



*Ellensburg Rodeo
Royal Court
Handbook*

Ellensburg Rodeo Royal Court Handbook:

Being selected to represent the PRCA and the Ellensburg Rodeo is both a privilege and a responsibility. The image of an Ellensburg Rodeo Royal Court member is one of a wholesome, all-American, single cowgirl. All appearance, photographs, blogs, postings, videos and other like representations shall always exemplify such image.

As an addendum to the Contract for Royal Court, the titleholder agrees to comply with the following:

1. To abide by all requirements in The Royal Court Member Contract.
2. To maintain all eligibility requirements as set forth in Exhibit A of The Royal Court application.
3. Avail myself of all opportunities to appear as Ellensburg Rodeo Royal Court to the public and to be prepared for photographs and interview opportunities to promote the sport of rodeo. I understand that I will be one of Ellensburg Rodeo's official representatives and will be responsible for presenting the sport of rodeo in its best light to the public.
4. Attend and always be on time to specific rodeos and events as required by the Ellensburg Rodeo Royal Director as this is a full-time commitment for the year. **The date(s) and time(s) on the season calendar will be established by the Director. Events will be added, deleted, updated and amended as the Director sees fit. Make no assumptions that the Director can or will make changes to the schedule to accommodate your personal, school schedule or personal requests.**
5. I shall not make any appearance as the Royal Court Member without prior approval by the Royal Court Director.
6. I will not travel to or from any rodeo events with anyone other than an approved chaperone. Chaperones shall only be approved by the Royal Court Director, or the designated board member. There are no exceptions to this rule. I agree to cooperate fully with these chaperones.
7. I will arrive at all meeting places at least 15 minutes before the performance starts, unless instructed otherwise.
8. I understand I am on duty from the time I leave home until the time that I return home. I understand that the Royal Court Director and/Chaperone have full control from the time that I leave home until I return home, and I am released.
9. I agree to maintain a current and valid driver's license during the entire reigning year.
10. I agree to provide my own dependable transportation to all events as necessary.

11. I understand I must follow all county, state and federal mandated guidelines when serving as a Royal Court member.
12. I understand I will be provided with a meal if the event I am required to be at takes five or more hours and is over mealtime. I understand I must be responsible for bringing my own snacks and/or other necessities to complete my duties as a Royal Court Member.
13. I shall not arrive or appear at any official function without full regalia (hat, crown, banner and western apparel, including having hair, make-up and nails neatly presentable).
14. I understand I may remove my cowboy hat with crown when traveling in the truck to an event. I agree to immediately put my hat back on when exiting the vehicle to be in full uniform.
15. I shall not appear in faded, ripped or dirty jeans and shirts while dressed up in full court attire.
16. Proper undergarments must always be worn, showing no bra-straps or panty lines. I shall not show cleavage in a manner unbecoming of a wholesome image. If any outfit is questionable, the Royal Court Director or designated Board Member shall make the final decision.
17. I agree that mobile devices/cell phones are not to be used at or during events. This includes while eating meals and anytime in the public eye. Okay to use it while traveling in the car and while in the hotel room.
18. I agree to communicate via email, text or phone call with the Royal Court Director to keep up to date with appearances and other items relating to the royal court.
19. I will not speak on behalf of the Ellensburg Rodeo without approval by the Director. This includes official appearances, social media and personal conversations with the public. However, I may speak positively about common information in an impromptu interview. I will report back to my director or Chaperone immediately with all details pertaining to the interview.
20. I agree to observe a high standard of moral and ethical behavior, including on all internet sites including but not limited to Facebook, Instagram, Snapchat, Twitter, Tumblr etc., befitting my title and setting a good example to the public, future competitors and the Ellensburg Rodeo. The official Ellensburg Rodeo account must have access as a friend, follower, etc. to all posts by Royal Court members on all social networking sites. If any posts are determined to be unacceptable by the Director, they must be removed immediately. All accounts used by the Royal Court members, whether they are public or fake, must be known by the Royal Court Director. I will refer to the appendix of the contract for further details of social media and press regulations and rules.
21. All posts made by the Royal Court to personal accounts will include all Royal Court members. The Royal Court member may post individual pictures/posts of themselves in an

appropriate manner. All comments and responses are to be kept positive and inclusive of all Royal Court members.

