

## MISS HESPERIA WRANGLERS HANDBOOK

Being selected to represent the Hesperia Wranglers, Inc and the Hesperia Days Rodeo is both a privilege and a responsibility. The image of Miss Hesperia Wranglers and her court ("Titleholder") is one with exemplary moral and ethical values, All-American, single cowgirl. Any and all appearances, photographs, blogs, postings, videos, and other like representations shall exemplify such image at all times.

As an addendum to the Contract for Hesperia Wranglers Queens, the titleholder agrees to comply with the following:

1. To abide by all requirements in the Contract for Hesperia Wranglers Queens
2. **To plan accordingly for queen committee approved appearances.**
3. To timely arrive at all scheduled appearances.

### **Mandatory Events:**

- ❖ Hesperia Wranglers Rodeo Queens Contest & Coronation (TBD in 2025)
- ❖ Minimum of six (6) Hesperia Wranglers monthly shows for Opening Ceremonies.
- ❖ Minimum attendance of four (4) General Membership meetings (dressed in appropriate queen attire at any & all meetings attended whether in-person or ZOOM). Additional meeting attendance may be required as special events or presentations occur.
- ❖ Hesperia Days Rodeo Kick-Off event (September 20<sup>th</sup>, 2024)
- ❖ Hesperia Days Parade (September 21<sup>st</sup>, 2024)
- ❖ Hesperia Days Rodeo (September 21<sup>st</sup> and 22<sup>nd</sup>, 2024)
- ❖ Queens' Fundraisers
- ❖ Hesperia Wranglers Annual Awards Banquet (January, 2025)
- ❖ 1<sup>st</sup> Gymkhana of the Year (March 8, 2025)
- ❖ William Kinnard Scholarship presentations

### **Additional Events:**

Keep in mind that there are several other events that the queen and her court will be asked to attend during their reign and it is in their best interest to attend as many non-mandatory events as possible.

### **For example:**

- ❖ Tehachapi Mountain Rodeo (Date TBD)
- ❖ San Bernardino Sheriff's Rodeo (September 27<sup>th</sup>-29<sup>th</sup>, 2024)
- ❖ Norco Mounted Posse Rodeo (August 23<sup>rd</sup> -August 25<sup>th</sup>, 2024)
- ❖ Needles Colorado Roundup Rodeo (Date TBD 2025)
- ❖ Norco Horseweek Rodeo (Date TBD 2025)
- ❖ Additional Rodeos as they arise (Date TBD 2025)

**Also remember that some events will only be for the "Queen".**

4. To cooperate with the Queen Coordinator, or the designated queen committee member, to prepare autograph sheets and press/sponsor packets for use during the year. Said packets shall be submitted for approval no later than July 15th. UNDER NO CIRCUMSTANCE, may Titleholder mail sponsor packets without visual approval from the Queen Coordinator or designated queen committee member.

5. To be responsible for reliable transportation to all functions within driving distance. Safe driving and a clean vehicle are required at all times.

