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2018 Foothills Cowboys Association RODEO APPROVAL & DATA SHEET

ALL INFORMATION MUST BE COMPLETED FULLY

RODEO INFORMATION

Name of Rodeo:	Dates of Rodeo:
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VENUE INFORMATION

Venue Address (physical address of venue):	
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PERFORMANCE INFORMATION

Rodeo Start & End Dates

	Date	Start Time	
Date of Performance #1			FCA SLACK ORDER: LBR, JBR, CR, SW, TR.
Date of Performance #2			
Date of Performance #3			
Date of Performance #4			
Date of Slack-if necessary			
**usually just Timed Events - please indicate if any Roughstock will be in Slack			

EVENT	PRIZE MONEY	ENTRY FEE	AWARDS (if any)
MAJOR EVENTS	minimum \$400	min \$50 (10% of purse suggested)	
BAREBACK			
BULL RIDING			
CALF ROPING			
LADIES BARREL RACING			
SADDLE BRONC			
STEER WRESTLING			
TEAM ROPING - HEADER			
TEAM ROPING-HEELER			
MINOR EVENTS	minimum \$300	10% of purse	
JUNIOR BARREL RACING			
JUNIOR STEER RIDING <small>(please specify if bulls will be used)</small>			
MINOR OPTIONAL EVENTS	minimum \$300	10% of purse	
JUNIOR BULL RIDING			
NOVICE HORSE RIDING			
BREAKAWAY ROPING			
PEE WEE BARREL RACING			

* awards to be distributed by the committee **call FCA for address of champions.

CONTACT PERSON FOR RODEO INFORMATION:

Name:			
Address:			
Phone:	Home	Work	Fax
Email:			

***this page must be sent to FCA 90 days prior to rodeo**

FCA Entry Information for _____ Rodeo:

FCA members must enter ONLY through FCA Entry Office (1-403-453-0845) 9 a.m. until 3 p.m. on the Entry Date: _____ (the Wednesday 1 1/2 weeks prior the rodeo.) (call FCA for date)
FCA Members can enter their Online Entries via our Rodeo Management System

Local Entry Information to:

*** this is important as we need it for the website**

Name:	
Address:	
Phone:	
Entries Open:	
Entries Close:	

**** IMPORTANT: Rodeo Committee must guarantee all entry fees for local entries. Your Committee can choose to not have local entries or limit to only a certain area (IE: 100 km radius). Local entries must be submitted by fax or email to FCA Entry Office by 2:30 pm on FCA entry day.**

Rodeo Secretary Information:

**** FCA can provide a Rodeo Secretary upon request**

Name:			
Phone:	Home	Work	Fax
Email:			

****Please note that a "secretary's workshop" is available if required OR FCA can provide a rodeo secretary should you need one.**

Gate Information:

Will the committee charge contestants admission at the gate? _____ YES _____ NO
If yes, please state amount of gate admission. \$ _____

*****Contestants must be reimbursed the gate admission amount in cash when paying entry fees ****
***** FCA requests that no gate admission be charged for Slack**

Rodeo Kit Information:

Rodeo Kit will be sent by email (mostly in PDF) with instructions for printing.

Approval Fees:

Approval and Signature on this application signifies that your rodeo will abide by the Rules and Regulations as set out by the Foothills Cowboys Association.

a) approval fee for 1 or 2 performances		\$ 150.00
b) additional performances (\$50.00 each)		
c) GST on total amount (a+b)		
	Amount Enclosed	

This is the only \$\$ your Committee will pay the FCA.

PLEASE COMPLETE THIS FORM AND RETURN WITH APPROVAL FEE TO FCA OFFICE, MUST BE RECEIVED SIXTY (60) DAYS PRIOR TO RODEO START DATE.

Signature of Rodeo Committee President: _____

Office use only:
FCA Approval: _____
(as per Board of Directors)

Date Approved: _____

***this page must be sent to FCA 60 days prior to rodeo**

Added Events:
Additional Functions/Dual-Approval/Comments:

RODEO INFORMATION SHEET

*****this page/information must be complete & sent to the FCA one (1) month before rodeo**
*****all personnel must have current FCA membership in place two weeks before rodeo date**
*****your committee is liable for any personnel working at your rodeo that does not have a FCA m/s**
*****membership # of all personnel you hire must be recorded where indicated.**