22. The official Ellensburg Rodeo social media accounts have first right to all photographs from appearances, parades and rodeos. I agree not to post any photos until the official Ellensburg Rodeo has made them public or the Royal Court Director has given me permission.
23. Royal Court members will remain together (as a group) at all public appearances unless otherwise instructed by the Royal Court Director. You will not appear individually in uniform unless specifically authorized by the director.
24. I will not appear in a bar, club, tavern or similar business, during my reign, even without my crown and banner.
25. I will not engage in the unlawful possession, use or distribution of illicit drugs, alcohol, marijuana, tobacco and nicotine during any scheduled time or appearance, nor will I engage in any questionable behavior involving such substances at any time during my tenure as Ellensburg Rodeo Royal Court. This includes but is not limited to cigarettes, cigars, e-cigarettes, vaping devices and products, smokeless tobacco, and anything containing marijuana including devices and/or edibles. I understand that my responsibility as one of Ellensburg's official rodeo representatives is to act, speak and dress accordingly to the esteem my title deserves, any time that I am in the public eye.
26. I may have a boyfriend during her reigning year. However, I will not enter a public dating relationship during her reign. There will be no public announcements of engagement, no taking or posting of photographs with my significant other, and no public display of affection with my significant other. The Ellensburg Rodeo selects young ladies with embody a wholesome, single, all-American cowgirl.
27. I will not cohabitate with anyone of the opposite sex that are in an age range where it could imply the wrong impression, immediate family members are allowed.
28. I agree that during the term of my entry as a contestant and throughout my reign as Ellensburg Rodeo Royal Court, I shall remain unmarried. If selected as an Ellensburg Rodeo Royal Court member, I will not date or fraternize with men while in Royal Court uniform.
29. No males, other than immediate family members shall accompany me to, from or during an event I am attending as a Royal Court Member, unless approved by the Royal Court Director or designated Board Member.
30. I shall not allow any person of the opposite sex into my hotel room for any length of time. The only exception to this rule is an immediate family member. However, if the immediate family member is of an age where it could imply the wrong impression, an adult female chaperone shall always be present. If there is an issue with this provision during the year, then I shall immediately contact the Royal Court Director or designated

board member.

31. I shall only take prescription medication as prescribed and shall notify the Royal Court Director or designated Board Member of all prescribed medication during the year.
32. Should I be injured or suffer an illness requiring medical attention during my year, I must present a physician's release to The Royal Court Director or designated Board Member, prior to resuming her duties on the Royal Court.
33. I understand that all items provided to the Ellensburg Rodeo Royal Court members are on loan until after fulfilling all required duties. Some of the items provided to the Royal Court members will be gifted to the Royal Court Member after completion of the season, which is determined by the Director.
34. All items provided to the Ellensburg Rodeo Royal Court members are to remain unaltered unless prior approval from the Royal Court Director.
35. I agree to return their tack consisting of saddle pad, headstall, breast collar and serape when the Royal Court Director decides.
36. Equipment loaned by the Rodeo (saddle pad, headstall, reins and serape) will be used only at Rodeo scheduled appearances and be kept in good working condition.
37. I agree to replace at my own expense any clothing, jewelry, crown, purse, buckle, banner and tack that is damaged or lost during my reign.
38. I agree to provide a horse for the year. Riding and horsemanship skills are key to the promotion of the sport of rodeo. Therefore, I will strive to improve my riding and horsemanship skills throughout my rein so that I can better promote the sport of rodeo. I also will educate myself concerning the proper treatment of animals used in rodeos and agree to treat all animals in a humane way
39. I shall not ride any animal other than a saddle-broke horse during her reign.
40. Horses and equipment are expected to be properly maintained and cleaned for each function.
41. The Court member and parents will agree to keep horses and tack cleaned to the highest standard. This usually means washing the horse before each function.
42. Hoof polish will be used on hooves, and all horses will be clipped in general uniform presentation.
43. I agree that I will ride in a safe and responsible manner. This always includes keeping one hand on the reins while horseback.
44. I shall solicit contestants for the Ellensburg Rodeo Royal Court Pageant during my

reigning year.

