



Where Families Come to Rope

Rules of the American Cowboys Team Roping Association

1. Purpose

- 1.1. Founded primarily to teach, promote and preserve the sport of team roping, the American Cowboys Team Roping Association (ACTRA) has integrated the following objectives:
- 1.2. Encourage increased participation of all Team Ropers and enhance participation at all Team Ropings.
- 1.3. Provide different levels of competition, with consideration to the differing moneys won, skills, ages, and gender of individual Team Ropers.
- 1.4. Encourage improvement of individual Team Ropers.
- 1.5. Ensure that all Chapter levels, which have enough members, have a final competition where worthy awards and prize money is given. Chapter levels are separate states or countries, or sectors thereof, which are sanctioned by the National ACTRA.
- 1.6. Ensure a final competition at the National level in which all eligible Chapters are encouraged to participate.
- 1.7. Improve the image and popularity of Team Roping and humane treatment of livestock.
- 1.8. All members shall always exercise good sportsmanship and professionalism.
- 1.9. Establish a centralized location to impartially compute points and standings to qualify members for the finals.
- 1.10. Integrate all the above without the intent of profit to ACTRA, as any and all proceeds in excess of expenses shall be returned to the members in the form of awards and prizes.

2. Members

2.1. General Members

- 2.1.1. A person must be accepted as a Premier Member of ACTRA by the Chapter and National Board prior to accumulating points for each ACTRA Chapter's Finals and the National Finals.
- 2.1.2. The last day to join for the current year will be set at the discretion of each chapter board of directors.
- 2.1.3. A roper will need to select their primary Chapter on the application form.
- 2.1.4. **Premier Memberships** are \$80 and expire October 31st of each year. \$50 of each membership fee collected is sent to the National office and the balance of the membership fee remains with the Chapters. Membership Fee's will be determined by The National Board of Directors.
- 2.1.5. **Members** may participate in the Chapter Finals of a different Chapter then their primary chapter if they meet the qualifications of that respective chapter.
- 2.1.6. **Members** will have a choice of which Finals he/she would like to attend, or they may attend all Chapter Finals if he/she chooses. However, he/she must meet all the qualifications of each Chapter for their Finals. Participation in one or more Chapter Finals will be an automatic qualification for the National Finals.

- 2.1.7. **Double Numbered Member**- A member may apply for a second classification number to rope a different end than usual through their Chapter. The member must have entered on their “different end” to be considered & evaluated.
- 2.1.8. **Family memberships** are available after the purchase of two premier memberships within the immediate family and include any additional children under the age of 18 years at no cost.
- 2.1.9. **Day Pass Memberships** are \$20.00. (Day Pass Membership does not allow you the other benefits of Premier Memberships or qualify the member to rope at the Chapter or National Finals.)
- 2.1.10. **A Day Pass Membership** is only accepted at chapter approved “Specialty” ropings, and for the ropings at the chapter or national finals at the individual board’s discretion.
- 2.1.11. **Silver Card Holders** are members with five previous consecutive years in good standing, plus at least five more for a total of 10 or more. They will receive check writing privileges at their Chapter and National Finals. If at any time a Silver Card Holder is put on the ineligible list, they will be reinstated to Premier membership status after restitution of any penalties.
- 2.1.13 **Gold Card Holders** are members with twenty consecutive years of membership in good standing or more. They will receive an invitation to rope in the Gold Card Roping at the National Finals, as well as check writing privileges at their Chapter Finals and National Finals. If at any time a Gold Card Holder is put on the ineligible list, they will be reinstated to Premier membership status after restitution of any penalties. The Gold Card status can be reinstated by petitioning the National Board.
- 2.1.14 **Platinum Members** are members 75 years of age or older, they will receive all the benefits provided to Gold Card Holders and free annual membership to ACTRA by filling out and sending in an annual application.
- 2.1.15 **Diamond Members** are members chosen by special award from the National Board. Diamond Card Holders will receive all the benefits provided to Gold Card Holders, plus free lifetime membership to ACTRA. They are allowed to rope at any Chapter Finals and the National Finals, including the Director Roping without qualification; they will receive a buckle and one free stall during the National Finals. The criteria below are used to nominate a Diamond Member.
- Years of service to ACTRA
 - Contributions made in behalf of ACTRA
 - Integrity of the individual
 - Monetary contributions to ACTRA
 - Conduct towards fellow contestants and livestock
 - Participation in the growth of the organization
- 2.1.16 If a member wants roping points from an ACTRA approved event to count and the event occurred outside of his/her home Chapter, he/she is responsible to get a signed statement from the roping secretary with the date, arena and whether or not it was a Member’s Only Roping. This information must be sent to the Chapter secretary (postmarked within 7 days of the competition) by the contestant.
- 2.1.17 Signed statements must be postmarked within 7 days of the event for it to count.
- 2.1.18 One-third of the Chapter qualifiers can be obtained from out of the Home Chapter rounded up or down from 5. Chapter qualifiers that can be taken back to your Home Chapter.
- 2.1.18.1 Chapter Requirements
- 5 – 7 qualifiers carry 2
 - 8 – 10 qualifiers carry 3

