

Manitoba Team Penning Association (MTPA)

Committee Show Package

On behalf of the MTPA, thank you for your interest in hosting a sanctioned show. The following information will assist you in the set up and actual running of the show.

The Show

A representative will be assigned to each show as a point of contact with the MTPA.

There are a total of 6 classes run at every MTPA Show. They are 4 sanctioned classes (Open, 10, 7, 5), a youth class and the draw class. The order of the classes will be Open, 10, 7, and 5. There will be a break approximately half way through the show for lunch. The Youth and the Draw Class will follow the break thus providing a chance for warm up for riders in these classes. The draw class is an opportunity for local riders to try team penning with members of the association. It is also an excellent opportunity to get youth involved. The MTPA reps at the show will assist with the running of the class. If the show committee decides to add any additional shows e.g. Working Cow Horse, Cutting, Barrel Racing, to the show dates, or if there is a change to the venue or start times, this must be run past the MTPA Board of Directors. The reason for this is to ensure there is adequate time to run the Team Penning Show.

Arena Requirement

The working area of the arena must be a minimum of 60' X 160' with a maximum size of 100' X 200'. Any deviation from this size criterion will require approval by the MTPA Board and may be subject to special provisions. The cattle holding pens and the cattle grouping area will be located at the opposite end of the arena from where the riders enter. The pen will be placed at end where the riders enter and opposite to the cattle grouping area. If the only access for cattle is along the side, cattle will have a tendency to hang up in this area making them difficult to settle. If this is the only option, please discuss this with the MTPA Board of Directors for further direction.

Enough steel panel must be available to construct the competition pen to a minimum size of 16' X 16' to a maximum of 24' X 24'. A back gate to allow cattle to leave the pen will be provided by the MTPA.

Sound System

The show committee shall provide a sound system capable of announcing the show.

Entries

Contestants enter the Wednesday of the week before the show to a central entry handled by the MTPA. Once entries are made, the show committee will be advised of the number of teams entered and the number of cattle needed to run the show.

Judge

It is up to the show committee to arrange for the judge. A complete list of judges is included in this package.

Cattle

It is the responsibility of the show committee to arrange for cattle for the show. The cattle should be grass type cattle in the 400-700# range. Fat cattle are not fit enough to be used for the competition and should not be used. The cost for cattle, including freight must be verified the MTPA 2 weeks prior to the show. This is to ensure the cost is not too high to make the show unfeasible. The number of cattle required for a show is calculated according to following guidelines:

- 0-30 Entries-1 herd of 30 head, 2 spares
- 31-60 Entries-2 herds of 30 head, 4 spares
- 61-90 Entries-3 herds of 30 head, 6 spares
- 91-120 Entries-4 herds of 30 head, 8 spares

These are only guidelines and may vary depending on conditions e.g. temperature and humidity, arena size and condition, size and condition of cattle. The final number of herds for any given show must be determined in consultation with the MTPA rep prior to the show.

Pens must be available at the cow end of the arena to house the cattle in groups of 30. It is preferable to have a set up that allows a herd to be run out of the arena and held while the fresh herd is returned to the arena. Each pen must be large enough to allow the cattle to rest between runs with access to water. A minimum of 25 square feet per head is required. Therefore for a herd of 30 head, the pen must be at least 750 square feet. If the day is hot or excessively humid, facilities to hose the cattle down between runs are a necessity. While not necessary to have feed available while the show is underway, adequate feed must be provided to the cattle once the show is finished for the day.

Help

It is the show committee's responsibility to ensure adequate help is available on the show day to run a show smoothly and efficiently. At a minimum, the following help is required:

- 2 Cattle handlers-their responsibility is to load and unload cattle as they are brought to the show grounds as well as move herds into and out of the arena every 10 runs.
- Announcer-his/her job is to announce the name and the number of the teams that are up, on deck and in the hole. As well the announcer calls the number of cattle to be penned as the run begins. When the number is called, the announcer must read the advertising information provided for the sponsor of the number. This is very important as it provides our supporter with the advertising they are expecting. The announcer works closely with the judge and the MTPA secretary to keep the show running smoothly.
- 2 Timers –their responsibility is keep time of the runs. The judge is responsible for calling for the start of the run and when the run is over.
- Committee secretary/treasurer-this position works closely with the MTPA secretary and assists with taking entry fees, is responsible for the security of the money collected, and makes the payouts to contestants and ensures all expenses are paid. Note: the MTPA secretary will provide the payout schedule for the show committee based on all expenses and income.
- 1 gate person-whose role is to open and close the gate for the teams as they enter the arena

Financial

The MTPA may provide added money to a set number of shows every year. Added money in the form of local donations/sponsorship/advertising will greatly enhance the success of MTPA show. The MTPA will enforce a levy of 25% of any added money that is raised by the show committee. This levy is used to support the running of the MTPA and the money will go back to the members in form of payout and awards. The sanctioning of a show enhances the attendance at a Team Penning show as the members compete throughout the year for points towards awards including buckles and saddles. The Show committee through the sanctioning receives the benefit of advertising of the show to MTPA members, provision of the MTPA secretary and the computer system, and arena hardware in the form of the back gate for the pen. Added money is normally applied to the cost of cattle, thus benefiting all classes by reducing expenses and increasing payouts. However, if a show committee intends to apply its added money to one or two specific classes, the MTPA requires that this is advertised before the show and is declared before the day entries are made. This allows contestants to enter classes accordingly if they are aware of the potential of increased payouts in a certain class. If added money distribution is not declared prior to entries, all added money will be applied to the cattle costs or common expenses as noted above.

Payouts will be made in accordance with a set MTPA schedule that will be calculated by the MTPA show secretary. Since the payouts are dependant on expenses, all miscellaneous expenses must be identified on the sanction form prior to a show approval. The final expenses must be provided to the show secretary at the end of the show.

All entry monies collected on the day of the show are the responsibility of the show committee and must be secured by the show committee for payout to contestants and payment of expenses.

A deposit of \$250.00 must be received by the MTPA with application to host a show. This deposit will be refunded the show committee upon completion of the show. IF the show is cancelled the refund is non-refundable.

Applications received by March 1st will be considered for added money from the MTPA. Applications received after the March 1st deadline may be considered for added money at the discretion of the Board of the MTPA. The amount money to be added will be determined by April 30th and based on the amount of sponsorship obtained. The final amount will be divided equally among the qualifying shows.

Emergency preparedness

As with any sport involving horses and cattle there is the potential for injury to rider or livestock. It is not necessary to have an ambulance on stand-by, but the nearest medical emergency room should be determined and made aware to the judge and the MTPA show secretary as well as the announcer. An injury to a horse or a cow can be unpleasant to fans and contestants alike. Every effort is made to ensure this doesn't occur, but prior to the show, the show committee should designate a truck and trailer to be available to remove an animal from the grounds in the event it cannot leave on its own. This trailer should be parked close by with the keys available.

Thanks once again for your interest in hosting a Manitoba Team Penning Sanctioned Show. If you have any further questions, please contact Harvey Penner, President MTPA @ 326-0619.