



IGRA Finals Rodeo 2004
P. O. Box 75
South Bend, NE 68058



Jane Doe
Nebraska AIDS Project
139 S. 40th Street
Omaha, NE

Dear Tim:

I am writing to invite you to consider registering as a vendor at the 18th International Gay Rodeo Association (IGRA) Finals Rodeo. The IGRA Finals Rodeo will be held October 16th and 17th at the Chance Ridge Event Center in Elkhorn, Nebraska. Elkhorn is located just west of Omaha.

The Heartland Gay Rodeo Association (HGRA) is hosting the IGRA Finals Rodeo 2004. HGRA has a proven track record of creating and producing seven major rodeo events in the Omaha area, in addition to the IGRA Annual Convention in 1996.

Becoming a vendor at the IGRA Finals Rodeo 2004 is an excellent opportunity to advertise your company and sell items to the thousands of people who will attend this event. As a vendor, you join local, national and international corporate sponsors including Bud Light, American Airlines, Bacardi Silver, Instinct Magazine, DC's Saloon and Mr. Longarm.

Commercial booths are \$100 and Non-profit booths are \$25. The booths are in an enclosed facility and include a six foot table and two chairs. Electricity is available. Each Vendor will receive two vendor passes for Saturday and Sunday, including admission to the rodeo. No food or drink items may be sold from booths. The rodeo is a family event and all displays must be in good taste no offensive materials.

To reserve your space today, please complete the enclosed Vendor Application and return it with payment. The deadline for Vendor Applications is September 17, 2004. Please feel free to contact me at 402-968-9846 or vendor@hgra.net.

For more information about IGRA Finals Rodeo 2004, please visit www.hgra.net. Thank you in advance for your consideration and participation. I look forward to working with you to promote your products or services at the IGRA Finals Rodeo!

Sincerely,

Tim Sullivan
Vendor Chairperson

Enclosures



HGRA/IGRA Finals Rodeo Vendor Opportunities



WHAT IS HGRA?

HGRA (Heartland Gay Rodeo Association) was established in 1993 and is an affiliate of IGRA (International Gay Rodeo Association), which has 24 member associations in the U.S. and in Canada. These associations produce at least 18 sanctioned rodeos each year, including International Finals.

HGRA has produced seven Heartland Rodeos since 1997. HGRA will be the host of the 2004 IGRA Finals Rodeo, which will be held in Omaha NE October 14th – 17th. Our rodeos include traditional events in rough stock (such as bronc riding and bull riding), speed, and roping categories as well as camp (comical) events, entertainment, dancing, vendors, and other activities.

WHAT DO WE DO?

HGRA is an *all-volunteer, non-profit* organization promoting the western lifestyle and producing gay rodeos with the commitment to raise money for charitable organizations within our community. Over the years HGRA has raised and distributed funds for organizations that care for and seek cures for those with HIV/AIDS disease, as well as Children's Services, and other organizations that deal with social issues within our society as a whole. In 2003 the Child Saving Institute honored HGRA with the Ambassador Award. In 2002 and 2003 The City of Hope has awarded members of HGRA their Benevolence Award. This award is given to those who give of their time and talents to help others less fortunate.