45. I will send thank-you notes to all sponsors, rodeo committees, stock contractors, host families, and other people/businesses like. Such cards should be mailed or presented within one week of the contact. Director may request group thank you notes.

Disciplinary Actions:

A representative of the Royal Court is expected to always conduct herself as a professional during her reign, and is expected to comply with the Eligibility Requirements, the Royal Court Handbook, and the Contract. This includes all behavior and activities from the time she enters the Ellensburg Rodeo Royal Court Pageant until she relinquishes her reign. During the term of this agreement, the following will be the disciplinary actions for misconduct.

First Warning: Will be in verbal form and documented by the Director of the Royal Court.

Second Warning: Will be in written form and signed by the Representative and the Director of the Royal Court to signify receipt of warning.

Third Warning: Will be in written form, from the Director of the Royal Court and the President of the Ellensburg Rodeo Board. The action for the misconduct is under the sole discretion of the Director of the Royal Court and President of the Rodeo Board. If the Disciplinary action results in termination the Royal Court Representative will relinquish her title, crown and all awards.

The warning does not have to be the same offence.

Royal Court Etiquette Guidelines

- Attitudes are to be left at home; you have a job to do.
- Cell phones are for emergency calls only. Texting and using social media while at an event will not be allowed.
- Arrive early for all events. Remember if you are early, you are on time, but if you are on time, you are late.
- All members must travel together as a group.
- Be prepared for long events by getting enough rest and fueling your body with food and water.
- Always be ready to mingle with the public. You are the spokesperson for our amazing rodeo so intrigue people to come visit our rodeo by visiting with those who approach you. Also interacting with little kids by signing autograph cards or asking them about their time at the rodeo is a great way to interact with the public.
- Boyfriends and friends need to understand that you cannot spend time with them at your scheduled events. This includes any time you are dressed in your royal court costume.
- Remember you are the face of the rodeo so please do not post pictures or anything on social media that does not represent a positive role model for our community.
- Always use good manners/etiquette.
- Always have a smile on your face.
- Always place your hand over your heart during the national anthem whether you are in the stands or on horseback in the arena.
- Please have hair and makeup done prior to traveling to all events. In the arena and pictures, you need to stand out as a representative so lipstick, eye shadow, mascara and face makeup such as blush or bronzer is a must.
- Nails should be kept nice and clipped. Nail polish is not required but if painted must be a neutral color and kept up on. Fake nails are not required.
- While at events once you put your hat on to go out in public, do not remove your hat until you are out of the public eye.

- Always make sure your hat is secure on your head before a wall runs with several bobby pins placed near your temples, side and back of your head. If necessary, fill in a gap in front of your hat with double sided tape or even duct tape helps.
- Always have a change of clothes. Do not walk around in royal court costumes whether you are fully dressed or just take off your shirt.
- You must be dressed in full royal court attire at events. This means boots, jeans, chosen shirt, belt, buckle belt, hat, crown, purse and banner.
- Travel shirts are for travel only. Please remain in the shirt chosen for the event unless otherwise discussed with your chaperone.
- While being a representative of our rodeo please dress appropriately. Please wear a tank top under shear shirts and avoid dark or color bras and underwear (if wearing white jeans).
- Your horses are your teammates, please take care of them. Remember to pack enough hay for the trip, keep your horse hydrated and have them clean for all events. Cold weather should be the only reason horses are not bathed the day before.
- Keep up to date on your horse's hooves trimming and shoeing.
- Keep all tack in clean and good working conditions. This means cleaning dust off saddles, bridles and breast collars, vacuuming black cover blanket, and clean splint boots or polo wraps.
- The trailer is a shared space. Please organize your belongings and remove them from the trailer once the event is over.
- Your parents are not responsible for you, your horse or your belongings at events.
- Keep your parents updated on any changes to events.
- You are a team. Help each other out when asked and respect each other's space.

