

## **IGRA STANDING RULES**

### **RULE I BUDGET ITEMS WITH FIXED BUDGET LIMITS NOT DEPENDENT ON PRIOR YEARS ACTUAL RESULTS**

Section 1. Committees required to provide seminars.

Section 2. Public Relations committee.

Section 3. Officers' travel and administrative items.

Section 4. President's discretionary fund.

### **RULE II OFFICERS AND OFFICIALS EXPENSES APPROVED FOR REIMBURSEMENT WITHIN BUDGETED LIMITS**

Section 1. Accommodations and travel.

- A. Instructor for certification seminars and public relations workshop.
- B. Executive Officers' Board of Directors meetings as budget permits.

Section 2. Travel only.

- A. Rodeo Auditors for travel from auditor's home city to rodeo city and return.

Section 3. Annual convention registration (unless individual is a Member Association delegate or alternate delegate), all Executive Officers, Parliamentarian, Corporate Auditor, Administrative Assistant, and all committee chairs.

Section 4. Office expenses (telephone, postage, copying, etc.).

- A. All Executive Officers, Executive Office, Board of Trustees chair, and IGRA royalty.

### **RULE III IGRA REQUIRES THAT HOSTING ASSOCIATIONS BE RESPONSIBLE FOR THE FOLLOWING OFFICERS AND OFFICIALS EXPENSES FOR THE FOLLOWING EVENTS**

Section 1. Sanctioned rodeos.

- A. Rodeo Auditor – hotel three (3) nights
- B. Rodeo Auditor – ground transportation – local airport to hotel and hotel to rodeo facility and return.

## RULE IV ANNUAL CONVENTION

Section 1. Except as otherwise provided by Law, the Articles of Incorporation, the Bylaws, or these Rules of Order, those rules contained in Robert's Rules of Order, Newly Revised, shall govern the annual convention of this Association in all cases to which they are applicable. The President shall appoint a Parliamentarian to assure compliance with stated rules. The Parliamentarian shall not have a vote.

Section 2. With appropriate provision for recesses and for such special events as may be arranged, the general order of business at the annual convention of IGRA shall be:

- Call to Order
- Opening Exercises
- Roll Call and Seating of Voting Delegates
- Admission and Seating of New Member Associations
- Referral of All Proposals to Standing Committees
- Reports of Officers
- Reports of Standing Committees
- Old Business
- New Business
- Election of Officers
- Approval of Requests for Rodeo Dates
- Selection of IGRA Finals Rodeo Location
- Selection of IGRA Convention Location
- Announcements
- Adjournment

Section 3. The agenda for the annual convention shall be prepared by the President and Board of Directors and mailed in accordance with Bylaws Article VI Annual Convention, Section 2.

Section 4. Resolutions may be submitted by any delegate and should be submitted to the Secretary prior to midnight the night before the opening of annual convention.

Section 5. The previous question shall be ordered on motion adopted by a majority vote of the convention.

Section 6. Convention floor rules shall be:

- A. Discussion on any motion or business shall be limited to ten (10) minutes. A majority vote will be required for each ten (10) minute extension of the discussion.
- B. The question cannot be called within the first ten (10) minutes of discussion/debate on any subject.
- C. Anytime a representative group calls for a caucus, it will take preference over a vote. The maximum time allowed for a caucus will be ten (10) minutes.
- D. All motions and/or committee recommendations must be submitted in writing to the Secretary.
- E. Only delegates and/or committee chairpersons may address the convention floor.

- F. Voting by voice vote, show of hands, roll call of the voting delegates, or written ballot shall be the option of the Chairperson, or at the request of any delegate.
- G. Each speaker may only speak once unless everyone desiring to speak has spoken.
- H. If a "friendly amendment" is offered from the convention floor to a committee recommendation, the procedures below will be followed:
  - 1. Committee Chair will ask if any member of the committee objects to the friendly amendment.
  - 2. If there are no objections, the friendly amendment will be automatically accepted. If any committee member objects, the committee chairperson will ask for a formal vote of those committee members present. Voting shall follow the procedures of Bylaws Article IV Membership, Section 4, Paragraph C.
- I. Any proposed changes made on the committee recommendations on the convention floor may, at the Presiding Officer's discretion, be sent back to the committee for rewording and then brought back to the convention floor before it can be voted on.

Section 7. Officers, directors, delegates, and alternate delegates shall be provided identifying badges, which shall be worn at all times.

Section 8. A specific area shall be set aside for voting delegates, alternate voting delegates, officers, and parliamentarian.

## RULE V ETHICS AND SPORTSMANSHIP

### Section 1. Code of Ethics and Sportsmanship of IGRA.

Paragraph 1. We believe that...

- A. The sport of rodeo has earned and deserves the company of true sportsmen.
- B. The contestants, sponsors, and friends of rodeo have much to gain by observing the highest ethical standards and by observing the best tenets of good sportsmanship in all things pertaining to the sport of rodeo.
- C. In addition to the basic rule of “Do unto others as you would have them do unto you”, it is desirable to define ethical practices, to delineate unethical practices, to encourage good sportsmanship and high ethical behavior and to warn, censure, or bring to public attention and discipline those who commit acts detrimental to the best interest of rodeo.
- D. It is the right and obligation of the International Gay Rodeo Association to set standards in matters of ethics and sportsmanship concerning our rodeos and related activities.

Paragraph 2. Unethical and/or Unsportsmanlike Behavior.

- A. The words “International” and/or “IGRA” shall not be used in connection with events that are not officially sponsored or sanctioned by IGRA and/or its’ Member Associations.
- B. It shall be considered unethical practice for anyone to attempt to influence the action of IGRA officials by duress or intimidation of any sort including threat of legal action against such officials.
- C. Non-payment of fees and fines due IGRA shall be considered unethical.
- D. The arena conduct of any contestant shall not be such as to adversely affect the competition of any other contestant in the arena.
- E. Contestants should not accuse the Judge(s) of favoritism or bribery; they should support the Judge(s) and the judging system. If they have a legitimate protest, they should follow the procedures set out herein.
- F. Any behavior that is clearly unethical and/or unsportsmanlike is considered a violation of the Code of Ethics and Sportsmanship, whether delineated herein or not.

Paragraph 3. Application of the Code of Ethics and Sportsmanship.

- A. This Code of Ethics shall apply to all Member Associations of IGRA, all individual members of Member Associations acting in an official capacity, all participants in IGRA-sanctioned events, and all persons under contract to IGRA and/or its’ Member Associations.
- B. The Rules and Regulations of IGRA and its’ Member Associations shall, in all respects, be supported in our efforts to strengthen ethical and good sportsmanship conduct in all methods of participation in our rodeos.
- C. The Rules of IGRA and its’ Member Associations are hereby adopted by reference as part of this Code of Ethics and Sportsmanship.

## Section 2. Ethical Practices Review Board (EPRB).

Paragraph 1. There shall be an Ethical Practices Review Board (EPRB), which will be the sole reviewer of formal complaints of unethical and/or unsportsmanlike behavior.

- A. It shall consist of the Trustees.
- B. The Chairperson of the EPRB shall be the Chairperson of the Trustees.
- C. The functions of the EPRB shall be to interpret and enforce the ethical and sportsmanship rules promulgated and adopted by IGRA, and within such limitations, develop its own methods for handling matters properly brought before it.
- D. The EPRB shall be considered the place of “last resort” for resolution of unethical or unsportsmanlike behavior, after all other avenues have been exhausted.
- E. The EPRB shall advise the Board of Directors of all upcoming hearings and/or resolved complaints.

Paragraph 2. Guidelines for the Ethical Practices Review Board.

- A. It shall be the general policy of the EPRB to be constructive with those who have committed unethical or unsportsmanlike acts and to use its powers to prevent reoccurrence of similar events. Probationary periods may be applied to effect discipline.
- B. In every situation, the best interests of gay rodeo shall be paramount over all considerations.
- C. The EPRB shall make every effort to resolve complaints in a timely manner.

## Section 3. Procedures of the Ethical Practices Review Board.

Paragraph 1. Complaint Procedure.