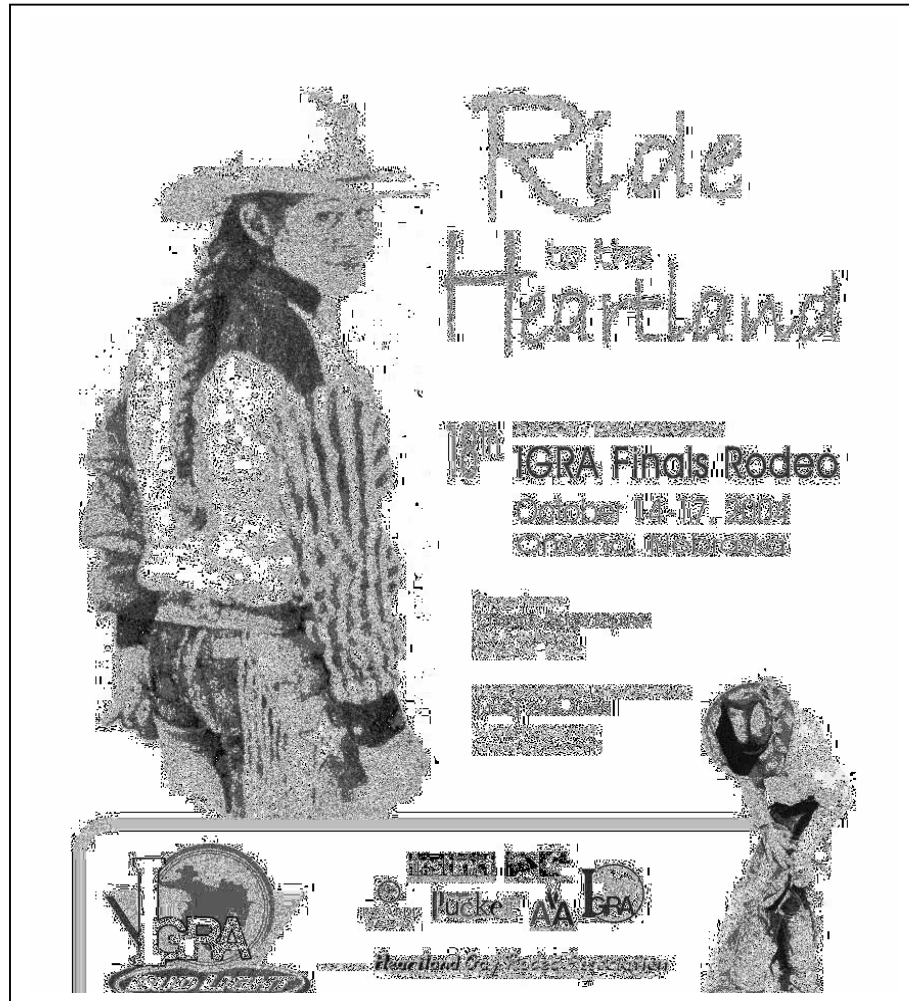
In addition to our annual Heartland rodeo, HGRA has produced several other international events including the IGRA Annual Convention and the International County-Western Dance Competition in 1996. HGRA's other annual events include our annual Royalty Contest, Barn Dance and themed fundraising shows, raffles, auctions, and special entertainment events.

The attendance and financial success of our rodeos and other fund-raising activities have allowed HGRA to contribute to many different non-profit groups. A list of our 2004 charitable recipients may be found at the end of this document. HGRA also proudly partners with other non-profits for charitable activities.

HGRA IS THERE FOR YOU!

More reasons to support HGRA include our track record for creating and producing seven successful major rodeo events, in addition to the IGRA Annual Convention in 1996. This was the first IGRA convention that was in the black. This means you can feel comfortable establishing a long-term relationship with HGRA and can count on our being a presence in the community in the years to come, promoting your products or service.

MORE ABOUT HEARTLAND & IGRA FINALS RODEO



An IGRA Finals rodeo is much more than a simple spectators' sporting event. It is a *cultural festival* where the attendees enjoy entertainment, dancing, dining, and vendor sales, as well as educational and artistic experiences.

Of course, the rodeo is the main show. HGRA operates its own rodeos under the code of fellowship and good sportsmanship developed in concert with the other member associations of the IGRA. This code provides standardized rules and guidelines for the

conduct of our rodeos, with special attention to humane treatment of all animals. Although gay rodeo is considered an amateur sport, the rules are very similar to traditional rodeo; in fact, IGRA rules have been adopted by the big traditional professional rodeo organizations. IGRA officials monitor every aspect of the event and *sanction* a rodeo, only after determining that all rules have been followed properly.

