



# CAJUN RODEO ASSOCIATION

## RODEO OFFICIAL'S HANDBOOK

Secretary's Guide

**CAJUN RODEO ASSOCIATION**  
**RODEO OFFICIAL'S HANDBOOK**

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# CAJUN RODEO ASSOCIATION RODEO OFFICIAL'S HANDBOOK

- **Membership Application** - Download the current version from the CRA website, [cajunrodeo.com](http://cajunrodeo.com), & have hardcopies available at each rodeo.
  - Review the contestant's application to ensure it is completed.
  - Card# \_\_\_\_\_ is for the CRA office to record the member's assigned card#.

**Type of Card & Events** (check all that apply) (CRA office use only: Card# \_\_\_\_\_)

- **PRODUCER/STOCK CONTRACTOR CARD \$125.00** \_\_\_\_\_
- **CONTESTANT CARD \$125.00** \_\_\_\_\_
- **HIGH SCHOOL CARD \$ 50.00** \_\_\_\_\_ *open to students enrolled in Grade thru High School as of January 1<sup>st</sup> of current year*
- **CONTRACT ACT CARD \$ 50.00** \_\_\_\_\_ *may only compete with the purchase of a Permit or Contestant Card*

- Ensure the application is signed as required.

**I**, (print name) \_\_\_\_\_, AGREE NOT TO HOLD THE CAJUN RODEO ASSOCIATION, THE RODEO COMMITTEE, THE STOCK CONTRACTOR, OR ANYONE INVOLVED IN THE PRODUCTION OF A RODEO SANCTIONED BY THE CAJUN RODEO ASSOCIATION LIABLE FOR ANY THEFT OR INJURY SUSTAINED AT, TO OR FROM ANY RODEO. I FURTHER AGREE TO BE BOUND BY THE RULES OF THE CAJUN RODEO ASSOCIATION, AND TO CONDUCT MYSELF IN ACCORDANCE WITH THE OFFICIAL RULES. I UNDERSTAND THE CAJUN RODEO ASSOCIATION BOARD OF DIRECTORS SOLELY GOVERNS THE INTERPRETATION OF THE RULEBOOK.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**\*\*\* IF APPLICANT IS UNDER 18 YEARS OF AGE, MEMBERSHIP FORM MUST BE  
SIGNED BY PARENT OR LEGAL GUARDIAN and NOTARIZED. \*\*\***

PARENT or LEGAL GUARDIAN SIGNATURE \_\_\_\_\_

NOTARY SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

- Complete the bottom of the form indicating whether a check or cash was remitted then sign as the receiving party.

Membership paid by: Check# \_\_\_\_\_ or Cash \_\_\_\_\_ & Rec'd by: \_\_\_\_\_

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- **Rodeo Receivables Report** – The Receivables Report is produced in alphabetical order (last name, first name) as a result of the Call-in entries. The report is used by the Rodeo Secretary to document ALL of the financials collected per rodeo (Memberships, Permits, paid Fines, Late-Entries, Exhibition Runs), therefore ONLY ONE copy of the Receivables Report shall be used per rodeo. Upon receipt by the CRA office, the Association Secretary will use the completed Receivables Report to update the CRA database.

### Red, White, & Boots

07/05/2019 - 07/05/2019

		TOTAL
ALBARADO, JENNA	CRA#	<b>\$85.00</b>
	BARREL RACING	\$65.00
	Permit Fee \$20	\$20.00

			TOTAL
MCGUFFEE, TYLER	CRA#		<b>\$190.00</b>
	TEAM ROPING-HEELING	\$55.00	Header: B J THOMPSON
	TEAM ROPING-HEELING	\$55.00	Header: COLE FREY
	Permit Fee \$20	\$20.00	
	Fines	\$60.00	

CRA \$5 Fine: 04/14/2018 / Cowboys Spring Stampede Rodeo / Scott, LA, TR, Turn Out  
CRA \$55 Fine: 04/14/2018 / Cowboys Spring Stampede Rodeo / Scott, LA // Scott, LA, TR, Turn Out

- All entry fees, membership/permit, and fines must be paid before competing.
- Under no circumstances will entry fees be refunded. NO EXCEPTIONS!!
- Rodeo secretary must not accept checks for entry fees. All entry fees must be paid cash.
- Checks may be accepted for Memberships, Permits, and/or Fines ONLY.
- Highlight the line item for the contestant and note any changes to the total paid by the contestant if different than what is on the report. (Use a highlighter in a different color for each night). See examples below:
- If the contestant is not a current CRA member but purchases a membership, note next to the CRA# the type of card i.e, "Adult / HS / Contract Act Card" and the amount paid.