- A. Alleged infractions by any individual member of IGRA may be brought to the EPRB by any Member Association or any individual member or a Member Association. Such allegations must be in writing, preferably on an EPRB Allegation Form, and must be submitted no later than fifteen (15) days following the alleged incident(s), except that no alleged infraction will be denied review if, in the opinion of the EPRB, it is deemed timely due to extenuating circumstances.
- B. The complaint must include all infractions and substantiating evidence.
- C. Every effort should be made to first submit the complaint to the Trustee of the complainant’s Member Association and/or the Board of Directors for presentation to the EPRB.
- D. The EPRB will review all complaints referred to it and determine by a majority vote whether to dismiss a complaint or proceed with a hearing.

Paragraph 2. Hearing Procedure.

- A. All persons involved shall be notified by certified mail, return receipt requested, at least thirty (30) days prior to the hearing, of the date for a hearing to resolve the matter and shall be given the opportunity to present their side(s) of the situation.
- B. A member of a Member Association, when offering opinions, shall do so in a manner that reflects strict integrity and courtesy.
- C. After hearing all relevant testimony, the EPRB shall determine how it wishes to resolve a complaint.

Paragraph 3. Resolution Procedure.

- A. No punitive action which involves suspension or termination of IGRA privileges shall be taken unless the individual involved is given reasonable opportunity to testify on his/her own behalf.
- B. Disciplinary action may include, but is not limited to, reprimands, citations, or sanctions.
- C. A majority shall prevail in all decisions, except that in matters involving suspensions of a person from participation in IGRA-sanctioned events or matters involving unsportsmanlike acts, a two-thirds (2/3) majority vote shall be required.

Paragraph 4. Reporting Procedure.

- A. Notice of disciplinary action taken by the EPRB against an individual shall be given in writing to the individual no later than fourteen (14) days after the conclusion of the hearing.
- B. All findings shall be reported to the Board of Directors at its next meeting.

## RULE VI RULES GOVERNING SELECTION OF MR/MS/MISS/MSTER IGRA

### Section 1. Selection of Judges.

- A. A random draw of all associations will be made by the current Community Outreach/Fundraising/Gender Diversity Committee chairs, the Vice President, and the Finals Rodeo Director during the second IGRA board meeting of the rodeo year to achieve a panel of no more than nine (9) judges and three (3) alternate judges per segment of competition (Horsemanship, Interview, Entertainment, Western Wear/Public Presentation) with the remaining associations as alternates in the order selected.
- B. Each association has a deadline of sixty (60) days prior to the competition to submit to the Vice President the names of qualified judges for their chosen segment. "Qualified" is defined as someone with an active working knowledge of Royalty competition guidelines as per IGRA Bylaws. Judges name(s) shall be submitted for one (1) segment only. Judges can only represent one association during the entire Royalty competition. Current IGRA royalty and association royalty are not eligible to serve as a judge.
- C. In the event an association is unable to submit the name of a qualified judge for a segment, then each remaining association would move up in the rank of the order of the draw.
- D. In the event a submitted judge is unable to attend, the association shall notify the Vice President with a replacement name. If the association is unable to submit a replacement, then the association will be fined fifty dollars (\$50.00) payable to the Hosting Association.
- E. In the event a committed judge does not show for the finals competition, their association will be fined one hundred dollars (\$100.00) payable to the Hosting Association. The alternate judge next in line will be notified to judge the open segment.
- F. Each segment must have an equal number of judges. There must be a minimum of five (5) judges in each category. If there are not enough judges, the Vice President and a random draw of Trustees present, or their appointees, must fill the judging vacancies per segment.

### Section 2. Registration/Information Packets.

- A. Royalty competition packets will be issued at the second annual Board of Directors meeting by the Finals Rodeo Host Association to all Trustees or their alternate who will sign for receipt. It is the contestant's responsibility to obtain their packet from their Trustee. If they are unable to do so, they must contact the Vice President to obtain one.
- B. Packets must include Standing Rule VI Rules Governing Selection of Mr/Ms/Miss/MstTer IGRA, related exhibits, competition deadline dates, registration contacts/ mailing address, and Finals Rodeo general information (host hotel and hotel phone numbers, locations, weekend schedule, stage layout, type of sound system, lighting, etc.).

Section 3. Judges shall use standardized scoring sheets and guidelines included as Exhibits C3 to C9 to be reviewed at the judges' meeting prior to competition.

Section 4. Royalty contestants and royalty contestant officials may not be under the influence or consume alcohol/illegal drugs during their active segments of the contest. Competition officials include Master of Ceremonies, stage staff, judges, and auditors. Active segments will be defined by the competition committee at the contest meeting.

Section 5. All contestants must be the current official title holder or 1<sup>st</sup> runner-up in an IGRA Member or Recognized Association. Each association can only send one representative in each category.

Section 6. All entry forms, one hundred dollars (\$100.00) entry fee, and IGRA fund raiser moneys must be postmarked by a government postal service no less than thirty (30) days prior to the scheduled competition. Entry form and entry fee are to be sent to the Vice President who will forward the money to the Treasurer (Exhibit C2).

Section 7. The one hundred dollars (\$100.00) entry fee from all royalty contestants will be distributed back to the team members. The total amount collected shall be divided by the number of categories and paid out to the royalty team as listed in Rodeo Prizes and Payoffs: Winner 50%, 1<sup>st</sup> Runner-Up 30%, and 2<sup>nd</sup> Runner-Up 20%. Fifty percent (50%) of the funds will be paid out when his/her individual fundraising obligation has been met and the remaining fifty percent (50%) will be paid out when all requirements have been met by that individual.

Section 8. Each contestant competing for the title of Mr/Ms/Miss/MsTer IGRA will be required to host a minimum of one (1) fundraising event for IGRA prior to application deadline. A minimum amount of two hundred fifty dollars (\$250.00) must be raised. The Member Association's treasurer of each contestant shall forward any moneys raised along with the IGRA Fundraiser Deposit Form (Exhibit C12) to the Treasurer for distribution. Funds are to be split evenly between IGRA and a charity or charities to be determined by the IGRA Board of Directors, upon recommendation from the current IGRA royalty team. This is to take place during the first Board of Directors meeting of the rodeo year.

Section 9. Each contestant competing for the title of Mr/Ms/Miss/MsTer will be required to compete in a minimum of one (1) sanctioned rodeo event or volunteer for a minimum of four (4) hours (in any capacity) at any IGRA-sanctioned event and raise a minimum of five hundred dollars (\$500.00) for a non-profit entity under the laws of and in good standing in the state, province, territory, or other comparable territorial units of other nations during their regional reign. This requirement must be met no later than thirty (30) days prior to the Finals Rodeo and Royalty Competition.

Section 10. Contestants are required to wear their association title banners during the interview portion and parade of states of the competition.

Section 11. Contestants must provide a written plan of action consisting of goals for the IGRA royalty team. They must be in a sealed envelope with the contestant name and association listed on the front. They must be turned in with the horsemanship tapes. The envelopes will be given to the Vice President to be opened, verified, and reviewed with the competition winners to build

the teams final plan of action for the following year. Failure to provide a plan of action will result in a two (2) point deduction from each judge's score sheet in the interview segment.

Section 12. Each category (Mr/Ms/Miss/MsTer) will have a second runner-up, first runner-up, and a winner.

Section 13. Upon assuming their respective title, Mr/Ms/Miss/MsTer IGRA will become co-chairs of the Community Outreach/Fundraising/Gender Diversity Committee with the first and second runners-up serving as committee members.

Section 14. All results of the Mr/Ms/Miss/MsTer competition will become a matter of corporate record. Results shall reflect the order of placement and total scores shall be posted immediately after announcement of winners. Individual results and judges sheets shall be mailed to any contestants within thirty (30) days after competition upon receiving written request to the IGRA Executive Office.

Section 15. If a sash is lost, damaged, or stolen, the titleholder must notify the Vice President and must request a replacement at the titleholder's expense. If a buckle is lost, damaged, or stolen, the titleholder must notify the Vice President and may request a replacement at the titleholder's expense.

Section 16. Finals Royalty Competition and Announcement of Winners.

