

SAMPLE				
PRE RODEO TO-DO CHECKLIST	NAME	PHONE	NAME	PHONE
		WRANGLER DIV	HIGH SCHOOL	
SUBMIT RODEO APPROVAL				
BOOK ARENA				
BOOK PERSONELL				
BOOK COWBOY CHURCH				
PLAN RODEO START TIMES/SCHEDULE				
BOOK STOCK CONTRACTORS				
BOOK RODEO INSURANCE				
2 MONTHS PRIOR				
BOOK RENTAL TOILETS				
BOOK PORTABLE LIGHTS				
BOOK STOCK FEED				
BOOK FIRST AID				
GET SPONSORS				
BOOK ADVERTISING				
1 MONTH PRIOR				
INSURANCE CONFIRMATION				
GET SPONSORS				
ALL STOCK CONFIRMED				
ALL PERSONELL CONFIRMED				
3 WEEKS PRIOR				
ARENA CLEAN UP				
ARENA REPAIRS				
SPONSORS CONFRIMED				

2 WEEKS PRIOR				
ARENA CLEAN UP				
ARENA REPAIRS				
ALL SPONSOR MONEY IN				
ALL SPONSOR ADVERTISING IN				
RODEO PROGRAM STARTED				
RODEO ENTRIES				
ADVERTISING STARTS				
REMINDERS TO PERSONALL				
RODEO WEEK				
RODEO DIRECTION SIGNS UP				
PROGRAM TO PRINTERS				
MARK PATTERNS IN ARENA				
RODEO OFFICE SET UP				
ALL ARENA SIGNAGE/BANNERS UP				
PORTABLE TOILETS ARRIVE				
PORTABLE LIGHTING ARRIVE				
STOCK ARRIVES				
AFTER RODEO				
CLEAN UP				
SIGNS DOWN				
THANK YOU TO SPONSORS				
THANK YOU TO VOLUNTEERS				
Rest for next year				