Name of Rodeo:		
		**call FCA office for card #'s
Roughstock Main Stock Contractor:		Membership Card #
Roughstock Sub-Contractor(s):		Membership Card #
Timed Event Sub-Contractor(s):		Membership Card #
** only approved Stock Contractors & Sub-Contractors with 2016 m/s can provide stock for any FCA Rodeo.		
Pick Up Men:	1	Membership Card #
	2	Membership Card #
Bull Fighters:	1	Membership Card #
(must have 2)	2	Membership Card #
Announcer:		Membership Card #
Timers:	1	Membership Card #
	2	Membership Card #
***one timer must be a FCA Member & an approved timer		
Chute Boss:		Membership Card #
Clown/Barrel Man		Membership Card #
Contract Acts		Membership Card #

** if your stock contractor is supplying pick up men and/or bull fighters it is still the committees responsibility to make sure they have a FCA membership. ** if you need an Announcer, Timers, Stock Contractor - we can help you!

JUDGES:	1
**Approved Judges are appointed by the FCA Judging Committee & Director (If you like you can request certain Judges from the approved list, only 2 are required, but pick 3 in case 1 is not available.)	2
	3

SPONSOR NOTE: the FCA issues each of it's Major Sponsors a "SPONSORSHIP PASS" for free entry into all FCA Mother Rodeos. Please inform & prepare your gate staff to accept these passes. Your Committee can send them in for reimbursement from the FCA.

Signature of Rodeo Committee President: _____

***this page must be sent to FCA 30 days prior to rodeo**

NOTES to FCA Rodeo Committee

**** Committee receives \$5/contestant (deducted on Balance Sheet)**

Average Entries are 300 - so you would keep \$1500 for your expenses

**** Committee may receive a rebate = to 1.5% of total payout if single approved FCA (ask FCA office for details)**

**** LBR/JBR barrels to be 45 gallon metal drums-closed ends**

**** FCA TAKES ALL ENTRIES (except local), PREPARES RODEO KIT (emails to your Rodeo Secretary-Kit includes Judges Cards, Receipts, Payout, etc.), & does the RODEO PAYOUT (once Committee check is received) by Direct Deposit into the members bank account - must faster & more efficient!!**

**** All Entry Fee payments are made to the Committee, the Committee then pays the FCA one payment for all Entry fees collected & added money. If a Committee has any NSF ck's returned to them, the FCA will pay the Committee & collects from the Member. It is important to note one each contestant receipt if they can write a check. Instructions are included in Rodeo Kit for this.**

**** Rodeo Committee decides how many performances they want, and how many will be in each performance, & when slack will be. The FCA will help in anyway possible to work with your committee & other FCA rodeos on the same weekend.**

**** LOCAL ENTRY SHEET can be supplied with ENTRY FEE AMOUNTS FOR LOCAL ENTRIES**

**** the FCA has 7 carded RoughStock Contractors to choose from & 3 Timed Event, a new Stock Contractor can purchase a card after he brings a new Rodeo to the FCA Circuit**

**** Rodeo Committee pays the Judges \$200/judge/perf or slack**

Judges are appointed by the FCA Judging Directors & must be qualified current FCA Members

**** FCA has supplied a "worker list" Committee - many volunteers are needed to host a rodeo.**

Timeline of FCA Entry System:

1. FCA office needs your ORDER OF EVENTS by your Rodeo Entry Day
2. Call-in entries taken on Wednesday 1 & 1/2 weeks prior to Rodeo will be noted on Approval Form
Online entries are open for 5 days prior to Call-in entry day.
3. Local entries are required to be confirmed with payment & emailed to FCA Office by 2:30 pm on FCA Entry day
4. Callback days may change - please ask when Callback for your rodeo is so you can let your Local Entries know when & how to call back
5. After Callback the FCA Office will send Final Event #'s to your Stock Contractor
6. Stock Contractors send their Stock list to the FCA Office by 10am on MONDAY-week of your rodeo.
7. Trade Deadline is 3pm on Monday prior to your rodeo.
8. At 3pm on Monday the FCA Draws the RoughStock for your rodeo & emails you a list of entries with stock for your Rodeo Program.
9. Tuesday before your rodeo you will receive your RODEO KIT by email.
Instructions for printing out the kit are provided.
10. At the end of your Rodeo, we ask that you email or fax the UNOFFICIAL RESULTS to the FCA office, so we can post them on our website
11. The Kit is then returned to the FCA Office & your rodeo is paid out.
**** includes original Judges Cards, Infraction Report, Judges forms, & cheque for payout.**

If you have any questions at any time, please call the office 403-453-1472. Thanks!

Suzanne Kelly

FCA Secretary/Manager