A. The Vice President, in conjunction with the Finals Rodeo Host Association, will ensure that all awards are consistent in design and provided at the competition. All sashes are to be ordered from the official IGRA vendor. Sash colors will be as follows:

1. Mr/Ms/Miss/MsTer – Black
2. First Runners-Up – Red
3. Second Runners-Up – White

B. IGRA Royalty Competition shall take place immediately prior to and/or during Finals Rodeo weekend, exclusive of rodeo competition times.

C. Announcement of Mr/Ms/Miss/MsTer IGRA shall take place during the Finals Rodeo weekend and after an audit has been completed.

D. The audit verification shall consist of both computer tally the IGRA Auditor and manual tabulation of judging sheets by an audit committee chosen by the current IGRA royalty team and the Vice President.

Section 17. The IGRA Royalty Competition will not discriminate against anyone based on disability according to the Americans with Disabilities Act (ADA). If a contestant requires special accommodations or cannot compete in a certain category of the IGRA Royalty Competition because of his/her disability, that contestant must notify the Vice President ninety (90) days prior to the IGRA Royalty Competition. At that time, the Vice President and the royalty competition committee will decide upon a fair and reasonable resolution with consideration of all contestants. The decision of this committee will be final only for that specific category.

## RULE VII DUTIES OF MR/MS/MISS/MSTER IGRA

### Section 1. IGRA Rodeos and Event Attendance.

- A. Mr/Ms/Miss/MsTer IGRA must attend at least one (1) rodeo in each division, Annual Convention, and Finals Rodeo. They must also make every effort to attend the IGRA Board of Directors meetings and if they cannot attend, they must notify the Vice President at least 30 days prior to each meeting.
- B. Runners-up must attend at least one (1) rodeo in each division and Finals Rodeo and make every effort to attend the annual convention.
- C. If for any reason a current IGRA title holder or runner-up does not complete the minimum rodeo attendance requirement, the said royalty member will forfeit their step down privileges, except for extenuating circumstances left to the discretion of the Vice President and the current IGRA royalty team.

### Section 2. Fundraising.

- A. Royalty team must raise funds for operating costs and support of IGRA. Funds raised over the minimum will be available for distribution determined by the IGRA Board of Directors upon recommendation from the royalty team at the second board meeting of the year.
- B. Mr/Ms/Miss/MsTer IGRA must raise a minimum of \$1,200 per person. First runners-up must raise a minimum of \$1,000 per person. Second runners-up must raise a minimum of \$800 per person.
- C. Funds raised must be sent to the Vice President for requirement accountability. Funds will not be credited to the said royalty member(s) without the IGRA Fundraiser Deposit Form (Exhibit C12). Funds will then be forwarded to the Treasurer for deposit. Checks from the venue, money orders, or certified checks should be made out to IGRA. No personal checks will be accepted.
- D. All monies from IGRA fundraisers must be received by the Vice President within seven (7) days of the fundraiser. Monies must be in the form of a check from the venue, certified check, or money order.

### Section 3. Additional Responsibilities.

- A. Mr/Ms/Miss/MsTer IGRA must compete in a minimum of two (2) sanctioned rodeo events or volunteer for a minimum of eight (8) hours (in any capacity) at each IGRA-sanctioned rodeo attended for requirement accountability to receive a complimentary entrance pass and/or hotel accommodations. Runners-up must compete in a minimum of one (1) sanctioned rodeo event or volunteer for a minimum of four (4) hours (in any capacity) at each IGRA-sanctioned rodeo attended for requirement accountability to receive a complimentary entrance pass and/or hotel accommodations.
- B. Work with Member Associations to further the goals of the Community Outreach/Fundraising/Gender Diversity Committees. This shall be inclusive of, but not limited to, Member Association royalty competitions, volunteering at rodeos, fundraising events, other community event support, and charity contributions.

- C. Responsible for selection of Member Association and presentation of the traveling IGRA Spirit Stick Award.
- D. All IGRA royalty team members must supply a list of their proposed fundraisers and rodeos they plan to attend during their reign to the Vice President within one (1) month of the start of the rodeo year.
- E. Responsible for ensuring Community Outreach/Fundraising/Gender Diversity information is included on the IGRA Web site.
- F. Any other duties pursuant to Standing Rule VI Rules Governing Selection of Mr/Ms/Miss/MsTer IGRA.

#### Section 4. Discipline.

- A. If, for any reason, a current IGRA title holder or runner-up does not demonstrate a good faith effort within the first three (3) months of the rodeo year toward the accomplishment of their duties according to the bylaws, the Vice President shall mail a certified letter of reprimand, postmarked within ten (10) days after the first day of the fourth month of the rodeo year, to said royalty member.
- B. The royalty member will have thirty (30) days to appeal the charges before the IGRA Board of Directors, who will make the final decision of removal from the royalty team.
- C. In the event of a royalty removal, the next highest scored qualified contestant will be contacted and offered the vacant position and will be recognized at the next IGRA function. This process will continue until the position is filled or no eligible contestant remains. If removed from the royalty team, individual will be stricken from the records and the member that replaces individual will be named in that position and have their name added to all official records.
- D. Minimum financial requirements must be completed within the first six (6) months of the rodeo year. If the minimum financial requirements are not met within the first six (6) months of the year, then the Vice President will recommend to the Board of Directors that said royalty member(s) be removed from the team.
- E. Failure to deliver monies within seven (7) days will result in a certified letter from the Vice President requesting the funds immediately. If the money is not received within thirty (30) days of the receipt of the certified letter, the Vice President will file an EPRB against the royalty team member.

## RULE VIII GENERAL RULES FOR ARENA CREW COORDINATOR

Purpose. For IGRA to provide a list of qualified and trained Arena Setup Coordinators which may be used to satisfy a rodeo's needs. Arena Setup Coordinators do not necessarily have to be from this list.

### Training.

1. Attend an Arena Directors seminar.
2. Work as a second assistant under an Arena Director at one (1) rodeo.
3. Pass a test to be administered by the Arena Directors Committee chairperson.

Duties include coordinating the setup of the arena for speed events, camp events, and Chute Dogging. Also, to assist the Arena Director in any other areas as requested.

## RULE IX GENERAL RULES FOR CERTIFIED PERSONNEL

### I. Certification Program.

- A. Any person interested in becoming a certified rodeo official shall:
1. Contact the chairperson of the particular area interested in to schedule training.
  2. Be a member in good standing of all Member Associations of which the person is a member.
  3. Attend required seminars and/or workshops.
  4. Serve in associated area as required per each individual program.
  5. Take and pass a written examination.
  6. Upon satisfactory completion of specific program requirements, applicant and certification committee shall complete an evaluation of applicant.
  7. Upon committee recommendation, Chairperson shall make a recommendation to the Board of Trustees for consideration for certification.
  8. Previous experience in a specific area may waive some requirements toward certification.
- B. Each certification program will have a certification committee consisting of a chairperson, two (2) additional certified members selected by the chairperson, and the President.

### II. Certification Process.

- A. All certifications and/or re-certifications shall be considered by the Board of Trustees, and with a positive vote of at least two-thirds (2/3) of those present, notice of updated list shall be sent to all Member and Recognized Associations. Certifications/re-certifications may be approved at any regularly scheduled meeting of the Board of Trustees.
- B. Certified personnel shall apply in writing for recertification to their respective committee chairperson prior to the last regularly scheduled Board of Trustees meeting of each rodeo year.
- C. See individual programs for any additional requirements.

### III. Responsibilities.

If, after acceptance to serve, the certified individual is unable to keep the commitment, he/she shall communicate verbally in a timely manner and follow up in writing with rodeo management to allow time to find a replacement.

- A. Officials shall adhere to required dress code (long pants, long-sleeved shirt, western boots, western hat (optional in chute area), and area-approved shirt design or proper color coded vest for each area of service.
- B. Shall notify local rodeo officials of arrival in area, location residing, and contact phone.
- C. Shall obtain a schedule of meetings, events, locations, and be in attendance when required.
- D. Shall act in a professional manner at all times and ensure that all rules and regulations are enforced.
- E. Shall complete any required paperwork and submit to proper rodeo officials within given time requirements for submission to IGRA.