Parents

- Your place is behind the scenes. The show already has professionals running it.
- Your assistance is appreciated when asked for. Too many helpers can cause a good time to go south. In short, you have gone from parents to stagehands on call.
- The successful courts of the past have been in thanks to the positive attitudes of the parents and their teamwork.

Royal Court Packing List

★ All shirts (Patriot, Gold satin, denim, green button down) in garment bag

★ Travel Shirt

★ Royal Court Jacket

★ Blue Jeans

★ Brown Boots

★ Brown Belt & buckle

★ Banners (Red & Brown)

★ Banner Pins

★ Hat & ball cap

★ Earrings (Gold & green)

★ Wild Rags (Gold & Pattern)

★ Chaps

★ Spurs

★ Makeup

★ Face Makeup (foundation, concealer, bronzer, blush, highlighter)

★ Lip Stick

★ Mascara (or flash eyelashes & glue)

★ Eye Shadow

★ Makeup Wipes

★ Q-Tips

★ Bobby Pins

★ Double-sided Tape

★ Hair Spray

★ Deodorant

★ Curling Iron or curlers

★ Hairbrush & teasing comb

Overnight

★ Pajamas

★ Underwear & Socks

★ Toothbrush & Toothpaste

★ Shampoo & Conditioner

★ Body & Face Wash

★ Swimsuit (One Piece)

★ Extra Street Clothes

Horse

★ Saddle

★ Bridle

★ Breast Collar

★ Serape

★ Saddle Pad and Black cover

★ Water Bucket

★ Hay Bag, Hay & Grain

★ Manure Fork

★ Soft or Hard Brush

★ Mane & Tail Brush

★ Hoof Pick & Hoof Polish

★ Show Sheen

★ Fly Spray

★ Green Spot Remover

★ Baby Wipes

★ Towels

★ Scissors

Hair Tips

It is always a good idea to talk to your stylist, getting your haircut and color into good shape, so your hair looks and feels healthy. **People have different hair types, so something that works for your friend might not work as well on you. Layering your hair is a must! Layers give your hair lots of volume, regardless of your personal hair type. Some people have very thin fine hair that never gets long, so I recommend using hair extensions to add fullness, length and body to accentuate your look.**

When styling your hair, make sure you are using the product that your stylist recommends for your hair type. **Just think of it this way... if you buy a horse trailer, you will buy insurance on it, right? You need to do the same with your hair. Get products from your stylist to maintain your cut, color and hairstyle. Hairspray is a must, to make sure your curls and wings last.** Kenra, Big Sexy, Surface, and Pureology are all great hairspray choices. To save time and save your hair, always use dry shampoo. My favorite dry shampoo is Kenra dry texture spay because it increases texture and fullness in the hair by 278%.

You may have heard rodeo queens debating over hot rollers or curling irons. It just depends on what works and holds the best for you. Remember, everyone has different hair. **I feel the best hot rollers are the ones that they clip in, and their rollers get heated up to produce an amazing curl. The best curling iron I use in my salon and on rodeo queen hair is a BioIonic Style winder medium barrel. This curling iron doesn't have an inside coil to heat up, so the whole rod is heated, preventing any cold spots in your curl. Plus, it heats up in seconds!**

I saved the best for last! For most of us, this is the hardest thing to master, WINGS! Kenra Dry Texture spray, root lift, backcombing powder, or dry shampoo really gives you a grip in your hair to make it easier to backcomb and create lift. After backcombing, smooth out your hair to make sure it doesn't look messy and ratted. Next, put on a baseball cap and shape the wings, spray with hairspray, and lastly, blow dry on low in an upward position.

