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**Welcome to the National Senior Pro Rodeo Association!**

**This is your NSPRA Rodeo Manual, a guide to planning a Senior Pro Rodeo. As you peruse this guide, it will answer some, if not all, of the questions you have regarding an NSPRA rodeo.**

**Many of you have worked behind the scenes of rodeo and may find this information repetitive, others may be new at this. We hope every rodeo committee finds the information useful and assists them in promoting a great event.**

**Should you have any questions regarding producing your rodeo, either call the National Office at the number above, or call:**

**NSPRA Sanction Chairman  
Terry Sills  
602-615-6056 (cell)  
e-mail – [tcsills@q.com](mailto:tcsills@q.com)**

**Thank you for your commitment  
to the NSPRA!**

# **NSPRA - RODEO MANUAL**

NSPRA has some National Sponsors that we need to recognize at our local rodeos. We ask that you try to accommodate us with banner space on your arena fence for our National Sponsors. We also ask that you help with sponsor's banner presentations during the grand entry. Rodeo Queen, Princess, Drill Team, Mounted Posse, or any other mounted group could assist. We may also ask for a sponsor flag to be presented in between events at the performance.

We'll try to have a NSPRA photographer at each rodeo and ask that you accommodate them with a good visible spot to park their vehicle to sell their photos. They'll be happy to provide your local media with photos from the rodeo. You are welcome to also have local photographers take shots of your rodeo. Make sure they sign a waiver of liability in case of injury.

Chartered as a non-profit organization in May of 1979 for the purpose of being benevolent and charitable, NSPRA strives to promote the great sport of rodeo. Many of our 600 plus members World wide are former RCA or PRCA qualifiers and World Champions, and still want a shot at a World Champion Gold Buckle at the *Senior National Finals Rodeo* in Las Vegas, NV. NSPRA has an established Cowboy Crisis Fund as well as a Senior Pro Rodeo Museum and a Hall of Fame located in Hamilton, MT.

More information on the NSPRA, including digital JPEG action photos, can be obtained by calling the National Senior Pro Rodeo Office in Wickenburg, Arizona at 1-928-684-9566 or e-mail us: [info@seniorrodeo.com](mailto:info@seniorrodeo.com). The official National Senior Pro Rodeo Association web site can be found on the Internet at [www.seniorrodeo.com](http://www.seniorrodeo.com).

## **Promoting Your Rodeo**

### **Public Relations, Advertising and Publicity**

Too often, committee members responsible for the publicity of their rodeo fail to realize the importance of legitimate promotional work. Hopefully you have an energetic and experienced PR person or company in your community that can assist you in the right direction.

This chapter is dedicated to explaining not only the importance of the many steps of promotion and publicity, but also describing how to best perform the necessary tasks that will ensure a quality event. Read and analyze this chapter. It is one of the most important areas to the success of your rodeo!

### **Know What you are Talking About**

Stop the average person on the street and ask him to define public relations, publicity and advertising. The answers you receive probably will be as varied and confused as the number of people you ask. More than likely, most people will mistakenly identify all three as forms of news coverage.

No matter what the general public believes, public relations, publicity and advertising are three distinct and equally important entities. Remove any of the three, and your rodeo will suffer in the eye of the public and, eventually, at the gate.

So, before you get stated on your new job, take a moment to acquaint yourself with what you should be doing.

## **Public Relations**

### ***Grossly simplified, public relations is handshaking!***

The name of the game here is to create good will through personal contact. It is imperative to demonstrate to citizens of your city and members of your business community that the rodeo is an event that benefits everyone. Valuable public relations can be achieved by getting out and communicating with all kinds of groups about your rodeo.

Most rodeos are a community wide event. A blending of efforts by everyone from the newspaper publisher to restaurant owners to cabdrivers. You would be surprised what people are willing to offer a community project, if someone would take a second to ask. An important thought to remember is that public relations, perhaps more than any other component of your rodeo, must be a year-round effort. Nothing is more detested than an insincere hello followed by a donation request.

Be certain that members of your rodeo committee understand the details and ramifications of your rodeo and are willing to share, in a friendly manner, those facts with anyone willing to listen

## **Advertising**

Strong, logical and well-planned advertising can lend a big boost to several areas of your rodeo... not the least of which will be ticket sales. Advertising includes purchasing broadcast time on radio or TV, or space in a newspaper or magazine to promote your event. It very often can reach a target audience that otherwise would not be informed about your rodeo. However, while advertising should be viewed as a strong tool, it should never be used as an exclusive solution to your promotional tasks.

## **Publicity**

Publicity is placing your event in the public eye. Obviously, there are an unlimited number of ideas that can be used to gain positive publicity for your rodeo. The most common vehicles, however, are through stories printed in publications or broadcast on television and radio.

Through good publicity you not only create good will for your event and association, you also ensure yourself a larger audience in the grandstands. Of the three concepts described in this section - promotions, publicity and advertising - publicity is probably the toughest to achieve.

Here are a few rules to remember:

### **Nobody owes you free publicity.**

No news source - whether it is broadcast or print - owes you anything you don't pay for. Although most media outlets are glad to supply news coverage of any legitimate affair, the final decision rests with them. It is your responsibility to see that the editor or news director feels your event is of vital interest to his audience. This is truly to the benefit of your rodeo; without free publicity, your advertising costs will certainly soar, or your gate receipts will undoubtedly plunge.

### **Publicity doesn't just happen.**

Don't make the mistake of announcing your event, then sitting back and waiting for the stories to go to print. If you want to be successful in publicizing your rodeo, you're going to have to get out and work at it - and that means doing more than making a few phone calls or writing a press release or two. Someone with the rodeo needs to personally contact media representatives and

explain to them all the important details. Also, when a media representative is in need of information or a person to interview, make sure he gets it. Rodeo is often a once -a-year event for the local media personnel, so those people usually are not familiar with the subject.

Don't be shy about approaching editors and news directors regarding your rodeo. Without your help, they are almost sure to go uninformed.

### **Don't confuse advertising with publicity.**

Advertising you pay for ... publicity you don't. Advertising supplies details, such as where and when the rodeo will be held. Publicity expands on that information and helps sell the news value of your event. The bottom line here is that you come up with a balanced strategy that not only places your rodeo in the attention of the media, but also fills your grandstands.

## **How to Fill Your Rodeo Grandstands**

### **MEDIA:**

There are two types of media exposure for your event. One is the type you pay for, like newspaper, radio or TV ads. The other is unpaid media, like newspaper articles, radio or TV interviews, *Letters to the Editor* in local newspapers and radio *disc jockey wars*. Both paid media and unpaid media are critical components to your rodeo marketing campaign.

There are many ways to *stretch* your paid advertising budget. If you have radio stations in town, or stations with a signal into your town, ask one of them if they would like to Co-Sponsor your rodeo. Tell them you are willing to buy some ads, but in order to make this a huge event, you would like them to be a Co- Sponsor of your rodeo. In addition to the ads you buy, you would like them to run a lot of extra ads promoting the rodeo. For this, they become one of the major sponsors of your rodeo.

For example, "*KGUN Radio and the Hermiston Rodeo Committee present the 6th annual National Senior Pro Rodeo, July 25'h*". If one station won't go along, go to the other station. Radio is such a competitive business, that they all want to be the "Big Dog on the Block", and that works in your favor. If there are no radio stations available, try the same approach with the local newspaper.

