



# Heartland and Rodeo Association

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## *RODEO COMMITTEE GUIDE*

Putting on a rodeo can seem like a daunting task – hiring contractors, arranging for helpers, raising funds, advertising, putting on a dance, setting up a refreshment garden, etc, etc. Yes, there is a lot of work to do! The folks at Heartland recognize and appreciate the challenge facing a local group when they decide to hold a rodeo in their town. To help avoid the frustration that often faces rodeo committees, especially those that are putting on their first show, the HRA has put together a guide that will be of immense benefit in providing advice on what is required, but also in suggesting some hints on how to do it up right, with the least amount of effort.

To begin, the HRA is committed to ensuring that local committees are guaranteed first option on their rodeo date from year to year. We have embodied in our constitution the limit of only one HRA rodeo per weekend, putting you two steps ahead: you don't have to worry about losing your date or having other HRA rodeos competing for your crowd!

Generally, HRA rodeos have two performances, which together constitute one "Go-Round" or "Rodeo." If there are too many entries in any of all of the events, to allow everyone the opportunity to compete in either performance, then a "slack" is necessary. Usually the slack is held in the morning of the second day, prior to the second performance. In cases where only a few runs are needed, it is often arranged with the stock contractor, judges, and timers to simply complete the extra runs immediately following the last event, normally Bull Riding.

## **EVENTS**

The following major events shall be offered at all HRA approved rodeos:

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|-------------------------|----------------------|
| 1. Bareback Riding      | 2. Saddle Bronc      |
| 3. Bull Riding          | 4. Steer Wrestling   |
| 5. Tie-Down Roping      | 6. Team Roping       |
| 7. Ladies Barrel Racing | 8. Ladies Goat Tying |

The three minor events that shall be offered include:

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|----------------------------|------------------------|
| 1. Junior Barrel Racing    | 2. Junior Steer Riding |
| 3. Ladies Breakaway Roping |                        |

Committees are encouraged to consider additional "optional events" that can add to the appeal of your rodeo. Three popular choices are:

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|----------------------------|-----------------------|
| 1. Junior Breakaway Roping | 2. Junior Team Roping |
| 3. Pee Wee Barrel Racing   |                       |

In addition, HRA offers the local committees the opportunity to hold additional jackpot or exhibition events of their choice during one twenty minute intermission. Such things as wild cow milking, chicken or calf scramble, celebrity races and other "fun" events are popular with the crowd because of the "hometown" participation.

## **ENTERING**

All contestants must enter through the HRA's All Central Entry (ACE) system. All entries must be called or emailed in on the Monday preceding a weekend rodeo. Exact times (usually a four hour period) in the morning or evening will be advertised on the HRA website as well as the "Cowboy" newspaper. Fees for the use of this service are \$4.00 per call (single entry) and \$5.00 for a family entry (if all members of the family are entered during one call). These fees are added to the contestants' entry fees and are collected at the rodeo by the Rodeo Secretary.

The ACE Operator will draw the "order of go", taking into account the contestants' preferences as requested during call entry. This information, together with the number of contestants entered for each event will be immediately forwarded to the stock contractor and the local committee to ensure adequate time for the inclusion in the program and to let the contractor know how much stock is required for each event per day. All stock will be drawn at least one hour prior to the scheduled start of the rodeo and this "draw" must be posted in a conspicuous location.

## **COMMITTEE RESPONSIBILITIES**

1. Contact the HRA Office and request a rodeo approval form, a list of open dates, list of rodeo contractors, and other required information
2. Decide on what events will be held in addition to the eight major and three minor events
3. Determine prize money to be offered. A \$200 "purse" for senior events (\$100 / performance) and \$100 (\$50 / performance) for junior events are the minimums, with a total of \$1900 / rodeo. Optional events can be straight jackpot or the committee may wish to add money or prizes for the event. All entry fee money minus HRA deductions are added to the prize money
4. Solicit bids from various stock contractors based on the rodeo format you have elected to go with
5. Hire a stock contractor through a formal contractual arrangement who will agree to provide the necessary services (rodeo secretary, timers, pick-up men, bull fighter), stock, and equipment to handle your rodeo with the requirement to supply sufficient stock to handle the number of entries received
6. Ensure that all rodeo stock brought to your grounds are healthy and in good condition. In the unlikely event that a dispute should arise regarding the general condition and injury status of an animal and its ability to safely perform, the appropriate HRA Event Director and judge will assist
7. Ensure that your contract clearly states who is to pay for the announcer, clown, bull fighter, two pick-up men, chute help, and other necessary personnel. Your contract should also indicate who is responsible for feed, water, bedding, etc. for the rodeo stock

NOTE: Volunteer helpers are often used to save money, but a committee must ensure that these helpers are provided appropriate instruction and they must be prepared to take direction from Arena Directors, Stock Contractors, Judges, Event Directors, or others, if necessary. Normally, one individual is required to run the in / out gate, three for timed even cattle, three for rough stock, two for the stripping chute, and one or two for general arena maintenance.