Handling your hat:

When putting on or removing your hat, hold the brim, front and back, near crown. Handle the crown as little as possible and always have clean hands. Any handling which causes flexing or bending of the brim or crown will gradually weaken the body of your hat. The more severe the flex or bend the sooner the hat will lose its natural ability to maintain its shape.

Storing your hat:

- Store hats in a cool, dry environment. Hats naturally react to heat and moisture. Any extended exposure can cause a hat to lose its shape.
- During long periods when your hat is not worn, we suggest you store your hat in a western hat box. Make sure the crown and brim are properly supported.

Protecting your hat:

- The best defense against dirt and grime is to pre-treat your hat with a Teflon based water and stain repellant. Use a light spray that dries quickly and will not change the tone or texture of your hat. Never use a commercial silicone spray as it can damage your hat, as well as seal the pores and cause your head to get hot.
- Handle your hat with clean hands and wipe perspiration off the sweatband on hot days.
- Brush your hat regularly with a brim brush to remove dust and loose dirt. Starting at the left side of the hat, brush counterclockwise around the hat. Brushing the crown and brim the same way. On the underside of the brim brush clockwise.

What to do if your hat gets wet:

- If your felt hat gets wet or very sweaty, turn down the sweatband and stand the hat on a level, clean surface, right side up on the sweatband DO NOT let the brim touch any surface. Let it dry naturally and slowly. Do not use heat to aid drying as it will shrink the leather sweatband. Make sure the brim does not rest on the surface. Pressure of any sort on a wet hat will leave its mark when the hat dries.
- Turning out the sweatband after a perspiring day preserves the life of your hat. With the band turned out, perspiration and hair oil evaporate and dry out instead of being transferred to the hat.

How to clean felt hats:

- To spot clean dirt or grease stains on light colored hats, use a brim brush and gently brush counterclockwise to get rid of dirt and dust.
- To clean a rain spotted hat, use a felt cleaning sponge. Use a different set of sponges and brushes for light and dark colored hats, otherwise there is a possibility of transferring color from the brush to the hat.

How to recondition your hat:

- Clean and brush the hat. Beginning with the crown.
- Using a teakettle steam the hat until the felt is soft and pliable. Begin shaping the hat as soon as it cools. Continue shaping until desired shape and style is achieved. Spray with a commercial stiffener, covering the entire hat with an even mist. Place the hat on an upside-down mixing bowl and allow it to completely dry.
- For hats in need of heavy reconditioning we suggest you take your hat to the nearest full-service Western store for more professional care.

Rodeo Events

There are six standard events in the sport of rodeo in the Professional Cowboys Rodeo Association: bareback riding, saddle bronc riding, bull riding, tie-down roping, team roping and steer wrestling. While barrel racing is a common event at most PRCA rodeos, it is not an official event under PRCA and has its own organization Women's Professional Rodeo Association.

Saddle Bronc Riding

- The cowboy must “mark him out,” or have his feet over the break of the animal's shoulder on the first jump out. This is to give the horse an advantage.
- The rider makes his mark on the buck rein according to the length of the bronc's neck. Most times contestants will mark this spot using a piece of the horse's mane or tail.
- The judges score the ride on how well the rider spurs from the horse's shoulders to the saddle cantle in a rhythmic stroke called his “lick.”
- Model spurring begins with the rider's feet far forward on the bronc's point of shoulder, sweeping to the back of the saddle (cantle) as the horse bucks, then snapping the feet back to the horse's neck a split second before the horse's front feet hit the ground.
- A rider who synchronizes his spurring action with the horse's bucking efforts will receive a high score.
- Judges also look at the cowboy's control throughout the ride. And the length of his spurring stroke.
- The horse and rider are scored separately and the sum from each judge is the total score.
- A horse that twists in erratic jumps and has no rhythm will not score as high as the buckner that gathers and bucks, kicking high in the air in a regular cadence.
- The horse is scored on how high and hard he bucks.
- The rider is disqualified if prior to the buzzer sounding in 8 seconds, if he touches the horse, himself or his equipment with his free hand; if either foot slips out of the stirrup; if he drops the bronc rein or fails to have his feet in the proper “mark out” position at the beginning of the ride.