### IV. Suspension from Certification or Recertification.

- A. Grounds for suspension from certification or recertification shall include, but not be limited to:
  - 1. Failure to comply with IGRA rules and regulations.
  - 2. Failure to be in proper attire.
  - 3. Failure to act in a professional manner.
  - 4. Failure to complete required duties.
  - 5. Failure to complete and submit required paperwork.
  - 6. Entering the arena or contestant area under the influence or in possession of alcohol, narcotics, or illegal drugs of any kind.
  - 7. Causing voluntary endangerment of livestock and/or contestants.
  - 8. Fixing or changing scores and/or times.
  - 9. Drugging of any livestock without written veterinary consent which includes description of medication, how often, and for what reason medication is necessary.
- B. Procedures for disciplinary action will be found as Section IV in Standing Rules X through XIII for each respective certified official program.

### V. Seminars.

- A. Seminars will be offered during each rodeo year with pre-registration required, except at convention. Seminars will be at:
  - a. Annual convention on Thursday, and
  - b. One (1) rodeo in each division. University may be substituted for a division rodeo.
- B. Pre-registration fees of twenty-five dollars (\$25.00) per person payable to IGRA and sent to the IGRA Executive Office, postmarked at least forty-five (45) days prior to the date of the seminar. Fees shall be refundable upon attendance. Fees shall be forfeited for non-attendance. Late registration will be accepted at the discretion of the respective committee chairperson for the non-refundable fee of twenty-five dollars (\$25.00).

## RULE X ARENA DIRECTOR CERTIFICATION PROGRAM

### I. Certification Program.

- A. Be an IGRA–certified Chute Coordinator.
- B. Assist in coordination of
  - 1. Horse events.
  - 2. Camp events.
- C. Serve as Assistant Arena Director in at least three (3) rodeos.
  - 1. If an applicant presents written documentation of previous rodeo experience, the chairperson of the Arena Directors Committee shall evaluate this experience and determine whether this requirement may be reduced.
- D. Complete the following
  - 1. Arena Directors seminar.
  - 2. Chute Coordinators seminar.

### II. Recertification.

- A. Each certified Arena Director shall attend at least one (1) Arena Directors seminar or work at least one (1) rodeo as an Arena Director or Assistant Arena Director per year. If a certified Arena Director is unable to attend a seminar or work as an Arena Director or Assistant Arena Director in a rodeo year, then that person must serve as an Assistant Arena Director and attend an Arena Directors seminar before being submitted for recertification.
- B. See General Rules for Certified Personnel, Standing Rule IX, Section II.

### III Responsibilities.

- A. Manage rodeo staff and to run an efficient, smooth, and safe rodeo.
- B. Coordinate with Rodeo Director to ensure ample staff is available for all areas of rodeo arena.
- C. If the Arena Director becomes incapacitated during the rodeo and is unable to continue performing the responsibilities of the Arena Director, then the Assistant Arena Director will assume those responsibilities with the Chute Coordinator as an advisor. If the Assistant Arena Director is unable to take over the responsibilities, then the Chute Coordinator will assume the Arena Director responsibilities.

#### IV. Disciplinary Procedures.

- A. The Host Association Trustee at each rodeo will be responsible for reporting at the rodeo review board meeting problems in the performance of the Arena Director at that rodeo including, but not limited to the items listed in IGRA Standing Rule IX, General Rules for Certified Personnel, Section IV. A. Problem areas may include violation of procedure, process, technique, or interpretation of IGRA rules.
- B. The Arena Director in question will be notified in writing, by certified mail, by the Secretary within thirty (30) days regarding a problem under Section A. A response must be sent to the Arena Directors Committee chair by certified mail within thirty (30) days. All members of the committee will review the response.
- C. By consensus, the Arena Directors committee may issue a verbal warning, issue a written warning, place the official on a probationary period, or suspend the official. The committee may impose additional requirements. Any action will be communicated to the Board of Trustees.
- D. A suspended official may apply to the Arena Directors Committee for recertification at the next regularly scheduled IGRA Board of Trustees meeting.

## RULE XI IGRA CHUTE COORDINATOR CERTIFICATION PROGRAM

### I. Certification Program.

- A. Work on the chute staff for a minimum of three (3) sanctioned rodeos as a volunteer before entering the Chute Coordinator certification program. Candidate must then work the following activities and receive approval according to the Chute Coordinator Program Checklist (Exhibit E).
  1. Nine (9) rodeos as a recognized volunteer in the following areas:
    - a. Rigging and spotting (may be combined with animal loading).
    - b. Animal loading (may be combined with rigging and spotting).
    - c. Contestant line-up.
    - d. Gate openings (rough stock, camp, roping).
  2. Two (2) rodeos as an assistant in bucking and two (2) as an assistant in roping.
  3. Complete a Chute Coordinators seminar.
  4. Certification committee and student shall review performance to evaluate if candidate is ready for rookie.
  5. Upon approval to serve as a Rookie Chute Coordinator, chair shall contact rodeo officials of requested rodeo, including Rodeo Director, to obtain approval for usage of rookie. Chair shall then notify rookie of approval and disseminate name and number of Chute Coordinator. Rookie shall contact Chute Coordinator regarding assistants and duties for said rodeo.
  6. Rookie service shall be done with a certified Chute Coordinator on staff in the chute area. At the discretion of the Arena Director and Certified Chute Coordinator, the Certified Chute Coordinator may be activated for any period.
  7. Student performance review shall be completed by student and Chute Coordinator. Must be forwarded to chair within fourteen (14) days of completion of rodeo.

### II. Recertification.

- A. Each certified Chute Coordinator shall work within the chute areas as a Coordinator, Assistant Coordinator, or recognized volunteer at least once each rodeo year or attend a seminar prior to the last regularly scheduled Board of Trustees meeting. If a Certified Chute Coordinator is unable to attend a seminar or work as a Chute Coordinator or Assistant Chute Coordinator in a rodeo year, then that person must serve as an Assistant Chute Coordinator and attend a Chute Coordinator seminar before being submitted for recertification.
- B. See General Rules for Certified Personnel, Standing Rule IX, Section II.

### III. Responsibilities.

- A. The Chute Coordinator is the coordinator and will act in such a manner to oversee the entire area.

- B. To coordinate the chute staffs, both in the bucking chutes and roping chutes areas, in regards to duties necessary, rules, dress code, livestock, and equipment for a smooth, safe, and efficient running rodeo. To accomplish the above, the Chute Coordinator and assistant will remain on or behind the bucking chutes during chute events except in the case of split chutes.
- C. To direct contestants and livestock to proper locations according to lineup of event and ensure all procedures and rules regarding event are enforced.
- D. To observe that all rules regarding livestock behaviors are acted upon as necessary.
- E. Shall inspect and ensure, with the assistance of necessary staff, that all necessary equipment (riggings, ropes, halters, chutes, etc.) are kept in working order or removed from usage, and report any defective equipment to the Rodeo Director for replacement.

#### IV. Disciplinary Procedures.

- A. The host association Trustee at each rodeo will be responsible for reporting at the Rodeo Review Board meeting problems in the performance of the Chute Coordinator at that rodeo including, but not limited to, the items listed in IGRA Standing Rule IX, General Rules for Certified Personnel, Section IV. A. Problem areas may include violation of procedure, process, technique, or interpretation of IGRA rules.
- B. The Chute Coordinator in question will be notified in writing, by certified mail, by the Secretary within thirty (30) days regarding a problem under Section A. A response must be sent to the Chute Coordinators committee chair by certified mail within thirty (30) days. All members of the committee will review the response.
- C. By consensus, the Chute Coordinators committee may issue a verbal warning, issue a written warning, place the official on a probationary period, or suspend the official. The committee may impose additional requirements. Any action will be communicated to the Board of Trustees.
- D. A suspended official may apply to the Chute Coordinators committee for recertification at the next regularly scheduled IGRA Board of Trustees meeting.

