**5th District High School Rodeo**

**2019 Sponsorship Director Checklist**

5th District High School Rodeo Director:

Each High School and returning Junior High member is required to sell sponsorships. The following is a checklist for sponsorship packets:

* Assign each member at least 5 business to contact from previous years’ sponsorships (a list will be complied from previous years). We try not to contact businesses more than once so check with other directors if crossing out of your club borders.
* Each member must sell a minimum of $300 High School or $150 Junior High prior to competing in any 5th District Rodeo.
* Each member shall fill out the Sponsorship Options sheet COMPLETELY
* Each member must attach a new clean business card or ad copy from each sponsor or record the page number from the 2018 Ad Booklet. Booklets from last year are available.
* Check to make sure each member has collected all the money.
* Each director needs to check the sponsorships and sign-off on the Sponsorship Record.
* Collect all sponsorship packets from members and turn in by the January meeting prior to the mandatory meeting. Members have been told to turn in by January 15, 2019 to their director.