



Bowling Green Hot Rods APPEARANCE REQUEST FORM

The Bowling Green Hot Rods strive to be a strong member of the community. Throughout the year, our front office staff, players, coaches, and mascots participate in local community events.

If you would like to request someone at your event, please complete the following form. Completion of this form is a request only and does not guarantee an appearance. In order to be considered, all requests must be received **at least four (4) weeks** prior to the event. Appearances will be filled in the order in which they are received.

ORGANIZATION INFORMATION

Organization Name:			Tax Exempt # 501(c)(3):			
Type:	Business	Church	Civic Group	Non-Profit	School	Other
Address:						
City:			State:		Zip Code:	
Phone:			Fax:			
Contact Name:			Contact Title:			
Contact Phone:			Contact E-Mail:			

EVENT INFORMATION

Event Name:			Event Sponsor:			
Event Date:			Event Time:			
Event Location:						
Appearance Request:	Axle*	Roscoe*	Player*	Coach*	Staff Member	
Activity Request (if applicable):		Inflatable Game	Marketing/Sales Table			
Event Description: (Please specify mascot/player/staff responsibilities.)						
Will there be pre-event advertising?						
Yes	No	Will the Hot Rods be featured?			Yes	No

*Appearance fees. See page two for more details.

This form must be returned to:

Bowling Green Hot Rods
Attn: Appearance Request
300 E. 8th Avenue, Bowling Green, KY 42101
or via E-MAIL to lfeese@bghotrods.com

PLEASE SEE PAGE TWO FOR APPEARANCE GUIDELINES

For Office Use Only: Date Received: _____ Accepted: Yes ___ No ___ Fees: Yes ___ No ___

Bowling Green Hot Rods

APPEARANCE GUIDELINES

Appearance Fees

- Events featuring Hot Rods staff members, the inflatable game, or marketing/sales table are **free**. *Appearances are limited to 2 hours unless approved by Hot Rods.*
- Events featuring Hot Rods mascots or players are **\$25.00 per mascot/player per hour**. *Appearances are limited to 1 hour unless approved by Hot Rods.*
- Travel fees may be applied to your appearance, but will be communicated with you upon approval.
- All appearance fees must be paid two (2) days prior to event via check or credit card.

Mascot Appearance Guidelines

- Private, secure, and clean dressing room for the performer. Restrooms are not an acceptable dressing room.
- A 10-minute break for each scheduled hour of the appearance.
- Water may be requested if the event is outdoors.

Player Appearance Guidelines

- Players are only available during the season (April-August).
- Appearance times are from 10:00 AM – 12:30 PM, Monday-Saturday (game days only; but not available on the first day of a home stand).

The Hot Rods cannot guarantee that each requested appearance will be filled and priority is given to official team events and partners. The Hot Rods reserve the right to refuse any appearance or cancel an appearance due to illness, personal emergency, etc. The Hot Rods must approve any form of advertising that promotes an appearance by a mascot or player.