# CALIFORNIA HIGH SCHOOL RODEO ASSOCIATION 2025-2026 MEMBERSHIP INSTRUCTIONS AND INFORMATION

Please read through these instructions, this is step-by-step on all required documents As the new rodeo season is beginning, here is some information that will help you get your membership paperwork in order. If you still have questions, please contact your district membership secretary. The National Membership Portal will open for renewals on August 1<sup>st</sup>. State Paperwork will be available on HYPERLINK "http://www.chsra.com"

To GUARANTEE to rodeo in September, your national registration or renewal must be completed (NHSRA dues paid) before August 13, your state and national paperwork uploaded by August 20<sup>th</sup>, and state dues paid by August 31<sup>st</sup>. Membership secretaries will do their best to process paperwork, but do not wait until the last day. This is a multi-step process, and it takes time to check paperwork. All district secretaries are volunteers and have jobs outside of rodeo too, so if you do not get a response right away, please know they are doing their best. Please read through this information as it is step-by-step instructions on how to complete your membership from start to finish.

\*\*Some districts may have earlier deadlines, so please check your district website\*\*

We encourage you to attend your district's membership meeting where ALL information will be gone over and questions will be answered.

If joining after September 1, your completed national and state paperwork must be uploaded AT LEAST 3 weeks BEFORE entries OPEN to ensure you can enter. -Example- If entries open on October 21, you will need to have ALL PAPERWORK uploaded by October 1

Membership will close on March 1, 2026. All state and district requirements are mandatory regardless of join date. Please make sure that you are aware of your district's fundraising obligations when you join

#### **Returning Members-NATIONAL PAPERWORK**

- Update your membership on <a href="https://nhsra.equestevent.com/">https://nhsra.equestevent.com/</a> If you need your username, contact Jen Fleming (<a href="mailto:secretarychsra@gmail.com">secretarychsra@gmail.com</a>). DO NOT CREATE A NEW ACCOUNT, this will delay your membership
- Once your information is updated, you will need to pay your national dues online with a credit card. Once payment is processed, you will be taken to a page to print off the unsigned forms (national membership application and minor's release). YOU MUST PRINT OUT THE COMPUTER-GENERATED FORMS-NO HANDWRITTEN NATIONAL FORMS WILL BE ACCEPTED. There are TWO REQUIRED forms: National Membership Application AND National Minors Release/Waiver
- Make sure that BOTH PARENTS MUST sign BOTH forms. If a parent is deceased or one parent has full/sole custody, that must be indicated on the signature line. Minor's release must be NOTARIZED
  - COURT PAPERS MUST BE UPLOADED SHOWING SOLE/FULL CUSTODY
  - If a signature is missing from either form or not notarized on minor's release, this will delay your membership. This is a NATIONAL requirement and you will be ineligible to rodeo until this is complete

## **New Members-NATIONAL PAPERWORK**

• Create a profile on <a href="https://nhsra.equestevent.com/">https://nhsra.equestevent.com/</a> If you are under 13, you will have an additional step: an email will be sent to a parent's email for approval.

- Once your information is updated, you will need to pay your national dues online with a credit card. Once payment is processed, you will be taken to a page to print off the unsigned forms (national membership application and minor's release). YOU MUST PRINT OUT THE COMPUTER-GENERATED FORMS-NO HANDWRITTEN NATIONAL FORMS WILL BE ACCEPTED. There are TWO REQUIRED forms: National Membership Application AND National Minors Release/Waiver. Minor's release must be NOTARIZED
  - O NOT PRINT OFF THE UNSIGNED INSURANCE CARD UNTIL AFTER YOUR MEMBERSHIP HAS BEEN APPROVED BY THE STATE, this will serve as your membership card, but must have your number on it
- Make sure that BOTH PARENTS sign BOTH forms. If a parent is deceased or one parent has full legal/sole
  custody, that must be indicated on the signature line of parent not signing.
  - COURT PAPERS MUST BE UPLOADED SHOWING SOLE/FULL LEGAL CUSTODY
  - If a signature is missing from either form or not notarized on minor's release, this will delay your membership. This is a NATIONAL REQUIREMENT and you will not be eligible to enter a rodeo until this is correct.
- Once your national application and your minor's waiver are signed, you will need to upload them to the membership portal. \*\*Make sure to label the documents correctly. Incorrect labeling will result in delayed processing. You will need to label the documents correctly before your membership is processed. Your membership WILL NOT be processed until you have uploaded your signed and notarized minor waiver (with notary acknowledgement if used) and signed national membership application on your NHSRA portal.
- Upload a copy of your birth certificate (new members only)