- 2.1.19 Chapter point systems to qualify members for their Chapter finals are as follows.
- a. Points will be awarded at the Chapter Board's discretion.
 - b. Suggested System
 - In the Average
 - 1st = 100 points
 - 2nd = 90 points
 - 3rd = 80 points
 - 4th = 70 points on down to 10 points for 10th place.
 - In the Go-Rounds
 - 1st = 20 points
 - 2nd = 18points
 - 3rd = 16points
 - 4th = 14points
 - 5th = 12points
 - 6th = 10points

Add one point per team except with 10 teams or less, and then 10 points per team for first; if 6 to 10 teams then 5 points for 1st.
 - c. In all ropings, one go-round does not constitute an average. Two or more go-rounds, with their times combined are required to constitute an average. One go-round ropings will count for go-round points only.
 - d. Members can win points with a non-member in ACTRA sanctioned ropings that are open to non-members. A chapter or an Arena Operator may limit ropings to ACTRA members only. All Chapter finals and the National Finals will be limited to ACTRA members that are qualified. **EXCEPTION:** *Special circumstances allowed within ACTRA rules or by National Board direction.*
- 2.1.20 ACTRA will have an "ineligible list" published by the National Office on actra.org.
- 2.1.21 The ineligible list may be comprised of ropers and Arena Operators with outstanding checks where state and local laws apply, non-payment of fees, non-payment of fines levied by the Chapter or National Boards, or not conducting himself/herself or business in the best interest of ACTRA.
- 2.1.22 The ineligible list may have outstanding bills incurred for ropings sanctioned by ACTRA.
- 2.1.23 The ineligible list will be published with the person's name and state if known.
- 2.1.24 The official ineligible list will be kept by the National Secretary with dates and places of infractions and must be used by arena operators and directors.
- 2.1.25 A person on the ineligible list will not be allowed to rope at any member arena unless he/she pays, in cash, the amount owed plus his/her roping fees in cash. The Arena Operator must send the money into the National Secretary to be dispersed.
- 2.1.26 When a member is put on the ineligible list for any reason more than one time during the current year, or he/she remains on the list for more than 60 days, the member shall not be allowed to enter the current year finals.
- 2.1.27 If a roper is cleared off the ineligible list before the next issue is sent out, they may request a clearance receipt from the National ACTRA Secretary's office or Chapter Secretary.
- 2.1.28 If an Arena Operator overpays a roping, affected ropers will have 30 days to correct erroneous payoffs or be subject to placement on the ineligible list and/or a fine at the discretion of the National or Chapter Boards.
- 2.1.29 If an Arena Operator underpays a roping, he or she will have 30 days to correct the erroneous payoffs or be subject to placement on the ineligible list and/or a fine at the discretion of the National or Chapter Boards.
- 2.1.30 Any member that knowingly commits any act that proves to be detrimental to the Association as determined by the National or Chapter Boards may be removed from membership of the Association and listed on the ineligible list indefinitely, or any ruling levied by the Boards.
- 2.1.31 Penalties can be assessed to any roper that ropes or enters out of classification.
- 2.1.31.1 The penalty for the first offense will be \$100 plus he/she must pay back all winnings of the roping in question within 30 days of the date of the infraction. Their partner(s) must also pay back all winnings within 30 days of the date of the infraction.