As far as paid advertising goes, many committees use a lot of radio and it really works well for them. Don't fall into the trap of thinking that all your rodeo fans only listen to country music. If there is a good rock and roll station and they are willing to work with your committee and help you... use it, too. Rodeo is entertainment that appeals to a much broader audience than just the country music crowd. Don't try to get by with 2 or 3 ads a day on the radio. We recommend about 5 per day three weeks out from the rodeo, and 8-10 ads per day the last 4 days before the rodeo. If you have to conserve your ad budget, try running your radio ads every other day or even every third day, in the weeks before the rodeo ... but don't cut down on the number of ads per day. Go every day, the week of the rodeo. Make sure that the radio stations do several different scripts to rotate, so that you are not running the same ad every time.

We suggest you use some newspaper ads, about 2 column by 6 inch, several weeks before the rodeo, and then a bigger one of about 4 columns by 10 inch the day before the rodeo. In addition to your own newspaper ads, a good thought here is to see your local merchants, and ask if they would each use some of their regular newspaper advertising to promote the rodeo. The main body of their ad copy would be the details of the rodeo. They could use the last few inches of their ad for your rodeo to promote their sponsorship of the rodeo. "*This ad sponsored by the Hometown Cafe, inviting all rodeo fans and contestants to stop by for the best home cooking you've ever tasted (next to your Mom's)!*"

Posters are another good way to advertise your event. Most beer distributors will print up posters for your rodeo, with their beer brand on the poster. Just call up the distributor and ask for the sales manager. **DO THIS EARLY!** It sometimes takes them a month or so to get them printed, and then you'll want to have them up for a month. Ask them if they'll have their drivers put your posters up on their delivery routes, in the bars and grocery stores they deliver to.

Then, get several friends or committee members and take a Saturday to run around and put up posters in other places, like laundromats, feed stores, western stores, restaurants, service stations and any other business with lots of traffic. It's a good idea to try to get your posters out as far as 100 miles, if you can. Develop a pretty good network of friends who travel in our area for their daily jobs and love rodeo. Ask them to take some posters with them when they go out of town to deliver fuel, sell car parts, buy cattle, haul hay, visit relatives, or for whatever reason they travel.

If your beer distributor can't do the posters, maybe someone else will sponsor them for you, if you put their company name or logo on the posters. Or, if there is an Insty Prints within your area, they often have a package of free posters for non-profit groups. If not, then bite the bullet and pay for them... but do it right. Your local print shop usually has a type setting department, so tell them you want a real nice looking poster with some rodeo graphics on it. Ask for a nice type style ... not just block letters. Have your posters printed on heavy card stock. We suggest *at least* an 8 1/2 by 14 inch size, and even larger, if your budget allows or if you have a sponsor. It doesn't cost much more to have 200 printed, than it does to have 50 printed, **so go for it!**

Billboards would also work well, if you have the budget. Make sure they are simple and easy to read at 60 miles an hour. That means not much copy. All you need is a graphic of a bull ride, the name of the rodeo in huge letters, the dates in smaller letters underneath, the rodeo arena and the town.

As far as **free media** goes, it is pretty simple, yet very important to your rodeo. Try to get a good relationship going with your newspapers, both in your town and in the larger towns nearby. Stop by and ask to see the entertainment editor, sports editor, or both. Tell them all about your rodeo, who usually comes to it, stats on contestants, past champions in PRCA, WPRA and NSPRA who will be there. Also, the make-up of your committee, what goes into putting on a good rodeo, and if the proceeds go to any charity or community organization. In addition, let them know the dates, admission prices, concessions, location, performance times, any other events in conjunction with your rodeo, your local contestants and anything else you feel is newsworthy.

You should see them about two months before your rodeo, just to alert them that it is coming and ask them to do a preliminary story. Then, come back 15 days before the rodeo with more information for a more in depth story. Also ... **MAKE SURE THEY GET A DOZEN COMPLIMENTARY TICKETS, ESPECIALLY THE PHOTOGRAPHER AND REPORTER.** You want them to feel free to bring their friends or family and really enjoy your rodeo. This almost assures that they'll write up a nice story on your rodeo and a wrap up story after the rodeo.

The same principle applies to your local radio stations, and those in nearby towns. Ask for the Program Director, and see if he or she will interview one of your committee members on the air, the week of your rodeo.

If you get some contestants in town prior to the rodeo, take a couple of them to the radio station(s) the day before the rodeo for an interview about life on the road for NSPRA contestants. Make sure the radio station has lots of comp tickets, too. It's better to give the radio stations 100 comp tickets to give away on the air, than to have empty seats in your stands. It also gives you a plug for your rodeo each time they give away a pair of tickets on the air.

Another good idea is to see if several radio stations will have one of their Disc Jockey's compete in a calf tying contest at the rodeo. This way, you get on the air all the rodeo week about who is the **fastest radio calf tier** in the area. Even if you only have one radio station, have the Morning DJ challenge the Afternoon DJ to the contest. The radio listeners will come out in droves to see what happens. This also works well with the local stations versus the out of town stations, as they usually hate each other and have big rivalries.

Another way to make sure you have a great crowd is to have a block of free passes printed for school children, when accompanied by a paid adult. Start with first grade and go up through the grades, depending on how big your grandstands are. If you can seat 3,000 people, it makes sense to get several hundred free passes to the kids. They'll bring a paid adult and will make your crowd bigger, which always impresses sponsors!

Another avenue for publicity is the area tourism organizations and publications. They need to know the basic information about your rodeo at least eight to ten months in advance, as they publish yearly event calendars about the first of the year. Check with your local Chamber of Commerce for information about State Tourism Groups and Tourism Publications, and then contact them to give them information on your rodeo.

## **VISIBILITY:**

In conjunction with your media advertising, you need to have visual reminders everywhere you can. Try to have an across-the-street banner put up on the busiest street about three weeks before the rodeo. Your local sign shops can make you one of these, but be careful what you order. Ask for 18 oz. banner material, with heavy sewn reinforcements on the corners and heavy snap hooks every two feet on top. Also, it is critical to ask for wind pockets, which are half moon slits in the banner at frequent intervals. This lets the wind through the banner, and it has less chance of ripping or making like a big kite and taking off for the next county. Ask to have the power company, Cable TV company, volunteer fire department or a tree pruning service use their bucket truck to put it up. If you can, use a four foot by 24 foot banner. Also, make sure they run a piece of light stranded cable across the street, from pole to pole. This way they can snap the hooks every two feet on the top of the banner onto the cable and it will not sag in the middle. Then you just tie off the four corners, snap your top hooks every two feet to the top cable and your banner looks great. You can reuse it each year, as it is simple to leave all the lettering on it, and just have the sign company peel off the date each year, and put on a new date. They use vinyl lettering, which they can peel off easily, so it can be changed. Get your banner down right after the rodeo, and be sure to roll it ... not fold it, with the letters out, and it will stay nice looking for years.

A **free** visibility tool is to approach merchants within 50 miles or so, who have reader boards or changeable letter signs in front of their business. Ask them to put your rodeo and dates on their reader boards, the week before the rodeo. Even in small towns, you may find as many as 50 businesses within 20 miles who have changeable letter signs out in front of their stores, and it makes a huge impact when the majority of them have your rodeo and dates on their signs. People can't drive anywhere without seeing something about the rodeo.

The day of the rodeo, always put a 4x4 sandwich board with lettering on both sides, on the corner of the highway leading to the rodeo grounds, with "**RODEO TONIGHT, 7pm,**" and a **big arrow** pointing towards the rodeo grounds. You can make the sandwich board yourself, with two pieces of plywood, some hinges and several coats of white paint. We strongly suggest taking the finished sandwich board to a sign shop to have it lettered. This will cost very little, and looks much nicer than using a stencil ,or worse, a Magic Marker.

