

APRA Rodeo Committee Information Checklist:

APRA DOING PAYOUTS:

- Book in rodeo date via email to APRA Head Office – apra@prorodeo.com
- Receive Committee information pack, Rodeo Application form & Risk management form.
- Return Rodeo Application, Risk management & any promotional posters asap. **Please Note:** all limited event rodeos / over \$2000 submitted to APRA competition board for championship points approval.
- Invoice issued for affiliation fees.
- Invoice issued for posted Prize money.
- Receive certificate of currency
- Entries taken by APRA for all events through the online portal **excluding non-champion & local events.**
- All day member entries & fees taken online through the APRA website.
- Final stock contractor numbers emailed out. **31.8.1 Rough Stock numbers must be supplied to APRA head office no later than 2:00pm EST on the Monday prior to the rodeo.**
- Draws Processed by APRA head office.
- Full event rodeo paperwork emailed to rodeo secretary.
- All turnouts, add to draw & tradeouts emailed to rodeo secretary.
- Weekend of rodeo
- Committee to scan and email all rodeo paperwork back to APRA head office by the Monday after the rodeo.
- All rodeo paperwork to be posted back to APRA Head Office.
- Payouts done by APRA head office.
- Total committee levy transferred to rodeo committee.



(07) 4661 8183
(07) 4661 4990 Fax

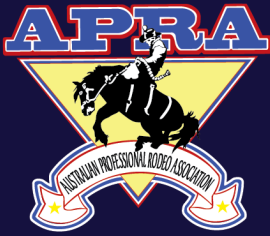


prorodeo.com.au
apra@prorodeo.com.au



PO Box 264
Warwick Q 4370





COMMITTEE DOING PAYOUTS:

- Book in rodeo date via email to APRA Head Office – apra@prorodeo.com
- Receive Committee information pack, Rodeo Application form & Risk management form.
- Return Rodeo Application, Risk management & any promotional posters asap. **Please Note:** all limited event rodeos / over \$2000 submitted to APRA competition board for championship points approval.
- Invoice issued for affiliation fees.
- Receive certificate of currency
- Entries taken by APRA for all events through the online portal **excluding non-champion & local events.**
- All day member entries & fees taken online through the APRA website.
- Final stock contractor numbers emailed out. **31.8.1 Rough Stock numbers must be supplied to APRA head office no later than 2:00pm EST on the Monday prior to the rodeo.**
- Draws Processed by APRA head office.
- Full event rodeo paperwork emailed to rodeo secretary.
- All turnouts, add to draw & tradeouts emailed to rodeo secretary.
- APRA Transfer Day member entry fees to rodeo committee
- Weekend of rodeo
- Committee to scan and email all rodeo paperwork back to APRA head office by the Monday after the rodeo.
- Committee Levy paid to committee.



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