- 2.1.31.2 The penalty for the second offense will be suspension from roping in ACTRA arenas and a fine at the discretion of the Chapter or National ACTRA board. If the fine is not paid, the roper will be placed on the ineligible list until remittance is received.
- 2.1.32 It is the right and responsibility of the members to protest a roper in a roping if they are reasonably sure the roper is not qualified to rope in the classification of the roping.
- 2.1.33 Once a roper is protested, the Arena Operator needs to determine his/her qualifications. If the roper is not on the Chapter Secretary's list or if there are some questions about his qualifications on the list, the roper is to be checked through the ACTRA National Office before payoffs are made.
- 2.1.34 The steps for a protest are as follows.
 - 2.1.34.1 Notify the Arena Operator or authorized representative during the roping. The Arena Operator is obligated to determine and decide the status of the protest.
 - 2.1.34.2 If the Arena Operator is able to resolve the protest during the roping by checking with his/her Chapter Secretary, ACTRA.org Producer Search, or calling the ACTRA National Office, then only a member has the right to appeal the Arena Operator's decision to the Chapter Board of Directors. The member must submit the protest within 7 days.
 - 2.1.34.3 If not resolved, the Arena Operator will directly inform the affected roper of the protest.
 - 2.1.34.4 All winnings of the protested roper and his/her partner will be held until the protest is settled.
 - 2.1.34.5 The Arena Operator must inform the Chapter Director of the protest within 48 hours of the protest. The Chapter director is obligated to notify the Chapter President of the protest within 24 hours.
 - 2.1.34.6 Within two weeks of the protest, the Chapter Board of Directors must decide on the protest and notify the roper and Arena Operator by certified mail of their decision.
- 2.1.35 Members appeals/reviews
 - 2.1.35.1 Members may appeal their number in writing to their Chapter Secretary in compliance with Chapter's appeal process (i.e., time limits)
 - 2.1.35.2 Members may ask a current Arena Operator or Director to submit their number for review.
 - 2.1.35.3 The number data base is controlled by the National Office.
- 2.1.36 Non-members appeals/reviews
 - 2.1.36.1 The Arena Operator will verify if a non-member has a current ACTRA classification.
 - 2.1.36.2 Non-members without a classification number competing at an ACTRA event shall be given a classification and the Chapter secretary shall be notified within 7 days so the roper can be reviewed and assigned an official classification number by an arena operator or director.
 - 2.1.36.3 Non-members shall have no appeal rights until they become an active member or by special allowance by the Chapter Board.
- 2.1.37 ACTRA Handicapped roper crossing Chapter borders:
 - 2.1.37.1 Roper must rope at the handicap listed in the data base.
 - 2.1.37.2 If there is a conflict, the host Chapter will contact the home Chapter for combined resolution.
- 2.1.38 Dual Member appeals/reviews:
 - 2.1.38.1 Member(s) will rope at the number recorded in the data base.
- 2.1.39 If allowed by Arena Operators all female heelers and heelers 50 years of age and older may tie on hard & fast.
- 2.1.40 Any roper observed abusing an animal or person at any ACTRA sanctioned roping who had been asked to stop and does so will not be fined unless it happens again at another time or place, at which time they will be fined. If they are asked to stop and fail to do so and also become belligerent, they will be ejected from the roping and fined a minimum of \$50 the first time and a minimum of \$100 the second time. The third time will result in suspension from the Association and Association ropings for the rest of the year.