Throughout the year, IGRA circuit rodeo athletes from around the United States and Canada compete in various IGRA member association rodeos, hoping to win enough points to finish in the top 20 in their event(s). The top 20 go on to compete in the IGRA Finals Rodeo. The location for **Finals Rodeo 2004 is the Chance Ridge Equine Center in Omaha, NE.**

Men or women may perform all events in Gay Rodeo. IGRA sanctioned rodeos are intended as amateur events. Even though competitors may win monies, ribbons, buckles, and other prizes, the rules for the events are intended to provide a *safe environment* for competitors of an amateur ability and to *protect animals* involved in the competition as well.

In addition to the activities at the rodeo grounds, HGRA will host the IGRA Royalty contest on October 14th and 15th at the Marriott Hotel in Omaha. This event will be very well attended and will feature royalty contestants from across the United States vying for the title of Mr., Miss, and Ms. IGRA 2005.

On Sunday Oct 17th, we will be hosting an awards banquet followed by the IGRA Finals Awards ceremony.

IGRA SANCTIONED RODEO EVENTS!

These are traditional rodeo events, usually performed by seasoned rodeo competitors

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|-----------------------------------|-----------------------------|------------------------------|
| <i>Rough Stock Events:</i> | <i>Speed Events:</i> | <i>Roping Events:</i> |
| • Bareback Bronc Riding | • Pole bending | • Calf Roping on Foot |
| • Bull Riding | • Barrel Racing | • Break Away Roping |
| • Steer Riding | • Flag Racing | • Team Roping |
| • Chute Dogging | | |

The *Camp Events* have been designed to allow novice competitors an opportunity to compete along with the more seasoned rodeo competitors. These events are *unique* to gay rodeo and the crowds are immensely entertained by watching them. There are usually large numbers of competitors in these events and men and women may compete against each other.

Camp Events:

- | | | |
|--------------------|-----------------|------------------|
| • Steer decorating | • Goat Dressing | • Wild Drag Race |
|--------------------|-----------------|------------------|

Details of these events are available at the International Gay Rodeo Website at www.igra.com. IGRA Finals 2004 information is available at www.hgra.net.

HGRA CHARITY DONATIONS

HGRA contributes to many 501(c)(3) organizations. In the last 7 years we have contributed over \$45,000 in cash, donations of food, and Christmas gifts. Last year more than \$16,000 was donated to charities. More information is available at www.hgra.net

Our 2004 Charities are:

The Child Saving Institute's mission is to promote the well being of children and their families, empowering them to lead healthy and productive lives by providing services of the highest quality. Their programs include:

Emergency shelter care for children in crisis, Therapy for abused and neglected children, Therapeutic Foster Care, and Teen parenting classes for pregnant and parenting teens to name a few. More information is available at www.childsaving.org.

The purpose of the MCC Ark of Accessibility Campaign is raising money to make their church Handicap accessible. The projected costs to complete this are estimated at \$70,000. More information is available at www.mccomaha.org.

Youth Emergency Service's mission is to serve and protect at-risk youth by providing shelter, programs, and advocacy that educate, and promote personal and family growth. Many of their clients are homeless and street dependent teens. Over the last 3 years they have identified over 600 youth living on the streets of Omaha. More information is available at www.yesomaha.org.

The mission of Merlin's Refuge is to provide long-term care and adoption services for domestic animals in need of a good home. To prevent unnecessary euthanasia of non-terminally ill animals and to provide an alternative to traditional shelters through a no-kill policy, which specifies that animals never be euthanized except when compassion for a suffering animal demands it and no reasonable alternative, exists. They also work to rehabilitate improperly socialized animals that are usually victims of neglect and abuse. More information is available at www.merlinsrefuge.com.

Nebraska AIDS Project, serving the entire region, acts to eliminate the spread of HIV and provides comprehensive services to all people affected by HIV and AIDS. More information is available at www.nap.org.