- A. Titleholder will hold a valid driver's license during the entirety of her reign or may be subject to forfeiting the position of Hesperia Wranglers Queens because of inability to complete the job.
6. To maintain a cellular telephone number for use during the year.
7. To leave UNALTERED sponsored items unless with prior approval from the Queen Coordinator. All photographs of sponsored items will be in their original state, i.e.: no additional embellishments, designs, etc. added to the work of the sponsor.
8. To prioritize Rodeos and events, sanctioned by the Hesperia Wranglers, and Hesperia Wranglers Queens' sponsor related events over all other bookings/events/functions.
9. To not travel to or from any rodeo event with anyone other than an approved chaperone. Chaperones shall only be approved by the Queen Coordinator, or the designated queen committee member. There are no exceptions to this rule.
  - A. Hesperia Wranglers Queens reserves the right to appoint a chaperone if they feel necessary
10. To use proper phone etiquette is required at all times. If this is unclear, please contact the Queen Coordinator or the appointed queen committee member. Titleholder shall keep her cell phone on silent during all appearances and shall not make calls or text during an appearance unless it is an emergency.
11. To treat all host families and committee chairmen/sponsors with the utmost respect at all times.
12. To not make any appearance as a member of the Hesperia Wranglers Queens without prior approval by the Queen Coordinator or the designated queen committee member.
13. For Titleholders 18 and over, it is the Titleholder's responsibility, to ensure her family and supporters are aware of her commitment to her job as Hesperia Wranglers Queens and she and the Hesperia Wranglers Queens enter into an agreement with her and her alone. However, for titleholders under 18, the parent/guardian of the titleholder is responsible for her commitment to the Hesperia Rodeos Queens. Communication will be directly between Hesperia Wranglers Queens and adult Titleholders only, and will be between Hesperia Wranglers Queens and parent/guardian of youth Titleholders. Furthermore, while we encourage all family, friends and supporters to be in attendance and witness Titleholders events throughout the year; it will be the adult Titleholders or parent/guardian's responsibility to ensure that their attendance does not negatively affect the Titleholders ability to complete the job.
14. To NOT consume illegal drugs during her reign.
15. To only take prescription medication as prescribed and shall notify the Queen Coordinator or the designated committee member of any and all prescribed medication during her year.
16. To notify the Queen Coordinator of any hospitalizations or illnesses during her reign that happened during an appearance or will affect future appearances. Should Titleholder be injured or suffer an illness requiring medical attention during her year, she must present a physician's release to the Queen Coordinator or the designated committee member, prior to resuming her duties as Hesperia Wranglers Queens/Titleholder.
17. To NOT arrive or appear at any official function without full regalia (hat, crown, banner, and western apparel, including having hair, make-up and nails neatly presentable.)
18. To maintain an exemplary moral and ethical image. Proper undergarments must be worn at all times, showing

no bra-straps or panty lines. Titleholder shall not show cleavage in a manner unbecoming of a wholesome image. If any outfit is questionable, the Queen Coordinator or the appointed queen committee member shall make the final decision.

19. To not appear in faded, ripped, or dirty jeans, unless at an approved sponsor photo session. Although faded jeans may be the current style, the titleholders must remember they are more than a cowgirl, they are Hesperia Wranglers Queens/Titleholders.

20. To NOT have any visible tattoos or facial piercings at any time during her reign.

21. To not attend any rodeo dances unless approved by the Queen Coordinator or the designated queen committee member. Titleholders should not appear in a bar, club, tavern, or similar business, during her reign, even without her crown and banner.

22. To not have males, other than immediate family members, shall accompany the titleholder to, from, or during an event she is attending as Hesperia Wranglers Queens/Titleholder, unless approved by the Queen Coordinator, or the designated queen committee member.

23. To NOT allow any person of the opposite sex into her hotel room for any length of time. The only exception to this rule is an immediate family member. However, if the immediate family member is of an age where it could imply the wrong impression, an adult female chaperone shall be present at all times. If there is an issue with this provision during the year, the titleholder shall immediately contact the Queen Coordinator or the designated queen committee member.

24. To NOT cohabit with anyone of the opposite sex, other than an immediate family member.

25. To NOT allow themselves to be photographed in any manner during their year that would imply that Titleholders are in a dating relationship.

26. To NOT make any appearance as a member of the Hesperia Wranglers Queens without prior approval by the Queen Coordinator or the designated queen committee member.

27. To NOT enter into a public dating relationship during their reign. Titleholders may have a boyfriend during their year. There will be no public announcements of engagement, no taking or posting of photographs with the titleholders significant other, and no public display of affection with the titleholders significant other. Hesperia Wranglers Queens hires young ladies who are single and wholesome. Consequently, any behavior that portrays Hesperia Wranglers Queens in a manner inconsistent with the spirit of this rule, will subject the titleholder to disciplinary action, up to and including the termination of titleholder's reign as Hesperia Wranglers Queens/Titleholder.

28. To make her family and significant other aware of the requirements of Hesperia Wranglers Queens. To the extent that the family members or boyfriend of titleholder engage in continued actions that violate the requirements of Hesperia Wranglers Queens or the spirit of those requirements, the Queen Coordinator, or the designated queen committee member, shall have the sole discretion to proceed with disciplinary actions against titleholder, up to and including the termination of the titleholder's reign as Hesperia Wranglers Queens/Titleholder.