Another idea is to have some table tents printed with information about the rodeo, and put them on tables in restaurants and on the TV sets in motels. A table tent is simply a stiff sheet of paper, folded in half so that it stands up like a tent. You have the basic rodeo information printed on both sides. Ask your print shop what kind of paper stock would work best, and just put a little piece of tape on the inside about two inches from the fold, going from one side to the other, so that it stays like a tent and doesn't slide down flat. The print shop may have a better idea for you. Everyone who eats in your local restaurants will see them and read about your rodeo while they are waiting for their meal.

## **BUSINESS & CIVIC GROUPS:**

Try to get the different groups in the area to be familiar with your rodeo. Go to the local Chamber of Commerce and the Merchants Associations, Service Clubs and ask to be put on the next meetings program, to give a little talk about the rodeo and who it brings to town. Talk about the hundreds of contestants who are in town and buy things, and the many out of town fans who come for the rodeo.

Also remind them that the rodeo gets local people out of the house and moving, so that the merchants get a shot at their business when they are coming to town for the rodeo. Ask them to get involved by having rodeo promotions or sales. Make some tickets available to them at a discount, so they can give them away to customers who make good purchases.

The added value to you is that the merchants then advertise their **RODEO SALE** or **RODEO PROMOTION**, and get more people thinking about the rodeo. In fact, people just can't get away from seeing or hearing about the rodeo ... and that is what event marketing is all about.

## **OTHER:**

As mentioned previously, we are in a battle with many other forms of entertainment to grab a share of the discretionary entertainment dollar. You and I love rodeo for the pureness of its great tradition. However, to get to more than just the hardcore rodeo fans, you need to have a lot of things going on at your rodeos, and make it an adventure!

Start with the basic rodeo, and add entertainment building blocks that will bring in a crowd that might not just come for the rodeo. Some of the added events might be a Western Art Show organized by the local arts community and held at or near the rodeo grounds. How about a craft show spread out leading into the entry to your grandstands and organized by a local craft and hobby group or craft shop? Or, maybe a flea market with tables for anyone who wants to bring something for sale?

Another idea is to invite a local classic car club to your committee meeting and ask them to organize a classic car show at the rodeo grounds. You'd be surprised at the people who show up for this, and then stay to enjoy the rodeo.

Ask the local JayCees to organize an "Ugly Truck" contest, and give the winner a paint job at a local body shop that you can trade for a sponsorship. It will be easy to rope off an area at the rodeo grounds and have people push, pull or drag the "*Ugliest Truck in the World*" to the contest, and then have people drop coins in a jar as their vote for the ugliest truck. Donate the proceeds to the Jaycees "Toys for Tots" program.

Another possibility is the *Millionaire for a Day* idea. Each night, pick a rodeo fan from a registration box at the grounds, and make them a "*Millionaire for a Day*"...by giving them the interest on a Million Dollars for one day. That amount comes out to \$136.99. Here's the way you compute it: \$1,000,000 times 5% interest is \$50,000 divided by 365 days equals: \$136.99. It's not a lot of money, but it sure sounds good to say that some lucky rodeo fan will become a "*Millionaire for a Day*."

If you have a local McDonalds, Wendy's, Hardee's or other fast food outlet, ask them for 100 free hamburger coupons, and advertise that every 20th or 30th rodeo fan who comes through the gate gets a free burger from the restaurant.

We hope you see where all of this is going. It's not just a rodeo you're putting on ... it's an **exciting adventure**, like the County Fair, where there are many things to see and do. The more diversified you can become to your fans, the more you move to the top of their list of things to do that weekend ... even for those people who are not hard core rodeo fans.

The more paid seats you fill at your rodeo, the better chance you have of making your rodeo secure for the future. The secret is to not try to do it all yourself or to burn your committee out. Develop a plan early and then start recruiting different groups to get them involved with you. Make a list of just a few things you will get done each week, for six months before your rodeo. By the time your rodeo rolls around, you'll be surprised at how many things you accomplished and how many more people will be anxiously waiting for **YOUR BIG RODEO!**

## **Companion Pass Program**

When each NSPRA member renews their membership card for the rodeo season, they also receive a Companion Pass for that year.

A Companion Pass allows one family member of each contestant's family to attend the rodeo at no charge. They carry this card with them all year and present it at your rodeo gate.

If your gate personnel are presented with this Companion Pass during your rodeo, the person holding this card must be allowed into the rodeo at no charge.

# SAMPLE RODEO PRESS RELEASE

*(Rodeo action photos are available in .jpeg format upon request. Please contact the NSPRA National Office at 928-684-9566.)*

Imagine the courage it takes to climb on a 2,000 pound Brahma bull and try to hang on for 7 seconds, in front of an arena crowded with rodeo fans. Sounds like a lot of fun, right? Now, try to imagine getting up on that same bull when you're 57 years old! How about climbing on a barrel racing horse when you're 71 and flying around the arena at breakneck speed, or bulldogging an 800-pound steer when you're 58? It's dangerous when you're in your 20's and some would say it's suicidal when you are at retirement age, but that's the essence of Senior Pro Rodeo!

On \_\_\_\_\_ (date), hundreds of National Senior Pro Rodeo contestants will gather at \_\_\_\_\_ (name of arena). They come from all over the western United States, Canada, and the World to compete for prize money and coveted World Championship points. What sets these folks apart is their age. At a time in their lives when most people are settling into a comfortable retirement, these visitors to our area come to ride bulls, bareback and saddle bronc horses, wrestle 800-pound steers, rope calves and team roping steers. The ladies come to race their favorite horses around three barrels in a cloverleaf pattern at breakneck speed and run as fast as they can in the ribbon roping competition.

The event they all come to \_\_\_\_\_ (city or town) for is the big National Senior Pro Rodeo. You can't enter if you're not old enough to have grandkids. Our members range from 40-75 years of age. The winners can usually turn in scores or times that would make kids half their age a pretty good check on the PRCA circuit. They're not here to play. With a World Championship at the end of the year on the line, they come to win!

The National Senior Pro Rodeo circuit starts in Arizona in January, and then moves slowly through the western states moving north as the weather warms. About 1,000 rodeo professionals belong to the association. They travel to over 70 rodeos a year, working towards a coveted spot at the Senior National Finals Rodeo (SNFR) to be held in Las Vegas, NV.

The \_\_\_\_\_ (name of rodeo) is scheduled for) \_\_\_\_\_ (dates) at \_\_\_\_\_ (times) at \_\_\_\_\_ (location of rodeo grounds). Tickets are \$\_\_\_\_\_ for adults and \$\_\_\_\_\_ for children. Concessions are available and the gates open at \_\_:\_\_. Further information may be obtained by calling \_\_\_\_\_ (contact name) at \_\_\_\_\_ (phone number). We'll see you all out there for the Senior Pro Rodeo!