BigHorn Rodeo, Dance, and Entertainment Festival
Vendor Application

April 22-24, 2005

Booth Application Deadline: April 8, 2005

Please e-mail or mail:
NGRA Big Horn Rodeo Vendors 2005
PO Box 96055 – Las Vegas, NV 89193-6055

For additional information
Call: Frank Gardner – Vendor Coordinator
(702) 279-4251

Email: vendors@bighornrodeo.com

For more information about BigHorn Rodeo 2005,
visit www.bighornrodeo.com

SAMPLE MATERIALS: *Edit as needed*
Guidelines for Vendor Booth Participation

NGRA (Nevada Gay Rodeo Association) is pleased to announce this year's **BigHorn Rodeo 2005 Celebration**.

Vendor Location, Date, Time: The 2005 Weekend Rodeo Celebration will be held from 6:00 p.m. to 10:00 p.m. on Friday, April 22, and from 8:00 a.m. to 6:00 p.m. on Saturday and Sunday, April 23-24, 2005 at **Horseman's Park**, 5800 E. Flamingo Road, Las Vegas, NV 89122-5502.

Deadline: All applications **must be received WITH PAYMENT by April 8, 2005**. Applications will be processed in the order received. Applications without full payment will be returned.

Payment: **Payment in full is required with the submission of this application**. Visa, MasterCard or Discover credit card payments are accepted. Checks or money orders should be made out to the Nevada Gay Rodeo Association. A \$30 service charge will be applied for all returned checks.

General Booth Information: Vendor spaces are rented in 10-foot by 10-foot areas and are divided into rate categories. There are a limited number of corner spaces available. **All vendor participation will be at Horseman's Park**. The Friday and Saturday evening events will be held at the park and not at the host hotel this year.

Canopies, Tables, and Chairs: 10-foot by 10-foot canopies may be rented through NGRA for \$85, or you may supply your own if desired. The charge for tables is \$10 and \$5 for chairs. There will be no space available under the dance pavilion.

Electricity: Electricity is available. Basic rate for electricity at the rodeo grounds is \$30 per day (*i.e.*, incandescent lights, cash register, and only one halogen light). Heavy use rate at the rodeo grounds is \$55 per day (*i.e.*, TV's VCR's, microwave ovens, extensive lighting, etc.).

Vending: A summary of all items to be displayed, offered for sale, or distributed without charge, must be stated on the application. To assure optimum benefit for each vendor, applications may be refused if items to be sold are the same or closely similar to others already accepted by the vendor coordinator for sale by another vendor. Vendors agree not to discriminate against any individual on the basis of sexual orientation, gender, race, color, physical limitations, or heritage. NGRA reserves the right to require any vendor to remove from display and immediately cease selling or distributing any item that could be deemed inappropriate and/or that might cause a disturbance. Sexist, racist or homophobic materials will not be permitted. **For compliance with county health codes, no consumable items may be sold unless necessary health permits are obtained and the items are listed on the vendor application. Unless by special arrangement with the vendor coordinator, vendors may not sell bottled water or soda. UNDER NO CIRCUMSTANCE WILL A VENDOR BE ALLOWED TO SELL ALOCHOLIC BEVERAGES.**

Placement: Vendor cancellation based on space assignment will not be grounds for refund of fees. Vendors will be placed on a first-come, first-served basis, and according to need for electricity.

Admission Passes: The vendor area rental includes two (2) admission passes per 10-foot x 10-foot space or snack vending space, or four (4) admissions passes for food vendors. All booth personnel will be required to sign a liability waiver holding harmless the Nevada Gay Rodeo Association, the International Gay Rodeo Association, and their sponsors. Additional admissions may be purchased on the day of the event for \$15/day at Horseman's Park.

Permit and Licenses: Vendors are required to obtain, pay for, and assume all responsibility and liability for, any and all permits and licenses that may be required by Clark County and/or the State of Nevada. All permits and licenses must be available for inspection at all times. **Food vendors will be required to complete a special event use permit and pay necessary fees (\$106 in 2004) through the Clark County Health District.** Information on how to obtain and submit the necessary forms and payment will be provided by the vendor coordinator to food vendors. A county health district official will inspect each food vending station during the course of the weekend. Failure to obtain and have available the permit and comply with the county health district's food service recommendations may result in closure of the booth.