3 Arena Operators

- 3.1** For an Arena Operator to become a member of ACTRA, he/she must apply to the Chapter Board of Directors to be accepted. Once accepted, \$25.00 will stay at the Chapter level for handling fees and the balance sent to the National Office. Any and all applicable insurance fees must accompany a signed arena membership contract. Additional arena insurance will be based on policy requirements.
- 3.2** All Arena Operators are required to sign a contract with ACTRA agreeing to comply with ACTRA rules and to uphold them to the best of their ability.
- 3.3** Arena Operator renewal memberships are due by November 1st of each year and are subject to the approval of the Chapter Board of Directors.
- 3.4** Any Arena Operator or person affiliated that commits any act that proves to be detrimental to the Associations determined by the National or Chapter Boards may be removed from membership of the Association and listed on the ineligible list indefinitely, or any ruling levied by the Boards.
- 3.5** All member arenas will deduct the set fee and/or the percentage set by the National and Chapter Boards from every ACTRA sanctioned team roping held by an ACTRA arena.
- 3.6** Prior to accepting any Day Pass memberships, the Arena Operator must contact the Chapter Office for approval.
- 3.7** ACTRA point ropings must be the first roping held on that day or at a reasonable hour unless previously approved by the Chapter Board. This rule may be modified by a Chapter Board to accommodate a more stringent approach.
- 3.8** The Arena Operator may have no more than one non-ACTRA roping per roping day when using the ACTRA handicapping system unless previously approved by the Chapter Board.
- 3.9** ACTRA Arena Operators will conduct themselves and business in the best interest of ACTRA. He/she will be held responsible for any outstanding bills incurred during ropings sanctioned by ACTRA and expected to clear them and the name of ACTRA.
- 3.10** The Arena Operators and their immediate families must abide by ACTRA Arena Operator's contract.
- 3.11** Any ACTRA Arena Operator that does not run his ropings according to the ACTRA rules will face a fine placed at the discretion of the Chapter Board of Directors, must be paid within 30 days of the fine being levied, or they will be suspended from the Association. The Arena Operator may appeal the decisions to the Chapter Board and then to the National Board for arbitration. All appeals must be submitted in writing within 7 days.
- 3.12** The Arena Operator will verify if a non-member has a current ACTRA classification.
- 3.13** Each Arena Operator shall hold out the total fees from one team per pot, if greater than ten teams, prior to any other fees the Arena Operator may hold out. This money, along with the total results of the roping, must be sent to the Chapter Secretary within 7 days to be divided equally between the Chapter and the National Finals to be used as added money or awards. Added money for any single ACTRA roping will be capped at \$100.00 a team for any roping over \$50 a man.
- 3.14** A fee (as determined by the Chapter Board) of every approved roping pot held in an ACTRA Arena sanctioned by ACTRA shall be held out after the cattle charges are taken out and prior to any other fees the Arena Operator may hold out. This money will be sent within 7 days to the Chapter office.
- 3.15** Arena conditions and cattle used by Arena Operators must be kept in the best possible condition.
- 3.16** All results from every roping an ACTRA arena operator has, whether for points or not, must be sent into the Chapter Secretary.
- 3.17** All results, along with any membership applications collected, must be sent in within seven (7) days after the ropings were held. The Chapter Board, at their discretion, may levy fines for non-compliance.
- 3.18** Arena Operators must encourage ACTRA memberships at all ropings.
- 3.19** The ACTRA Arena Operator must advertise his/her ACTRA sanctioned days of ropings on the actra.org web calendar, a roping newspaper, by flier etc.
- 3.20** All ACTRA Arena Operators must advertise cattle charge and/or any other fees which must be specified in the amount of monies, teams, etc. withheld. An incorporated ACTRA logo must be on all advertisements.
- 3.21** If the Arena Operator is advertising saddle or trailer ropings, he/she must list the brand name of the award and send a copy of those advertisements to their Chapter Secretary, unless they are published on the official ACTRA web site. Extra ropings, time permitting, must be incorporated in the advertisements.
- 3.22** The Arena Operator must run his/her ACTRA ropings as they are advertised with regard to what kind of roping, entry fees and cattle charge unless he/she informs all entering ropers of any changes and allows the roper to either accept the proposed change or draw out of the roping. Any changes must be announced prior to the start of the roping and cannot be changed after the roping starts.

- 3.23** An Arena Operator has the right and obligation to check Roper's eligibility and can do so by requesting to see the roper's ACTRA membership card, verifying in the database, or contacting the chapter secretary. If the roper does not have a current classification number, the Arena Operator or a Director may assign a temporary number and notify the Chapter Secretary within seven (7) days so that the Roper can obtain a Board issued classification
- 3.24** If the roping is "Members Only" Arena Operators must collect an application and the required fee for a membership card. He/she must send the application with the fees collected along with the results of the day's ropings. All ACTRA ropings must keep time.
- 3.25** Arena Operators have the option of allowing all female heelers and all heelers 50 years of age and older, to tie on hard & fast.
- 3.26** The Chapter Secretary or an Arena Operator shall use their ACTRA roster for their ACTRA sanctioned ropings only and not for any ropings not sanctioned by the Chapter Board. They may not let anyone other than themselves use the list for any reason. The ACTRA list is copyrighted and proprietary to ACTRA. Any misuse will be subject to prosecution.
- 3.27** An Arena Operator must work with the other Arena Operators in his/her region to plan ropings with each other and through the Chapter Secretary's office.
- 3.28** If a Chapter elects to award year end high point awards to the high point ropers going into the Chapter Finals, the Arena Operator or their spouse or children's points will be computed as opted by the Chapter Board of Directors.
- 3.29** Arena Operators and Roping Secretaries:
- 3.29.13 Arena Operators and roping secretaries are not allowed to raise or lower member's numbers but may limit number of times a contestant may enter.
- 3.29.14 Arena Operators and roping secretaries that are having a problem need to contact their Chapter representative for resolution.
- 3.29.15 An Arena Operator may change a non-member's number if the roper is grossly miss-numbered for the day, then immediately contact a Chapter Representative and/or Secretary for resolution.
- 3.30** The Arena Operator must, always, honor the ACTRA ineligible list. Failure to do so will result in a \$100 fine. If he/she does not have the list, he/she may request a list from the Chapter Secretary.
- 3.31** The ineligible list may be comprised of ropers and Arena Operators with outstanding checks where state and local laws apply, non-payment of fees, non-payment of fines levied by the Chapter or National Boards, or not conducting himself/herself or business in the best interest of ACTRA.
- 3.32** A person on the ineligible list will not be allowed to rope at any member arena unless he/she pays, in cash, the amount owed plus his/her roping fees in cash. The Arena Operator must send the money into the National Secretary to be dispersed.
- 3.33** If an Arena Operator overpays a roping, affected ropers will have 30 days to correct erroneous payoffs or be subject to placement on the ineligible list and/or a fine at the discretion of the National or Chapter Boards.
- 3.34** If an Arena Operator underpays a roping, he/she will have 30 days to correct the erroneous payoffs or be subject to placement on the ineligible list and/or a fine at the discretion of the National or Chapter Boards.
- 3.35** Once a roper is protested, the Arena Operator needs to determine his/her qualifications. If the roper is not on the Chapter Secretary's list or if there is some questions about his qualifications on the list, the roper is to be checked through the ACTRA National Office before payoffs are made.
- 3.36** The steps for a protest are as follows.
- 3.36.13 Notify the Arena Operator or authorized representative during the roping.
- 3.36.14 The Arena Operator is obligated to determine and decide the status of the protest.
- 3.36.15 If not resolved, the Arena Operator will directly inform the affected roper of the protest.
- 3.36.16 All winnings of the protested roper and his/her partner will be held until the protest is settled.
- 3.36.17 The Arena Operator must inform the Chapter Director of the protest within 48 hours of the protest. The Chapter director is obligated to notify the Chapter President of the protest within 24 hours.
- 3.36.18 Within two weeks of the protest, the Chapter Board of Directors must make a decision on the protest and notify the roper and Arena Operator by certified mail of their decision.
- 3.36.19 If the Arena Operator is able to resolve the protest during the roping by checking with his/her Chapter Secretary or calling the ACTRA National Office then only a member has the right to appeal the Arena Operator's decision to the Chapter Board of Directors. The member has the right to appeal in writing.