ALLEMAND, KAYCI	CRA#	ADULT CARD \$100.00	<del>\$85.00</del>
	BARREL RACING	\$65.00	
	<del>Permit Fee \$20</del>	<del>\$20.00</del>	Chk 3529 #165.00

- If the contestant rides on a Permit, note "PERMIT" next to the CRA#.

CANCIEUNE, CADE	CRA#	PERMIT	\$85.00
	RANCH STYLE BRONC RIDING	\$65.00	
	Permit Fee \$20	\$20.00	

- **Disputed Fines:** Fines are maintained within the database used by the CRA. Fines are recorded and/or posted when the receivables are posted within the database by the CRA Association Secretary following each rodeo. The Fines Report is posted on the CRA website following each rodeo weekend which makes it readily available/accessible to all.
  1. If a contestant disputes a fine, the fine is to be collected because the contestant is still responsible for paying the fine BEFORE competing.
  2. The disputed fine shall be communicated to the CRA office when the rodeo documents are submitted. If the CRA office determines the fine is a mistake, the fine will be reimbursed to the contestant.
  3. NOTE: Under no circumstances shall a contestant and/or a member of their party be allowed to become unruly and/or disrespectful with the Rodeo Secretary or any other rodeo official. Should this scenario occur, the Rodeo Secretary should call for a Judge and/or CRA Board Member to intervene. The Judge and/or CRA Board Member may impose an additional fine for unacceptable behavior, if warranted.

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- If a contestant entered in two (2) or more events, turns out in one (1) event and pays the entry fee, he is eligible to compete on stock in all other events.
- If a contestant refuses to pay entry fee for turned out stock, then he shall be disqualified in all other events of that rodeo.
- All fines must be paid before contesting in another CRA rodeo, therefore fines (any & all) from Friday night must be paid in full before a contestant may compete on Saturday.
- **\*Visible Injuries:** Rodeo judges may excuse a contestant and may instruct a rodeo secretary to draw them out of a performance should, in the judge's opinion, the contestant have a visible injury sufficient to warrant this action. Judges and secretaries must submit this information in writing with the rodeo results. Contestant must see judge prior to drawing of stock. Photos will not be accepted. 'DO-VI' must be noted on each line item for the contestant on each of the Judges/Timekeepers Sheets. The Receivables Report should be noted as 'DO-VISIBLE INJURY'.
- There will be **no vet release** allowed for drawing out of any rodeo event.
  
- **Late Entries:** If the contestant does not call in to enter during the designated Call-in time but decides to enter afterwards and is allowed to enter after Call-in because
  1. the performance is not full and
  2. there is enough stock available to accommodate the late entry (typically the rough stock/Steer Wrestling events),

the contestant will have to pay a \$ 25.00 late fee per rodeo night in addition to their entry fees, Permit, and/or fines, as applicable.

There is a rule re: late entries being allowed IF the performance is not full. "Full" is defined by the number of entries per event that are set to run in the Perf/show.

### General Rules, #27, pg 12

Each event must have at least four (4) entries per rodeo. **Stock Contractor has the right to cancel an event with less than four (4) entries.** If the event is cancelled, the Call-in Secretary will notify the contestants and Event Director which night or nights the event has been cancelled. Any contestant entered in the cancelled event that called in on the designated Monday night call in will be given credit for that rodeo. This decision will be left to Stock Contractor's discretion, **if Stock Contractor chooses to leave the event open;** contestants may enter after call-in deadline with a TWENTY-FIVE AND NO/100 (\$ 25.00) DOLLARS late entry fee.