Bareback Riding

- There is nothing between the horse and rider, but a satchel handles surcingle (made of leather and rawhide) that he holds with one hand.
- The first jump out of the chute, the cowboy must spur over the break of the horse's shoulder until the front feet hit the ground.
- He then pulls his feet; toes turned outward to the horse's withers until his feet nearly touch the bareback rigging.
- The horse is to be ridden for 8 seconds, and the rider cannot touch the animal with his free hand.
- A rider is disqualified if he touches his equipment, himself or the horse with his free hand.
- The higher and wilder he spurs, the higher he will score.
- The rider is judged on his control during the ride and his spurring technique.
- The horse's performance accounts for ½ the potential score.
- Fancy, colorful chaps are worn to accentuate the spurring action.

Bull Riding

- The rider's free hand must not touch the bull.
- Unlike other rough stock contestants, bull riders are not required to spur.
- If he can spur, it will help his score.
- The bell on the bull rope helps the rope to fall free at the end of the ride.
- If the rider is bucked off away from his riding hand, his weight pulls down on the wrap and he's "hung up" until the bull fighters can get him free.
- The contestant must stay on top of the animal for 8 seconds.
- The rider tries to always remain forward or "over his hand".
- Judges watch for good body position, use of free arm and if any spurring action.
- ½ of the score is determined by the animal's efforts.
- A bull rider is disqualified for touching the bull, himself or his equipment with his free hand.

Team Roping

- This is a true team event.
- Two riders and two horses, four precision trained athletes make this event vulnerable to many possible time-eating mishaps.
- The clock is stopped when the slack has been taken out of both ropes and the contestants' horses are facing each other.
- Rules for a fair head catch require that the loop be around the horns, the neck or one horn and the neck.
- There is a penalty of 5 seconds if only one hind foot is caught.

Header

- the first cowboy out of the box.
- Receives a 10 second penalty if he breaks the barrier.
- After making his catch, he rides to the left, taking the steer in tow.

Heeler

- The heeler is to rope both hind feet after the header turns the cow.
- Catching only one hind leg results in a 5 second penalty.
- A "Crossfire" is when the heeler tosses his loop before the header has changed the steer's direction and has it moving forward; this leads to a disqualification.

Tie Down Roping

- Luck of the draw is a factor; a feisty calf runs fast or kicks hard.
- The quick stop of the horse helps the cowboys propel himself from the horse down the rope to the calf.
- With the "Piggin String" he carries in his teeth, he takes a wraparound any of three legs then raises his arms to signal for the time.
- The cowboy must then mount his horse and put slack in the rope.
- The flagman then starts the stopwatch for 6 seconds.
- If the calf becomes untied during that 6 second time, it becomes a "No Time"
- Judging is measured in hundredths of seconds.
- Breaking the barrier, the head start given to the calf will add 10 seconds to the time.

- If the calf is down after being roped the cowboy must lift him up and then throw him by hand.

Steer Wrestling

- Steer wrestling is often known as the “big man” event.
- The dogger times his drop from the horse so that he can reach for the right horn and his own weight will help twist the steer over as his legs slide into the turf at a 45-degree angle.
- When the dogger’s horse is even with the steer, the cowboy eases down the right side of the horse and reaches for the steer’s horns. After grasping the horns, he digs his heels into the dirt. As the steer slows, the cowboy turns the animal, lifts his right horn and pushes down with his left hand to tip the steer over.
- The cowboy is disqualified if after a catch, he doesn’t bring the steer to a stop or change direction of the steer’s body.
- The steer weighing anywhere between 450-700 pounds can be brought down in as little as 4 seconds.
- The “hazer” the cowboy who rides along the right side of the dogger keeps the steer running straight and not veering off.
- When the contestant has a winning time, he splits ¼ of his winning of the owner of the horses that he was riding.
- Most bulldoggers do not ride their own horse.
- A 10 second penalty is given if the bulldogger leaves the chute too soon.