3.37 Roping out of classification Operator Penalties

3.37.13 Any ACTRA Arena Operator that does not run his ropings according to the ACTRA rules will face a fine placed at the discretion of the Chapter Board of Directors payable in no more than 30 days after the fine was levied or be suspended from the association.

3.38 Arena Operators and Ropers may appeal the decision of the Chapter Board of penalties assessed by submitting in writing within 10 days of notification.

3.39 Suggested payoff schedules are:

AVERAGE

1 place:	100%
2 places:	60%, 40%
3 places:	44%, 33%, 23%
4 places:	40%, 30%, 20%, 10%
5 places:	30%, 25%, 20%, 15%, 10%
6 places:	29%, 24%, 19%, 14%, 9%, 5%
7 places:	26%, 22%, 18%, 14%, 10%, 6%, 4%
8 places:	23%, 20%, 17%, 14%, 11%, 8%, 5%, 2%
9 places:	20%, 17%, 15%, 13%, 11%, 9%, 7%, 5%, 3%
10 places:	19%, 17%, 15%, 13%, 11%, 9%, 7%, 5%, 3%, 1%

Points should be given to all places paid. In no case should points be given beyond the number of actual places paid. This chart is suggested and is not a required payoff schedule.

3.40 Roping out of classification Roper Penalties

3.40.13 Penalties can be assessed to any roper that ropes or enters out of classification.

3.40.14 The penalty for the first offense will be \$100 plus he/she must pay back all winnings of the roping in question within 30 days of the date of the infraction.

3.40.15 Their partner or partners must also pay back all winnings within 30 days of the date of the infraction.

3.40.16 The penalty for the second offense will be suspension from roping in ACTRA arenas and a fine at the discretion of the Chapter or National ACTRA Board. If the fine is not paid, the roper will be placed on the ineligible list until remittance is received.

3.40.17 If these fines are not paid, the roper will be placed on the ineligible list until received.

3.41 Arena Operators and Ropers may appeal the decisions by National or Chapter Boards of penalties assessed by appealing in writing within 7 days of the assessment. The assessment will stand in effect until the board has reviewed the appeal and issued a formal decision.

4 Chapters

4.1 There will be an annual rule review each year. All members with any suggestions should present them to their Chapter Board of Directors.

4.2 It is mandatory for a person to be a member in good standing of ACTRA for 3 consecutive years before being nominated for elective office of their Chapter. It is also mandatory for a person to be on their current Chapter Board of Directors and have at least 2 full years' experience on the Chapter Board to be elected to a Chapter office, ie President, Vice President, National Director or any other office designated by the Chapter. The only exception to this rule would be new Chapters, in which case the number of years required to run for elective office would coincide with the actual number of years of Chapter membership up to one year. If the Chapter is unable to comply with the year requirements, the Chapter President may resolve it.

