

**SNOWDOWN 2008
OFFICIAL EVENT ENTRY FORM**

Circle Day(s) of Event: Wednesday Thursday Friday Saturday Sunday
 1/30 1/31 2/1 2/2 2/3

GENERAL INFO: IF SAME EXACTLY, AS LAST YEAR, SAY "SAME" and skip to parts that are changing: ex: if you change a date, time, or rules, etc.

Name of Event _____ Time of Event _____

Location of Event _____ Entry Deadline (time, day) _____

Prizes Awarded (specify # of places & category) _____

Name of Individual or Organization Hosting Event _____

Description of Event (see back page for last year's) _____

Categories/Age Groups, etc (be specific) _____

Event Coordinator Name (req'd) _____ Phone _____

Mailing Address _____

Assistant Coord Name (req'd) _____ Phone _____

Mailing Address _____

ENTRY FEES

NO ENTRY FEES, FOR PARTICIPANTS OR SPECTATORS, ARE ALLOWED TO BE CHARGED FOR ANY PURPOSE OTHER THAN TO RAISE MONEY FOR SNOWDOWN (and in selected instances, participating non-profit organizations), TO COVER HARD EXPENSES (no labor) FOR THE EVENT OR TO PROVIDE PRIZE MONEY FOR CONTESTANTS IN AN EVENT. IT IS THE INTENT OF SNOWDOWN TO MAKE AS MANY EVENTS AS POSSIBLE AVAILABLE TO THE PARTICIPANTS OR SPECTATORS AT NO CHARGE. IF YOUR EVENT HAS AN ENTRY FEE, PROVIDE THE FOLLOWING INFORMATION:

Note: If you have an entry fee you must complete the attached budget sheet.

ENTRY FEE \$ _____ PER _____ player

Proceeds used for? _____

DEADLINE OCTOBER 31, 2007
Mail Form to P.O. Box 1, Durango, CO 81302
or email to marleneg@virtbiz.com

VOLUNTEER CAPS:

Hats will be provided for *key* organizers who have contributed a minimum of **15 hours** to organize your SNOWDOWN event. SNOWDOWN reserves the right to limit volunteer hats depending on requests and availability. *You will not receive hats unless number requested is noted below:*

HATS REQUESTED _____

PRIZES:

DO NOT SOLICIT YOUR OWN PRIZES UNLESS YOU CLEAR IT WITH MARLENE G @ 382-0518 or email: marleneg@virtbiz.com

SNOWDOWN has a prize committee that solicits prize donations on behalf of SNOWDOWN events. If you would like to request prizes for your event provide the following information:

Category	1 st (√)	2 nd (√)	3 rd (√)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**** You will not receive any prizes unless requested on this form!*** Prizes will be distributed to requesting events as equitably as possible, but quality and value depend totally on availability and the generosity of local merchants.

PROMOTIONAL MATERIAL:

You may develop your own promotional materials such as posters, flyers, information sheets, etc. To do so you must subscribe to the following conditions:

- 1) All materials must predominately display the SNOWDOWN snowflake logo for 2008 (available for free at Basin Printing – 247-5212)
- 2) The name of the event and the word “SNOWDOWN” must be visually dominant.
- 3) Your design must be approved in advance of production by calling Marlene at – 382-0518 or 247-0741.

Event Right of First Refusal And Agreement

By execution hereof, I agree to abide by the terms and conditions stated herein, as well as all rules and regulations of Snowdown Durango, Inc. included, but not limited to the prior approval of printed materials distributed for promotion of the event.

Snowdown Durango, Inc. and event host _____
(individual, business or organization promoting the event) hereby agree that by conducting the event known as:

(Name of Event)

said individual, business, or organization is granted a perpetual right of first refusal to conduct said event each and every year hereafter to the exclusion of any other individual, business, or organization. However, in the occurrence said event is not conducted by said party during a given year to the reasonable satisfaction of the Board of Directors of Snowdown Durango, Inc., said right of first refusal is deemed to be lost, and Snowdown Durango, Inc. Board of Directors may award the right to conduct said event to another individual, business, or organization the subsequent year.

Dated this _____ day of _____, 2007

By Event Coordinator X _____

Name of business, or organization if individual above is signing on their behalf.

Event Description

***Note changes, if any, hereon and initial here _____**

2008 SNOWDOWN EVENT BUDGET FORM
(SUBMIT BUDGET WITH ENTRY FORM- REQUIRED by Those Events Charging
Entry Fees, ESPECIALLY THOSE DOING FUNDRAISERS)

This form must be completed if you charge for entry for participants or spectators.

NAME OF EVENT _____

Submitted by: _____ **Telephone** _____

Keep a copy so upon completion of event you can enter the actual figures and submit to Snowdown, P.O. Box 1 Durango, CO 81302, no later than February 20, 2008.

CASH EXPENSE ITEM	Budget \$	Actual \$
BUILDING MATERIALS		
FOOD/BEVERAGE		
LICENSES		
PROMOTION/PRINTING		
HALL RENTAL		
PROFESSIONAL FEES		
OTHER EXPENSES		
TOTAL EXPENSES		
CASH REVENUE ITEM		
TICKET SALES		
ENTRY FEES		
MERCHANDISE		
MISCELLANEOUS INCOME		
TOTAL REVENUE		
NET REVENUE/LOSS		
AMT TO SNOWDOWN		
RETAINED BY HOST		

Signed _____ Signed _____
 Event Coordinator Signature President, Snowdown Durango, Inc.