



Ranch Sorting National Championships

Producer Welcome Kit

Ranch Sorting National Championships
PO Box 1
Wellington, CO 80549

Phone: 970-897-2901

Fax: 970-897-2921

Email: Info@RSNC.US

Web Site: www.ranchsorting.com



We are excited about your interest in becoming an RSNC producer! The mission of the RSNC is to offer nationwide ranch sorting competitions that cater to all levels of riders from the beginner to the professional. As a sanctioning body, RSNC maintains a database of entry fees and winnings of over 20,000 contestants across the United States. With that information, we provide contestant ratings to aide our producers in promoting their shows. RSNC continually recruits national sponsors in order to provide our producers with contestant incentives. RSNC will be paying out 20% bonuses making a 90% payback available to contestants that qualify for our National Finals.

RSNC has dedicated the 2013-2014 season to growing the sport. We are providing a complimentary membership to all new contestants and all current members who bring a new contestant to compete in an event. This will not only grow the sport but will be a huge benefit to our producers in added entries.

The first step in sanctioning your show is getting dates on the RSNC calendar. In order to do this, please return the producer survey and agreement pages as soon as possible. Once those documents have been received and your dates have been approved, you will receive a Producer's Information Packet that contains all the forms and information you need to produce your RSNC sorting.

We understand that, as a new producer, you will have questions. The association wants to support our producers in every way possible; please feel free to contact the office at any time with questions or concerns. Additionally, we have available a sample copy of the RSNC sorting software, along with step by step instructions to help you navigate thru this excellent software program. If you would like to try out a trial version of the software, please be sure to contact the RSNC office Monday-Friday 8:30am-5:00pm (MST) at #970-897-2901 or email info@rsnc.us. We will be happy to send one to you.

We look forward to having you on board as an RSNC Producer! Once again, please contact us for any reason #970-897-2901.

Sincerely,

Dave Wolfe,

A handwritten signature in black ink that reads "Dave Wolfe". The signature is written in a cursive, flowing style.

RSNC President

RSNC SANCTIONING AGREEMENT



RSNC agrees to provide the following services:

1. RSNC will provide the producer with information and criteria concerning event production including regulations, class divisions, contestant ratings, class handicaps, and payouts.
2. RSNC will track RSNC member activity (entry fees, winnings, and point accumulation) according to the event results provided by the producer.
3. RSNC will provide RSNC software for member tracking information (ratings, class placings, class winnings, point accumulation, and standings) through the RSNC website and official publication, *The Ranch Sorter*.
4. RSNC will publish a list of all event dates in the RSNC publication, *The Ranch Sorter*, as well as on the website www.ranchsorting.com. RSNC will protect producers' approved dates by not approving any event within 150 miles of another approved event on the same date, unless agreed upon by both producers and RSNC. Major fairs and National events that have no flexibility for their annual dates will take precedence and will, at the discretion of the association, have an increased radius limitation over other RSNC sanctioned events.
5. RSNC will post an event flyer for each show on the *Calendar of Events* at www.ranchsorting.com. **It is the responsibility of the producer to provide the RSNC office with a flyer** or details for a flyer to be formatted by the RSNC office. The office also offers a mailing service as well as paid advertising in *The Ranch Sorter*. Please call the office at (970) 897-2901 about the cost of these services or email publication@rsnc.us.
6. RSNC agrees to host an annual National Finals event.
7. RSNC agrees to annually award year-end prizes, as per stated criteria, to contestants and producers. These criteria and prizes may vary from year to year. National Finals contest announcements will be made prior to the start of each RSNC qualifying season (first day following the RSNC National Finals to 10 days prior to the onset of the next RSNC National Finals, approximately July thru June).
8. State Championship contests announcements will be made prior to the start of each State qualifying season (first day after the State Championships to 10 days prior to the onset of the next State Championships, approximately Jan thru Dec). **Please note that it is the responsibility of each producer to submit show results so that points can be tabulated for year-end awards. Results not submitted within 5 days after the show and before the onset of the finals will not be included in final point standings.**
9. RSNC reserves the right to make fair and necessary changes, additions, and amendments to the association's rules and procedures with the solicitation of input from RSNC producers. All producers will be notified of change.
10. There will be a \$100.00 cancellation fee for any show dates that are cancelled. We do not charge to put on RSNC sanctioned events but we save these dates for the producer and if you cancel then another producer could have had those dates. We do allow these dates to be postponed due to emergencies.

KEEP THIS PAGE FOR YOUR RECORDS
RSNC PRODUCER AGREEMENT



All RSNC event producers must agree to the following terms and conditions.