<b>Rodeo Work Sheet</b>	<b>Person Responsible</b>	<b>Cost</b>	<b>Date Completed</b>
Stock Contractor			
Judges			
Secretary			
Timers			
Announcer			
Pickup Men			
Bullfighter			
Barrel man			
Chute Boss			
Flag Carriers			
Ticket Sellers			
Ticket Takers			
Ushers			
Security			
Traffic Control			
Doctor			
Veterinarian			
Concessions			
Program Sellers			
Cleanup Crew			
<b>Arena</b>			
Arena Rental			
Dirt (applicable if indoors)			
Chutes			
Holding Pens			
Scoreboard (optional)			
Sound			
Lighting			
Music			
Ambulance			
Tractor and Harrow Bed			
Sled			
<b>Stock</b>			
Pickup Horses			
Grand Entry Horses			
Feed			
Water			
Local Transportation			
Stalls and Pens for Contestant Horses			
<b>Miscellaneous</b>			
Prize Money Checks			
Printing Tickets			
Ticket-by-Mail Reservations			
Committee Liability Insurance			
RV Hookups/Overnight Contestant Parking			
Public Parking			
Reserved Seats- VIP (optional)			
Reserved Seats - press			

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# NSPRA RODEO CHECKLISTS

## LONG TERM:

\_\_\_\_\_ **Rough Stock Contractor Agreement**

\_\_\_\_\_ **Timed Event Cattle Agreement**

\_\_\_\_\_ **Judges**

\_\_\_\_\_ **Announcer**

\_\_\_\_\_ **Arena Contract**

\_\_\_\_\_ **Motel Reservations**

\_\_\_\_\_ **Pick Up Men**

\_\_\_\_\_ **Timers/Secretaries**

\_\_\_\_\_ **Groundskeeper**

\_\_\_\_\_ **Insurance**

\_\_\_\_\_ **Arena Fence Flagging &  
Barrels (solid at both ends)**

\_\_\_\_\_ **Ambulance**

\_\_\_\_\_ **Ticket Takers/Sellers**

\_\_\_\_\_ **Porta Potties/Garbage**

\_\_\_\_\_ **Program Sales**

\_\_\_\_\_ **Arena Banners**

\_\_\_\_\_ **Security**

\_\_\_\_\_ **Drill Teams**

\_\_\_\_\_ **Proposals to Sponsors**

\_\_\_\_\_ **Concessions**

\_\_\_\_\_ **Advertising**

\_\_\_\_\_ **News Releases**

\_\_\_\_\_ **Comp Tickets**

## **ONE MONTH OUT- CHECKLIST:**

- \_\_\_\_\_ **Program to printer**
- \_\_\_\_\_ **Inventory Banners and take those in need of repair to sign shop**
- \_\_\_\_\_ **Bill all Banner and Program sponsors**
- \_\_\_\_\_ **Get arena help lined up**
- \_\_\_\_\_ **All Round Prizes**
- \_\_\_\_\_ **Radio/TV copy & print ads**
- \_\_\_\_\_ **Flyers or Posters printed & posted**
- \_\_\_\_\_ **Across-the-Street Banner prepared**
- \_\_\_\_\_ **National Anthem singer or tape**
- \_\_\_\_\_ **Line up Hay for stock contractor**
- \_\_\_\_\_ **Copy of Insurance Binder to NSPRA**
- \_\_\_\_\_ **Window Flyers “We’re Proud to Sponsor the Rodeo” to business sponsors**
- \_\_\_\_\_ **American Flag (and Canadian, if co-sanctioned)**
- \_\_\_\_\_ **Arrange for Banner over Street to be put up**

## **CHECK LIST FOR WEEK OF RODEO:**

- \_\_\_\_\_ **Latest NSPRA standings to announcer**
- \_\_\_\_\_ **Put up arena banners**
- \_\_\_\_\_ **Put out sandwich board**
- \_\_\_\_\_ **Haul Hay to Rodeo grounds**
- \_\_\_\_\_ **Comp tickets to sponsors**
- \_\_\_\_\_ **Cash Boxes & change**
- \_\_\_\_\_ **Do comp pass list for Arena help**
- \_\_\_\_\_ **Alert police about traffic at end of rodeo**
- \_\_\_\_\_ **Call rough stock & timed event contractors with number of entries**
- \_\_\_\_\_ **Keys to rodeo grounds and all gates, doors, etc**
- \_\_\_\_\_ **Day sheet inserts for program**
- \_\_\_\_\_ **Double check porta potties & garbage**
- \_\_\_\_\_ **Confirm ambulance**
- \_\_\_\_\_ **List of sponsors to announcer and posted with secretary**

# Insuring Your Rodeo

Committees sponsoring or producing rodeo events assume a certain exposure to liability claims that can result from the sport. Other entities that may also be exposed to such claims are the National Senior Pro Rodeo Association, your rodeo sponsors, stock contractors, rodeo arena owners and anyone else who is involved in any way your specific event. Properly protecting those who are collectively involved is therefore obviously important to the NSPRA. It is suggested that the arranging of liability insurance be done carefully and with thorough investigation.

Prior to approving any rodeo, the National Senior Pro Rodeo Association requires a certificate of insurance that includes the following terms:

- A limit of liability of at least \$500,000 per occurrence. Higher limits are suggested.
- The insuring company must be "A" rated and otherwise financially acceptable.
- The National Senior Pro Rodeo Association must be named as an additional insured.
- Coverage should be sufficiently broad to cover the activities of the rodeo and all related events.
- The activities of the stock contractor also must be covered in a like manner. Normally it is most economical to include the committee and stock contractor under one policy.

The NSPRA does not endorse one insurance company over another, but has had an excellent relationship with Specialty Program Insurers of Kansas. They offer rodeo coverage to all NSPRA rodeos. They can be reached at 1-800-338-3313.

## **The Rules**

Liability insurance may be arranged through whomever the committee chooses, so long as coverage provided meets the required terms.

All rodeo committees must show proof of public liability insurance with minimum coverage of \$300,000, naming the National Senior Pro Rodeo Association as an additional insured on the policy.

Please send the National Office a copy of your insurance binder, naming the NSPRA as additional insured, to us prior to the start of your rodeo. You may also **fax** the copy of your **insurance binder** to us, at **1-928-684-9576**.

# ***Benefits to Your Community!***

The National Senior Pro Rodeo Association is dedicated to assisting our local rodeo committees in providing their communities with an exciting and fun filled rodeo that brings rodeo fan visitors, contestants from around the World and **MONEY** to the area!

In an average NSPRA rodeo, the area will see an influx of about 200 contestants that participate in the rodeo, along with many of their traveling companions. These folks usually spend money in the community on:

- Gasoline      Lodging and RV Parking      Groceries      Laundromats      Restaurants
- Tack and Repairs      Livestock Feed      Auto and Trailer Repairs      Tires
- Lube and Oil Changes      Art, Crafts, Pottery, Antiques      Clothing
- Beauty Shops      Pharmacies      And many more goods and services

## ***Handling Medical Incidents***

A rodeo offers the potential for common contact-sport injuries, as well as the possibility of multiple incidents like a contestant and/or an animal landing in the crowd, or a spectator accident such as a collapsed grandstand. Although the vast majority of medical emergencies are single-incident in nature, multiple incident situations will be addressed in the event of a large-scale disaster.

### **Equipment and Personnel**

Page 28, Item 5 of the NSPRA Article Bylaws and Official Rodeo Rules outlines the medical equipment required at each NSPRA sanctioned event. The NSPRA recommends to each rodeo committee that each performance have a designated covering physician or EMT in attendance to coordinate any medical emergency that may arise. Emergency medical service personnel should inspect their equipment and its condition prior to the beginning of each rodeo performance.

### **Medical Emergency Announcements**

When a medical emergency takes place in a rodeo arena, the most important priority is to render appropriate medical care for the injured. However, it is also imperative that the injury does not damage the performance. In such instances, it should be the goal of the rodeo committee to work with the rodeo announcer to take command of the situation and to inform the spectators that NSPRA protocols are being followed.

