



GET YOUR EAP FROM THE SOURCE.

SEMINAR HOSTING REQUEST*

Prior to submitting this Seminar Hosting Request, please read the attached Hosting Duties Information Sheet 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) 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 in 2009.
- Booking deposit of \$500** (payment may be phoned in if using a credit card)

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):

* Seminar Hosting Requests will be considered once the completed form, attachments, and booking deposit have been received by the O.K. Corral Series. Seminar Hosting requests will be confirmed or denied within 4 weeks of receipt.

** The host booking deposit reserves the event date and is an indication of commitment on the part of the host in working with the O.K. Corral Series to ensure the event is sufficiently advertised in the community and marketed to prospective participants. The host booking deposit is refunded if the seminar reservation is denied. The host booking deposit is refunded to the host of any seminar with at least ten paid participants. The O.K. Corral reserves the right to cancel any seminar that has fewer than ten paid participants 14 days prior to the seminar without refunding the host booking deposit. The host booking deposit is not returned for a seminar with fewer than ten paid participants, or if the seminar is canceled by the host for any reason after booking. In the event that the O.K. Corral Series cancels a seminar for any reason other than insufficient attendance, the host booking deposit is refunded in full.

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List your top choice(s) for seminar dates (see available dates on website hosting page, or call the O.K. Corral):

1st Choice _____ 2nd Choice _____

3rd Choice _____ 4th Choice _____

List your top choice(s) for seminar color:

1st Choice _____ 2nd Choice _____

3rd 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 and host referral commissions:

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

Signed: _____ Date: _____

Printed Name: _____