



Athlete Information Packet

OFFICES:

ATHLETE CHECK IN: Located in Burnett Barn stall offices (See details below regarding check-in times)

RODEO SECRETARY: Located in the Coliseum East Concourse area

MEDIA OFFICE: Located in the Coliseum West Concourse Dressing Rooms

STALL, RV & SHAVINGS: Located in Stall Barn 4

GOLF CART RENTAL: Located in Stall Barn 4

Important Contacts

Vet – Outlaw Equine

Decatur Clinic - 940-626-8387

Onsite Veterinarian – 940-577-1465

Stall Contact – 512-645-5860

Office Hours:

Date/Time	Activity	Location
<u>Sunday, November 8, 2020</u>		
4:00pm	Stall Office Opens (remain open 24/7)	Barn 4 Stall Office
5:00pm-6:30pm	MANDATORY - Daily COVID Temperature Check	Burnett Stall Office
5:00pm-6:30pm	Athlete Check-in Office Open	Burnett Stall Office
5:00pm	WCRA/Secretary/Media offices open	Will Rogers Coliseum
<u>Monday, November 9, 2020</u>		
7:00am-1:00pm	MANDATORY - Daily COVID Temperature Check	Burnett Stall Office
7:00am-1:00pm	Athlete Check-in Office Open	Burnett Stall Office
7:00am	WCRA/Secretary/Media offices open	Will Rogers Coliseum
<u>Tuesday, November 10, 2020</u>		
7:00am-12:00pm	MANDATORY - Daily COVID Temperature Check	Burnett Stall Office
7:00am-12:00pm	Athlete Check-in Office Open	Burnett Stall Office
7:00am	WCRA/Secretary/Media offices open	Will Rogers Coliseum
4:00pm-5:00pm	Athlete Check-in Office Open	Burnett Stall Office
<u>Wednesday, November 11, 2020</u>		
6:30am-4:00pm	MANDATORY - Daily COVID Temperature Check	Burnett Stall Office
6:30am-4:00pm	Athlete Check-in Office Open	Burnett Stall Office
6:30am	WCRA/Secretary/Media offices open	Will Rogers Coliseum
<u>Thursday, November 12, 2020</u>		
6:30am-10:00am	MANDATORY - Daily COVID Temperature Check	Burnett Stall Office
6:30am-10:00am	Athlete Check-in Office Open	Burnett Stall Office
6:30am	WCRA/Secretary/Media offices open	Will Rogers Coliseum

ATHLETE CHECK-IN PROCEDURES:

1. All athlete's must check-in each day prior to competing in their first round of competition
2. All athlete's will be asked to complete the following forms and procedures upon check-in:
 - a. W9 Tax Form (W8 Form for Foreign Withholdings)
 - b. COVID-19 Questionnaire
 - c. Temperature Checks
 - d. Registered Horse Name Verification
3. Top 24 athletes in each discipline competing on Thursday, Nov 12 will be required to have a head-shot taken
 - a. Finalist Vests and Back Numbers will be handed out at Main Event Round 1 Check-In
4. All Athletes advancing to AT&T Stadium will receive an athlete packet for the Championship Round on-site at Will Rogers on Thursday
 - a. The Top 6 athletes in each discipline will receive:
 - i. Four Tickets to the performance they are competing in
 - ii. One athlete credential and one helper credential
 - iii. Parking Pass
5. Below is a description of the rounds that will require a check-in:
 - **Sunday, Nov 8**
 - 4:30 – 6pm
 - GBR Fast Track Check-in (must be checked in prior to Fast Track Pool start time)
 - GBR WCRA Leaderboard and Open (Pro & Challenger) Pool Round 1 Early Check-In
 - Team Roping Fast Track Early Check-In
 - **Monday, Nov. 9**
 - 7 – 1pm
 - GBR WCRA Leaderboard and Open (Pro & Challenger) Pool Round 1 Check-In
 - Team Roping Fast Track Check-In
 - Team Roping WCRA Leaderboard Pool Check-In
 - **Tuesday, Nov. 10**
 - 7am – 12pm
 - GBR WCRA Leaderboard and Open (Pro & Challenger) Pool Round 2 Check-In
 - Team Roping Open (Pro & Challenger) Pool Check-In
 - 4 – 5pm
 - GBR Elite 18 Round Check-In
 - **Wednesday, Nov. 11**
 - 6:30am – 4pm
 - GBR Redemption Round Check-In
 - BKW Fast Track Check-In
 - BKW WCRA Leaderboard and Open (Pro & Challenger) Pool Check-In
 - GBR Progressive Round Check-In