## **Announcer Notes:**

- **Age Categories: 40-50, 50-60 and 60 plus...also 68 plus for Tie Down Roping**
- **Rough stock 40-50 and 50+... rides for 7 seconds**
- **Event description for Ribbon Roping: The roping partner ropes the calf and must get down the rope and touch the calf first, and then the ribbon runner snatches the ribbon from the calf's tail and runs back across the barrier line at the roping box.**
- **Calf Ropers get ONE loop and have a 30 second time limit (except 68+)**
- **Team ropers are allowed 2 loops, and have a 30 second time limit in the arena.**
- **The National Senior Pro Rodeo Association is made up of over 600 members from around the US and Canada. There are over 75 rodeos, culminating in the Senior National Finals Rodeo in Las Vegas, NV.**
- **The NSPRA National Office is located in Wickenburg, AZ**
- **The NSPRA web site is [www.seniorrodeo.com](http://www.seniorrodeo.com), and is full of good information about the association, contestant standings and rodeo schedules.**

# Event Descriptions

## **Calf Roping**



Calf roping requires a multitude of talents- strength, speed, agility and coordination. After a calf is given a head start, the contestant ropes the calf, dismounts and runs to the animal. After catching and flanking the calf, the cowboy ties any three of the animals' legs together using the "piggin' string" which he holds in his teeth throughout the run. If the calf is not standing when the cowboy reaches it, he must stand it up (called day lighting), then flank it to the ground. When the cowboy completes his tie, he throws his hands in the air as a signal to the judge. He then remounts his horse and allows the rope to become slack. The run is declared invalid if the calf kicks free within six seconds.

## **Team Roping**

This event, like calf roping comes directly from the ranch to the arena. Team roping requires the efforts of two cowboys, the "header" and the "heeler". The header ropes first. He may rope the steer around the head and one horn, around the neck or around both horns, which are reinforced for the event. The header turns off to the left with the steer in tow. The heeler moves in and ropes both hind legs. Catching only one hind leg results in a five-second penalty. If the heeler throws his loop before the header has changed the direction of the steer and has the animal moving forward, it's called a 'crossfire' and results in disqualification. Time is given when the slack is out of both ropes, the contestants are facing each other and the judge drops the flag.



## **Barrel Racing**



In barrel racing, the horse and rider enter the arena, gaining momentum as they approach the first of three barrels which they must circle for a qualified run. After rounding the third barrel of the cloverleaf pattern, the pair race back to the start/finish line. Times are so close that only an electronic-eye time, measuring to the hundredths of a second, can record the differences. A rider may touch or even tip a barrel, but a five-second penalty is added if the barrel is knocked over.

## **Ribbon Roping**

Ribbon roping is a teamed event consisting of a cowboy and a cowgirl. The cowboy ropes the calf, while his partner waits in the arena. As soon as he dismounts from his horse and makes contact with the calf, the cowgirl runs to the calf, grabs the ribbon from the calf's tail and raced to the finish line.



## **Ladies Breakaway Roping**



Ladies Breakaway Roping is similar to the Calf Roping. The roper starts from behind the barrier in the box on the right. After the calf is given a head start, the contestant ropes the calf. The time is given when rope then breaks from the saddle horn where it was tied with a nylon string. This is a very quick event.

# SECRETARY'S OFFICIAL HANDBOOK

The following is a guideline to assist you with your Rodeo Secretary and/or Timer duties. We hope the following information will help simplify your duties.

All information NOT covered will be in the rulebook, or an addendum to it. Read and become familiar with the rulebook. There are Directors or Officers at your rodeo to clarify any questions you have. Don't hesitate to ask for their assistance.

Make sure your fee has been paid for your NSPRA Secretary Card.

## Suggested Supply List:

- Documents that will be emailed from the NSPRA Central Entry Office: judge's and timer's sheets, alpha list, program for each performance and slack, membership number list, contestant receipts. Make at least 2 copies of judges and timers sheets and day sheets or 1 for each timer and judge of each event. Also included will be: cover sheet, added money list, payoff worksheets, rulebook if you don't already have one, 7% worksheet, release and turnout sheets, rule infraction sheets, judges' evaluation, barrel pattern, visual and trade out sheets.
- Rulebook
- Clipboards
- Money box and bag with change
- Calculator with batteries
- Checkbook and extra checks
- Pens and pencils
- Stapler and staples
- Scotch Tape
- Highlighters
- Envelopes or plastic bags to keep draw numbers in
- Paper clips
- Sticky pads
- Scissors
- White out
- Thumb Tacks
- Digital watches and whistle (nice to have a back-up)
- Duct tape (for putting up things on brick)

## SECRETARY CHECKLIST

1. Get added money from committee as soon as possible.
2. Be sure to check added money in each event and make sure you split it right. Check against copy of rodeo contract provided to you from National Office.
3. Contestant receipts. You will get one for each contestant. Additional information you need will be on alphabetical list which will also have what the contestant owes. Each contestant must sign this receipt, you can make an extra copy for them. It is the legal waiver, as well as the receipt for money collected. Any exchange of money should be

recorded on this receipt (i.e., contestant releases after paying you entry fees and you refund his entry fee, but keep the office charges).

4. National Office will send you a list of permit holders for your rodeo, found on the alpha list. Check this to see which have pre-paid to the National Office (mark their releases as pre-paid) and which are guaranteed by a NSPRA member (mark their releases "Permit Holder – Guaranteed by \_\_\_\_\_ [member's name]"). If permit holder does not pay, collect from NSPRA member. The amount of money you are to collect from guaranteed permit holders is noted on the contestant fees owed form from the National Office and will include their permit fees which must be returned to the National Office.
5. If someone is on a "CASH ONLY BASIS", it will be shown on the alpha list. All other should have a card number. If you have any questions, please call the NSPRA office at 928-684-9566.
6. Make sure National Office has a cell number where they can reach you during the rodeo.
7. As soon as you arrive at the rodeo, post a copy of the day sheets and the priority draw list that was provided by Central Entry. (Once you get the Barrel Pattern, be sure to post that, too.)
8. The National Office will fax you a list of any members who have already used all of their four releases. If any member tries to release from your rodeo, and he has already used his four releases, you must include his fees in the payoff, and he is a turn out. (National Office will reimburse you.)
9. Three (3) hours prior to each performance/slack, call the Central Entry release phone number and get releases off of the answering machine. (Directions will be provided to you.) \*\*You can arrange up to two days prior to your rodeo to have either the National Office or Central Entry call you with the releases. We must have a phone number where you can be reached. If you don't call and you figure these releases in your pay off, you will be responsible for their entry fees.
10. Keep accurate records of all releases, turn outs, trades, etc. for immediate reporting to stock contractor, arena director, judges, timers, announcer, etc. and a copy for the NSPRA office.
11. Mark judges' and timers' sheets, as well as announcer's program, with all pertinent information such as turnouts, releases, trades, changes in competition position in timed events (splits), etc.
12. Ask the timers to read the Timers' Handbook before timing the rodeo.
13. Be ready to draw two (2) hours prior to each performance/slack. Post draw as soon as possible after all events are completely drawn. Transfer draw to judges' and timers' sheets. Check accuracy of addition on judges score sheets in riding events. Check timers sheets with judges sheets in case of discrepancy be sure to keep an official copy in your files at all times.
14. Keep a record of all cattle and rough stock drawn. If you have a "two go and an average rodeo", a contestant cannot compete on the same head of stock twice.

