

# SOFTBALL

## State Tournament

1. The Board of Directors will be responsible for the selection of site, time, date (**Week 47**), pairings, admissions, and tournament director.
2. **Director's Responsibilities**
  - a. As the WVSSAC representative, please see that all rules and regulations are followed. Consult The Interscholastic for additional information.
  - b. Arrange for all necessary support personnel: ticket takers, ticket sellers, public address announcer, security, official scorer, trainer or physician, and hospitality room.
  - c. Provide pre-tournament lodging, parking, and ticket information to teams.
  - d. Set up pregame infield schedule for participating schools.
  - e. Make arrangements for radio for broadcasting. (WVSSAC Radio Contract)
  - f. Make sure that field maintenance is completed. Have water available in all dugouts.
  - g. Home team dugout is on first base line.
  - h. Ensure that the playing field is safe on the day of the games.
  - i. Develop a game suspension provision.
  - j. Select an All-Tournament and Sportsmanship Selection Committee.
  - k. Opening Session - First pitch; National Anthem.
  - l. Arrange for media coverage of the tournament - Press packets, media workstation, telephone lines, zerox.
  - m. At the conclusion of the game, please:
    - 1) Arrange for the awards ceremony.
    - 2) Submit Financial Report to the WVSSAC (**Form Sb 5**).

# FINANCIAL REPORT

## STATE SOFTBALL TOURNAMENT

Date \_\_\_\_\_ City \_\_\_\_\_

**RECEIPTS:**

	Adults @	\$8.00	.....	\$	
	Students @	\$7.00	.....	\$	
<i>All Session Passes</i>					
	Adults @	\$30.00	.....	\$	
	Students @	\$25.00	.....	\$	
<b>TOTAL RECEIPTS .....</b>				<b>\$</b>	

**DISBURSEMENTS:**

Facility Rental	
Custodians	
Security	
Ticket Takers/Sellers	
Timers/Scorers	
PA Announcer	
Supplies	
Miscellaneous	
<b>TOTAL DISBURSEMENTS .....</b>	
<b>\$</b>	
<b>GRAND TOTAL .....</b>	
<b>\$</b>	

Return to: WVSSAC  
 2875 Staunton Turnpike  
 Parkersburg, WV 26101

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 Director