- **Thursday, Nov. 12**

- 6:30am – 10am

- BAW Redemption Round Check-In
 - BAW Progressive Round Check-In
 - Main Event (ALL DISCIPLINES) Check-In

*Check-in details for AT&T – To be provided upon check-in on Thursday after the completion of Main Event Round 2

Friday, Nov. 13

8:30pm CT Performance Time

Saturday, Nov. 14

8:30pm CT Performance Time

Sunday, Nov. 15

6:30pm CT Performance Time

HORSE CHECK-IN PROCEDURES:

"A negative Coggins is required for Texas horses and a 30-day health certificate and negative Coggins for out-of-state horses is required.

All athlete's will be charged a \$5 parking fee upon arrival at the Will Rogers Memorial Center

HEALTH INSPECTION:

All horses must be accompanied by a current 30 day health (if from outside of Texas) as well as a current, within 12 months, proof of negative Coggins and administered by a licensed accredited veterinarian showing positive identification of the horse, the horse's temperature and the name and address of the laboratory performing the tests. All horses are subject to inspection by the show veterinarian or State Veterinarian if suspected of harboring a communicable disease. All horses must be serviceably sound. The attending show veterinarian recommends all horses be vaccinated for tetanus, influenza, rhinopneumonitis, EHV-1 and West Nile Virus.

STALL FEES:

- \$175 for the event per stall or \$100/night– Barn 3 & 4 and possibly the Burnett Building,

No stall reservations will be accepted without full payment of all stall fees. The stall reservation form must be completed and submitted via OpenStalls.com. List all tack/feed stalls separately as "TACK/FEED" in the special request section of the reservation form. The number of stalls requested cannot exceed availability in that area. If you haven't pre-reserved a stall and received your stall assignment information, you must check in at the stall office in order to receive your stalling assignments.

STALL MOVE-IN/MOVE-OUT:

Stalls will be available for move in after 4:00pm on Sunday, November 8. Do not arrive prior to this as WRWC will be unable to accommodate early arrivals. Entry gates will be closed to allow for sanitizing/cleaning and waste removal between the previous show. Stalls in all barns, must be vacated by 11:59 p.m. Sunday, November 15.

Horses CANNOT be tied to horse trailers. Exhibitors are not allowed to change stalls without the approval of the stall manager. If you change stalls without the approval of the stall manager, you will be charged for both stalls. Stalls cannot be re-sold. Will Rogers Memorial Center (WRMC) will assess a charge of \$15/panel for any portable stall panel that is removed during the show.

These panels may be placed in the barn aisle prior to the start of the show. WRMC will remove the panels and replace them after the show. Exhibitors removing stall panels will be assessed these fees. Exhibitors may choose to fold back the stall panels in the portable stalls and zip-tie those and then re-assemble the stall at the conclusion of the show to avoid these charges. Stall panels in permanent stalls shall NOT be removed under any circumstances.

STALL CHECK-IN PROCEDURES:

After arriving at the Will Rogers Memorial Center through Gate 42, you must check-in with an OpenStalls.com representative or at the stall office (inside Barn 4 on the N end – see map) to receive your stall location and parking instructions. You will receive a stall map from the OpenStalls representatives listing stall locations.

STALL MAINTENANCE:

Exhibitors are required to keep their stalls clean and neat, dispose of refuse matter in designated dump areas and remove all items and materials they attach to the stalls, including decorations and all signs.

PARKING:

Please park vehicles and trailers in marked parking spaces only. Rip Johnson Drive is available for unloading only. Parking is not permitted on Rip Johnson Drive, Burnett/Tandy Drive or Tower Drive at any time. All other trailers must be parked in the trailer parking lot off of Trail Drive. No parking is permitted in any fire lanes. Vehicles blocking fire lanes will be towed at the owner's expense.

The following information has been provided by Will Rogers Memorial Center and details the parking requirements for the facility. There is no charge for unloading either horses or trade show merchandise from the street. However you have to unload and move on – no street parking except for unloading. Exhibitors will need to set up their stall or booth after they unload since there is no parking on the streets. A parking fee will be charged when the trailer is moved to a parking lot. Parking anywhere inside the complex is \$5/day per vehicle. Properly permitted vehicles may come and go from the property at will. Posted parking permit fees may differ from this, however parking for event participants/staff is \$5/day per vehicle. Please be sure to request the WRWC fee when paying for parking. There is no trailer parking inside the complex unless occupying a paid RV space. Trailer parking is not allowed south of the Moncrief building or the cattle barns. RV spaces come with one parking pass for a tow vehicle at no extra charge. This pass will allow the vehicle to park in any lot on the property. All of the parking attendants have the ability to take cash or credit cards. Multi day passes are available either on site or in advance online at www.culturaldistrictparking.com.