#### **ALL MEMBERS-STATE PAPERWORK**

- Go to <a href="www.chsra.com">www.chsra.com</a> for the California Membership Packet. Make sure that you click on the correct division packet (High School or Junior High) This packet will contain:
  - Paperwork Checklist
  - o California Membership Application
  - Grading Period Request Form (Grading dates filled out AND SIGNED by school/district)
  - NHSRA-California Social Media Policy
  - Concussion, By-laws, policy manual and ATV Acknowledgement
  - District transfer request (if you are rodeoing outside of your home district)
  - Home School Verification (Home School members ONLY)
  - o CHSRA ATV Raffle Ticket Guidelines
  - o W-9
- Fill out and sign these forms.
  - California membership application, grading period request form and Home School Verification (if applicable) MUST be signed by the school principal, administrator or counselor.
- Associate memberships (each member is required to have at least 1, and associate members must be at least 18 years old) fees need to be completed online, following the link on <a href="www.chsra.com">www.chsra.com</a> \*\*You are required to upload a copy of your receipt with your paperwork. This link will open on August 1.
- Upload the following documents your National Membership Portal-MAKE SURE TO LABEL FILES AND
   CATEGORIZE THEM CORRECTLY, not following this step will delay your membership approval. Please do not merge the files
  - o California Membership Application (State Application)
  - Grading Period Request Form (Grades)
  - NHSRA-CA Social Media Policy (Miscellaneous Documents)

o W-9 (W-9)

\*

- Associate Member Receipt (Miscellaneous Documents)
- o Rules, By-Laws, ATV, Concussion Acknowledgement (Miscellaneous Documents)
- o Last Official Report Card or SIGNED transcripts (3<sup>rd</sup> trimester or 4<sup>th</sup> quarter) (Grades)
- \*District Transfer Request (If rodeoing outside of your home district) (State Application)
- \*Home School Verification (Home school members only) (Home School Approval/Documents)
- \* This document is not required for everyone. Please do not upload unnecessary documents
- State Dues (\$50.00) will be paid online through the link on www.chsra.com. You will not be able to pay this fee until your paperwork is complete. Payment link will open August 23. You will need to pay this fee before you can enter any rodeos.
- ❖ If you plan to rodeo in September, you must have your national dues paid by August 13. All state and national paperwork must be uploaded by August 20 to guarantee enough time to process paperwork and pay state dues. Remember your district secretary is a volunteer and they will do their best to help you

Please contact your <u>district membership secretary</u> if you have any questions. All contact information for membership secretaries is found on www.chsra.com

## 2025-2026 CHSRA ATV Raffle Ticket Guidelines

- ALL CHSRA Members are required to sell ATV Raffle Tickets
- 15 tickets are required from both High School and Junior High members (\$150 value)
- Money and stubs must be turned into your district by FEBRUARY 1.
  - Each district may give their members an earlier deadline, so please check with your district
- If your ticket stubs and money are not turned in to your district by February 1<sup>st</sup>, you will not be eligible to enter or participate at any CHSRA sanctioned rodeos or events (district or state level)
- You will be ineligible to join the 2026-27 season if you do not turn in your money from this (2025-26) season.
- Each district will have an ATV ticket chairman, who will disburse and collect all tickets and money. Any questions should be directed to your district chairman.

## **Disciplinary Action**

CHSRA shall have the right and responsibility to enforce the rules of the National High School Rodeo Association. Action taken may include disqualification, censure, probation, removal, suspension or expulsion. Disciplinary action shall be authorized against any member, contestant, parents or guardian of members or contestants, or any member of the public attending a national, state/province rodeo, district qualifying rodeo or CHSRA sanctioned function. A member or contestant may be subject to all disciplinary procedures due to action of parent or guardian. In the event that an issue must come before the disciplinary committee, the contestant shall be notified as soon as possible by the person or persons disqualifying the Contestant.

## **Contestant Disqualification**

Please make sure to read and fully understand pages 34-38 of the 2024-2026 NHSRA Rule Book. This section refers to all ways a contestant could be disqualified from the rodeo competition. It is your responsibility to be familiar with the different offences that could result in disqualification from the 2025-2026 CHSRA Rodeo Season. The following section is regarding conduct, and association with substances that will result in immediate disqualification: page 36, #7 a (1):

Having any association with alcoholic beverages, vaping, marijuana products, tobacco products, and narcotic or other non-medicinal drugs while in attendance at any approved High School Rodeo, whether at a motel or on the rodeo grounds or going to or from the rodeo or at any rodeo function. Contestants will be disqualified for the use of those products.