### Stock Contractor's Requirements, pg 9

5. A minimum of ten (10) head of stock is recommended in each standard event. More head of stock may be required depending on the number of contestants.
6. No rough stock may be bucked more than twice (2), and no timed event cattle ran more than five (5) times in a performance.

For example: if there are only 3 entries in the RSBP at the end of Call-in, the Stock Contractor has not cancelled the event and someone wants to enter, they may be allowed provided there is adequate stock but the decision must be made to allow the entry PRIOR to the initial drawing of stock. To further clarify,

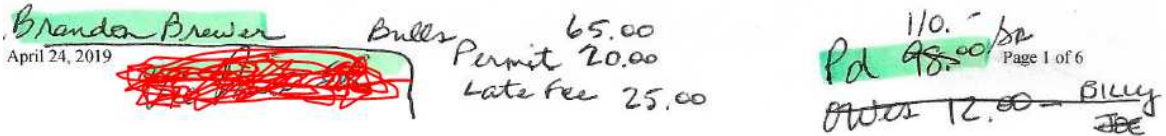
- Late entries may only enter events that run only in the Performance
- Late entries are NOT allowed in any event for which there is Slack

If the late entry is allowed, follow the directions below:

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- Check the current **Membership Report** to know if a Permit Fee will apply except in the case where the contestant choses to purchase a membership.
- Check the **Fines Report** on the CRA website, [cajunrodeo.com](http://cajunrodeo.com), to verify whether or not the contestant has any outstanding Fines. (Fines must be paid in full before a contestant may compete.)
- Late entries are to be recorded on the last page of the Receivables Report in the same format as pictured above. Note each of the events the contestant has entered with the respective entry fee per event, and if a Permit fee or any Fines apply. In addition to the entry fee(s), permit fee, and/or fines, if applicable, there will be a **\$ 25.00 late fee** per rodeo night.



- Late entries will also have to be added to the bottom of the
  1. Permits Report, if applicable
  2. Each of the Judges and Timekeeper sheets (including the Arena Director's copy)
  3. Day (Draw) Sheet
  4. Announcer's Report

Do NOT overwrite an existing entry who may be a Notified Turn Out (see example below).

9. DEVIN BYRAM	414					NS
10. JAKSEN GASPARD <del>ZACK WRIGHT</del>	—22					NS
11. AUSTIN SLATER	112					NS

Each entry is its own record and must be accounted for within the rodeo database.

- Record any turnouts on the Receivables Report either as
  - **TO** (or NN/TO = Unpaid, Non-notified Turn-Out; entered but did not show up or pay entry fees)
  - **NTO** (or N/TO = Notified Turn-Out; notified before the 1<sup>st</sup> round of stock is drawn before the start of the rodeo)
  - **PTO** (Paid Turn-Out; entered, paid, but did not compete)
  - **VI** (or DOVIR = Draw Out \*Visible Injury Release; entered, showed up with a visible injury sufficient enough to be excused (drawn out) by a Judge before stock is drawn)

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- Receipts – available upon request
  - The Receipt report prints in alphabetical order, 10 per sheet. The receipts may be printed, cut out, and placed in alphabetical order (suggest using an index-card file box with A-Z dividers) for handing out.
  - The Secretary should adjust the AMOUNT paid, as needed, and initial each before handing to the paid contestant.

DATE: 02/15/2019 NAME: DAVID ABSHIRE EVENTS: SW AMOUNT: \$85.00 Eighty Five Dollars 00/100 By: <u>          LYNDA AUSTIN          </u>	DATE: 02/15/2019 NAME: BEN AGUILLARD EVENTS: TR AMOUNT: \$75.00 Seventy Five Dollars 00/100 By: <u>          LYNDA AUSTIN          </u>
DATE: 02/15/2019 NAME: TIFFANY ALBARADO EVENTS: GBR AMOUNT: \$85.00 Eighty Five Dollars 00/100 By: <u>          LYNDA AUSTIN          </u>	DATE: 02/15/2019 NAME: TEDDY ALLEMAN EVENTS: AMOUNT: \$20.00 Twenty Dollars 00/100 By: <u>          LYNDA AUSTIN          </u>
DATE: 06/21/2019 NAME: DEVIN DEROUEN EVENTS: BR AMOUNT: \$85.00 Eighty Five Dollars 00/100 By: <u>          GINA ALLEMAND #19221          </u>	DATE: 06/21/2019 NAME: ARTHUR HALL EVENTS: BR AMOUNT: \$65.00 Sixty Five Dollars 00/100 By: <u>          GINA ALLEMAND #19221          </u>

