

SOFTBALL

Regional Tournament: Semi-Finals and Finals.

1. The Board of Directors will be responsible for the selection of site, dates (**Week 45**), and directors.
2. **Director's Responsibilities**
 - a. As the WVSSAC representative, please see that all rules and regulations are followed. Please consult the February issue of The Interscholastic for additional information.
 - b. Select and contract officials (Class I or II). The Softball Coaches' Committee recommends using four person crews.
 - c. Notify participating schools of site, times and date. Approved dates(s) are indicated in the February issue of The Interscholastic. The dates may **not** be changed.
 - d. Arrange for all needed support personnel: Official scorer, ticket sellers, ticket takers, security, etc.
 - e. Notify coaches that the home team dugout will be located on the first base line in all tournament play. **Remind coaches that the TIE BREAKER may NOT be used.**
 - f. Admission prices for Regional will be: Adult \$6.00; Student \$5.00
 - g. Arrange for programs.
 - h. Inform local media of tournament.
 - i. Ensure that playing field is safe on the day of the game.
 - j. If there are changes due to weather conditions, please give adequate notice to the participating schools, officials, and media.
 - j. At the conclusion of the tournament, you will:
 - 1) Complete the Financial Report Form and forward a copy to the WVSSAC (**Form Sb 3 or Sb 4**)

*Profits or deficits will be shared equally by the participating schools.
 - 2) **Notify the WVSSAC of the name of the winner. Please FAX to 304-428-5431.**

FINANCIAL REPORT
SEMI-FINAL REGIONAL
SOFTBALL TOURNAMENT

Class _____ Region _____

School _____

Date _____ City _____

RECEIPTS:

_____ Adults @	\$ 6.00	\$ _____
_____ Students @	\$ 5.00	\$ _____
TOTAL RECEIPTS			\$ _____

DISBURSEMENTS:

Director's Fee -- (\$75.00 per game)	_____	\$ _____
Officials	_____	\$ _____
Facility Rental	_____	\$ _____
Custodians	_____	\$ _____
Security	_____	\$ _____
Ticket Takers/Sellers	_____	\$ _____
Timers/Scorers	_____	\$ _____
PA Announcer	_____	\$ _____
Supplies (game balls, etc.)	_____	\$ _____
Miscellaneous	_____	\$ _____

TOTAL DISBURSEMENTS\$ _____

GRAND TOTAL\$ _____

AMOUNT DISBURSED OR BILLED TO EACH SCHOOL\$ _____

(Circle One)

Director

Please submit by May 25

FINANCIAL REPORT
REGIONAL
SOFTBALL TOURNAMENT

Class _____ Region _____

School _____

Date _____ City _____

RECEIPTS:

_____ Adults @	\$ 6.00	\$ _____
_____ Students @	\$ 5.00	\$ _____
TOTAL RECEIPTS			\$ _____

DISBURSEMENTS:

Director's Fee -- (\$75.00 per game)	\$ _____
Facility Rental	\$ _____
Custodians/Field Maintenance	\$ _____
Security	\$ _____
Ticket Takers/Sellers	\$ _____
Timers/Scorers	\$ _____
PA Announcer	\$ _____
Supplies (game balls, etc.)	\$ _____
Officials	\$ _____
Miscellaneous	\$ _____

TOTAL DISBURSEMENTS\$ _____

GRAND TOTAL\$ _____

AMOUNT DISBURSED OR BILLED TO EACH SCHOOL\$ _____

(Circle One)

Director

Please submit by June 4