29. To ensure the sustainability of the Hesperia Wranglers Queens Perpetual Clothing Closet:

A. Titleholder is responsible for maintaining the quality of all items passed down to remain the Hesperia

Rodeo Queens.

B. Blatant lack of care of Hesperia Rodeo Queen items that result in destruction or inability to be passed down will result in Titleholder reimbursing the Hesperia Rodeo Queens for the value of the item so that it can be replaced.

C. Chaps- Chaps of a variety of quality and levels of wear are passed down to each queen. If it is KNOWN in advance that Titleholder will encounter muddy or dirt-staining arenas (such as red dirt), Titleholder is expected to wear a lesser quality pair of chaps to ensure she will not ruin a new or high-quality pair.

30. To NOT promote any personal business, personal interest, personal hobby, or other such entities when making appearances as a Hesperia Wranglers Queens/Titleholder or while performing any activity designed to promote the Hesperia Wranglers, Inc., Hesperia Days Rodeo or Hesperia Wranglers Queens.

31. To arrive at the Hesperia Days Rodeo in Hesperia Wranglers Queens' attire at minimum one hour before the rodeo performance and remain at the rodeo until all attendees leave. Hesperia Wranglers Queens should remain in Hesperia Wranglers Queens attire until such time and intermingle with the crowd or perform other designated duties assigned by the Hesperia Days Rodeo committee and/or stock contractor.

32. To NOT attempt to solicit sponsors for herself or any other entity other than the Hesperia Wranglers, Inc. Hesperia Days Rodeo or Hesperia Wranglers Queens while serving as Hesperia Wranglers Queen/Titleholder; violation of this rule shall result in an immediate written disciplinary action.

33. To NOT give any sponsored item to anyone including a family member during her reign.

34. To only utilize the official photographer of the Hesperia Wranglers Queens for photos throughout her reign, unless arranged with the Queen Coordinator or designated committee member. The only exception is that Hesperia Wranglers Queens may have photos taken by photographers hired by the rodeo committee/stock contractor at a rodeo related event.

35. To take exceptional care of their respective crown. Crown is not to be left on the hat during storage. Crown is to be stored in a storage container and kept in a safe place. Any damage to the crown should be reported to the coordinator immediately. Damage to the crown sustained by negligent acts shall result in the Titleholder having to pay for repair or replacement.

36. To prepare for the 2025 pageant:

A. All Titleholders should also submit their farewell write-up and specified number of pictures no later than June 1st.

B. ALL appearances the week before the pageant must be approved by the Queen Coordinator or designated queen committee member to ensure there are no conflicts with the pageant promotion.

**In addition, Miss Hesperia Wranglers agrees:**

37. To communicate via email, text or phone call with the Queen Coordinator or appointed queen committee member of Hesperia Wranglers Rodeo Queens at least bi-monthly during the term of the titleholder's reign. Such communication shall include updates regarding appearances, sponsorship contacts, and other items relating to the titleholder's position as Miss Hesperia Wrangler (Titleholder). Additionally, Titleholder shall contact each appointed Hesperia Wranglers Queens Board member AT LEAST once per quarter to discuss any necessary preparation for upcoming events or potential issues.

38. To accept access to the Hesperia Wranglers Queens' social media accounts for the duration of the titleholder's

reign, effective within one week of crowning. All posting pertaining to the Hesperia Wranglers Queens will be done on the official Hesperia Wranglers Queens' social media accounts before sharing on titleholder's personal accounts throughout the year of her reign. Additionally, cross-posting to personal accounts will only be accepted with prior approval from the Hesperia Wranglers Queen Coordinator or designated committee member. In addition:

A. Hesperia Wranglers Queens has the right to edit or remove any posts on social media created by Titleholder.

B. Titleholder understands that Hesperia Wranglers Queens will post intermittently on behalf of the pageant, clinic, or other Hesperia Wranglers Queens' purpose.

39. To assist in making immediate arrangements for press releases and official photographs to be taken and approved by the Queen Coordinator, or the appointed queen committee member, on or before July 15th.