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- **Permits Report (Waiver)** – The database recognizes each contestant entered as a Permit if they are not a current-year Member. Contestants who are not CRA members have not signed the waiver on the current year’s Membership Application and therefore must sign the waiver for each night’s rodeo in which they are entered.

The contestant’s Permit Report is designed to make verifying the number of Permits sold at each rodeo less complicated for all.

EACH OF THE UNDERSIGNED expressly acknowledges and agrees that the activities of the event are very dangerous and involve the risk of serious injury and/or death ; property damage. EACH OF THE UNDERSIGNED further expressly agrees that the foregoing release, waiver, and indemnity agreement is intended to be as broad and inc as is permitted by the law of the Province or State in which the event is conducted and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

CONTESTANT NAME - PRINT	EMAIL, MAILING ADDRESS, or PHONE#	CITY, STATE	**SIGNATURE**
JENNA ALBARADO			
ZOIE BOUDREAUX			
JB BUSHNELL			

- The contestant needs to locate their name on the Permits/Waiver report and fill out their line item providing a means by which we may contact them should a need arise, then sign their name. NOTE: Parents / legal guardians must sign for minors.
- If a Membership Card is purchased at rodeo, note CARD (& the type of card i.e., "Adult / HS / Contract Act Card") next to contestant's name on Permits Report.
- Record any turnouts on the Permits Report either as
  - **TO** (or NN/TO = Unpaid, Non-notified Turn-Out; entered but did not show up or pay entry fees)
  - **NTO** (or N/TO = Notified Turn-Out; notified before the 1<sup>st</sup> round of stock is drawn before the start of the rodeo)
  - **PTO** (Paid Turn-Out; entered, paid, but did not compete)
  - **VI** (or DOVIR = Draw Out \*Visible Injury Release; entered, showed up with a visible injury sufficient enough to be excused (drawn out) by a Judge before stock is drawn)

Use a **blank CRA Permit/Waiver Form** so not to confuse your paid contestants Permit Report for the CRA sanctioned events for:

- Mount Outs - anyone mounting out must sign a Waiver beforehand. NOTE: Contestants who have entered the rodeo but have not paid their entry fees are considered a Turn-Out and may NOT mount out.
- The blank Permit/Waiver form is to be used for any other fun events, i.e. Mutton Bustin, Mini Bulls, Steer Riding, Buddy Barrel Pickup, etc. – use one form per event.
- Each night is its own rodeo so the Permit form for Mount Outs and each fun event must be signed each night.



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- **Day (Draw) Sheet** - Download from [cajunrodeo.com](http://cajunrodeo.com) website/Rodeo Schedule & Draw page – scroll down to the rodeo. The Draw Report for each night's rodeo is posted to the right-hand side of the page in conjunction with the respective rodeo.

**Event Draw Report** Powered by My Association ( [www.evangelineweb.com/myassociation.html](http://www.evangelineweb.com/myassociation.html) )

**Red, White, & Boots Crowley, LA** 07/05/2019-07/05/2019

**Performance @ 7:30**

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*Crowley Rice Arena  
159 South Cherokee Drive  
Crowley, LA 70526*