4.2.13 All Premier members will receive a ballot by mail or electronically to nominate and elect Chapter Directors annually prior to the National Finals.

4.2.2. Chapter Directors are elected for a 2-year term with ½ of the Directors being replaced each year. The first year the Directors receiving the most votes would be elected for 2 years and the bottom ½ would be elected for 1 year.

4.3 Chapter Board of Director Meetings will be held a minimum of once per quarter. Dates, times and place will be published on actra.org. Conference calls are acceptable for any such business deemed necessary by the Board of Directors.

4.4 Members may be present at regular meetings, however only Chapter Officers and Directors may vote on any issue. Members may be asked to leave the meeting as deemed by the Chapter President to maintain the privacy of its members.

- 4.5 Items presented for discussion will be in written form to be included on the agenda.
- 4.6 The Chapter Board of Directors has the power to administer the affairs of the Chapter (make decisions, levy fines, establish Chapter rules, etc.) consistent with ACTRA National rules.
- 4.7 ACTRA Directors will conduct themselves and their business involving ACTRA in the best interest of ACTRA. Any conduct found by the National Board or Chapter Board to not be in the best interest of ACTRA may result in temporary or permanent removal from the Association and possible placement on the ineligible list.
- 4.8 Any member in good standing caused undue hardship by any rule or rules set forth in the ACTRA rule book may be allowed to appeal in writing or in person to the Chapter Board of Directors for consideration of such hardship. Changes on the Chapter level are subject to review by the National Board of Directors. Hardship rulings are considered on individual merit and will not establish precedence on the Chapter or National level.
- 4.9 Roper memberships must apply to the Chapter Board of Directors for acceptance. The Chapter Board will determine the member's ACTRA number based on criteria set forth by the National Board. The National Board has the option to intervene as required.
- 4.10 The last day to join for the current year will be set at the discretion of each chapter board of directors. National Board reserves the right to change the closing date for special circumstances.
- 4.11 A fee (as determined by the Chapter Board) of every roping pot held in an ACTRA Arena and sanctioned by ACTRA shall be held out after the cattle charges are taken out and prior to any other fees the Arena Operator may hold out. This money will be sent to the Chapter office for the Chapter Finals and to pay the Chapter Secretary.
- 4.12 Chapter ACTRA membership applications may include a subscription blank for the Chapter's official ACTRA publication if the Chapter has such a publication.
- 4.13 Any Chapter that fails to uphold the rules or purpose of ACTRA may be subject to probation or suspension after review by the National Board of Directors.
- 4.14 All Chapters consisting of dual states (i.e., NV/ID, WA/OR) will be split into regions for the purpose of directorship.
- 4.15 Current Chapter members requesting to split the Chapter into two or more Chapters must start the procedure at the Chapter level by requesting permission from the current Board of Directors to pursue the split.
- 4.16 If the request for a split cannot be resolved at the Chapter level, it may be brought to the National Board for resolution.
- 4.17 Any split requires a 2/3 positive majority vote of the Chapter Board plus a positive majority vote of Arena Operators in the Chapter.
- 4.18 All Chapter advertising and miscellaneous expenses will be funded by Chapter ACTRA funds.
- 4.19 Financial statements will be issued at each Board Meeting.
- 4.20 All roper's eligibility will be based on suggested criteria set up by the National Board of Directors.
- 4.21 If a members Classification number needs to be reviewed, it must be submitted to the Secretaries office by the 2nd Tuesday of each month. The number ballot will be sent out by the 2nd Wednesday of each month. The Ballot will close on the 3rd Monday of each month & the results will be effective on the 4th Monday of each month. This criterion includes, but is not limited to: non-reported winnings, frequency of roping and winnings, handicapping by other roping systems, age, gender and physical ability.
- 4.22 All ropers that have not been prior ACTRA members shall be assigned temporary classifications to be reviewed at a later date. Classifications are determined primarily at the Chapter level, however, to maintain fairness and consistency in numbering, the National Board of Directors will establish a National Review Committee each year.
 - 4.22.13 Appeals for number changes made by the National Board must be made in writing through the Chapter Classification Board for the National Boards approval for 1 year after National change notification.
- 4.23 Individual Chapter Boards will set their own system to qualify members for their Chapter finals.
- 4.24 A carry-over fund will be kept in the National and State Chapter operating accounts for the beginning expenses for the next year.
- 4.25 Added money shall be counted as money won whether divided up among all the ropers who placed or added to the top place or places.
- 4.26 Awards received by the roping winners will not be counted as money won as long as the awards were actually presented and received by the winners, even if the award is immediately sold back to the Arena Operator or someone else.

