

**SNOWDOWN 2012  
OFFICIAL EVENT ENTRY FORM**

Circle Day(s) of Event:    Wednesday      Thursday      Friday    Saturday      Sunday  
   Feb 1              Feb 2              Feb 3      Feb 4              Feb 5

***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, 2011  
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 <sup>st</sup> (√)	2 <sup>nd</sup> (√)	3 <sup>rd</sup> (√)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**\* 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 2012 (available for free – email Kevin [kddesignart@netzero.com](mailto:kddesignart@netzero.com) for a copy)
- 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 email a copy to [marleneg@virtbiz.com](mailto:marleneg@virtbiz.com)

## 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 pre-approval by Snowdown Durango, Inc. 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 satisfaction of the Board of Directors of Snowdown Durango, Inc., in its' sole discretion, 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 \_\_\_\_\_, 2011

By Event Coordinator X \_\_\_\_\_

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

**2012 SNOWDOWN EVENT BUDGET FORM**  
**(SUBMIT BUDGET WITH ENTRY FORM - REQUIRED BY ALL EVENTS**  
**CHARGING ENTRY FEES, ESPECIALLY THOSE DOING FUNDRAISERS)**

***ALL NON-PROFITS HOSTING FUNDRAISERS AND FOR-PROFITS INTENDING ON RECEIVING FINANCIAL GAIN FROM THEIR EVENTS ARE REQUIRED TO PAY 10% of NET PROFITS UP TO \$500 TO SNOWDOWN TO HELP W/ PROMOTIONAL COSTS***

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

**NAME OF EVENT** \_\_\_\_\_

**Submitted by:** \_\_\_\_\_ **Telephone** \_\_\_\_\_

Keep a copy of this form so that 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 27, 2012.

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

Signed \_\_\_\_\_ Signed \_\_\_\_\_  
 Event Coordinator Signature President, Snowdown Durango, Inc.