40. To assist with the completion of all components of the sponsor packets by February 15th of the year following their coronation.

41. To maintain an email through GMAIL for Miss Hesperia Wranglers to be set up IMMEDIATELY after crowning. The email address should be "misshesperiawranglers20\_\_@gmail.com" unless otherwise unavailable. This will allow for easy access to share Google Drive documents that are used throughout the year.

42. To send thank-you notes to all sponsors, rodeo committees, stock contractors, host families, and other like persons/businesses. Such cards should be mailed or presented within one week of the contact.

43. To assist with the Hesperia Wranglers Queens Clinics and/or practices. As a clinician, Titleholder shall only participate in the Hesperia Wranglers Queens Clinic. She may not be featured in any other non-association clinic or event where she is viewed as a speaker, clinician, special guest, etc. - unless it is to the benefit of the Hesperia Wranglers Queens Association and prior approval is given by Queen Coordinator.

44. To assist with the preparation of the Hesperia Wranglers Queens Pageant program to be used during the Pageant.

Note: Deadline for Miss Hesperia Wranglers preferred program cover image June 1st. (Hesperia Wranglers Queens reserves the right to not use the preferred image but will notify the queen if a decision is made not to use the submitted image.)

45. To assist the Queen Coordinator or the designated queen committee member with preparations for the Pageant.

A. Titleholder shall write a farewell speech (to play during final ride) no later than June 1st. B. Approval of this speech/final ride plan MUST BE provided to Queen Coordinator or designated committee member BEFORE recording AND before any contact is made with anyone else.

B. Miss Hesperia Wranglers is responsible for recording speech in a quality suitable for the Hesperia Wranglers, Inc. purposes.

C. Miss Hesperia Wranglers is expected to have a CLEAR and OPEN schedule the week before Hesperia Days Rodeo for any and all promotional purposes that the Hesperia Days Rodeo, Hesperia Wranglers, Inc. or Hesperia Wranglers Queens shall request of her.

D. Including but not limited to school visits, sponsor visits, selling program ads, collecting auction items, etc.

E. Miss Hesperia Wranglers is expected to act as Emcee at any/all Hesperia Wranglers Queens Pageant events and will be notified if she will be co-emceeing or working solo in advance of each event. It is her responsibility to plan events alongside appointed co-emcee.

F. Titleholders will attend nightly recap meetings at the pageant if necessary and will be notified in advance.

46. To solicit contestants for the 2025 Pageant during her year and shall maintain contact with potential contestants during her year.

47. If Miss Hesperia Wranglers has a sponsored vehicle, or if the name "Hesperia Wranglers Queens" or titleholders name appears on her personal vehicle, the titleholder's boyfriend shall not ride in the vehicle with her at any time.

48. To participate in production meetings prior to the rodeo as a hired contract act only, keeping opinions/recommendations to herself.

***Disciplinary Actions:***

Titleholders are expected to conduct themselves as a professional at all times during their reign, and are expected to comply with the Eligibility Requirements, and the Hesperia Wranglers Queens Handbook. This includes all behavior and activities from the time they enter the Hesperia Wranglers Queens Pageant until they relinquish their reign. During the term of this agreement the said Titleholders will have the opportunity to earn incentives and could be fined for warnings or misconduct.

a. The following steps are listed:

First Warning: Will be in verbal form (including but not limited to text or email) and documented to the Queen Coordinator for the Hesperia Wranglers Queens.

Second Warning: Will be in written form and signed by Titleholder (regardless of acceptance of said warning) and the Queen Coordinator of the Hesperia Wranglers Queens to signify receipt of warning.

Third Warning: Will be in written form, voted on by the Hesperia Wranglers Queens Committee and the Hesperia Wranglers Board of Directors and will result in the removal of said title and all awards to be relinquished.

b. After receiving the above discipline, the Titleholder will relinquish the Hesperia Wranglers Queens Title, Crown and All Awards.

\_\_\_\_\_  
Coordinator Printed name                      Signature                      Date

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Titleholder Printed name                      Signature                      Date

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Parent/Guardian if under 18 Printed name                      Signature                      Date