15. Rodeo Secretaries may trade a contestant into an open position created by an out, provided this is done one hour prior to stock draw. A trade to an open position which would move a contestant out of a performance to a section of slack will NOT be allowed.
16. Any Rodeo secretary who changes a contestant's drawn position except by trade outs is subject to a fine and loss of bond.
17. Secretaries who have a discrepancy in Entry information can check the rulebook under the Section of Central Entry, Rule 12.6.0.
18. Mark posted sheets as follows so contestants know the status of the rodeo:
  - i. TRADE: The contestant arranges to trade positions with another contestant or into an open position created by a turn out or a release. Rodeo secretaries may trade a contestant into an open position created by an out, provided this is done one (1) hour prior to stock drawn. A trade to an open position, which would move a contestant out of a performance to a section of slack, will NOT be allowed.
  - ii. REL: The contestant opts to use one of his four releases in order to be excused from payment of entry fees and has correctly followed the procedure specified by calling central entry's release line at least 3 hours prior to the performance or slack that he is schedule to compete in. (A contestant may not release by telling you—he must call the release line.)
  - iii. TO The contestant does not compete as entered. He must notify you that he is not competing or he receives a fine equal to the amount of the entry fee. A TO is responsible for all fees. Members' entry fees are figured into the payoff. (National Office will reimburse you.) Non-member entry fees are not figured into the payoff unless secretary has either their money in her hand or was notified by National Office that they had pre-paid.
  - iv. NNTO This is a non-notified turnout. The contestant does not compete as entered and does not notify you that he will not be competing. It is important that you mark him as a "NNTO" on the Turn Out Report Form so that the office knows to send him an invoice for the fine imposed on all NNTO's (equal to his entry fee). Members' entry fees are figured into the payoff. (National Office will reimburse you.) Non-member entry fees are not figured into the payoff unless secretary has either their money in her hand or was notified by National Office that they had pre-paid.
  - v. VIS The contestant requests the judges to visually approve an injury to himself or to a barrel horse according to the procedure specified in Rule 13.3.1. (Form will be included with all documents.)
19. If a member turns out or doesn't show up on time to take his drawn position in the rodeo, and did not properly release using one of his 4 releases, you figure them into the payoff. The National Office will contact you with the names of everyone entered in your rodeo who has used their four releases, they are figured in the pay off should they turn out.
20. If a contestant releases out of only one event, but competes in another event in the rodeo, he will not owe any money for the release fee because his office charges were paid with the event he competed in. The contestant, however, is considered to have used one of his 4 releases. (If contestant releases from all of his events, you can accept the \$22 payment of his release fee/office charges. Mark the Release Report Form as "Y" under the column whether contestant paid or not.)

21. Make arrangements to have a “runner” to deliver the completed judges’ and timers’ sheets to you as the rodeo progresses.
22. Check accuracy of addition on judges’ score sheets in riding events.
23. Check timers’ sheets against judges’ sheets in case of discrepancy on barrier fines, etc.
24. Post copies of judges’ sheets and timers’ sheets after each performance/slack.
25. Figure and do pay off as soon as possible at the conclusion of the last performance of the rodeo.
26. When figuring the payoff for a team event (team or ribbon roping), remember to double the entry fees. (Example: 10 teams x \$100 = \$1,000, for a \$50 entry fee rodeo.) Then, once you get the total purse, split that amount in two so that you pay each side of the team equally. A good way to double check yourself is to add up all the check amounts and it should equal your total purse.
27. When figuring the payoff for rough stock events: if less than 4 contestants **ENTER** any one of the age categories, all ages will compete for the same purse money. Points, however, are awarded in two age groups: 40-50 and 50+. The top 6 contestants in each age category will be awarded points, regardless of whether or not they have won money. Rodeo Secretaries are not required to fill in the points or adjusted points column. The National Office will assign points when they are proofing your books.
28. **Steer Wrestling:** If less than 4 contestants **ENTER** any one of the age categories for Steer Wrestling, all ages will compete for the same purse money.
29. Payoff worksheets must be filled out down to 6<sup>th</sup> place, whether a payoff check was awarded or not. For team roping, headers should be listed first, followed by their heeler. For ribbon roping, ropers should be listed first, followed by their runner. (If only 4 qualified rides or times, then fill out sheet down to 4<sup>th</sup> place.)
30. Make all results available to the local press.
31. Payment of Judges: Each judge is paid by the rodeo committee (or stock contractor) \$150 per day, **plus** 50¢ per contestant per rodeo. (Each contestants pays \$1.00 as part of their office charges at each rodeo.)

## **AFTER YOUR RODEO:**

32. The morning after your rodeo ends, fax to the National Office (1-928-684-9576) the following forms: Member Releases, Member Turn Outs, and Non-Member Release/Turn Outs. This is needed so that we may immediately update our list of releases used to provide to the next rodeo secretary.
33. No later than five (5) business days following the end of your rodeo, you must put in the mail the following:
1. \_\_\_ All payoff worksheets
  2. \_\_\_ Judges' and timers' sheets
  3. \_\_\_ Original release and turnout sheets (noting who paid)
  4. \_\_\_ Signed Barrel Racing Pattern
  5. \_\_\_ Judges' Evaluation Form
  6. \_\_\_ Copy of contestant receipts
  7. \_\_\_ 7% Worksheet
  8. \_\_\_ NSPRA Worksheet figured on each rodeo; remember to deduct
    - a. The pre-paid credit. No other deduction of any kind can be held out of the 7% check.
  9. \_\_\_ Check made payable to NSPRA for Total Amount Due on NSPRA Worksheet
  10. \_\_\_ Any payoff checks that were not picked up
34. \_\_\_\_\_ Once your rodeo books have been proofed, the National Office reimburses you for all unpaid releases and turnouts.

### **ADDENDUM**

The office charge, judge's charge, central entry charge, and additional events charge are figured only once in the total fee. Example on a \$50 entry fee rodeo:

Office Charge (local committee or contractor)	\$10.00
NSPRA Office Charge	\$ 2.50
Central Entry Charge	\$ 6.50
Judge's Charge	\$ 1.00
Circuit Fee	<u>\$ 2.00</u>

TOTAL charges added to entry fees if in 1 event: \$22.00

If a contestant is in more than one event, he will pay the \$22.00, plus \$5.00 for each additional event.  
Example:

Steer Wrestling (1 <sup>st</sup> event)	\$50.00
Office Charges	\$22.00
Calf Roping (2 <sup>nd</sup> event)	\$50.00
Additional Event Charge	<u>\$ 5.00</u>
TOTAL for 2 events	\$125.00
Team Roping (3 <sup>rd</sup> event)	<u>\$ 55.00</u>
TOTAL for 3 events	\$180.00

**Contract Personnel Membership Application  
National Senior Pro Rodeo Association**

**Secretary, Timers and Judges must hold current card.**

**Name** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zipcode** \_\_\_\_\_

**Phone** \_\_\_\_\_ **CellPhone** \_\_\_\_\_

**Fax** \_\_\_\_\_ **E-Mail** \_\_\_\_\_

Check One:

\_\_\_ Judge                      \$20.00                      Card Number \_\_\_

\_\_\_ Secretary/Timer              \$20.00                      Card Number \_\_\_

\_\_\_ Timer (only)                      \$20.00                      Card Number \_\_\_

**Signature of Applicant:** \_\_\_\_\_

**Payable to:**

National Senior Pro Rodeo Association  
125 E. Apache St.  
Wickenburg, Arizona 85390  
928-684-9566 Office  
928-684-9576 Fax

# TIMER'S OFFICIAL HANDBOOK

**To serve as a timer, you must apply to be on the NSPRA approved Timers list. All timers must pay \$20.00 for their Timers Card, whether or not they carry a full membership in the NSPRA.**

- You must have precise knowledge of the rules and the ability to enforce them.
- You must be fair, consistent and not be biased.
- You are the **timer**, not the **judge**.
- Pay attention to your job.