- 4.27 Arena Operators and Roping Secretaries:**
- 4.27.13 Arena Operators and roping secretaries are not allowed to raise or lower member's numbers but may limit number of times a contestant may enter or with the concurrence of the Chapter President, Chapter President's delegate or with legitimate attempt of concurrence any contestant deemed grossly miss numbered (one number or greater). With concurrence, contestant may be allowed to compete at a higher handicap for the day. It is the responsibility of the Arena Operator to bring the problem to the attention of the Chapter Board or Boards for resolution immediately. "This rule should be used with discretion"
 - 4.27.14 Arena Operators and roping secretaries that are having a problem need to contact their Chapter representative for resolution.
 - 4.27.15 An Arena Operator may change a non-member's number if the roper is grossly miss-numbered for the day, and then must immediately contact a Chapter Representative and/or Secretary for resolution.
- 4.28 Roping out of classification (Roper & Operator) Penalties**
- 4.28.13 Penalties can be assessed to any roper that ropes or enters out of classification.
 - 4.28.13.1** The penalty for the first offense will be \$100 plus he/she must pay back all winnings of the roping in question within 30 days of the date of the infraction.
 - 4.28.13.2** Their partner or partners must also pay back all winnings within 30 days of the date of the infraction.
 - 4.28.13.3** The penalty for the second offense will be suspension from roping in ACTRA arenas and a fine at the discretion of the Chapter or National ACTRA Board. If the fine is not paid, the roper will be placed on the ineligible list until remittance is received.
 - 4.28.13.4** If these fines are not paid, the roper will be placed on the ineligible list until remittance is received.
 - 4.29 Arena Operators and Ropers may appeal the decisions by National or Chapter Boards of penalties assessed by appealing in writing within 7 days of the assessment. The assessment will stand in effect until the board has reviewed the appeal and issued a formal decision.
 - 4.30 Each Chapter Board of Directors will determine the number of members in the Chapter point standings that will qualify for their Chapter Finals. That number shall be equal for all number categories.
 - 4.31 Chapter finals will be set up by each Chapter Board of Directors. The Chapter Board of Directors will decide points and qualifications for the year end high point awards and finals champion awards. All members must attend a minimum of 5 roping dates (up to 10 depending on their Chapter's qualifications per year) to be qualified to compete at the Chapter finals.
 - 4.32 All Chapter Finals will be encouraged to be run with the same basic ground rules as set up by the National Board of Directors for the National finals, as stated in the rulebook.
 - 4.33 A carry-over fund will be kept in the National and Chapter operating accounts for the beginning of the next year.
 - 4.34 All help will be hired for the Chapter Finals. This includes, but is not limited to, timers, announcers, chute help, catch pen help, flaggers and office help. The cost of hiring the help will be considered a reasonable expense.
 - 4.35 An Arena Director will be appointed by the President no later than the last meeting prior to the finals. There will also be a finals committee to organize the finals, obtain cattle, prepare the arena, set barriers, cleanup, etc.

5 National Board

- 5.1 Election of National Officers**
 - 5.1.1 The National Officers will be elected from the oncoming National Board of Directors who have served the previous two full years on the National Board.
 - 5.1.2 Nominations will be taken and closing date for ballots will be set at the National Director meeting at the start of the National Finals. The ballots will be counted, and officers announced by close of the Finals.
 - 5.1.3 The new National Officers will be voted on by outgoing and incoming National Directors. Must be present at the nomination meeting in order for the ballot to be counted.
 - 5.1.4 The National Past President will stay on the National Board until replaced.
- 5.2** The National meetings will be open forum for the first hour of the morning session at all of the meetings. After the first hour, the meeting may be a closed session with the National Board members only.