#### **Social Media**

In accordance with the NHSRA rules for contestant disqualification under Conduct (3): Conduct or speech of any kind detrimental to the best interest of the National High School Rodeo Association or the sport of rodeo while in attendance or coming to and going home from a rodeo, CHSRA has expanded this to all platforms of social media. Any negative speech regarding NHSRA, CHSRA, the facilities, volunteers, staff, business associated with or member of the CHSRA will result in the possible suspension for the 2025-2026 rodeo season.

The social media policy will extend to any photographs or videos posted on any social media platform that shows the contestant's association with alcoholic beverages, vaping products, marijuana products, tobacco products and narcotic or other non-medicinal drugs while in attendance at any approved High School Rodeo, whether at a motel or on rodeo grounds or going to or from the rodeo or at any rodeo function. Contestants could face possible suspension from the 2025-2026 rodeo season.

If a contestant is disqualified from the 2025-26 CHSRA Rodeo Season, the contestant will forfeit any placings, points, awards, monies and/or scholarships that have been awarded.

The NHSRA Rule Book states: (10) Disciplinary action(s): Any member of a State/Province Association, student or adult who: a) fails to comply with the requirements and standards for members contained in the Rules, By-laws and Constitution or Policy Statements of the Association as adopted by the National Board of Directors or the National Executive Committee; b) engages in the acts of insubordination, serious misconduct association with alcohol, narcotic or other non-medicinal drugs or acts which are detrimental to the reputation, principles and interests of the Association; c) engages in conduct constituting grounds for disqualification from any event or function as provided in the NHSRA rules; or d) any other acts specified hereafter, shall be subject to the Disciplinary Action provided below. Violation of any of the provisions of the Rules, By-laws and Constitution by the parents or guardians of a student member of the NHSRA will subject the student member to all levels of the Disciplinary Action provided herein. (Found in 2024-2026 NHSRA Rule Book, page 6)

## 2025-2026 CHSRA Membership Paperwork Checklist

This page is for your reference to make sure that you have all the required state and national paperwork completed and uploaded correctly. Your district may require additional paperwork to be uploaded, but this is CHSRA's minimum.

## Make sure to label your paperwork with the correct category

## **NATIONAL PAPERWORK**

- Signed National Membership Application
   NATIONAL MEMBERSHIP APPLICATION
  - o This must be printed off from your National Membership portal.
  - All signatures are required
- Signed and NOTARIZED Minors Release

#### **NATIONAL MINORS RELEASE**

- o This must be printed off from your National Membership portal
- o Must include notary acknowledgment page if not stamped directly on minors release
- Both parent signatures must be listed as signing before notary
- \*Birth Certificate (for new members only)

#### **BIRTH CERTIFICATE**

- \*Court documents stating full legal custody or sole custody if only one parent is signing national paperwork
- \*Out of State Transfer Request (This is automatically sent to the state National Directors, there is nothing that you need to do to complete this step)
- o W-9

## W-9

## STATE PAPERWORK

California Membership Application

STATE APPLICATION

- (signed by parent, member and school official)
- o Grading Period Request Form

GRADES

**GRADES** 

- (signed and filled out by school)
- Attach School's academic calendar to verify dates

NHSRA/CHSRA Social Media Policy
 Associate Member Receipt
 CHSRA Acknowledgements
 MISCELLANEOUS DOCUMENTS
 MISCELLANEOUS DOCUMENTS

Last Official Report Card or Signed Transcripts

Spring 2025 report card or Signed transcripts

\*Home School Verification Form
 HOME SCHOOL APPROVAL

\*District Transfer Request
 STATE APPLICATION

<sup>\*</sup>If the document has an asterisk, only upload if it pertains to you. Example: If you are going to rodeo in your home district, DO NOT upload the district transfer request



(Position or title AND telephone number) (school stamp or seal)