1. Be aware of all rules pertaining to the timers job. Have a rulebook available in the timer's booth with you. Check rulebook for all time limits and any new rules. Please remember seven (7) second whistle in rough stock; 30 second time limit in Calf Roping, Ladies Breakaway and Team Roping, except for Calf Roping 68+; 30 second time limit to catch the steer in Steer wrestling.

2. You will need a digital watch. Digital watches must be used. It is a good idea to have a back-up watch, too!

3. You will need a sports whistle. It is a good idea to have a back-up whistle available. Some rodeos supply a horn for the riding events, but still use the back-up watch and whistle if needed.

4. Blowing the whistle – Be sure to blow the whistle loudly! Be ready to blow it at exactly seven (7) seconds.

5. Stop at the rodeo secretary's office and pick up the day "timers" sheets. Go over all visuals, trades, turn-outs, releases, etc., and note them on the timers sheets.

6. Timers should be in the timer's booth at least 15 minutes early (before the rodeo starts).

7. You will need to pick an official timer. If you don't, both timers will try to do the same job.

8. You will need to decide in advance who will time which rough stock events. If an automatic buzzer is used, one timer will serve as a back-up. If you start timing a rough stock event, you must continue with that event for the remainder of that rodeo.

9. Decide which timer will record time on timers sheets and inform the announcer of the times. You should have only one set of timers books and they are the official ones used for the payoff.

10. The timer should record the electric eye time and the hand time in the Ladies Barrel Race. It is also a good idea to mark the rake places on your timer sheets (after8).

11. Timers must pay attention! Keep extra people out of the timer's booth. You **cannot** watch the rodeo and time. You have to watch the judges, flaggers, and flag at all times. You must work from the same position for the entire rodeo (i.e., the announcer stand, timer's booth, etc.).

12. If both timers' watches malfunction, the contestant will get their stock back. Start and stop the watch with the flag movement only.

13. Keep the way clear so you can see the barrier flag. Also locate the field flag man before each event. Concentrate! – Don't Anticipate! Be sure to admit the fact that you are late, early, or have missed a flag. Also, don't be afraid to insist that you have the CORRECT time. Team ropers get

three loops between the team. Calf ropers carry only one loop during regular season rodeos, and can carry 2 loops in average rodeos and/or the Finals. Finally, don't stop the clocks early—watch the flag. Don't anticipate!

14. Check with other timers and average times. Record all times and penalties in all timed events. If an animal escapes from arena, the flagger will drop flag. Record that time. The contestant will get that animal back—lap and tap—add both times together plus any penalties.

15. Remember to go over all timer's rules **before** you start (i.e., which events are timed in 10ths, which events are timed in 100ths). You do not average hand time with the electric eye time in Barrels. The electric eye time is the **official** time.

16. In rough stock events, position yourself so you can see the animal in the chute. You **cannot** watch the ride. Keep your eyes on the watch!

17. Go over all penalties with the judge after the rodeo. Then turn the official books into the secretary. Check to be sure she doesn't have a question before you leave.

18. Digital watches must be used.

19. Hand times in all events are to be averaged and recorded in tenths, except for the electric eye in Ladies Barrel Racing. See Rule 16.2.2.1.

20. Riding events are timed for seven (7) seconds. Time will start when the animal's inside shoulder breaks the imaginary plane of the chute.

21. Timers must be prepared to signal the following time limits: Steer wrestlers have a 30-second time limit to **catch** on a steer wrestling run. Team Ropers, Breakaway Ropers and Calf Ropers (except 68+ Calf Ropers) have a 30-second elapsed time limit to complete a run. Ropers may only carry one loop.

22. If one of the two timers misses the start or stop or is delayed in starting or stopping the watch, or if one watch malfunctions, that timer shall declare the problem to the other timer, and only the time recorded by the other timer will be used.

# JUDGE'S OFFICIAL HANDBOOK

Judges must apply to be on the NSPRA approved judges list. All judges will be assigned from the approved judges list by the NSPRA Judges Committee. All judges must pay for their judge's card whether or not they carry a full membership in the NSPRA.

1. First and most important, read and know the rule book. You must know all events, not just the one you may work. Everyone knows their event. A judge must know them all.
2. Have available the following items. You may not use them, but if you need them and don't have them, there is trouble.
  - A. Flags
    1. Field Flag
    2. Drop Flag
  - B. Stop Watch
  - C. Chips and Sticky Dots to write numbers on.
  - D. Whistle
  - E. Barrier Bag complete with:
    1. Pulleys
    2. Neck Ropes and Barriers
    3. Electric Tape
    4. String
    5. Tools: (pliers, hammers, screwdrivers, shovel.)
    6. 300 ft. tape measure.
    7. Barrel Markers (pins, etc.)
3. Contact the committee the week before rodeo and check in to see if anything is needed.
4. When you arrive, check in with the secretary and the committee. Then check out the grounds and the barrier. See that all the chute gates work properly and that the barrier is in good working condition.
5. Check the timed event cattle and get the numbers. Get the rough stock numbers and/or names from the stock contractor and meet at the office in preparation to draw at least two hours prior to the rodeo performance or slack.
6. You should try to keep the rodeo running smooth and without any hang-ups. Try and see that it is a good production.
7. After the rodeo be sure and report to the secretary at the office. You need to check the books for any mistakes and see if the secretary has any questions. The secretary shouldn't have to run you down. You need to make yourself available at all times **before, during and after** the rodeo.
8. If everyone works together as a team with the judges as the captains, you can have a good rodeo. The judges must be leaders.
9. During a two or more day rodeo you must check all cattle and barriers each day to see that nothing has changed.

10. Always flag the event even if you know or think it is a “No Time”. Then you can flag the contestant out. Then you will always have a time in case of a mistake.
11. Be sure that the timers get the (+5’s) in the team roping, the (+10’s) for barriers, and the (+5’s) for the ladies barrels. Make sure all penalties are written down on the judges sheets to compare with timers sheets.
12. Make sure that a flag horse is available, saddled, and ready to go. (Preferably gentle.)
13. Judges must be punctual. The judge should be at a rodeo’s first slack or performance a minimum of 3-4 hours before it starts, to set up and check barriers, barrel markers, and get stock numbers to make sure that stock is drawn and everything is taken care of so slack or performance can start **on time**. This is very important if you have to meet a performance deadline.
14. Judges must be honest and dependable. They must be consistent with their flags and be very careful not to anticipate the contestant.
15. Try always to be as fair and as **honest** as you can. Always follow the rule book and know that it is your guide to making sure that things are done right. Good Luck!

**All judges must be approved by the NSPRA Judging Chairman. The chairman will work with rodeo committees and or stock contractors to try and comply with your wishes, if possible. Contact the NSPRA office for the judging chairman’s contact information.**

# Stock Contractors

## ATTENTION: ALL NSPRA TIMED EVENT STOCK CONTRACTORS

The NSPRA Board of Directors recently passed a rule that all stock contractors must be approved by the Sanction Committee and must have a current NSPRA membership card which shall cost \$50 annually. (Rule 9.6.3.)