**RANCH STYLE BRONC RIDING**

<p>_____ 1. LOGAN D'AUGEREAU      ABBEVILLE, LA</p> <p>_____ 2. JOEL NERO                      SCOTT, LA</p> <p>_____ 3. SHEA FOURNIER              RACELAND, LA</p> <p>_____ 4. CLAY LEBLANC                JENNINGS, LA</p> <p>_____ 5. CHRIS ZENO                    LAKE ARTHUR, LA</p>	<p>_____ 6. TRENT HAYES                ST MARTINVILLE, LA</p> <p>_____ 7. DACOTA MANUEL            IOWA, LA</p> <p>_____ 8. TATE BATES                    HOUMA, LA</p> <p>_____ 9. JAMES ZENO                 LAKE ARTHUR, LA</p>
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The Draw Report is used for multiple purposes:

- Gate workers will need a copy to allow contestants in 'free' of charge. (NOTE: Although it is at the Producer's discretion as to who may be allowed in the gate at no-charge, the CRA does not offer/allow for companion passes).
- The Secretary shall highlight each paid contestant per event so it is visible at-a-glance who has paid and who has not for multiple reasons.

**Event Draw Report** Powered by My Association ( [www.evangelineweb.com/myassociation.html](http://www.evangelineweb.com/myassociation.html) )

**8th An Assumption HS FFA Rodeo Napoleonville, LA** 04/27/2019-04/27/2019

**Performance @ 7:30**

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**RANCH STYLE BRONC RIDING**

<p><u>10</u> _____ 1. JASE FITZGERALD              AMITE, LA</p> <p>_____ 2. KELSEY LEA</p>	<p>_____ 3. CADE CANSIENNE                ST AMANT, LA</p> <p>_____ 4. CLAY LEBLANC                 LAKE ARTHUR, LA</p>
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- ALL entry fees and fines MUST be paid in full BEFORE the contestant competes.
  - Any unpaid entry fees need to be communicated to the Arena Director and Timekeepers before the event begins. The Arena Director is responsible for communicating to the Judges and the contestant should they be waiting to compete.
    1. The contestant shall send someone to pay their outstanding entry fees.
    2. If the contestant is allowed to compete without paying and leaves the rodeo grounds afterwards, the unpaid entry fee must be covered by whomever allows the contestant to compete.
    3. Attempting to write an unpaid entry fee off as a Mount Out is unacceptable because:
      - a) Contestants who have entered the rodeo but have not paid their entry fees are considered a Turn-Out and may NOT mount out.
      - b) The paid contestants in the event are cheated due to the decreased payout and possibly a reduced number of placings.

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c) The Stock Contractor, CRA Association & Year-End Awards fees are also negatively impacted.

- The Rough Stock workers loading stock need to know of any Notified Turn Outs (NTO) so they do not have to load the stock drawn for the contestant.
- The Timers need to be made aware of and note a PAID Turn Out as "PTO" on their Timer Sheets rather than just "TO" for unpaid turn outs.
- The stock draw may be noted on a copy of the Day Sheet to post for contestants and copies may be given to the back-pen workers so they can load stock.

- **Announcer's Report** - should be given ONLY to the Announcer. Keep the announcer updated on any contestant changes. PLEASE NOTE: **The scores/times announced by the Announcer are NOT official.** Official scores and times are only available AFTER the judge's sheets are received and confirmed by the Secretary.

- **Rodeo Stock Draw Sheet** -

- All stock must be drawn by at least one (1) judge, and take place on the rodeo grounds so that contestants may watch.
- The draw will take place no more than three (3) hours before a performance and no less than one (1).
- Any stock in original draw that is turned out automatically goes into the reride pen if needed. Clarification: turn out stock should be used before any reride draw that has already been bucked.
- Stock shall be drawn by the pen - one run and one go-round at a time.
- All runs on stock at a rodeo shall be kept even.