SHAVINGS:

Shavings are for sale at through OpenStalls.com. Current shavings prices are \$13/bag for a large, compressed bag. No outside commercial vendor deliveries will be permitted. Exhibitors are not allowed to bring their own shavings on to the grounds and will be billed for unauthorized shavings. Costs to remove unauthorized bedding will be billed to the exhibitor. WRMC and/or WRWC assumes no responsibility and/or liability of any kind in connection with any bedding/shavings purchased from the on-site vendor.

WASHING HORSES:

All animals must be washed in designated wash areas. Horses may not be washed on sidewalks, aiseways or in stalls. The State of Texas prohibits wastewater from entering storm drains.

LOADING/UNLOADING AREAS:

Unloading is permitted on Rip Johnson Drive and north of the Richardson-Bass Building. At no time is unloading permitted on Tower Drive west of the Burnett Building. Arriving horse trailers will receive a permit from the security station to unload. At the expiration of your designated time limit, trailers must be moved to the designated parking areas.

VEHICLES:

Any vehicle, including golf carts and scooters, must be operated by a licensed driver.

PETS:

Fort Worth city ordinance provides that pets are allowed in stall areas only and must be secured by a leash or in a stall at all times. They are not permitted inside any building on the property. Please make arrangements in advance for pets to remain in stall areas, RV or other area. Owners assume all liability for pets. Tickets may be issued to participants not adhering to this policy.

RV PARKING:

WRWC offers RV spaces on the complex in the North Red Lot. There are 104 spaces north of the Richardson-Bass building that offer full hook-ups including sewer. Space reservations are being accepted by WRWC via OpenStalls.com on a first come, first-served basis. All spaces should be reserved as soon as possible to guarantee availability.

"BLUE BOARDS":

WRMC invites exhibitors to post signs, flyers, etc. on the "Blue Boards" posted throughout the facility. Signs posted in other areas will be removed.

DUMPSTERS:

Exhibitors are encouraged to take advantage of the large rolling dumpsters throughout the complex. They may be rolled into stall aisles or the parking lot for easier cleaning.

AISLEWAYS:

Aisles may not be blocked with obstructions including, but not limited to, chairs, carts, roping dummies, stall decorations or golf carts.

SMOKING:

The Will Rogers Memorial Center is a Non-Smoking Facility. Smoking is not permitted in the barns or stall areas. Fort Worth City ordinance prohibits smoking in any of the Will Rogers Memorial Center buildings. Violators will be prosecuted.

SECURITY:

Security will be on the grounds on a 24-hour basis. For your protection, you will be allowed limited access to those streets which run parallel the barn area of the Will Rogers Memorial Center. Despite precautions, no one is immune from crime, so please take the proper care when locking trucks, trailers, tack boxes and tack stalls.

STALL AREA:

Refrigerated air units, microwaves and other appliances are prohibited in the stall area.

