

**The Rotary Club of Estes Park  
PO Box 1226  
Estes Park, CO 80517**

## **34th Annual Rotary Duck Race Festival - Call for Charitable Organizations**

The 2021 Duck Race Festival was a great success. Over \$118,000 was returned to our participating organizations through duck adoptions. Thanks to all the organizations who participated by selling Adoptions and supporting the event. The 2021 race awarded 317 Prizes, including a grand Prize of \$5,000 cash! **This year's race will be a live race, in the river, and Adoptions will be sold online as well as through direct sales with Adoption Forms.**

**The 2022 Rotary Duck Race Festival will take place Saturday May 7, 2022.**

In order to be considered as a Participating Organization, please complete and return the attached form no later than Friday, December 31, 2021.

Qualifying organizations will have their names listed on the Adoption Form and will be eligible to share in the monies raised based on the Adoptions they sell. Please complete and return the attached form, indicating your interest in participating next year. Be sure to name **a contact person with an e-mail address** who will be working with our committee on Adoption Form Distribution & Instructions Night, returning funds received, picking up more Adoption Forms, and helping with publicity and volunteer assistance for the Race. This person will be our sole point of contact with your organization, so please choose carefully.

**Organizations will be selected based on the following required criteria:**

1. Previous adherence to expectations of being involved in the Duck Race.
2. Must have a local presence and be of benefit to the local community. Organizations and associations may either hold a valid 501c3 or 501c4 tax status with the U.S. Internal Revenue Service or be deemed to benefit the local community.
3. Must agree to sell a minimum of \$400 in Adoption Forms.
4. Must provide one adult volunteer to help with the race. This person may be asked to work on Race Day or prior to the day of the race. The adult volunteer provided by the organization need not be on the organization's staff.

**Additionally:**

1. Participating organizations must select one person as a point of contact for the duration of the event. Responsibilities include but are not limited to: attending Adoption Form Distribution and Instructions Night, being the point of contact for your organization regarding form distribution, delivering forms and money to Duck Central in a timely manner, assisting Duck Race personnel with expanded social marketing, providing at least one adult volunteer on the day of or before Race Day, and staffing the organization's own booth at the George Hix Plaza, if applicable. Your organization may be assigned additional duties.
5. Organizations are strongly encouraged to participate in Race Day activities at the George Hix Plaza, to promote the festival atmosphere of the event. Participating organizations may provide staff at a booth on race day to share information about their organization, sell adoption forms, and offer an interactive activity for event attendees. You may partner with another participating organization in offering an activity. Please mark your calendar for this event!
6. The Duck Race success depends on volunteers working in several areas, including duck security, by the river, during the race, merchant prize collection, poster distribution, assistance at Duck Central, prize board assistance, starting line and finish line assistance, etc. Not all volunteer needs are on Race Day. **Each participating organization will be required to provide at least one adult volunteer to assist with the race, either before or on Race Day.** Contact [bigduck@epduckrace.org](mailto:bigduck@epduckrace.org) for more information. Your Volunteer does not need to be on Organizations Staff.

Lawrence A Williams  
Organization Chair

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**34<sup>th</sup> Annual Rotary Duck Race Festival Application for Participation**

**Application deadline: Friday, December 31, 2021. Applications received after this date will not be considered.**

Name of Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Local Contact Person: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**Participating organizations agree to comply with the following required criteria:**

1. Previous adherence to expectations of being involved in the Duck Race.
2. Have a local presence and provide a benefit to the local community. Organizations and associations may either hold a valid 501c3 or 501c4 tax status with the Internal Revenue Service or are deemed to benefit the local community.
3. Agree to sell a minimum of \$400 in duck adoptions.
4. Strongly encouraged to participate in Race Day activities at the George Hix Plaza to promote the festival atmosphere of the event; including but not limited to staffing a booth to share information about your organization, selling duck adoptions, and offering an interactive activity for the event attendees. (Booth sign-up information will be sent to your contact person at a later date. You may partner with another participating organization in offering an activity. Please mark your calendars for May 7, 2022.)
5. Provide one person responsible for being the point of contact between the Duck Race Committee and your organization. Duties include: attending Adoption Form Distribution & Instructions Night, distributing adoption forms to your organization, delivering completed adoptions and money to Duck Central in a timely manner, assisting the Duck Race Committee with the expanded social marketing campaign for your organization and providing volunteers for your booth on Race Day, if applicable. Your organization may assign additional duties.
6. Provide an adult volunteer from your organization to volunteer for the Duck Race either prior to or on day of the race.

Signature: \_\_\_\_\_

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

Position with Organization \_\_\_\_\_

**2022 ROTARY DUCK RACE FESTIVAL APPLICATION (continued)**

**PLEASE COMPLETE AND RETURN BY FRIDAY, DECEMBER 31, 2021**

**How will your organization benefit the Estes Valley in 2022? Please be specific and detailed. Your information will be used in our print and social marketing efforts on your behalf. (Attach a separate page if needed.)**

## SOCIAL MARKETING

We will include your organization in our social marketing efforts for the Duck Race, with the aim of increasing the sale of Duck Adoption Forms.

**Our organization is willing to incorporate marketing messages for the Duck Race Festival into our social media efforts?**

Yes\_\_\_

No\_\_\_

Thank you so much for applying to be a participating organization for the 2022 Duck Race. You will be notified concerning your acceptance by Feb.1. We look forward to helping you raise funds for your organization.

Larry Williams  
Duck Race Organizations Chairman  
(970)586-3295 OR (419)566-4001  
[Lwilli5442@yahoo.com](mailto:Lwilli5442@yahoo.com)

Beth Weisberg  
2022 Big Duck  
301-787-7327  
[bigduck@epduckrace.org](mailto:bigduck@epduckrace.org)

**BEFORE DECEMBER 31, 2021,**

**E-MAIL YOUR COMPLETED APPLICATION TO**

**[Lwilli5442@yahoo.com](mailto:Lwilli5442@yahoo.com)**

**OR**

**DELIVER APPLICATION**

**Estes Park Duck Race  
PO Box 1226  
Estes Park, CO 80517**

**You may also mail your application to the PO Box listed above, but be sure to mail early.**

**Applications received after December 31, 2021  
will not be considered.**