### Cajun Rodeo Association

### Rodeo Stock Draw Sheet

Rodeo		Crowley, LA - Red, White, & Boots						Date: <b>Friday, July 5, 2019</b>			
Count	RS Broncs		Steer Wrestling			Calf Roping			Team Roping		
	Stock #	1/2	Stock #	Stock #	10	Stock #	Stock #	Stock #	Stock #		
1	207	RR				76	✓	✓	✓		
2	556	✓				77	✓	✓	✓		
3	1406	✓				78	✓	✓	✓		
4	MD9	✓				79	✓	✓	✓		
5	X6	✓				81	✓	✓	✓		
6	306	✓				82	✓	✓	✓		
7	614	✓				83	✓	✓	✓		
8	2	✓				84	✓	✓	✓		
9	7	RR				85	✓	✓	✓		
10	69	✓				86	✓	✓	✓		
11	15	✓									
12	007	RR									

Suggestion: Organize chips in numerical order before writing the stock numbers on the Draw Sheet so the stock numbers are easier to locate during the draw.

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- **Judge & Timekeeper Sheets** - The Judges, Timekeepers, and Arena Director will each need a set completed with the stock draw.
  - Judges sheets are to be completed in ink. Judges must record stock numbers on their own sheets.
  - All runs on stock at a rodeo shall be kept even so mark even runs on Judges & Timer's Sheets with a / in the bottom right-hand corner of the stock column.

6. RURID JAMES MICHAEL HURST	7763	7.7	7.7	5	12.7
7. KOBY SANCHEZ ZEB CORKERN	7761	—	NT	—	—

- The status of a Turn Out may be factored in when calculating the placings for each event therefore record any & all turnouts on the Judge's & Timer's Sheets either as

- **TO** (or NN/TO = Unpaid, Non-notified Turn-Out; entered but did not show up or pay entry fees. This contestant will owe a fine.)

7. DEVIN DEROUEN	3535	To			
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- **NTO** (or N/TO = Notified Turn-Out; notified before the 1<sup>st</sup> round of stock is drawn before the start of the rodeo (see example below). The contestant will owe a fine.)

EVENT: BULL RIDING

Performance @ 7:30

Contestant	Stock	Judge 1 Animal	Judge 1 Rider	Judge 2 Animal	Judge 2 Rider	Total
1. ARTHUR HALL	NTO	—	NTO	—	—	—

- **PTO** (Paid Turn-Out; entered, paid, but did not compete) PAID turnout fees are included in the payout and therefore need to be communicated as such to the Judges & Timers
- **VI** (or DOVIR = Draw Out \*Visible Injury Release; entered, showed up with a visible injury sufficient enough to be excused (drawn out) by a Judge before stock is drawn)

- Do NOT scratch out the name of a NTO and/or overwrite with the name of a late entry/substitute. There must be an accounting for all entries.

9. DEVIN BYRAM	414					ns
10. <del>ZEB WRIGHT</del> Jansen Gaspard	—22					ns
11. AUSTIN SLATER	112					ns

- Leave the line item for the NTO
- Add the late entry to the bottom of the Judge's sheet

5. CHASE DRUMM	159	0	0			0
6. Brandon Brewer Extras:	531	0	0	—	—	0

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- **JUDGED EVENTS (Ranch Style Bronc Riding, Bull Riding)**

The Polaris console is set to Bull Riding.



Timing automatically starts from zero when the timekeeper presses the START button. When the horn time is reached (eight seconds, for example), the horn automatically sounds and the timer stops. If you are not able to connect to a sound system for sounding the horn or other tones, the Polaris [external horn](#) can be connected to your timer instead. The horn is very loud and requires no additional amplification.

- Rough Stock scores are to be recorded as relayed by Judge 1 but **these scores are unofficial - the Judge's sheets hold the official scores. Announced scores are NOT the official score.**

Contestant	Stock	Judge 1 Animal	Judge 1 Rider	Judge 2 Animal	Judge 2 Rider	Total
1. JAYCE DUPLECHIN						
1. LANE SAVOIE	404		TO			
2. TRENT HAYES 4	306					68
3. DACOTA MANUEL 3	15					65
4. CLAY LEBLANC 1	MD9					74
5. LOGAN D'Augereau 5	118					70
6. TRAVIS ROBICHEAUX 6	007					NS

7. Shea Jannet 2 2  
Extras:

NS  
NS  
RR 67

- Once the event has ended, the Judge's sheets are to be remitted to the Rodeo Secretary. The scores from the individual judge's sheets are added together to verify the official score. NOTE: **The scores/times announced by the Announcer are NOT official.** Official scores and times are only available AFTER the judge's sheets are received and confirmed by the Secretary. The judges should be consulted if there are any questions or discrepancies

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- **TIMED EVENTS (Calf Roping, Steer Wrestling/Chute Dogging Breakaway Roping, & Team Roping)**

The Polaris console is set to Average Time.