- 5.3** The National Board of Directors shall have the general powers to adopt and alter by-laws, amend their Articles of Incorporation, consolidate or merge with any other corporation and exercise every right, power and privilege pertaining to its business, object or purpose. In general, to conduct its affairs as a Non-Profit Corporation under the laws of the State of California as they now exist or as they may be amended.
- 5.4** The National President has the power to appoint a leadership team to a struggling chapter and/or area where membership can be developed into a viable chapter.
- 5.5** Items presented for discussion will be in written form to be included on the agenda.
- 5.6** ACTRA Directors will conduct themselves and their business involving ACTRA in the best interest of ACTRA. Any conduct found by the National Board or Chapter Board to not be in the best interest of ACTRA may result in temporary or permanent removal from the Association and possible placement on the ineligible list.
- 5.7** Any member in good standing caused undue hardship by any rule or rules set forth in the ACTRA rule book may be allowed to appeal in writing or in person to the Chapter Board of Directors for consideration of such hardship. Changes on the Chapter level are subject to review by the National Board of Directors. Hardship rulings are considered on individual merit and will not establish precedence on the Chapter or National level.
- 5.8** All help will be hired for the National Finals. This includes, but is not limited to, timers, announcers, chute help, catch pen help, flaggers and office help. The cost of hiring the help will be considered a reasonable expense.
- 5.9** The National Finals dates will be set by the National Board of Directors no later than April 1st of the current year.
- 5.10** A carry-over fund will be kept in the National and State Chapter operating accounts for the beginning expenses for the next year.
- 5.11** All National advertising and miscellaneous expenses will be funded by the National ACTRA funds. All Chapter advertising and miscellaneous expenses will be funded by Chapter ACTRA funds. Financial statements will be issued at each Board Meeting
- 5.12** The National Finals ropings will be determined by the National Board of Directors during the National June meeting.
- 5.13** To qualify for ACTRA National Finals, a member must be qualified and rope at their Chapter Finals (designated at the time of membership). Diamond members are automatically qualified for the National Finals.

6 Wrangler Professional's Choice ACTRA National Finals Ground Rules

- 6.1** To be qualified to rope at the ACTRA National Finals, participants must have been a current year member who qualified and competed at the current year Chapter finals. Any exceptions will be printed in the official ACTRA publication or web site.
- 6.2** One loop at each end, three legal head catches (around the neck, around the horns or half-head)
- 6.3** Headers must stay dallied as they face and have the ropes tight to receive a flag.
- 6.4** If a rope is caught on any moving part of the barrier or chute, the team will get a clean steer at the end of the go.
- 6.5** Crossfire – The steer must be controlled by the header and complete the 1st switch before the heel loop may be thrown. If a steer stops at no fault of the roper, he must be in tow before the heel loop may be thrown.
- 6.6** All female heelers and male heelers 50 years of age and older may tie on hard & fast.
- 6.7** When the roper's steer crosses the line it is considered the roper's unless they declare a broken horn and do not throw the head loop and the horn is in fact broken. If the horn is not broken it will be considered a no time.
- 6.8** Any malfunction of the clocks or barrier will warrant a clean steer at the end of the go only if a qualified run was made.
- 6.9** If the flagger says of his/her own accord that he/she made a mistake or awards the team another steer, the team will get a clean steer at the end of the go/rotation.
- 6.10** Any questions about a time or flag need to be settled before the next team ropes.
- 6.11** There may be a "catch-pen" judge that can call a missed bad catch on the heads or heels by the arena flagger.
- 6.12** There will be no interference calls. It is the team's responsibility to have the arena cleared before they call for a steer.
- 6.13** If a steer gets turned out in the high teams and the line judge or flagger says the header did not call for the steer, then a number from one to ten will be drawn by the timers and that many steers will be turned out and the team will have to rope the next steer in the chute. If the line judge or flagger says the header did call for the steer, then it will be a no time. If a steer is turned out in any go rounds other than the high teams without the header calling for it, the team will run at the end of the go.
- 6.14** Any arena flagger, catch pen judge or line judge's decision is final.
- 6.15** All ties will be settled by a rope off in which each tied team must rope, unless both teams agree to other means of settling the tie. In case of high money awards, both ropers must rope it off with any of their other partners in that roping unless the tied ropers agree to other means of settling the tie.
- 6.16** No horses may be tied in the arena or by the chutes and no ropers will be allowed to sit on their horses around the chutes or in the arena. The roper that does block the way or has his horse tied may be drawn out of the roping. One of the flaggers or arena directors will be on watch at all times for violators.
- 6.17** Any abuse of horses or steers at the finals will be a no time and/or disqualification from the finals. Any unsportsmanlike behavior or language may result in the same actions. Flagger's decision and/or director's decision are final.
- 6.18** There will be a dress code strictly enforced at the National Finals during the finals and award ceremonies. Cowboy hat or no hat, long sleeve button or snap all the way down shirts with collars, western jeans and cowboy boots. Failure to adhere to the dress code will result in disqualification.
- 6.19** If a Century roping is held, both ropers must total a minimum of 100 years of age on the day of roping. The ropers may combine years, months and days. This will be the National Finals format only and the Chapter Board of Directors may set their Finals format.