The following rules have gone into effect and have been included with all rule books, sanction packets, etc. These rules will be enforced and penalties will be incurred.

Rule 11.3.1 **Bucking Stock**: All bucking stock must be numbered legibly before drawing.

Rule 14.1.5 – **Drawing Stock**: “Contractors are required to furnish at least one-half (1/2) as many cattle as there are ropers or steer wrestlers.”

Rule 24.3.1 **Cattle – Calf Roping**: Native Angus and Herefords shall not weigh less than 180 pounds each and are not to exceed 250 pounds in weight.

Rule 24.3.2 **Cattle – Calf Roping**: Brahma and Brahma cross calves are not to weigh less than 180 pounds each and are not to exceed 250 pounds in weight. Brahma and Brahma cross calves shall not be mixed with Angus and Hereford Cattle.

Rule 27.3.1 **Cattle – Ribbon Roping**: Native Angus and Herefords shall not weigh less than 180 pounds each and are not to exceed 250 pounds in weight.

Rule 27.3.2 **Cattle – Ribbon Roping**: Brahma and Brahma cross calves are not to weigh less than 180 pounds each and are not to exceed 250 pounds in weight. Brahma and Brahma cross calves shall not be mixed with Angus and Hereford Cattle.

Rule 25.4.1 **Team Roping Cattle**: The maximum weight for animals is 700 pounds per head, unless otherwise approved by the event director or spokesman.

Rule 23.3.1 **Steer Wrestling Cattle**: All cattle must be CORRIENTE STEERS and cannot be held over from one year to the next for use in steer wrestling, except with the approval of the Steer Wrestling Director.

Rule 23.3.2: All steers used in the steer wrestling event must have horns tipped.

This is a summary and not intended to be a complete listing of all the rules pertaining to cattle. Refer to the NSPRA Rulebook.

# Stock Contractor Membership Application

## National Senior Pro Rodeo Association

All Stock Contractors Must Hold Current Card Before Providing Stock For A Rodeo.

Contact Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**NSPRA Stock Contractor Card**

**\$ 50.00**

**Payable to:**

**National Senior Pro Rodeo Association**

**125 E. Apache St.**

**Wickenburg, AZ 85390**

Signature of Applicant: \_\_\_\_\_

## **Rodeo Livestock**

The NSPRA Code of Practice is based on the rules contained in the NSPRA rulebook. As in any statute, a rule is only as good as the mechanism for enforcing it. To ensure compliance, the NSPRA rule book contains enforcement tools that include fines, suspension and expulsion from the Association.

**For further information, contact:**

The National Senior Pro Rodeo Association

125 E. Apache St.

Wickenburg, AZ 85390

928-684-9566

928-684-9576 fax

[info@seniorrodeo.com](mailto:info@seniorrodeo.com)

[www.seniorrodeo.com](http://www.seniorrodeo.com)

# Rodeo Arena Ground Recommendations

Although "*good ground*" is critical to a top rodeo production, it is often either completely forgotten or, at best, improperly prepared. This is truly unfortunate as "*good ground*" is essential not only to provide contestants and horses with the opportunity to perform at their best, but also to provide spectators with comfortable and pleasant entertainment. **Most critical, however, is that the safety of contestants, their horses, and the rodeo livestock depends on *good ground*.**

## What is "good" ground?

- Consists of a cushion of loosely worked soil 6" to 8" deep.
- Contains enough moisture to hold down dust, but NOT so much as to be slick for a hard-running or turning horse.
- Free of hard clods, rocks, and hard pan.
- Above conditions are maintained in a consistent fashion for all performances and slacks.

## What is necessary to prepare "*good ground*"?

Keep in mind that all arenas are different and require different equipment and handling. Experience is the only authority to consult regarding preparation of a specific arena. If no one on the committee is experienced, consult two or three local barrel racers who have competed in the arena previously. They will know exactly what should be done.

Appoint a committee person who understands the importance of proper ground preparation and is willing to take responsibility for it. Recruit or hire skilled operators for the equipment.

## Appropriate equipment:

- *Dependable tractor*
- Make sure you have the equipment necessary to work the soil-type in the arena.
- Hard-packed soil will require a disc and harrow, but naturally sandy deep ground might require a drag and/or roller.
- Water truck
- Three garden rakes

## Preparation:

Work the ground at least once 5 -7 days before the rodeo. Often arenas are hard-packed or have a hard pan, which will require soaking with water and several workings in order to be properly prepared. In addition, tractors and equipment sometimes fail to operate properly.

The type of equipment might be ineffective for the soil- type, too much or too little water might be used or the ground might work up too deep. Thus, *advance preparation* serves to troubleshoot all of the above possibilities before contestants and spectators arrive.

- Clear the arena and work the ground just prior to the beginning of *all performances and slacks*.
- Do not allow riding in the arena after working the ground as it will pack quickly.
- Be aware of events requiring special attention to ground during the rodeo.

If the Steer Wrestling should be scheduled after the barrel race, the holes around the barrels *must* be leveled. Most rodeos schedule the steer wrestling before the barrel race to avoid this, but in the interest of safety, holes around the barrels should be leveled before continuing with any other event. This can be quickly done with the hand rakes. During the Ladies Barrel Race, the ground *must* be worked between a certain number of barrel racers in each age group if there are a large number of contestants.

- Consult with the Barrel Race Director or her spokesperson as to when the ground should be raked and with what equipment.
- The committee person in charge of ground preparation must coordinate and supervise the activities of the water truck and the tractor operators, making sure that they are on hand to perform their duties at the necessary times and that they perform their duties correctly.
- An inexperienced or inattentive water truck driver can make the ground unsafe just before a performance by putting too much water on the arena.
- An irresponsible tractor driver can hold up the entire performance by not being on the tractor when needed.

### Summary

To ensure ground conditions that facilitate top performances that are safe for both contestants and livestock and that provide spectators with an enjoyable experience, remember to:

- Consult and use knowledgeable, experienced people.
- Have the appropriate equipment on hand.
- Begin working the ground a week before the rodeo.

Keep it consistently worked for all performances and slacks.

## Ladies Barrel Race

The rodeo committee and/or stock contractor must provide **three 55 gallon drums enclosed on both ends**. The barrels must all be the same color and contrast with the fence.

The barrel racers will mark the barrel course, but the committee should have on hand: a 300' tape, shovel, hammer, 15 feet of nylon tow rope, surveyors flagging tape and a can of fluorescent spray paint.

Be sure the arena is worked properly in advance (*See Ground Recommendations*). When working the arena after the barrels are permanently marked, have the tractor driver or a spotter watch each barrel marker as the tractor passes over it to avoid losing it. Barrels are to be set squarely on the markers.

Be prepared to work the ground around the barrels after each age group and possibly during the age groups depending on the number of entries. It is highly recommended that the barrel rake be done with a tractor and drag. In the case of a hand rake, have three garden rakes on hand to facilitate this process. The same type of rake, whether tractor or by hand, must be used for both slack and performance.

Use an electric eye if at all possible. The Association Barrel Race Director or representative will bring, in most cases, an Association Electric Eye. Be prepared to have local barrel racers assist in locating an eye if necessary. Times are recorded in one hundredths seconds and the pay off is based on one hundredths.

Back up the electric eye with two hand stop watches operated by experienced timers. Electric eye and hand times are recorded in hundredths; backup times are used because of eye failure. See NSPRA rule book for barrel pattern measurements.