1. The producer agrees to adhere to all RSNC rules and regulations as depicted in the official RSNC Rulebook.
2. The producer agrees to make every effort to ensure the safety of all staff, participants, spectators and animals at RSNC events.
3. The producer agrees that RSNC is a sanctioning body and assumes no liability or responsibility for the safety of producers, staff, participants, spectators or animals at RSNC events.
4. The producer will make every effort to ensure that all animals used at RSNC events are treated in a humane, ethical manner and furthermore agrees that RSNC is not liable or responsible in such matters.
5. The producer will make sure that all riders have a current RSNC membership.
6. The producer/show staff agrees to email the "RESULTS" of your Virtual Show to info@rsnc.us a minimum of 2 weeks prior to your first show so that we can verify that you have practiced with the software.
7. The producer agrees to have the following content on their flyer (see attached): Town, State, RSNC Sanctioned Ranch Sorting, Date, Start Time, Free Membership for 2013-2014 Season, Offer All-Levels handicap a Beginner Division or Rookie #11 HC and one other division, Entry Fees include a \$3 sanctioning fee, 5 Ride Limit, Mandatory Draw-Pick 1 Automatically Draw 1 (you can pick up to 4 or Draw all 5, Contact and phone number, and All info on this flyer is subject to change.
8. The producer agrees to provide RSNC with all requested results on the RSNC Software, fees collected from the contestant (\$3 per contestant/per ride), contestant information, memberships and Day Passes, and do so within 5 days of the show. There will be a \$100 administration fee payable by the producer for results not submitted by the RSNC software within 5 days of the show.
9. The producer agrees to display the RSNC banner as well as any sponsor banners that are provided. Furthermore, the producer agrees to allow any sponsor to exhibit and/or display products, within reason, at any sanctioned event. The producer IS NOT responsible for the upkeep or overseeing of sponsor exhibits.
10. The producer agrees to make promotional announcements, as reasonable, for the RSNC and RSNC sponsors.
11. The producer will respect the right of RSNC to make changes and/or amendments to rules and regulations as necessary.
12. In the event of an event postponement, producer agrees to provide RSNC with as much notice as reasonably possible in order to announce that the event has been postponed. Event cancellations are subject to a \$100.00 cancellation fee payable the producer.

I agree to all the above terms and conditions.

Producer's Signature

Date

Mailing Address:

Phone Numbers:

Cell:

Home:

Work:

OFFICE USE
ONLY

DATE
RECEIVED

Email: _____



RSNC PRODUCER SURVEY

Producer Name _____

Phone Number(s) _____

Website Address _____ Email Address _____

Producer Family Members living in household (RSNC will provide complimentary annual RSNC memberships for the Producer and up to 4 additional family members. Producer must be active with approved dates booked and must provide family member names here. Family members listed must reside in the same household as Producer). _____

Please note- Event Judges, Announcers & Secretaries who work your shows will be given show participation credit for each show they work as long as they are listed on this contract and upon verification they worked your show.

Name(s) of Judge(s) for your events: _____

Name(s) of Announcer(s) for your events: _____

Name(s) & Contact information for your designated Show Secretary(s): _____

Secretary Phone Number (s) _____ Secretary Email Address _____

Secretary Phone Number (s) _____ Secretary Email Address _____

Co-Producer Name(s) _____

Phone Number(s) _____ Email Address _____

Phone Number(s) _____ Email Address _____

List all requested show dates you would like to designate as RSNC sanctioned events:

Name of Arena _____ City & State _____

(Please complete a separate page with requested dates for each different Arena location)

Requested Date(s):

Is this arena indoor, outdoor, or covered? _____ Are stalls available? _____

Is a Wi-Fi or Broadband Connection available? _____ If so, is it easily accessible? _____

Directions to arena from nearest town/major highway: _____

Do you plan to offer any added money or special awards? Please explain: _____

Do you plan to co-sanction your events? Please explain: _____

Please return this completed Survey Page and signed Producer Agreement Page to the RSNC office. Once these documents are received, you will be contacted to confirm event dates. Please fax copies to #970-897-2921 then mail originals to: RSNC, PO Box 1, Wellington, Colorado 80549



VIRTUAL SHOW

Today's preparation
determines tomorrow's achievement

Unknown Author

RSNC is excited that you have chosen to be a Producer. Becoming a Producer has many responsibilities. Running a professional show is one of them, and for that reason we request that your show staff becomes proficient with the software BEFORE the date of your show.

Up to this point RSNC has confirmed....

1. Your contract with the dates of the shows you will host.
2. Emailed your RSNC software to be installed on your computer
3. Emailed you the documentation, including the Virtual Show, to support the software

To add to this list, we are requiring Producers/Show Staff to return the “RESULTS” of your Virtual Show a minimum of 2 weeks prior to your first event.

Here are your guidelines; (Call Support Staff at any time during this process)

1. Please utilize the documentation that was sent to you and call if you are not clear.
2. Feel free to watch the video as you work through your Virtual Show.
3. The software is user friendly, you can go back and make changes and write down any comments you may have.
4. We want this to be an interactive, so be sure to contact support staff with questions.
5. Email the results (Summary file, EquiStat Report & Database file) to info@rsnc.us

This process has been put into place to assist Producers/Show Staff to be as prepared as possible for their show, so there is confidence in using the software. Getting more than one person trained (in case of unforeseen circumstances), and being properly prepared 2 weeks before a show is requested. Ultimately, we want Producers/Show Staff to be comfortable with the RSNC software prior to each event so their experience is good and their contestants can benefit from their efforts.

RSNC Support Staff

Jim Goyer	918-630-8719	jamesgoyer@gmail.com
Laura Miller	719-269-3749	rlmillerco@wildblue.net
Marcy Monnahan	970-531-9827	mmonnahan@yahoo.com
Lynda Percival (for networking questions)	970-290-5328	lynda@frontrange-pc.com