

Alberta High School Rodeo Sanction Form-2019-2020

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 bookstalls: _____

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 perms & 2 high school perms 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 perms 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. Proof of insurance for your event must be sent to the district secretary 2 weeks prior to the event.

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



NHSRA SAFETY POLICY FORM

STATE/PROVINCE/DISTRICT _____

RODEO SITE: _____

AMBULANCE ON GROUND _____ YES _____ NO

If no:

DEDICATED TRAINED INDIVIDUAL _____ YES _____ NO

AED (Automated External Defibrillator) ON SITE _____ YES _____ NO

FIRST AID SUPPLIES INCLUDING THOSE TO TREAT AIRWAY EMERGENCIES _____ yes _____ NO

Nearest Community Emergency Responder _____

TELEPHONE NUMBER _____

NEAREST HOSPITAL _____

TELEPHONE NUMBER _____

Signature and Date

IMPORTANT information

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
- POLES and BARRELS must be timed with the electric eye and recorded to thousandths. A back up watch time must be taken as well, in case of a timer fail.
- All rough stock and timed event stock must be drawn for at the rodeo by the judges.
- **The contestants MUST hand in a Rodeo Release Form when paying fees.** The signature on this document serves as a liability waiver. Contestants 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 they are awarded.
- Unofficial results are to be posted by the committee after each event as completed by the rodeo secretary.

The AHSRA sanctioned events are set up that each performance is separate rodeo. Official results with points will posted on the website as soon as they are audited and available.

After the rodeo is over (Sunday evening) it is very important that all 3 sheets for each event be-mailed to the address below. These are the official documents the AHSRA works uses to award the rodeo points and without all 3 sheets for each event we cannot do the audit of your rodeo without them.

Please email the 3 judges sheets to jamie.ahsra@gmail.com

Please 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 T0C 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 Box 5844, High River, AB T1V 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.

Attached: further information that might be of assistance to your committee.

SAFETY POLICY

Each Sanctioned rodeo and finals must have the following as a minimum:

Ambulance mandatory in towns where rodeo is held without hospitals, with option to call in another for transport if needed, but the following are the minimum standards accepted:

- Minimum of Basic Life Support Medic on site
- To be considered adequate, safety personnel must have Emergency Medical Technician (EMT) qualifications or higher.
- AED (Automated External Defibrillator)
- First Aid supplies, back board
- Must submit in sanction form the nearest hospital to rodeo site
- Must submit with sanction form the nearest emergency responder with contact info
- Must have a reliable landline or cell phone signal
- The Rodeo Officials will not start or continue a performance or without a EMT on site and/or ambulance present.

On the approval form, committees MUST state the company and/or firm supplying the SAFETY OR Ambulance Service.

Veterinarian & Care of Injured Livestock A veterinarian must be ON CALL in attendance for each performance with the proper equipment should it become necessary to euthanize an animal.

In the event that the paramedics/safety personal are busy with a contestant, or should have someone in the ambulance, it is most important the rodeo is stopped or help up until such time the emergency service personal are available and their full attention can be given back to the events at hand.

All competition must stop if the emergency service personal are busy with a previous incident.

It will be the responsibility of the adult district/division executive in attendance to ensure this happens and the committee is aware of the policy.

A suitable conveyance, such as a stone boat, must be available to remove crippled stock from the arena and tarps to cover or surround an injured animal.

All injured and/or crippled livestock must be attended by a qualified veterinarian, be isolated from other livestock and/or removed from the premises.

SAMPLE BUDGET FOR A RODEO

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

TOTAL INCOME \$ _____

EXPENSE:

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

TOTAL EXPENSES \$ _____

FINAL TOTAL (profit or loss) \$ _____

SAMPLE RODEO CHECKLIST

- Arena Director
- Announcer
- PA System
- Judges
- Timers
- Rough Stock Chute boss
- Timed Event Chute Boss
- Stock Sorters
- Rough stock gate people
- Rough Stock stripping chute
- Stock sorters & pushers
- Person to open Timed Event chute
- Neck rope person
- Breakaway 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.

It is suggested that host committee's purchase stock insurance if they do not currently carry it. WARMA is reasonably priced and covers rodeo stock.

Committee Entry desk duties at your rodeo

- Arrange the binders with receipts for entries
- Ensure any charges have been made to receipts (turn outs, change in contestants) share information back and forth with the rodeo office
- Have the turn out sheet at front of binder and add all charges entry fees x 2 = Entry fee \$30 + \$60 = \$90 also must include finals fee and insurance fee for each day
- At the end of rodeo provide a copy of the turnout sheet to district secretary to collect fees
- Only put in cash box the entry fee funds no other money goes in
- At end of day balance the entry fees collected – turnouts to the balance sheet provided by AHSRA in package emailed to you.
- Check for previous turn out fines that need to be collected and keep these funds separate to go directly to those committees
- Any turn out fines collected can be given to the district secretary.
- Give the district secretary or mail the AHSRA portion of the insurance and final fees collected when the entry fees were paid.