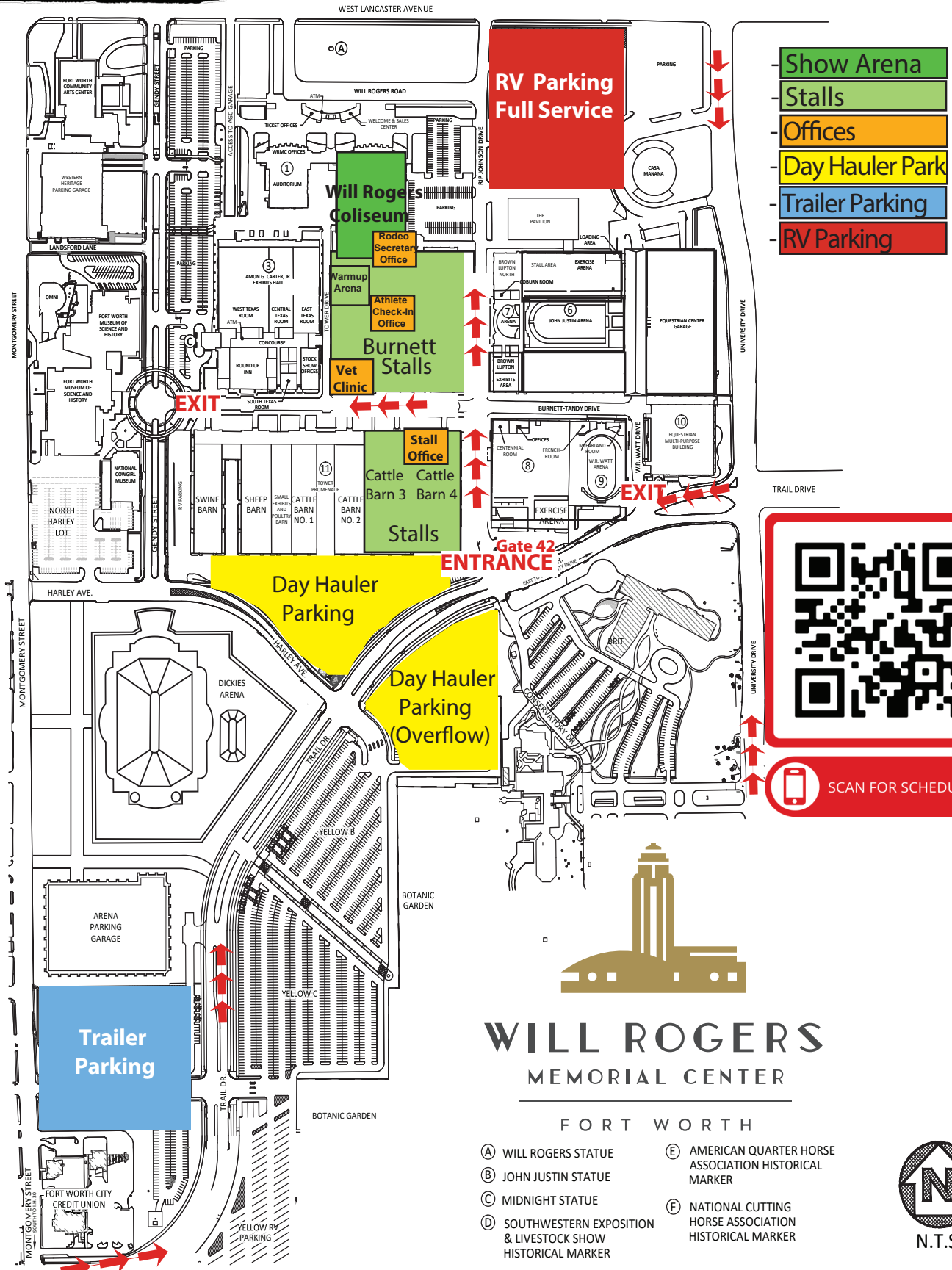
GOLF CARTS:

Golf Cart rental is available in Barn 4 or by emailing Johnny@metrogolfcars.com.

Will Rogers Memorial Center requires that all operators of golf carts observe the following rules to allow for safe and continued use of golf carts at WRWC. Any person operating a golf cart in an unsafe, reckless or dangerous manner will be detained by law enforcement officers. In some cases, golf carts can and will be impounded. • Golf cart operators MUST have a valid driver's license with them at all times. • Golf carts are prohibited inside the trade show and on arena concourses. Golf carts may be driven inside stall areas if operated in a safe manner with care exercised to avoid endangering people and animals. • Golf carts may only be driven on the streets in the direction of traffic. • Golf carts are prohibited inside all arenas unless the arena is specifically designated for that purpose. Golf carts may be used in show or exercise arenas only if operated by show officials or personnel. • Golf carts must yield to all pedestrians and horses and may not be parked blocking an entrance. Golf carts parked in front of handicapped entrances or ramps will be impounded. • Golf carts can be parked on some sidewalks but SHALL NOT BE DRIVEN on any sidewalks. The use of the golf carts on Will Rogers Memorial Center grounds is a privilege. Anyone abusing this privilege will not be allowed to use any golf cart.

2020 INAUGURAL **WOMEN'S RODEO** WORLD CHAMPIONSHIP

For Shavings:
Call or Text 512-645-5860



3401 West Lancaster • Fort Worth, Texas • (817) 392-SHOW (7469) • Fax (817) 392-8170 • www.willrogersmemorialcenter.com

BURNETT BUILDING STALL MAP

MEDIA Room

Secretary Office
Sports Medicine

Coliseum Entry

BURNETT BUILDING
STALL CHART