## California Junior High Rodeo Division

## 2025-2026 STATE MEMBERSHIP APPLICATION

website: www.chsra.com PLEASE FILL OUT COMPLETELY AND	NEATLY
Name:	
Address:	
School Name:	
School Phone:	
I certify I am enrolled in	School, currently enrolled in grade
<b>5 6 7 8</b> (circle one) If any information is found to be false on this application or ent automatically terminated and your dues, points and point standings forfeited.	ry forms, your membership is
Signature of Student Date:	
Signature of Parent/Guardian Date:	
2025-2026 Fees: \$50.00 Paid online at <a href="https://www.chsra.com">www.chsra.com</a> after paperwork has be ***********************************	•
******CERTIFICATION OF ELIGIBILTY (to be filled out by school I do certify that this student meets <b>GRADE AND CONDUCT</b> qualifications of the California Association Standards. For beginning of the school year, "last grading period" is defined	a High School Rodeo d as Spring 2025 Semester
<ul> <li>(Has both a 2.0 as of latest grading period (minimum of 5 weeks) and must be paragraded classes/subjects or if less than 4 classes, must be passing ALL with a 2.0 GPA)**If please use transcripts sent for enrollment to determine grade eligibility</li> </ul>	
is enrolled in	
(Student name) (High School Na	
As of the <u>last grading period</u> the following applies:	
Please mark on of the following that applies to the above student:	
[ ] 2.0 GPA or better as of the last grading period [ ] Has 4 passing grades	s, (May join now but must
·	tter on the next grading
period to partic	ipate in rodeos)

Please contact your district membership secretary if you have any questions

(Signature of Principal, Counselor or Registrar)

# 2025-2026 CHSRA GRADING PERIOD REQUEST FORM TO BE FILLED OUT BY SCHOOL OFFICIAL

California High School Rodeo Association requires all members to maintain *BOTH* a 2.0 GPA as of the latest grading period (minimum 5 week) *AND* at least 4 passing subject grades or if less than 4 subjects, must be passing in all with a 2.0 GPA. If these qualifications are not met, you will NOT be allowed to rodeo until the next grading period shows that you have met the qualifications. The grading period must end prior to close of entries.

Grades that are not current or have not met the above stated qualifications will not be allowed to check in at the rodeo. NO EXCEPTIONS! This rule will be strictly enforced.

This form gives the CHSRA State Board, district presidents and membership secretaries permission to contact the school to verify grades if there is a question or concern.

Student's name:	SCHOOL SEAL HERE
School Name:	OR STAMP
Principal/Counselor:	
School phone number:	<del></del>
Principal/Admir	nistrator Signature:
Please CIRCLE if you are on SEMESTERS TRIMESTERS	or OTHER
Please fill in all dates for the year that you issu Transcripts and please attach your school's acc EXAMPLE 1. Fall Semester Ends December 19,	ademic calendar
1	
1	
3	
4	
5	
6	
/	
8	<del></del>
9	
10	

We understand that many schools have different grading periods, and we greatly appreciate any information that you can share to make our member's continued rodeo experience a success. Thank you for the support of our members.

Members, please upload this form, the academic calendar and your final report card from June on the NHSRA Membership Portal

# California High School Rodeo Association PO Box 279 Arroyo Grande, CA 93421

## 2025-2026 SOCIAL MEDIA POLICY

In accordance with 2024 – 2026 Rules, By-laws and Constitution, National High School Rodeo Association, Article II: Membership Associations - Membership, 16. "NHSRA membership associations shall have the authority to require signature agreements to Social Media Policies for student and adult members, as a requirement of membership. The purpose of said policies is to protect the membership association and its official representatives from inaccurate, detrimental, threatening, harassing and derogatory information, as well as from creating unauthorized websites and social media accounts utilizing the association name, whether directly or indirectly."

As a condition of membership in CHSRA (the "California High School Rodeo Association"), the undersigned understand that the California High School Rodeo Association requires student, parent and adult non-parent members to agree not to post on line any comments about the National High School Rodeo Association, the California High School Rodeo Association, and/or its official representatives that are inaccurate, detrimental, threatening, harassing and/or derogatory, as well as to agree not to create unauthorized websites and social media accounts utilizing the California High School Rodeo Association name, whether directly or indirectly.

We further understand that failure to abide by this agreement by either adult members, parent(s) or student member(s) could result in immediate revocation of all the undersigned's adult and student memberships in the California High School Rodeo Association, including any points awarded in the current [2025-2026] rodeo season. This revocation of membership shall not, however, preclude the California High School Rodeo Association from bringing a claim against an adult member, parent or a parent on behalf of their minor child(ren) who is a member(s), for appropriate damages caused by the actions of either the parent, adult non-parent or student. By signing below, the undersigned agree to this Social Media Policy.

(California High School Rodeo Association Parent),

(California High School Rodeo Association Parent),

(California High School Rodeo Association Associate Member).