## RULE XII IGRA JUDGE CERTIFICATION PROGRAM

### I. Certification Program.

- A. The certification program does not have to be completed in any particular time frame or sequence. However, it may be of benefit to the student to attend a seminar prior to student judging. Student shall attend a minimum of one (1) Judges seminar covering both PRCA Judges Handbook and IGRA Rodeo Rules and pass a written examination. As a minimum, this **MUST** occur during the rodeo year when student is recommended for certification in order to be familiar with most recent IGRA Rodeo Rules.
- B. Shall attend a minimum of six (6) days of Student Judging School at IGRA major rodeos. All rodeo events must be student judged a minimum of six (6) times.
- C. The Judges Committee may require additional Judges schools if, in the opinion of the committee, applicant needs additional training.
- D. Scores awarded by students will be compared with official rodeo results for analysis.
- E. If an applicant presents written documentation of previous rodeo judging experience, the Judges Committee will review and determine certification requirements on an individual basis. A seminar and passing a written examination on the IGRA Rodeo Rules will be required.
- F. After satisfactory completion of the certification program, students may apply for Rookie Judge status. Applications must be submitted in writing to the Judges Committee which will then make the appropriate recommendation to the Board of Trustees

The first rodeo worked by new Rookie Judges will be considered a practical examination. All Rookie Judges will be evaluated by the committee upon the conclusion of their first working rodeo. If their performance is satisfactory, upon approval of the committee, they will be advanced to Senior Rookie. If their performance is not satisfactory, they will be required to complete additional training prior to advancing to Senior Rookie status.

Once a Senior Rookie has worked in all judging positions, he/she may petition the Judges Committee to be elevated to full Judge status. This request must be in writing. Upon approval by the committee, the Senior Rookie will be advanced to full Judge status.

Rookies are not eligible to supervise student Judges.

### II. Recertification.

- A. Prior to the last regularly scheduled Board of Trustees meeting, each Certified Judge must attend a Judges Seminar covering both PRCA Judges Handbook and the IGRA Rodeo Rules and pass a written examination with a score of 90% or better.
- B. See General Rules for Certified Personnel, Standing Rule IX, Section II.

III. Responsibilities.

- A. To officiate rodeo events and ensure that all competition rules are enforced for the fairness of each contestant.
- B. Shall ensure that all Judges scores or score sheets are turned over to the official Scorekeeper.

IV. Disciplinary Procedures.

- A. The host association Trustee at each rodeo will be responsible for reporting at the rodeo review board meeting problems in the performance of a Judge at that rodeo including, but not limited to the items listed in IGRA Standing Rule IX, General Rules for Certified Personnel, Section IV. A. Problem areas may include violation of procedure, process, technique, or interpretation of IGRA rules.
- B. The Judge in question will be notified in writing, by certified mail, by the Secretary within thirty (30) days regarding a problem under Section A. A response must be sent to the Judges Committee chair by certified mail within thirty (30) days. All members of the committee will review the response.
- C. By consensus, the Judges Committee may issue a verbal warning, issue a written warning, place the official on a probationary period, or suspend the official. The committee may impose additional requirements. Any action will be communicated to the Board of Trustees.
- D. A suspended official may apply to the Judges Committee for recertification at the next regularly scheduled IGRA Board of Trustees meeting.

## RULE XIII AUDITOR/SECRETARY/SCOREKEEPER CERTIFICATION PROGRAM

### AUDITOR

- I. Certification Program.
  - A. Successfully complete the Secretary and Scorekeeper certification program.
  - B. Serve as the Rodeo Secretary at three (3) IGRA approved rodeos (Finals Rodeo excluded).
  - C. Work under the supervision of an IGRA Rodeo Auditor as an Assistant Auditor at three (3) IGRA approved Rodeos.
- II. Recertification.
  - A. Serve as the IGRA Rodeo Auditor, appointed Certified Auditor, or Assistant Auditor for one (1) rodeo during the current rodeo year.
  - B. Attend or conduct a Rodeo Secretary/Scorekeeper Seminar and successfully pass the examination with a score of 90% or better at the conclusion of the seminar.
  - C. See General Rules for Certified Personnel, Standing Rule IX, Section II.
- III. Responsibilities.
  - A. Work closely with the Rodeo Secretary to ensure that scores, times, results, etc., are recorded accurately and timely in the rodeo records and IGRA records.
  - B. Submit a report to the trustees meeting following the final event, but prior to the awards presentation.
  - C. See Bylaws Article XI Auditors, Section 2, Paragraph B Duties.

### SECRETARY

- I. Certification Program.
  - A. Must serve as a Certified Scorekeeper at one (1) IGRA approved rodeo.
  - B. Serve as an Assistant Secretary at three (3) IGRA approved rodeos. Associations will not refuse any reasonable request from an applicant to serve as an Assistant Rodeo Secretary.
- II. Recertification
  - A. The following shall be acceptable each rodeo year for Secretarial recertification:
    1. Serve as the
      - a. IGRA Rodeo Auditor, or
      - b. Appointed Certified Rodeo Auditor, or
      - c. Assistant Rodeo Auditor, **OR**
    2. Work as a Rodeo Secretary or Assistant Rodeo Secretary at at least one (1) IGRA Rodeo, **AND**

3. Attend or conduct a Rodeo Secretary/Scorekeeper Seminar and successfully pass the examination with a score of 90% or better at the conclusion of the seminar.
- B. See General Rules for Certified Personnel, Standing Rule IX, Section II.

### III. Responsibilities

- A. Supervise Scorekeeper and other Secretarial staff.
- B. Ensure that adequate Secretarial staff is available.
- C. Work closely with the IGRA Rodeo Auditor to ensure that scores, times, and results are recorded accurately and timely in the IGRA records.
- D. Work closely with the Rodeo Announcer to ensure that times/scores are announced as quickly as possible.
- E. Ensure that adequate secretarial supplies and forms are available at the rodeo.

### IV. Disciplinary Procedures

- A. The Auditor at each rodeo will be responsible for reporting problems in the performance of the Secretary officiating at that rodeo, including, but not limited to the items listed in IGRA Standing Rule IX, General Rules for Certified Personnel, Section IV. A. Problem areas may include violation of procedure, process, technique, or interpretation of IGRA Rules.
- B. The official in question will be notified in writing, by certified mail, within thirty (30) days regarding a problem under Section A. A response must be sent by certified mail to the Auditor/Secretary/Scorekeeper Committee Chair within thirty (30) days. The response will be considered by all members of the committee.
- C. By consensus, the Auditor/Secretary/Scorekeeper Committee may issue a verbal warning, issue a written warning, place the official on a probationary period, suspend the official, or take no action. Additional requirements may be imposed by the committee, e.g., attendance at an Auditor/Secretary/Scorekeeper Seminar, or work as an Assistant Auditor, Assistant Secretary, or Assistant Scorekeeper. Any action will be communicated to the Board of Trustees Chairperson.
- D. A suspended official may apply to the Auditor/Secretary/Scorekeeper Committee for recertification at the IGRA Convention following the period of suspension.

## SCOREKEEPER

### I. Certification Program

- A. Serve as a Timer at three (3) IGRA approved rodeos, and serve as an Assistant Scorekeeper at three (3) IGRA approved rodeos, covering all 13 events. Associations will not refuse any reasonable request from an applicant to serve as a Timer.
- B. Attend and successfully complete one (1) Rodeo Secretary/Scorekeeper Seminar.
- C. Successfully pass the examination at the conclusion of the Rodeo Secretary/Scorekeeper Seminar.

## II. Recertification

- A. The following shall be acceptable each rodeo year for Scorekeeper recertification.
  1. Serve as the:
    - a. IGRA Rodeo Auditor, or
    - b. Appointed Certified Auditor, or
    - c. Assistant Auditor, or
    - d. Work as the Rodeo Secretary or Assistant Rodeo Secretary at at least one (1) IGRA rodeo, or
    - e. Work as the Rodeo Scorekeeper or Assistant Rodeo Scorekeeper at at least one (1) IGRA rodeo, AND
  2. Attend a Rodeo Secretary/Scorekeeper Seminar and successfully pass the examination with a score of 90% or better at the conclusion of the seminar.
- B. See General Rules for Certified Personnel, Standing Rule IX, Section II.

## III. Responsibilities

- A. Ensure that an adequate number of Timers are available at all times during the rodeo.
- B. Supervise activities of all Timers.
- C. Accurately and legibly record all scores and/or times for the rodeo.
- D. Relay scores and/or times to the Rodeo Announcer as quickly as possible.

## IV. Disciplinary Procedures.

- A. The Secretary at each rodeo will be responsible for reporting problems in the performance of the Scorekeeper officiating at that rodeo, including, but not limited to the items listed in IGRA Standing Rule IX, General Rules for Certified Personnel, Section IV. A. Problem areas may include violation of procedure, process, technique, or interpretation of IGRA Rules.
- B. The official in question will be notified in writing, by certified mail, within thirty (30) days regarding a problem under Section A. A response must be sent by certified mail to the Auditor/Secretary/Scorekeeper Committee Chair within thirty (30) days. The response will be considered by all members of the committee.
- C. By consensus, the Auditor/Secretary/Scorekeeper Committee may issue a verbal warning, issue a written warning, place the official on a probationary period, suspend the official, or take no action. Additional requirements may be imposed by the committee, e.g., attendance at an Auditor/Secretary/Scorekeeper Seminar, or work as an Assistant Auditor, Assistant Secretary, or Assistant Scorekeeper. Any action will be communicated to the Board of Trustees Chairperson.
- D. A suspended official may apply to the Auditor/Secretary/Scorekeeper Committee for recertification at the IGRA Convention following the period of suspension.

## RULE XIV IGRA DIVISIONS, RODEOS, AND RODEO APPROVAL

Section 1. The rodeo year will begin on January 1 and end on December 31.

Section 2. A rodeo shall be a one or two–day activity.

Section 3. No more than two (2) rodeos may be held on the same weekend.

Section 4. No IGRA–sanctioned rodeo may be scheduled within seventeen (17) days prior to the Finals Rodeo.

Section 5. Preliminary rodeo calendar dates shall be presented at the annual conventions two (2) and three (3) years prior to the rodeo calendar year. Rodeo calendar dates may be changed or added at the next convention or by a two–thirds (2/3) vote at any Board of Directors meeting.

Section 6. Member Associations requesting sanctioning of a rodeo must submit the following items with the request:

- A. Completed Rodeo Application (Exhibit A3) with all required supporting documents and information.
- B. Sanction fee.

Section 7. Rodeos shall be sanctioned by the Board of Directors. A majority vote of the board will be required to sanction a rodeo. Sanctioning of a rodeo must occur:

- A. At least six (6) months prior to the planned rodeo date, and
- B. Before the beginning of the prior year’s annual convention.

Section 8. The Trustees present at a rodeo will meet as the Rodeo Review Board (RRB) no sooner than thirty (30) minutes after the conclusion of all rodeo events to affirm compliance with IGRA requirements.

Section 9. The Rodeo Review Board (RRB) shall affirm compliance with IGRA requirements and be responsible for approval of the rodeo.

Section 10. Appointed auditors will be required to send official results to the IGRA Rodeo Auditor within seven (7) working days after each rodeo.

Section 11. Fees Member Associations Pay.

- A. Each rodeo, excluding Finals Rodeo, shall submit to the Treasurer a sanction fee. The sanction fee shall be six hundred dollars (\$600.00). The fee shall be retained by IGRA upon sanctioning of the rodeo.

- B. After the completion of the rodeo, an additional sanction fee shall be calculated and postmarked or hand delivered to the Treasurer within thirty (30) days. Fifty cents (\$.50) for every single rodeo performance ticket sold shall be paid to the Treasurer to be held in escrow for the sole purpose of financing an arena for the Finals Rodeo (see Rule XV IGRA Finals Rodeo, Section 3, Paragraphs A and B). Fifty cents (\$.50) for every single rodeo performance ticket sold (above the first 1,000 tickets sold), to include the Finals Rodeo, shall be paid to the Treasurer to be deposited in the general operating account.
- C. All of the two dollar and fifty cents (\$2.50) portion of contestant entry fees designated to be held in escrow by IGRA for the Finals Rodeo prize money and arena fund shall be paid to IGRA simultaneously with the payment of the contestant prize money. This rule does not apply to the Finals Rodeo contestant entry fees.

#### Section 12. Rodeo Divisions.

- A. There are four (4) divisions within IGRA. The map included as Exhibit F indicates the division boundaries within the continental United States.
- B. Associations formed outside the boundaries of the continental United States shall have their division determined at the annual convention.

Section 13. A contestant may accumulate points in any IGRA-sanctioned rodeo during a rodeo year. A contestant's top six (6) placements will count toward an invitation to the Finals Rodeo.

#### Section 14. Rodeo Emergency Safety Committee.

- A. At times, weather or other safety conditions, may require a decision by IGRA officials to delay, interrupt, suspend, or cancel a rodeo. IGRA values human and animal life and safety above any other consideration when making such a decision.
- B. The Rodeo Emergency Safety Committee at each IGRA-sanctioned rodeo will consist of the Rodeo Director, members of the IGRA Board of Directors who are present, and all Certified Rodeo Officials. The chair of the pre-rodeo meeting of the IGRA Trustees shall be the chair of this committee.
- C. When weather or other safety conditions raise a concern, the chair of the Rodeo Safety Emergency Committee will temporarily suspend the rodeo and call together the committee. The committee will discuss the conditions, evaluate the threat to safety, and make one of the following recommendations to the chair:
  - 1. stop the rodeo,
  - 2. declare a suspension period and re-evaluate, or
  - 3. continue the rodeo while monitoring the conditions.The chair will make the final decision based upon the recommendation of the committee and notify the Rodeo Director who will make an announcement to contestants, officials, and attendees.
- D. If the decision is to cancel the rodeo, appropriate fees will be refunded in a manner determined by the Rodeo Director. Points and moneys will be awarded based on completed events only. Buckles will be awarded based on placement in completed events only.

## RULE XV INTERNATIONAL FINALS RODEO

Section 1. The IGRA Finals Rodeo (Finals Rodeo) may not be scheduled within two (2) weeks of the annual convention.

Section 2. The Finals Rodeo, when and if held, shall be hosted and/or sponsored by a Member Association(s) and only if said Member Association(s) has held an IGRA-sanctioned rodeo within their Member Association's area prior to bidding on the Finals Rodeo.

Section 3. Finals Rodeo Fund.

- A. There shall be an escrow fund funded from sanction fee of fifty cents (\$.50) per single rodeo performance ticket sold during the rodeo year (see Standing Rule XIV IGRA Divisions, Rodeos, and Rodeo Approval, Section 3, Paragraph B) and fifty cents (\$.50) per event/per day/per contestant entry fee (see Rodeo Rule II Registration, Number 13).
- B. A Member Association hosting a Finals Rodeo may request up to \$16,000 (based on availability) for the purpose of financing an arena in which to stage the Finals Rodeo and financing the stock contractor. Arena, stock, and related contracts must be submitted to the IGRA Board before dispersal of payment from IGRA.
- C. Excess funds in Finals Rodeo Fund at the end of rodeo year will roll over to the next year's fund.

Section 4. The Executive Committee may at any time solicit proposals from Member Associations to co-host the IGRA Finals Rodeo. Member Associations will have a minimum of two months to submit proposals. The Executive Committee will evaluate the proposals and make a recommendation to the Board of Directors for final approval.

Section 5. IGRA shall be responsible for revenue and expenses. Other responsibilities will be agreed upon by the Executive Committee and the co-hosting Member Association.

Section 6. The Host Association(s) shall include three (3) representatives from IGRA appointed by the President to serve as rodeo committee advisors.

Section 7. The Finals Rodeo will be conducted in accordance with IGRA-sanctioned rodeo rules in all respects.

Section 8. Establish a Rookie of Year Award for contestants in their first year of IGRA competition. Winners are determined by the male and female contestants earning the most total points in IGRA rodeos for that year. Buckles are to be awarded at the Finals Rodeo.

## RULE XVI INTERNATIONAL CHAMPIONS

Section 1. The IGRA champions in each event and the IGRA All–Around Cowboy and IGRA All–Around Cowgirl will be selected based on points earned at the Finals Rodeo. Points awarded at the Finals Rodeo will be the same as a regular rodeo. All contestants competing in the Finals Rodeo are eligible to earn points; however, they must have qualified to compete in three (3) of the four (4) event categories in order to be eligible for IGRA All–Around Cowboy/Cowgirl. A contestant selected as a team member in an event in which he/she was not a qualifier will not become eligible for All–Around Cowboy/Cowgirl as a result of that selection.

Section 2. If there are no contestants who have qualified on their own merit in at least three (3) of the four (4) categories of events, or, if such contestants exist, and none of them place in at least two (2) of the categories, then the All–Around Cowboy/Cowgirl titles will be awarded to the contestant who has earned the highest number of points at the Finals Rodeo.

Section 3. Refer to Rodeo Rules VII Point System and VIII Rodeo Prizes and Payoffs regarding ties and buckles.

### A. Individual Events.

1. The top twenty (20) qualifiers in each event will be invited to compete in the Finals Rodeo. In the event one (1) or more of the top twenty (20) cannot attend, the 21<sup>st</sup> through 30<sup>th</sup> point standing qualifiers will be called, in order, to attempt to have a maximum of 20 competitors.

### B. Two Person Team Events.

1. The top twenty (20) qualifiers will be invited to compete in the Finals Rodeo with each person selecting his/her own team member to compete with him/her. All team members must have competed in that event at least once during the rodeo year. If a team is comprised of multiple members in the top twenty (20), qualifiers, or one or more of the top twenty (20) cannot attend, the 21<sup>st</sup> through 45<sup>th</sup> point standing qualifiers will be called, in order, to attempt to have a maximum of 20 teams.
2. In Team Roping, a contestant may compete once as a header and once as heeler each day but cannot compete additional times.

### C. Three Person Team Events.

1. The top twenty (20) qualifiers will be invited to compete in the Finals Rodeo with each person selecting his/her own team member to compete with him/her. All team members must have competed in that event at least once during the rodeo year. If a team is comprised of multiple members in the top twenty (20) qualifiers, or one or more of the top twenty (20) cannot attend, the 21<sup>st</sup> through 65<sup>th</sup> point standing qualifiers will be called, in order, to attempt to have a maximum of 20 teams.

Section 4. Invitational Tie Breakers.

If there is a tie in a particular event, the tie will be broken as follows:

- A. Each contestant will be given one (1) point for each time he/she placed in that event (1st through 8th).
- B. If a tie still exists, one (1) point will be given to each contestant for each time he/she received a score/time in that event.
- C. If a tie still exists, each contestant will be given one (1) point for each time he/she entered the event during the IGRA Rodeo Year.
- D. If a tie still exists, all of those contestants involved in the tie will be invited.

Section 5. If there is no Finals Rodeo held, the awards for each event in shall be determined by points accumulated at IGRA-sanctioned rodeos held that rodeo year, and shall be known as IGRA Division Champions. The finals purse money held in escrow by IGRA (\$2.00 portion of rodeo entry fees) for each event shall be disbursed among the top contestant qualifiers and shall be paid out according to Rodeo Rule VIII Rodeo Prizes and Payoffs.

Section 6. The Finals Rodeo purse money held in escrow by IGRA (hat fines and the \$2.00 portion of rodeo entry fees) plus additional sponsored prize money and all Finals Rodeo entry fees will be totaled, divided by the number of events with entries, and distributed among the events, with the team events receiving additional amounts in increments according to the number of team members:

9 men's events	X	2 go-rounds	=	18
9 women's events	X	2 go-rounds	=	18
1 2-person team roping	X	2 go-rounds	=	4
2 2-person camp events	X	2 go-rounds	=	8
1 3-person camp event	X	2 go-rounds	=	6
				<hr/>
				54

Section 7. The contestant payout for Finals Rodeo will be the responsibility of the Finals Rodeo Auditor and will be paid on IGRA checks. Entry fees collected and balanced by the Hosting Association must be turned over to the Treasurer or his/her representative according to a system agreed upon prior to Finals Rodeo.

Section 8. Contestant Notification.

- A. As soon as the final standings have been determined by IGRA, the IGRA Executive Office will begin to notify contestants of their eligibility for Finals Rodeo. Contestants not in good standing with IGRA as identified in Article IV Membership, Paragraph D or who owe money to IGRA must resolve the issue before being allowed to accept the invitation.
- B. Notification will be attempted by telephone and will be followed up with written notification. Because of the short timeframe before Finals Rodeo, the contestants will be required to respond **YES** or **NO** within five (5) days of notification.

- C. If a contestant says **NO**, he/she will not be allowed to change his/her mind unless other contestants who have been notified do not accept. Notification begins on the date that the contestant is personally told by the IGRA Executive Office, or the day that a message is left on an answering machine at the phone number of record for that contestant.
- D. No response will be considered to be an answer of **NO**.
- E. In the event one (1) or more of the top twenty (20) fail to complete registration by 9:00 p.m. the night prior to Finals Rodeo, additional contestants present in the Secretarial/Registration area by 9:15 p.m. will be asked, in point order, to compete until the maximum number of twenty (20) have accepted, provided the persons fielded have earned points during the rodeo year.
- F. A contestant who responds **YES** but fails to register at Finals Rodeo will be fined fifty dollars (\$50.00). A contestant who responds **YES** but fails to register at Finals Rodeo for the second time will be fined one-hundred fifty dollars (\$150.00). A contestant who responds **YES** but fails to register at Finals Rodeo for the third time will be referred to the EPRB with a recommendation to suspend the contestant from competition at any IGRA sanctioned/sponsored rodeo/event. Second offense fine may be appealed to the Board of Trustees, but the fine stands until or unless the Board of Trustees finds otherwise. Fines will be paid to IGRA

## RULE XVII SPECIAL INTERNATIONAL AWARDS

### Section 1. Description.

Each award shall be a plaque indicating purpose of award and shall include the insignia of IGRA, with the exception of the Spirit Stick Award.

### Section 2. Nominations and Voting.

Nominations for all awards that will be determined by the Directors and/or Trustees must be received no later than the last regularly scheduled board and/or trustees meeting before annual convention. Nominations for the Appreciation Award must also be received no later than the last regularly scheduled board meeting. The IGRA Executive Board shall determine the method for receiving nominations and process for voting.

### Section 3. President's Award.

This award is for outstanding contributions by an individual or organization to gay rodeo. This is awarded for exceptional service to IGRA benefiting all its' members. The President selects the recipient(s) of this award. IGRA will cover the cost of no more than one (1) award.

### Section 4. Directors' Award.

This award is to recognize those members of IGRA who have made contributions to IGRA worthy of special recognition. This contribution can be in any of the copious activities that IGRA encompasses. The IGRA Board of Directors select the recipients of this award. IGRA will cover the cost of no more than five (5) awards.

### Section 5. Trustees' Award.

This award is to recognize those members of IGRA who have exhibited excellence in the standards exemplified in the Code of Ethics and Sportsmanship. The Trustees select the recipients of this award. IGRA will cover the cost of no more than five (5) awards.

### Section 6. International Award.

This award is for significant accomplishment of a member of IGRA where the special feat is not part of some organized competition which offers recognition in the form of awards. The IGRA Board of Directors select the recipients of this award. IGRA will cover the cost of no more than five (5) awards.

### Section 7. Service Award.

This award is to recognize those members of IGRA who have served this association at the IGRA level in an official board capacity. This award shall be given at the completion of their term in office.

#### Section 8. Appreciation Award.

This award is for non-members of IGRA who have made significant contributions to the association and is a means of providing a formal "thank you". This award may be given by the Officers, Directors, Trustees, Committee Chairs, or other official representatives of IGRA with the approval of the Board of Directors. IGRA will cover the cost of no more than two (2) awards per Member Association.

