

# 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.
  - 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**).

k. Opening Session - First pitch; National Anthem.

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 .....				\$

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

**DISBURSEMENTS:**

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

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

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

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

\_\_\_\_\_  
Director

**Please submit by date in The Interscholastic.**

