many placings.

(E.g. by performance or over the average of the number of performances you host.)

If your committee is awarding payouts on the average it will be up to the committee to figure out the average placings.

The AHSRA sanctioned events are set up that each performance is separate rodeo.

Alberta HSRA awards points for season standings based on each performance.

As a committee you will not need to figure out the points awarded.

After the **rodeo is over (Sunday evening) it is very important that all 3 sheets for each event be faxed or e-mailed to the address below** (followed up by these original judges/timers sheets sent by mail). These are the official documents the AHSRA works off of to award the rodeo points and without all 3 sheets for each event we cannot do the audit of your rodeo without them.

jamie.ahsra@gmail.com and then send the original the original Judge's and Timer's cards EXPRESS POST the first working day after the event to:

Jamie Thorsteinson

Box 31

Botha, Alberta

TOC 0N0

Phone: 403-740-3575

Fax: 403-742-2153

Forward all insurance & finals fees collected (\$10.00 per contestant per performance) from the contestants by cheque to:
AHSRA

RR 1, Site 7, Box 1

Olds, Alberta T4H 1P2 or give to the district secretary at your rodeo when she picks up the turnout lists.

Thank you for your co-operation with this.

The AHSRA and Junior Division appreciate all the work and effort your committee puts in to host a sanctioned AHSRA event for our membership.

Thank you again for your commitment to the AHSRA!!

Attached is a sample budget form and rodeo check list that might be of assistance to your committee.

RODEO ENTRY FEES \$ _____
 SPONSORSHIP \$ _____
 GATE MONEY \$ _____
 STALL MONEY \$ _____
 EXTRA ACTIVITY INCOME \$ _____
 PROGRAM SALES \$ _____

INCOME

TOTAL INCOME \$ _____

EXPENSE:

TMED EVENT STOCK \$ _____
 ROUGH STOCK \$ _____
 GOATS \$ _____
 ARENA RENTAL \$ _____
 JUDGES \$ _____
 TMERS \$ _____
 ASSOCIATION FEES \$ _____
 ANNOUNCER \$ _____
 FEED \$ _____
 AMBULANCE \$ _____
 INSURANCE \$ _____
 OFFICE \$ _____
 PAYOUT OR PRIZES \$ _____
 INSURANCE TO AHSRA \$ _____

TOTAL EXPENSES \$ _____

FNAL TOTAL (profit or loss) \$ _____

SAMPLE RODEO CHECKLIST

Arena Director

Announcer

P A System

Judges

Timers

Rough Stock

Rough stock chute boss

Stock Sorters

Rough stock gate people

Rough Stock stripping chute

Timed Event Boss

Stock sorters & pushers

Timed event boss Chute

person to open chute

Neck rope person

Breakway rope tie on person

Calf untiers

In & Out gate people

Person to make sure arena is set up (all pins, stakes & markers)

Person to look after banners & flags & grand entry

Advertising person

Rodeo Office Program Insurance

Stalls

Parking

Hay and Feeding

Hospital Info

Set up Electric Eye

Goat handlers and holders

Horse catcher

Barrel & pole setters

Raking schedule, tractor/water truck drivers

Rodeo office help to take entries, help with the draw, copy and post draw, calculate results and do payout.

Awards person

Fundraising person

Ambulance

Vet

AND A FEW OTHER THINGS TO REMEMBER

Sponsor flags and banners, barrels and covers, back up electric eye, tape measures, tables, chairs, horn, stop watches, quad or tractor with drag, cash and cash box, clip boards, staple gun, tacks, rulebooks.