

BASKETBALL (BOYS AND GIRLS)

Regional Tournament

1. The Board of Directors will be responsible for the selection of site, time, date, pairings, admission fee and tournament director.
2. **Regional Coordinators Responsibilities:**
 - a. Coordinate regional tournament in sections.
 - b. Distribute tickets to host and visiting schools (if used).
 - c. Communicate with Site Administrator concerning: ticket takers/sellers; scorekeeper; clock operator; security, etc.
 - d. Distribute trophy - game ball
 - e. Provide Regional Basketball Reconciliation Form to Site Administrator.
3. **Site Administrator**
 - a. **Ticket Information**
 - 1) Ticket prices at the Regional Tournament will be \$8.00 - adult and \$5.00 - student. Go Fan digital ticketing will be used for regional contests.
 - 2) Do not use any other tickets unless the supply is exhausted.
 - 3) If you anticipate a need for additional tickets and there is available time, contact the WVSSAC office. If there is not time, you may use your own tickets.
 - 4) All **remaining tickets** must be returned to the WVSSAC office.
 - 5) Instruct ticket takers to tear the white tab from the ticket and deposit **all** tabs in a receptacle. Then, give the ticket to the purchaser.
 - 6) The WVSSAC Courtesy and Identification Cards and cards issued to members of the press and radio are to be honored. No other cards will be accepted.
 - 7) No pass outs.
 - 8) Uniformed police officers, EMS and first responders on duty are the only people admitted without a ticket.
 - 9) Two passes from the WVSSAC office will be issued to each school - one for 15 people including cheerleaders, drivers, chaperones, etc., and one for 23 players, coaches, managers, etc.
 - b. If there are changes due to weather conditions, please give adequate notice to the participating schools, officials and media.
 - c. The following awards will be shipped to you for distribution:
 - 1) Winning plaque

- d. The WVSSAC will assign and pay the officials.
- e. **Broadcasting:**
 - 1) Contracts are included in this manual.
 - 2) **Broadcasting fee is \$150.00** for Class AAAA/AAA, **\$125.00** for Class AA and **\$100.00** for Class A. The fee is to be paid in advance to the Tournament Director. The fee for taping for a **later broadcast will be \$75.00**. Assignments will be made on space available on a “**first come, first serve**” basis. Note: This fee is not part of the proceeds and is to be listed as indicated on Regional Basketball Reconciliation Form.
- f. **At the conclusion of the tournament:**
 - 1) Complete the Regional Basketball Reconciliation Form. Forward with a check for net proceeds made out to the WVSSAC if paper tickets are used. Be sure all unused tickets are returned with the form and check.
 - 2) Notify the WVSSAC as soon as possible of the name of the winner.
 - 3) Inform the winning school of the pre-State Tournament meeting. The meeting will be on Sunday of Week 36 for girls and Week 37 for boys at a time to be announced. Give the winning coach the Rooming List Information and Room List Form.
 - 4) Email Regional Basketball Reconciliation Form to: wayne.ryan@wvssac.org



WVSSAC
2875 STAUNTON TURNPIKE
PARKERSBURG WV 26104



Please complete highlighted areas

Regional Basketball Tournament Director's Report of Finances

Class: _____ Region: _____ Section: _____ Boys: _____ Girls: _____

Played at: _____ Date: _____

Home: _____ Visitor: _____

RECEIPTS

_____	Adults	\$8.00	=	_____
_____	Students (K-12)	\$5.00	=	_____
TOTAL RECEIPTS:				_____

_____ Number admitted with C & I card (attach sign in form)

DISBURSEMENTS

Personnel Services

Timer	1	\$35.00	=	\$35.00
Scorer	1	\$35.00	=	\$35.00
Ticket sellers/takers		\$25.00	=	
PA Announcer	1	\$35.00	=	\$35.00
Custodian (if charged)			=	
Police (if charged)			=	

TOTAL COLUMN 1

Plaque (no charge) _____ \$0.00

FEES

Site Administrator 1 \$125.00 _____ \$125.00

TOTAL DISBURSEMENTS BY DIRECTOR _____ **\$125.00**

Home school administration instructions:

Please email one copy of the ticket reconciliation form to Wayne.Ryan@wvssac.org

Please mail the following to Wayne Ryan at the WVSSAC office:

1. All media contracts and checks made payable to the WVSSAC.
2. C & I Sign In sheet (the C & I sheet may be scanned and emailed)



SPECTATOR SUPPORT INFORMATION FOR TOURNAMENTS

The following sport support information is provided for each specified sport. **ONLY** those items marked with "Yes" are allowed during tournament play (sectional, regional, and state). It is recommended that schools follow these regulations during regular season play.

Vocal cheering and support from team bench areas are encouraged; however, the items indicated on this page are for use by spectators. Schools must stress **GOOD SPORTSMANSHIP** when allowing any item to be used. All items must be for support of your team and not directed against the opponent.

Legend: BSK Basketball CC Cross Country SB Softball TE Tennis WR Wrestling
 BB Baseball FB Football SC Soccer TR Track & Field
 CH Cheer GO Golf SW Swimming VB Volleyball

SPORT	BSK	BB	CH	CC	FB	GO	SB	SC	SW	TE	TR	VB	WR
Apparel Required Upper/Lower Body Garments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Balloons	No	Yes	No	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	No	No
Banners on wall/stadium	No	No	No	No	No	No	No	No	No	No	No	No	No
Cheer & Band Member "Human" Tunnels	No	Yes	No	No	Yes	No	Yes	Yes	No	No	No	Yes	Yes
Permanent Signage/ Advertisement Senior Pictures	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Confetti/Paper debris	No	No	No	No	No	No	No	No	No	No	No	No	No
Hand-held Signs (one holder)	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
TOURNAMENT DIRECTORS HAVE AUTHORITY IN DETERMINING APPROPRIATE SIZE AND SIGN MESSAGE.													
Inflatable Tunnels	No	Yes	No	No	Yes	No	Yes	Yes	No	No	No	Yes	Yes
Laser Pointer	No	No	No	No	No	No	No	No	No	No	No	No	No
Miniature sports balls thrown to crowd	No	No	No	No	No	No	No	No	No	No	No	No	No
Noise makers (Horns, cow bells, bells, buzzers, clickers, or any noisemakers)	No	Yes	No	Yes	Yes	No	Yes	Yes	No	No	No	No	No
TOURNAMENT DIRECTORS HAVE AUTHORITY IN DETERMINING WHETHER ARTIFICIAL OR MECHANICAL NOISE MAKERS WHICH MAY NOT BE USED.													
Opening Prayer/ Invocation	No	No	No	No	No	No	No	No	No	No	No	No	No
Paper banners for team to run through	Yes *	Yes	N/A	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Pom poms (w/o sticks) Spirit Towels	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Recorded/taped Music over amplifying system Only program or hallline	Yes *	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
School Band, Pep Band	No	No	No	No	Yes	No	No	Yes	No	No	No	No	No
Air Horns / Bull Horn	No	No	No	No	No	No	No	No	No	No	No	No	No
Cannons & Muskets	No	No	No	No	No	No	No	No	No	No	No	No	No
50-50 Drawing	No	No	No	No	No	No	No	No	No	No	No	No	No
Reserve Seating State Only	No	No	No	No	No	No	No	No	No	No	No	No	No

* Not Permitted at State Tournament

**WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION
2875 STAUNTON TURNPIKE PARKERSBURG, WV26104**

PHONE: 304-485-5494 FAX: 304-428-5431
WEBSITE: www.wvssac.org E-MAIL: wvssac@wvssac.org

RADIO CONTRACT

This contract between the WVSSAC and radio station _____ is subject to the following regulations:

1. No broadcast or internet streaming will be permitted without this signed agreement.
2. Permission for a live broadcast or delay must have prior approval with the WVSSAC or their designated representative.
3. No delayed broadcast will be permitted until at least twenty-four (24) hours after the conclusion of the conclusion of that contest.
4. Fee structure:
 - A. Live Broadcast: Paid in advance - per contest

(1) Basketball:

	<u>Sectional</u>	<u>Regional</u>	<u>State</u>
Class A	*Local Discretion	\$100.00	Contact METRONEWS
Class AA	*Local Discretion	125.00	Contact METRONEWS
Class AAA	*Local Discretion	150.00	Contact METRONEWS

(2) Football

	<u>1st Round</u>	<u>2nd Round</u>	<u>3rd Round</u>	<u>Finals</u>
Class A	\$100.00	\$100.00	\$100.00	Contact METRONEWS
Class AA	125.00	125.00	125.00	Contact METRONEWS
Class AAA	150.00	150.00	150.00	Contact METRONEWS

(3) Baseball

	<u>Sectional</u>	<u>Regional</u>	<u>State</u>
	*Local Discretion	*\$75.00	Contact METRONEWS

(4) Other Sports

	<u>Sectional</u>	<u>Regional</u>	<u>State</u>
	*Local Discretion	*\$75.00	\$150.00

B. Delayed Broadcast: per contest - Paid in advance

	<u>Sectional</u>	<u>Regional</u>	<u>State</u>
Basketball	*Local Discretion	\$75.00	Contact METRONEWS
Other Sports	*Local Discretion	*75.00	Contact METRONEWS or WVSSAC

	<u>1st Round</u>	<u>2nd Round</u>	<u>3rd Round</u>	<u>Finals</u>
Football	\$ 75.00	\$ 75.00	\$ 75.00	Contact METRONEWS

*Fee retained by participating schools.

5. Only the station in this contract can broadcast this contest on their station.
6. Station is required to broadcast four (4) 30-second commercials in each postseason game for the official WVSSAC presenting sponsor of the event at no cost to the WVSSAC or its event presenting sponsor. The commercials will be provided by the WVSSAC.
7. Station agrees to cause its on-air announcers to use the WVSSAC's event presenting sponsor name within the official name of the event during each postseason game broadcast and any on-air promotions of the broadcast at no cost to the WVSSAC or its event presenting sponsor.
8. Station will cause its on-air announcers to read a minimum of one (1) time per game promotional announcements provided by the WVSSAC at no cost to the WVSSAC or its sponsors.

9. Arrangements:

- A. All arrangements must be made in advance of the contest through the game director.
- B. The two stations representing the two participating schools shall be assigned to the best facilities.
- C. There shall not be any criticism of the game officials and their decisions either directly or indirectly.
- D. A maximum of three (3) passes will be provided for any broadcast crew.
- E. The rights to any future use of accounts of the contest for commercial purposes are reserved by the WVSSAC.
- F. All inquiries should be directed to:
 - 1. For Regional, First, Second, and Third Round Playoff contests, contact the Tournament Director.
 - 2. For State Tournament or State Championship contest, contact:

METRONEWS
Fred Persinger
1111 Virginia Street, East
Charleston, WV 25301
Phone: 304-346-7055

CONTRACT AGREEMENT

NAME OF STATION _____ STATION LOCATION _____

_____ HIGH SCHOOL vs _____ HIGH SCHOOL

DATE OF GAME _____ GAME SITE _____

STATION _____ AGREES TO ABIDE BY ALL OF THE CONDITIONS OF THIS CONTRACT.

Signature Station Date

STATION _____ HAS BEEN GIVEN PERMISSION TO BROADCAST ON (LIVE) OR (DELAYED)

BASIS THE CONTEST BETWEEN _____ AND _____

PLAYED IN _____, WV. A FEE OF \$ _____ ACCOMPANIES

THIS CONTRACT.

Game Director Site Date

Commercials provided by the WVSSAC should be emailed to: _____