State Secretary

Title

August 1, 2025

Date

By: <u>Jennifer Fleming</u>

## PO Box 279 Arroyo Grande, CA 93421 805-441-2121

Member Na	me:	District:
Address:		
City, State, Z	Zip Code:	
Phone Numl	ber:	
*****	************	************
	**HEADS UP CONCUSSION INFORMA A STATE POLICY MANUAL AND STAT **NHSRA RULEBOOK AND BY-LAV	TE BY-LAWS ACKNOWLEDGEMENT
I acknowled read the fol	dge that I,lowing:	, have received and
2. 3. 4. 5. 5.	CHSRA Concussion Information Packet (for CHSRA State Policy Manual (found at: www.cHSRA State By-Laws (found at: www.cHSRA District By-Laws and Rules (prov. NHSRA Rulebook (found at: www.NHSRA CHSRA ATV Raffle Ticket Guideline (for the characteristics).	vw.chsra.com) chsra.com) ided by district joining) A.com)
found break	d that I must abide by the NHSRA, CHSRA, and ing the rules in the above documents, appropr CHSRA State Board.	
	d that if I do not turn in my ATV raffle ticket mo be allowed to rodeo until the \$150 is turned in	
Signature_	(Parent or guardian must sign, regardless of age of	Date
Signature_		Date
	(Contestant)	



# Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Befor	e y	<b>bu begin.</b> For guidance related to the purpose of Form W-9, see <i>Purpose of Form</i> , below.															
	1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the ow entity's name on line 2.)	vner's nar	ne on	line 1	l, and	l ente	r the	busir	iess/d	disreg	arded					
	Business name/disregarded entity name, if different from above.																
Print or type. See <b>Specific Instructions</b> on page 3.								4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any)									
	Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.  Other (see instructions)						Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)										
P <sub>1</sub> Specific	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions							(Applies to accounts maintained outside the United States.)									
See	5	Address (number, street, and apt. or suite no.). See instructions.	Requeste	r's na	me a	nd ad	dress	(opt	ional)								
	6	City, state, and ZIP code															
	7	List account number(s) here (optional)															
Pai	τl	Taxpayer Identification Number (TIN)															
Enter	you	r TIN in the appropriate box. The TIN provided must match the name given on line 1 to avo	oid	Socia	ıl sec	urity	numb	er									
backı reside	ip w ent a	ithholding. For individuals, this is generally your social security number (SSN). However, fo lien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other	ra			_			-								
		is your employer identification number (EIN). If you do not have a number, see <i>How to get</i>	a o	r		_						-					
TIN, I	ater.			Empl	oyer i	identi	ificati	on n	umbe	er							
		ne account is in more than one name, see the instructions for line 1. See also <i>What Name a</i> or <i>Give the Requester</i> for guidelines on whose number to enter.	and		_												
Par	t II	Certification										'					
Unde	r pe	nalties of perjury, I certify that:															
		mber shown on this form is my correct taxpayer identification number (or I am waiting for a	ı number	to b	e iss	ued t	o me	e); ar	nd								
2. I ar Se	n no	of subject to backup withholding because (a) I am exempt from backup withholding, or (b) I (IRS) that I am subject to backup withholding as a result of a failure to report all interest or ger subject to backup withholding; and	have no	t bee	n no	tified	l by t	he Ir	ntern								
3. I ar	n a	U.S. citizen or other U.S. person (defined below); and															
4. The	e FA	TCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting	g is corre	ct.													
		ion instructions. You must cross out item 2 above if you have been notified by the IRS that yo										t naid					

acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

## **General Instructions**

Signature of

U.S. person

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments**. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

## What's New

Sign

Here

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

## **Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Date

# Home School Verification Form \*\*REQUIRED FOR ANY HOME SCHOOL\*\*

Contestant Qualifications, pg 31, Rule #1

Please check one that applies:

Student Signature

In accordance with the NHSRA rulebook pertaining to contestant qualifications, students who attend a homeschool, private school, religious school or correspondence school are eligible for membership if the school is recognized and approved by the state/province board of education or National Board of Education in the state/province the member is applying for membership. The contestant would need to show proof that the school they are attending is accredited and that they have met the grade requirements.

If the school the student is attending is not accredited by the State or National Board of Education the student shall demonstrate composite grade-level academic proficiency on any State Board or National Board of Education recognized achievement test or other mechanism as provided for in State or National Board of Education rules. A student shall be eligible if they achieve a minimum composite score or survey test score within the average or higher than average range as established by the test service utilized on any nationally-normed test.

## 

Date

## **California High School Rodeo Association**

## Request for District Transfer – 2025-2026

This form is to be filled out if you choose to rodeo in a district that you do not reside in, and if you did not rodeo in that district last season. This is used to check that you left your district as a member in good standing

\*\*\* Do not submit this form if you do not need it. This form must be submitted with your membership application if applicable.

Member Name:
Member Home Address:
County of Residence:
District of Residence:
District transferring to:
Reason for transfer: