



Northeast District Athletic Board

Sectional and District Soccer & Volleyball Tournament Reporting Instructions - 2023

1. A separate google report form **MUST** be submitted for **EACH** Sectional & District Tournament game played at your site.
2. Flat Fee: **Sectional Tournament contest: \$500.00 District Tournament contest: \$700.00**
3. **FLAT FEE REPORT FOR 2023 is a Google Form:** The sectional & district tournament report is posted at <https://www.ohsaa.org/nedab> under "Tournament Forms & Financials for Download".
4. The Information necessary to complete the google form are Responder's e-mail address, Sport, Division, Host Manager's Name, Contact Phone Number, Game Location, Game Date, Tournament Funds questions, **GATE CASH TICKET SALES**, Level, Home Team, Visiting Team, Winning Team & Score, Extraordinary Expenses, Media, and Reimbursement Information.
5. **SERVICE EXPENSES:** *Host schools are being budgeted a flat rate to host both sectional and district Soccer and/or Volleyball contests.* This budgeted amount is to pay all personnel necessary to conduct the tournament contest. This includes all expenses for site manager, athletic trainer, scorers, ticket takers, maintenance, custodial, **security**, secretarial as well as related payroll expenses.
6. **EXTRAORDINARY EXPENSES:** Extraordinary expenses are only for additional monies needed over and above the flat fee. The NEDAB will need a breakdown of how the \$500/\$700 flat fee is being spent. All extraordinary expenses must be **pre-approved** by the NEDAB President in writing.
7. **TOURNAMENT FUNDS:** Schools are asked to run all tournament funds through their school treasurer using Agency accounts. If the school district chooses not to do this the school will not host the event.
8. **TICKETS/ADMISSION POLICY:** Electronic Ticketing prices for all Sectional & District contests will be \$8.00 for Adults & Senior Citizens and \$5.00 for Students. Schools must offer **CASH TICKET SALES at the Gate**. All tickets sold at the gate for cash will cost \$10.00 for Adults, Senior Citizens, and Students.
9. Cash ticket sales receipts will be reported on the google form by the host school. Cash ticket sales will be retained by the host school and deducted from the flat fee due to the school.
10. **TOURNAMENT FINANCES:** The OHSAA will mail a check to the host school to cover the FLAT FEE plus any extraordinary expenses approved, less the cash ticket sales retained by the school. If cash ticketing sales exceed the flat fee that amount is due to the OHSAA from the host school.

11. Ticketing flier is on the NEDAB website.
12. **POSTPONED CONTEST**: In the event of a rainout or postponement, no refunds will be issued. The ticket from the postponed contest will be honored on the date and location of the makeup contest.
13. The OHSAA and HomeTown Ticketing will work collaboratively to set up each sporting event on the ticketing platform (www.ohsaa.org/tickets).
14. The official's fees listed are only a point of reference – Officials are **NOT paid** by the host school. Sectional VB – Officials \$65 and Line Judges \$40. District VB – Officials \$75 and Line Judges \$50. Sectional SOC – Center \$85 and AR's \$75. District SOC – Center \$95 and AR's \$85. The mileage fee is \$1.00 per mile, one way, over 50 miles from the official's home address listed in the Arbiter to your school.
15. **BROADCAST FEES**: There is no charge for an audio broadcast, radio, or internet, for Soccer or Volleyball at the sectional and district level.
16. **STREAMING, VIDEO and TELEVISION**: Detailed information regarding live video streaming and video broadcasting are posted on the OHSAA web site and listed on page 7 of the document: <https://ohsaaweb.blob.core.windows.net/files/News/Media/TournamentBroadcastRates.pdf>. Please contact Tim Stried, Director of Media Relations, in the OHSAA office if you have questions.
17. If a school hosts more than one contest, Soccer or Volleyball, the OHSAA may combine the flat fees into one check.
18. **COMPLETED GOOGLE REPORT FORM**: Responders will receive a copy of their responses as well as a confirmation message.
19. **CONTACT INFORMATION**:

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