

SOFTBALL

A. Sectional Tournament

1. The principal or his/her designee of the first named school in bold print in each section (found in The Interscholastic) shall call a meeting of school representatives to plan the tournament. This meeting must occur no later than Friday of Week 41.
2. Items that need to be discussed and decisions made are:
 - a. The dates specified in The Interscholastic may not be changed. All games must be played on consecutive days once the tournament is started (weather permitting). **TIE BREAKER MAY NOT BE USED.**
 - b. Selection of sites, times, seeding, pairings, and admission fee charged. Sectional tournaments must be played on softball fields with **dirt infields.**
 - c. The determination of home and visitor team for the first game shall be made at this meeting. Additionally, a procedure for determining the home team for all subsequent games shall be established.
 - d. Notify coaches that the home team dugout will be located on the first base line in all tournament play.
 - e. Selection of officials: **Must be Class I or II and registered as listed in The Interscholastic.**
 - f. Selection of a tournament director and determination of fee.
 - g. Plaque will be sent to bolded schools.
 - h. Decide if any additional awards are to be given.
 - i. Remind all schools that the receipts and expenses shall be shared by all participating schools.
3. **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. Complete the Sectional Tournament Form and return to the WVSSAC office (**Form Sb 1**) by the designated date.
 - c. **Contract** officials (Class I or II) by the designated date.
 - d. Arrange for all needed support personnel: official scorer, ticket sellers, ticket takers, security, etc.
 - e. Ensure that playing field is safe on the day of the game.

If the Sectional tournament winner is not determined by the completion of the Sectional Rain Date, and AFTER ALL OPTIONS HAVE BEEN EXPLORED, the tournament winner will be determined by single elimination format.

- f. At the conclusion of the tournament, please:
- 1) Remind winning coach to submit state tournament information to the WVSSAC immediately. Coaches received this information in their Coach's Packet.
 - 2) Notify the WVSSAC office of the name of the winner. **Please FAX to 304-428-5431.**
 - 3) Submit Financial Report (**Form Sb 2**).

Sectional Softball Tournament

Class _____ Region _____ Section _____

School _____

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

At the Gate _____ (if different)

Game Officials _____

Must be registered Class I or II Softball officials only!

Mail one copy to the WVSSAC office. Check Interscholastic for Date

Temporary Chairman or Director

FINANCIAL REPORT
SECTIONAL SOFTBALL TOURNAMENT
Class _____ Region _____ Section _____

School _____

Date _____ City _____

RECEIPTS:

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

DISBURSEMENTS:

Director's Fee _____	\$ _____
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 date in The Interscholastic.