



**GET YOUR EAP FROM THE SOURCE.**

## **SEMINAR HOSTING REQUEST**

*Prior to submitting this Seminar Hosting Request, please read the attached Hosting Information Guide and verify that you will be able to meet the minimum requirements for hosting an O.K. Corral Seminar.*

Please complete this form in its entirety and submit it to the O.K. Corral Series along with the following:

- Photographs (digital photographs may be emailed to [admin@okcorralseries.com](mailto:admin@okcorralseries.com)) of the following areas: covered/indoor arena, break and lunch areas, parking area, restrooms (unless portable toilets will be rented). Photographs are not required of hosts who have hosted a seminar at the same facility in the past.

Host Name: \_\_\_\_\_

Host Business (if any): \_\_\_\_\_

Contact Address: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Facility Name and Physical Address:

\_\_\_\_\_  
\_\_\_\_\_

Facility Contact Person Name, Address, Phone, Email (if different from host):

\_\_\_\_\_  
\_\_\_\_\_

List your top choice(s) for seminar dates.

1<sup>st</sup> Choice \_\_\_\_\_ 2<sup>nd</sup> Choice \_\_\_\_\_

3<sup>rd</sup> Choice \_\_\_\_\_ 4<sup>th</sup> Choice \_\_\_\_\_

List your top choice(s) for seminar color:

1<sup>st</sup> Choice \_\_\_\_\_ 2<sup>nd</sup> Choice \_\_\_\_\_

3<sup>rd</sup> Choice \_\_\_\_\_

The O.K. Corral does not typically pay to rent arenas, facilities, horses, stalls, portable toilets, tables, chairs, and other items. Please describe below any cost (as well as an estimated amount) that the O.K. Corral would be expected to pay or reimburse to the host other than catering costs:

---

---

---

---

Briefly state why you would like to host an O.K. Corral Series seminar - particularly why it would be preferable for you to host a seminar rather than attend a seminar hosted at another facility.

---

---

---

---

Please initial that you agree to perform the following:

- \_\_\_ Perform all duties listed in the Hosting Information Guide.
- \_\_\_ Provide an appropriate venue for the seminar.
- \_\_\_ Provide several horses in good health for the seminar.
- \_\_\_ Provide an individual or group to act as the demonstration group “Real Deal.”  
If you are hosting a “Red” or “Purple” seminar, please mark “N/A.”
- \_\_\_ Provide adequate restroom and handwashing facilities for the seminar participants.
- \_\_\_ Protect the emotional safety and integrity of the seminar by not allowing bystanders or onlookers into the seminar without proper registration or prior approval.
- \_\_\_ Arrange lunches that meet the needs of the group within the given budget.
- \_\_\_ Provide the O.K. Corral Series with receipts for any reimbursement.

Please sign, date, and print your name below. Thank you for your application!

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_