Sales Tax: Vendors selling any item subject to Nevada Sales Tax assume all responsibility and liability for obtaining and paying for a valid Nevada resale Permit, for the collection of all sales taxes on items sold and for payment to the State of Nevada of all Sales Taxes collected. **Sales taxes will be collected by Nevada Gay Rodeo Association when vendors collect clean-up deposits on Sunday at the show office.**

Cancellation: Once an application is accepted by Nevada Gay Rodeo Association, and before April 8, 2005, a vendor may cancel by notifying NGRA in writing. Any refund will be dependent upon resale of that space. In no event will fees be refunded if cancellation notice is postmarked on or after April 8, 2005. Cancellation notices must be mailed to NGRA Big Horn Rodeo Vendors 2005, PO Box 96055, Las Vegas, NV 89193, or e-mailed to vendors@bighornrodeo.com. This is a rain or shine event.

Confirmation: If you do not receive a confirmation within 10 days of sending your application, please contact Frank Gardner at vendors@bighornrodeo.com or at (702) 279-4251.

Set-Up: Instructions for set-up of vendor areas will be given with confirmation of the fees paid. Hours of operation for vendors will be 6:00 to 10:00 p.m. on Friday, April 22, 8:00 a.m. to 10:00 p.m. on Saturday, April 23, and 8:00 a.m. to 6:00 p.m. on Sunday, April 24. NGRA requests that all booths be open for operation during rodeo hours at the park. No vehicles may be parked or used for loading and unloading within the public areas or during rodeo hours of operation or on grass areas at any time.

Security: NGRA will provide security for the grounds when the park is closed. It is the vendor's responsibility to appropriately staff the booth during rodeo hours of operation and to secure the booth area when closed.

Clean up: Vendors agree to leave their area in the same condition as received. All articles to be disposed of must be placed in receptacles provided.

No Pets Policy: Due to health department rules and as a consideration for our visitors, *absolutely no pets* are allowed on the rodeo grounds (with the exception of bonafide seeing-eye dogs). This rule applies to all pets – exotic, as well as domestic. Please do not request any of our personnel to make an exception for your pet.

If you have any questions or comments about this application process, please contact Frank Gardner at (702) 279-4251, or e-mail him at vendors@bighornrodeo.com.

BigHorn Rodeo 2005 - Vendor Application

Please complete and return with check or money order made payable to: **Nevada Gay Rodeo Association.**

Organization/Business Name: _____

Mailing Address: _____

E-Mail Address: _____ Contact Person: _____

Day Phone: _____ Evening Phone: _____ Fax: _____

Nevada Sales Tax Permit Number: _____ Health Permit Number: _____

VISA/MC/DISCOVER: Account #: _____ Exp. Date: _____

Authorized Signature (Required): _____

Description	Fee for both days	Total
Non-Profit Organization: Distribution of <i>non-profit</i> organization's social literature and information only. Applicants may not sell merchandise, services, or goods of any kind.	\$ 50.00	
Non-profit organization, Social Fundraising: For the sale of items by <i>non-profit and social organization</i> . Games and fundraising is permitted with Vendor Coordinator's approval.	\$ 70.00	
Professional Services: This category is for political candidates, and professional/commercial businesses to distribute information only. No on-site sales allowed.	\$100.00	
Commercial Sales: Any for-profit sales endeavor. No "Commercial Sales" vendors will be permitted to sell food or beverages.	\$150.00	
Snack Vendor: Consumable items, such as candy, ice cream, shaved ice, and popcorn, with the same requirements as a "food vendor" (see below).	\$200.00	
Food Vendor: Commercial food vending. The number of items and types sold may be limited by NGRA. Vendors are required to obtain, pay for, and assume all responsibility for any and all required city and county permits and licenses.	\$600.00	
Corner Space (if available): Additional Fee	\$ 50.00	
Electricity: Heavy Use (See description above.)	\$110.00	
Electricity: Light Use (See description above.)	\$ 60.00	
10' x 10' Canopy	\$ 85.00	
Tables	\$ 10.00	
Chair	\$ 5.00	
Refundable Clean-up Deposit (Returned on April 24, 2005 at 6 p.m.)		\$ 50.00
Grand Total: Please make checks payable to Nevada Gay Rodeo Association		\$ _____

Please give a brief description of your organization/business:

Please summarize your rodeo festival activities and items to be displayed/sold/given away at your booth(s). Please be specific.