Timekeepers 1 & 2 will work from the same position for the duration of an event.

- Both timerkeepers are required to use manual stopwatches in hundredths of a second and record in tenths.
- In addition to manual stopwatches, two hand-held wireless handswitches must be used in



the timed events.

The wireless handswitch is used to remotely start and/or stop the timer instead of using the start/stop button on the Polaris console.

- Official time shall be the average of the two times, ignoring any digit beyond the tenths (no rounding).
- If one of the two timers misses the start or stop or is delayed in starting or stopping the watch, or if the watch used by one timer malfunctions, that timer shall declare the problem to the other timer and only the time recorded by the other timer will be used.

Timed event times are to be entered as

Contestant	Stock	Stop Watch	Time	Penalty	Official Time
1. KATTI BREAUX					
5. TIM BABIN	2566	3.9	3.9		3.9

- **"Stop Watch"** time is the time recorded on the Polaris console for the wireless handswitch assigned to each timekeeper. This time will be recorded in tenths (10ths) of a second ignoring any digit beyond tenths (no rounding).
- **"Time"** is recorded in tenths (10ths) of a second ignoring any digit beyond tenths (no rounding) from the Polaris console as the average time will be kept to the tenth of a second.
- **"Penalty"** will be entered as the total of the penalties assessed – even if no time is recorded.

7. DOMINIC BROUSSARD	2981		NT	10	NT
13. MIKE SIBLEY LOGAN ESPEY	7766	7.2	7.3	5	12.3
14. COLE THOMAS JORDAN HANNAH	7764	9.4	9.4	10	19.4

- **"Official Time"** will be the recorded as the total Time + the total Penalties.
- **Disqualified Time** – Record time with official total time if time has been awarded. Then, if contestant is disqualified, mark line through time and zero above it in the same square. In this example, NT was noted to signify "No Time".

2. BRANT PATOUT	2979	11.7	<del>11.6</del> NT		<del>11.6</del> NT
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## RODEO OFFICIAL'S HANDBOOK

- **BARREL RACING**

Stock Contractors are responsible for providing 55-gallon metal drums and digital timers for the barrel racing event. These timers must be in good working order before the start of the rodeo. The timer automatically starts and stops as the rider crosses an electric eye beam in the arena for simple hands-free timing of barrel racing.

Timing automatically starts at zero for each new rider — no manual reset is required, no waiting for timed resets.

- Electric timers are to be backed up by two (2) manual stopwatches in hundredths of a second.
- Timekeepers will work from the same position for the duration of an event.

Barrel Racing times will be recorded as:

Contestant	Backup Time	Time	Penalty	Official Time
1. HARLEY CRAIN				
1. KAITLYN RYDER	16.57	16.563		16.563

“**Backup Time**” will be recorded in hundredths of a second by each Timekeeper from their own manual stopwatch.

“**Time**” is kept to the thousandth of a second as displayed on the Polaris Console.



“**Penalty**” will be entered as the total of the 5-second penalties assessed for each barrel knocked over – *even in the case of No Time*.

3. DALLY MUNN		NT	" 10	—
6. MILLIE BANKSTON	17.46	17.441	" 10	27.441
12. LACEY CHRETIEN	16.75	16.748	' 5	21.748

“**Official Time**” will be the recorded as the Time (from the electric timer) + the total Penalties.

- In the case of time malfunction, official timekeeper will determine official time.
- If the electric timer fails to operate, the contestant will have the option to declare whether she will rerun or take her stopwatch time. The decision must be made before the stopwatch is announced. She will carry all penalties into her rerun.
- All Judges/Timekeeper’s Sheets (including the Arena Director’s) must be signed by the owner of the sheet and remitted to the CRA office.

