



## CHECKLIST FOR PROMOTERS

The following are the required criteria for promoters in the State of Kansas. All requirements must be met in a timely manner for consideration and approval.

1. \_\_\_\_ Each promoter must complete and remit to the Athletic Commission, the proper application and fee for type of License. Before a promoter can submit a permit they must receive clearance from the Dept. of Revenue by completing and submitting the Special Event Tax Clearance application. Once the Athletic Commission receives the clearance from KDOR the promoter will be notified.
2. \_\_\_\_ A separate event permit for each contest must be obtained from the Athletic Commission, completed and be submitted to the Athletic Commission **no less** than thirty (30) days prior to the date of an event. Any permit submitted within thirty days of the event will result in a \$60 late fee.
3. \_\_\_\_ Prior to the Athletic Commission issuing a promoters license, the promoter shall provide to the Athletic Commission a surety bond in the amount of \$10,000.00 or an irrevocable letter of credit in the amount of \$10,000.00 which will guarantee payment of all state athletic FEE and inspector fees due to the state and its event officials. An additional bond or irrevocable letter of credit may be required in an amount to be specified by the Athletic Commission if it is reasonable to expect that the original \$10,000.00 bond or irrevocable letter of credit will not provide sufficient protection to the State. It shall be the responsibility of the promoter to ensure that any required bond or irrevocable letter of credit remains in effect and current during any approved events.
4. \_\_\_\_ Prior to any event, it shall be the responsibility of the promoter to submit to the Athletic Commission proof that health insurance providing a minimum of \$10,000 medical coverage for any injuries sustained while fighting will be provided for each contestant. Additionally, proof of a minimum \$10,000 in Accidental Death and Dismemberment (AD&D) coverage must also be provided.
5. \_\_\_\_ A promoter shall have an approved permit from the Athletic Commission **prior** to any publicity being released for an event.
6. \_\_\_\_ PROPOSED BOUT CARD must be filed with the Kansas Athletic Commission AT LEAST 15 DAYS PRIOR to the date of the proposed event. The Commission has the right to approve or disapprove all of the proposed bouts. It shall be the responsibility of the promoter to publicly announce all substitutions for contestants advertised for contests as soon as the substitution is known.
7. \_\_\_\_ Each promoter shall be required to obtain the proper permit, if required, from the municipality, or in the absence of municipality jurisdiction, the county in which the event is



being hosted. Contact the Clerk's Office of the city or county where the event is to be held to ascertain what permit or fee(s) may apply.

8. \_\_\_\_ It shall be the responsibility of the promoter to ensure that a licensed Doctor (MD or DO) *and* Paramedics / EMT's are on site with proper resuscitation equipment during the event.

9. \_\_\_\_ It shall be the responsibility of the promoter to provide all materials necessary to conduct the contests, such as the ring, cage, stools, water buckets, towels, bell, buzzer or whistle, timer, gloves, gauze, tape for hand wraps and adequate scales.

10. \_\_\_\_ A promoter shall supervise their employees and shall be held liable for the conduct of those employees and for any violation of regulations committed.

11. \_\_\_\_ It shall be the responsibility of the promoter to ensure the maintenance of adequate public safety at all contests including providing proper security.

12. \_\_\_\_ The promoter is responsible for ensuring that no bottled drinks, unless dispensed into paper cups by venders at the time of sale, are permitted into the hall, facility or arena where any contest or performance is being held whether indoors or outdoors.

13. \_\_\_\_ Final accounting during the event shall be made in a private room in the presence of both the promoter's representative and an inspector from the Athletic Commission. The final accounting shall include a determination by the inspector of the amount of tax due from the promoter.

14. \_\_\_\_ Each promoter shall pay a five percent athletic fee applied against gross receipts from admission charges plus five percent of the average price of paid tickets times the number of complimentary tickets. If no admission is charged for the contest, but the promoter is promoting the contest or performance based upon a contracted amount, the athletic tax will be based on the contract price. A copy of the contract shall be submitted to the Athletic Commission with the fee payment. If there is no written contract, the promoter and the entity with which the promoter holds the contract shall sign a notarized affidavit stating the amount paid to the promoter for the contest or performance.

15. \_\_\_\_ The promoter shall pay the athletic fee to the Athletic Commission immediately upon the conclusion of the event.

16. \_\_\_\_ It shall be the responsibility of the promoter to pay any contestant the contestant's purse within 48 hours of the contest.

17. \_\_\_\_ It shall be the responsibility of the promoter to be familiar with and have knowledge of the applicable laws and regulations of the state.



**Minimum payment for event officials:**

	<u><b>Amateur Card</b></u>	<u><b>Mix Card</b></u>	<u><b>Pro Card</b></u>
Three Judges:	\$450.00	\$600.00	\$750.00
Physician:	\$450.00	\$450.00	\$450.00
Referee:	\$250.00	\$300.00	\$350.00
Timekeeper:	\$150.00	\$150.00	\$150.00
	<b>\$1,300.00</b>	<b>\$1,500.00</b>	<b>\$1,700.00</b>

Number of officials assigned to any event will be determined by the Boxing Commissioner. Promoter to provide officials travelling 70 miles or more to event venue with a hotel room and mileage reimbursement.

**Gate and Comp Calculation**

Following the event, the Athletic Commission is paid, 5% of gross ticket sales plus 5% of the average price of paid tickets times the number of complimentary tickets.