8. Agree with contractor or other suppliers who will provide arena and holding pens, rough stock and times event chutes, stripping chutes, three 45 gallon barrels (light steel, both ends intact), watering facilities, ambulance, and EMT First Responder with transportation and attendants. A separate water supply for contestants' horses (no shared troughs with rodeo stock), proper feeders to prevent contamination of feed, drag suitable for removing injured livestock and adequate means of pulling are also needed.

NOTE: Rodeo stock is not to be fed in the rodeo arena.

9. Prepare a rodeo program
10. Be familiar with the HRA Rulebook and use it as the final authority for all issues that may arise related to holding your rodeo
11. Ensure rodeo grounds and facilities are properly maintained throughout the rodeo. Safe footing, clear of rocks or other debris must be provided in all areas of the arena, chutes, gates, and other structures must be sturdy and easily operated
12. Ensure permanent or portable washrooms and garbage receptacles are available in the contestant gathering, camping, and public area
13. Provide spacious parking area for contestants
14. Provide 100v power supply and extension cords near the rodeo arena, with a separate source for the announcer and timer booth
15. Forward rodeo results, entry fees, and all other pertinent information from the rodeo secretary to the HRA Office within two working days following the rodeo

## **HRA RESPONSIBILITIES**

1. Inspection of rodeo arena and facilities from a safety and animal welfare perspective
2. Provide necessary information to the local committee, rodeo secretary, and stock contractor
3. Supply electric timers for the barrel racing
4. Inspect all rodeo stock
5. Forward payments to contestants
6. Hire judges
7. Ensure all HRA rules and guidelines are adhered to

Most of the contractors are very professional and extremely knowledgeable concerning rodeo production and would welcome the opportunity to discuss your plans for the future.

Perhaps the most important aspect to consider for a successful rodeo is advertising. Posters, ads in local papers, flyers, radio spots, etc. are all good methods of getting the news out. It would also be a good idea to contact "Travel Manitoba" for assistance in advertising your show. Be sure that you are listed in all sources of community events news on a local and provincial level.

The HRA hopes that this guide provides some worthwhile information for your committee to help you put on a quality show in your town with minimal effort.

If you would like further information or help of any kind in planning your rodeo, please contact our office at 204-267-7144, Box 59 Oakville, MB R0H 0Y0, [hra\\_secretary@hotmail.com](mailto:hra_secretary@hotmail.com)

### **GENERAL INFORMATION / COST ESTIMATES**

1. Sanction Fee (Approval Fee) of **\$80.25** – payable when approval is forwarded to the HRA. Prize Money of **\$1900** (8 x \$200 = \$1600 for major events and 3 x \$100 = \$300 for minor events)
2. Contractor Fee – negotiable depending on what is provided
3. Judges – hired and paid 50/50 by the HRA and stock contractor
4. Rodeo Secretary and Timers – normally hired by the contractor
5. Bull Fighter – normally hired by the stock contractor
6. Pick-up Men – normally hired by the stock contractor
7. Announcer – can be provided for a fee through the stock contractor, or the committee may wish to hire their own – could range from \$175 to \$250 / day
8. Ambulance and Paramedics – variable charge depending on local circumstances. This cost is split with the stock contractor
9. Miscellaneous Costs – things such as feed, water, advertising, arena set up (if not done by the contractor) are highly dependent on the extent of local help. Some committees have a very high number of volunteers and have been able to considerably lower costs
10. Additional Prizes / Awards – some committees arrange for special awards through local sponsors. Popular choices are Hi-Point Cowboy and Hi-Point Cowgirl
11. Sponsorship – most committees solicit support from local and area businesses. Some sponsors prefer cash, while others prefer their contribution in the form of prizes / awards or the sponsorship of a selected or featured event. Selling advertising space (banners on chute gates or rodeo arena, ads in the program, announcements etc) is a popular method of attaining financial support from local businesses

12. Other Fund Raising – some committees hold socials, dances, auctions, raffles, car washes, etc. in the months or weeks leading up to their rodeo. With little effort, considerable money can be raised to help cover your rodeo costs. Additional revenue can be raised during your rodeo weekend by holding a dance, beer garden, special dinners / BBQ etc.
13. Admission – committees should ensure that access to the grounds is controlled to facilitate collection of gate fees.  
NOTE: Competing HRA Members are not to be charged admission to the grounds, but are liable for other charges that the local committee may have
14. Rodeo Contractor – the HRA accepts all contractors who can demonstrate that they have the ability and necessary equipment, stock, personnel, and other resources to put on a rodeo to HRA standards. No contractor will be promoted over any others and committees seeking information regarding past performances of a contractor should contact other committees who have hired them