# CAJUN RODEO ASSOCIATION RODEO OFFICIAL'S HANDBOOK

• PAYING OUT

- Events will NOT be paid out until the Judge's Sheets have been collected and compared against Timekeeper's Sheets to verify scores and/or any penalties that may have been assessed in the field for each event.
- Use the primary Timekeeper's sheet to record and calculate the payout for each event.
- Ties are paid by adding together the award monies per placings then dividing by the number of tied scores/times.
- Contestants or whomever is responsible for collecting a contestant's winnings must sign for the Payout Sheet and count the monies paid in the presence of the Rodeo Secretary.

At the completion of the Friday night rodeo, the Secretary's job is not yet done.... Friday night's business carries over to Saturday night if it is a 2-rodeo weekend.

1. Post Friday's results, payouts as well as stock & times

Using the completed Receivables Report from Friday, note on the Saturday Receivables Report:

1. Cards purchased – subtract the Permit fee from the total due on Saturday

CRAIG, CLINT	CRA#	<i>CARD FRI</i>	\$85.00 <i>65.00</i>
	TIEDOWN ROPING	\$65.00	
	Permit Fee \$20	<del>\$20.00</del>	
RYDER, KAITLYN	CRA#	<i>HS CARD (FRI)</i>	<del>\$170.00</del> <i>130.00</i>
	BREAKAWAY ROPING	\$65.00	
	BARREL RACING	\$65.00	
	Permit Fee \$20	<del>\$20.00</del>	
	Permit Fee \$20	<del>\$20.00</del>	

2. Corrections to the spelling of names

GONSOLIN, JANSON	CRA#	<i>Verint</i>	\$85.00
<i>GASPARD</i>	BULL RIDING	\$65.00	
	Permit Fee \$20	\$20.00	

3. Fines paid on Friday – subtract from the total due on Saturday
4. Fines that may have been imposed – add to the total due on Saturday
5. Turn Out fines due from Friday – add to the total due on Saturday

DEROEN, DEVIN	CRA#		\$85.00
	BULL RIDING	\$65.00	
	Permit Fee \$20	\$20.00	
			<i>(40) + 65.00</i> <i>150.00</i>
KRIEG, SUSAN	CRA#19167	<i>Jane Jane</i>	\$65.00 <i>130.00</i>
	BARREL RACING	\$65.00	
			<i>FRIDAY TO 65.00</i>

6. Winnings not yet collected – noted by \$ next to the contestant's name

BACQUE, POLO	CRA#19199		\$65.00
	TIEDOWN ROPING	\$65.00	

The Secretary should then have business in order and be ready to start collecting on Saturday night.



# CAJUN RODEO ASSOCIATION

## RODEO OFFICIAL'S HANDBOOK

- REMITTING RODEO RECORDS AND MONIES TO THE CRA

- Scan and email copies of records to CRA (in case originals should get lost in the mail).
- Each night is its own rodeo and is documented as such, therefore money due CRA shall be remitted for **each night by separate Cashier's Checks/Money Orders as outlined below:**
  - Memberships, Permits, Fines, Late Fees, Association Fees, Insurance, & Sanction Fee (if not prepaid) **Remit with itemized list for total of each.**
  - Awards Fees
  - Ground Money (per event)
- Documents to be remitted for each night's rodeo include:

<b>Receivables Report</b> (Noted w/ total amount of money collected from each Contestant / Contract Act)	1
<b>Membership Forms</b> for all new members	0
<b>Permit Forms</b> (Contestants, each Fun Event, Mount Outs)	all
<b>Judge's Sheets</b> , signed	2 or 3 sets
<b>Arena Director's Sheets</b> , signed	1
<b>Timekeeper's Sheets</b> , signed	2
Signed <b>Payout Sheet per Event</b>	all
<b>Stock Draw</b>	1
<b>Arena Measurements</b>	1
<b>Field Fines and Rule Infraction Forms</b>	all
<b>Disputed Field Fines and Rule Infraction Forms</b>	all
<b>Rodeo Summary &amp; Balance Worksheet</b>	1