

SOCCKER

Sectional Tournament

1. The principal or his/her designate of the first named school from The Interscholastic shall call a meeting of school representatives to plan the tournament. This meeting must occur no later than Friday of **Week 13**.

2. Items that need to be discussed and decisions made are:
 - a. Dates: Monday - Saturday of Week 16.
 - b. Selection of sites, times, pairings, admission, etc.
 - c. **Determine proper administrative supervision**
 - d. Selection of officials.
 - e. Selection of tournament director and fee to be paid.
 - f. Decide how profits/deficits will be divided.

3. Director's Responsibilities

- a. Complete the Sectional Soccer Tournament Form and return it to the WVSSAC office immediately (**Form So1**).
- b. You are acting as the WVSSAC representative; therefore, please see that all rules and regulations are followed. Check WVSSAC Rules and Regulations and The Interscholastic.
- c. At the conclusion of the tournament, you will:
 1. Complete the Financial Report Form(**Form So2**) and send one copy to each participating school and one to the WVSSAC office. This is to be mailed within five (5) working days.
 2. Notify the WVSSAC office of the winner.
 3. Remind the winning coach to submit the state tournament program information which he/she received in the Coach's Packet.

Sectional Soccer Tournament

Boys _____ Girls _____ Class _____ Region _____ Section _____

Director _____

Address _____

To be played at: _____ High School or other

_____ Street

_____ City/Zip Code

_____ Field

Pairings

Date _____

Date _____

Date _____

Date _____

Admission: Adults _____ Single Session

Students _____ Single Session

Gate _____ (if different)

Game Officials _____

Mail one copy to the WVSSAC office.

FINANCIAL REPORT

SECTIONAL SOCCER TOURNAMENT

Boys _____ Girls _____ Class _____ Region _____ Section _____

School _____

Date _____ City _____

RECEIPTS:

_____ Adults @ \$ _____ \$ _____

_____ Students @ \$ _____ \$ _____

TOTAL RECEIPTS \$ _____

DISBURSEMENTS:

Plaque (Check to be sent to WVSSAC) _____ \$ no charge this year _____

Facility Rental _____

Custodians _____

Security _____

Ticket Takers/Sellers _____

Timers/Scorers _____

PA Announcer _____

Supplies _____

Officials _____

Miscellaneous _____

TOTAL DISBURSEMENTS \$ _____

GRAND TOTAL \$ _____

AMOUNT DISBURSED OR BILLED TO EACH SCHOOL \$ _____
(Circle One)

Director _____

Mail one copy to each school participating in the tournament and one copy to the WVSSAC office within five (5) working days.