#### Section 9. Media Award.

This award is for Member Associations who have made significant contributions through the use of their publications by demonstrating excellence in promoting gay rodeo, IGRA, and their Member Associations. This award will be determined by the Board of Directors upon the recommendation of the Public Relations Spokesperson.

#### Section 10. Web Site Award.

This award is for Member or Recognized Associations of IGRA and their chapters who have made significant contributions in promoting gay rodeo through the use of their Web site based on appearance, content, graphics, navigation, and being up-to-date. This award will be determined by the Board of Directors upon the recommendation of the Internet Technology Committee.

#### Section 11. Appreciation Certificates.

All standing committee chairpersons and other individuals selected by the Board of Directors shall receive a certificate of appreciation from the President.

#### Section 12. Spirit Stick Award.

This traveling award is for a Member Association of IGRA which has made significant contributions to any or all of the following: IGRA Royalty, entertainment and dance programs, rodeo event hospitality, and IGRA Community Outreach/Fundraising/Gender Diversity Committee goals. The IGRA royalty team selects the recipient of this award.

#### Section 13. Presentation.

All special IGRA awards shall be presented at annual convention with the exception of the Spirit Stick Award, which shall be presented at Finals Rodeo.

## RULE XVIII IGRA HALL OF FAME

### Section 1. Definition.

The Hall of Fame honors individuals who have provided for the development and growth of gay rodeo or who have accrued an outstanding record or achieved a prominent position in the sport.

### Section 2. Administration.

The Hall of Fame shall be administered by the Hall of Fame Committee, which shall consist of five (5) IGRA members appointed by the President. The committee shall be responsible for the administration of the Hall of Fame including implementation of the rules and selection of inductees.

### Section 3. Requirements for Nomination.

- A. Each nominee must have substantially advanced the development and growth of gay rodeo or have accrued an outstanding record or achieved a prominent position in the support.
- B. No person shall be nominated because of a financial contribution.

### Section 4. Nominating Procedure.

Nomination must be made by a member of an IGRA Member or Recognized Association and submitted on the Hall of Fame nominating form (Exhibit U) to the Hall of Fame Committee at least one (1) month prior to the second quarterly IGRA Board of Directors meeting.

### Section 5. Selection Procedure.

- A. The Hall of Fame Committee shall vote, at the second quarterly IGRA Board of Directors meeting, whether to induct each nominee. A majority of votes is necessary for induction.
- B. There shall be no minimum or maximum number of inductees in any given year.

### Section 6. Notification.

- A. Approved nominee(s) shall be notified, in writing, by the committee chairman within two (2) weeks of the vote.
- B. Approved nominee(s) shall reply, in writing, within one (1) month of date of notification, accepting or declining induction. Approved nominee(s) may include additional information (e.g. photograph) as requested or approved by the committee.
- C. An approved nominee who does not respond within the time period shall be deemed to have accepted induction.
- D. In the case of a posthumous nomination/induction, an effort shall be made to contact the heir(s) of the approved nominee using the same notification and reply procedures.

Section 7. Awards.

- A. Each inductee to the Hall of Fame shall receive a buckle, the design of which shall include the IGRA logo, the words "IGRA Hall of Fame", and the inductee's name. In the case of a posthumous induction, the buckle shall be given to the inductee's heir(s), if available. Otherwise, no buckle shall be given.
- B. Each inductee shall be included in the Hall of Fame section of the IGRA Web site. The Web site shall list the name, IGRA contestant number (if applicable), reason for induction, and image (if available) of each inductee.

Section 8. Induction Ceremony.

The Hall of Fame induction ceremony shall take place at annual convention.

Section 9. Budget.

The committee will present a proposed budget each year for the expenses of the Hall of Fame.

## RULE XIX PARADE AND GRAND ENTRY

### Section 1. Requirements.

- A. Ceremonies will take place during each day's rodeo competition.
- B. Ceremonies will include, but are not limited to:
  - 1. Parade (optional on both days of the rodeo) as defined in Section 2 below.
  - 2. Grand Entry (required on each day of a rodeo) as defined in Section 3 below.
- C. Other ceremonies may include a grand marshal(s), a riderless horse ceremony, an invocation, a moment of silence, or any other appropriate segments as determined by the Hosting Association. Such segments may take place at any appropriate time during the rodeo performance.

### Section 2. Parade.

The parade could include, but is not limited to groups (as present) in any appropriate order: Government Officials (who should lead the Parade), IGRA Royalty, IGRA Executive Board and Directors, IGRA Member Association Royalty, Members, and peripheral groups (such as dance teams and community organizations) in alphabetical order by Association acronym.

### Section 3. Grand Entry. Grand Entry must consist of, in the following order:

- A. Mounted entry of the U.S. and Canadian flags with the host nation's flag entering first.
- B. Mounted entry of the host state/province flags followed by optional flags such as, but not limited to, the flags of other states and provinces, IGRA, and any commercial sponsors in any appropriate order.
- C. Introductions of rodeo officials (including clown and stock contractor) unless introduced at a later time during the rodeo performance.
- D. Host association's national anthem followed by other national anthems as appropriate.
- E. Departure of all flags except that of the host nation and the host state/province, then the posting of colors, with the host nation's flag being the last to leave the arena.

### Section 4. Fines.

In the case that any portion of Standing Rule XIX Parade and Grand Entry is not followed, the host association will be fined only if Trustees conclude that no effort whatsoever has been made to conform to this rule.

## RULE XX INTERNATIONAL COUNTRY/WESTERN DANCE COMPETITION

Section 1. Competition to be held in conjunction with annual convention.

Section 2. No more than two (2) couples per dance division and two line dancers or two groups per division per association will be allowed to compete. New associations at annual convention may also have contestants entered.

Section 3. Dancers must be current members in good standing of the association they represent and be at least the legal age of majority to sign contracts according to guidelines of the nation or the superseding principality where the host association is located. The host association must inform Member Associations of legal age restrictions as soon as possible prior to the competition.

Section 4. The dance competition should be structured in such a way as to be self-sufficient.

Section 5. Entry forms and registration fees of thirty five dollars (\$35.00) per individual line dancer, seventy-five dollars (\$75.00) for couples, or one hundred dollars (\$100.00) per open dance team, nonrefundable, and payable to the host association, per couple, will be mailed to the dance competition coordinator, and must be postmarked no later than thirty (30) days prior to opening of the annual convention. Entry forms and registration fees received up to fifteen (15) days past deadline will result in a twenty-five dollars (\$25.00) late fee per entry. Registrations received within fifteen (15) days prior to the annual convention will be refused. Only the official IGRA Registration Form shall be used. All registration fees collected shall be applied to the production of the dance competition (Exhibit D2).

Section 6. A computer audit of the judges' manual scores shall be done by the IGRA Corporate Auditor or his/her designee before the announcement of winners.

Section 7. Official judges sheet shall be used and results shall be available as Exhibits D3–D4.

Section 8. All results of the dance competition will become a matter of corporate record. Results shall reflect the order of placement and total scores shall be posted immediately after announcement of winners. Individual results and judges' sheets shall be mailed to any contestant within thirty (30) days after competition upon receiving written request in the IGRA Executive Office.

Section 9. Conduct.

A. The decisions of the judges, the contest coordinator, and director will be final. All contestants are expected to act in a professional manner. Any contestant causing a disturbance, or involved in unethical conduct interpreted as solicitation of privileged contest information from any contest official, may be disqualified from all competition. Contestants are not allowed to question or consult the judges under any circumstances regarding the administration and execution of the contest during the event. Contest questions on all matters should be directed to the contest coordinator only.

B. The judges are allowed to socialize with all who attend the event when not working, provided privileged information about judges scoring or contest results is not divulged. As judges, specific contest observations are to be considered privileged for the duration of the event and shall not be revealed to anyone other than proper event officials. Non-compliance by any contestant, or improper conduct by any contest official, as well as formal contest inquiries or protests, should be brought to the attention of the contest coordinator or the event director.

C. Dance contestants and dance officials may not be under the influence or consume illegal drugs/alcohol during the contest. Contest officials include master of ceremonies, announcer, judges, auditors, scorekeepers, and their staff.

**Standing Rules revised and amended October 21–22, 2006.**