

# 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).
  - 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 \$7.00; 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 @	\$	7.00	.....	\$	_____
_____ Students @	\$	5.00	.....	\$	_____
TOTAL RECEIPTS .....				\$	_____

**NUMBER ADMITTED WITH C&I CARD** \_\_\_\_\_ (Attach Sign-In Form)

**DISBURSEMENTS:**

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

TOTAL DISBURSEMENTS ..... \$ \_\_\_\_\_

GRAND TOTAL ..... \$ \_\_\_\_\_

AMOUNT DISBURSED OR BILLED TO EACH SCHOOL ..... \$ \_\_\_\_\_

(Circle One)

\_\_\_\_\_  
Director

Please submit by Date in The Interscholastic

FINANCIAL REPORT  
REGIONAL  
SOFTBALL TOURNAMENT

Class \_\_\_\_\_ Region \_\_\_\_\_

School \_\_\_\_\_

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

**RECEIPTS:**

_____ Adults @	\$ 7.00	.....	\$ _____
_____ Students @	\$ 5.00	.....	\$ _____
TOTAL RECEIPTS .....			\$ _____

**NUMBER ADMITTED WITH C&I CARD** \_\_\_\_\_ (Attach Sign-In Form)

**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	\$ _____
<b>TOTAL DISBURSEMENTS .....</b>	

**GRAND TOTAL .....** \$ \_\_\_\_\_

**AMOUNT DISBURSED OR BILLED TO EACH SCHOOL .....** \$ \_\_\_\_\_  
(Circle One)

\_\_\_\_\_  
Director

Please submit by the Date in The Interscholastic