Please list all electrical items, if any, you will be using. List wattage and amperage of each. Vendors must provide their own extension cords. If using plugs other than those that can be used in a standard 3-prong grounded outlet (household-type), please describe.

If you are a food vendor, please provide a diagram displaying your TOTAL vending space needs, including such things as trailers, trailer hitches, tents, counters, and tables, indicating orientation of service area(s). Please provide a photo if available.

Booth/Vendor Contract

The applicant understands that Nevada Gay Rodeo Association (NGRA) has the legal possession and control of the rodeo site on Friday to Sunday, April 22-24, 2005, pursuant to agreement with the Clark County Department of Parks & Recreation. The applicant further understands that the use granted her/him/them by Nevada Gay Rodeo Association is a LICENSE TO OCCUPY and is not coupled with an interest in the property and that Nevada Gay Rodeo Association retains the right to terminate this license to occupy at any time during the term of the applicant's use if, in the sole determination of Nevada Gay Rodeo Association, (1) the applicant is found to have falsified any of the statements contained in this application; (2) the applicant is found to have changed or added to the use described in this application; (3) the applicant creates a nuisance to Nevada Gay Rodeo Association, its licensees and/or its guests; (4) the applicant's use of the premises in any other way interferes with orderly, safe and successful conduct of this event. The applicant further agrees (1) to furnish all equipment (except canopies tables and/or chairs rented through Nevada Gay Rodeo Association), inventory, supplies and personnel necessary to the operation of her/his/their booth; (2) to leave the area fully clean and clear of refuse; (3) to sell only the items listed in the application and to make no change without written consent of Nevada Gay Rodeo Association; (4) to indemnify and hold harmless Nevada Gay Rodeo Association against any and all liabilities arising from the conduct of the operations covered by this contract.

Signature of the application affirms that the applicant and/or organizations/business represented by the applicant does not discriminate in hiring, employment, participation or services based on race, ancestry, religion, creed, sex, marital status, physical handicap, medical conditions, national origin or sexual orientation. Nevada Gay Rodeo Association reserves the right to publish this signed affirmation, in whole or part, in support and pursuit of its purpose and objectives.

By my signature below, I show that I have read and clearly understand the information contained in this application and the responsibilities accorded to me as a participating vendor at the 2005 Nevada Gay Rodeo Association Big Horn Rodeo. I understand that I may cancel my application, in writing; and, if cancellation notice is postmarked before April 8, 2005, and canceled space(s) can be re-rented, expect a full refund of all fees paid within 30 days of my cancellation. After April 8, 2005, no refunds will be considered.

I hereby declare that all information herein provided by me is true, correct and complete.

NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____



IGRA Finals Rodeo 2004
P. O. Box 75
South Bend, NE 68058



«AddressBlock»

«GreetingLine»

Thank you for having a vendor booth at the IGRA Finals Rodeo, October 16th and 17th at the Chance Ridge Event Center in Elkhorn, Nebraska. I hope that the rodeo was a profitable experience for you. The rodeo itself was an overwhelming success even with the minor issues we faced in dealing with a brand new arena.

The Heartland Gay Rodeo Association (HGRA) hosts a rodeo each year and we hope that you will consider joining us again in the future. Since the Finals Rodeo occurred so late in the season, we will probably not produce a rodeo in 2005, so watch for information on our 2006 rodeo.

Thanks again for joining us for the IGRA Finals Rodeo!

Sincerely,

Tim Sullivan
Vendor Chairperson