

# Ohio High School Athletic Association

## Northwest District Athletic Board

To: Spring Managers  
From: Bill Hanna, NWDAB Treasurer  
Re: District Tournament Financial Information  
Email, Cell [bhanna@ohsaa.org](mailto:bhanna@ohsaa.org) (419-230-4127)

This information is provided for managers to outline regulations and procedures established by the OHSAA and the Northwest District Athletic Board. Included in this outline are fees and other financial policies established by the District Board for all sectional and district tournaments.

### Financial Report Forms

Tournament Financial Reports are available on the OHSAA web site  
([www.nwdab.org](http://www.nwdab.org)).

Be sure to complete the expense, and the Final Report pages. Carefully check the financial report to determine all entries are correct. I will mail you a check to cover the expenses after you send me a completed report.

**Financial Reports need to be in excel format and sent electronically to: ([bhanna@ohsaa.org](mailto:bhanna@ohsaa.org))**

Northwest District Athletic Board  
350 Mohawk Drive  
Ottawa, Ohio 45875

### Expense Worksheet

Following the completion of the game email me [bhanna@ohsaa.org](mailto:bhanna@ohsaa.org) with the names and arbiter number so the officials can be paid. I need this information to verify payment through Arbiter.

**The flat fees are listed for Sectional Baseball (\$275), Softball (\$275), and Boys Tennis (\$300). The flat fee for District Baseball (\$360), Softball (\$360), Boys Tennis (\$300) and Track (\$2900). The Track site that has two districts will have a flat fee of \$3,625. OFFICIALS ARE PAID THROUGH THE NWDAB'S ARBITER ACCOUNT.**

Extraordinary Expenses are for Uniformed Security (**Already Approved**) and any other expenses the site incurred due to weather conditions. **These expenses need to be approved by the NWDAB Treasurer**

### Final Page

Information will be transferred to this page from the revenue, and expense pages. The site manager will have to fill in the Adult and Student admission price.

### Admission Price

The admission price for Spring Tournaments is **\$10.00**. **You will be contacted by HTT who will want you to go online and get the HTT app so your ticket person would be able to scan the tickets for your event. Jacki Windon will contact the school's Athletic Department with the code for parents to purchase tickets for the tournament.**

## OFFICIALS FEES

### Baseball & Softball

**Cancellations** - If an official is notified of a cancellation, or rescheduling, prior to departure the official will not receive any compensation. If an official is notified in route, or after the official arrives and the tournament contest is not started, the official will receive the travel stipend, but not the game fee. In such cases the payment will be a minimum of \$50 for State, \$40 for Regional, and **\$30 for Sectional/District**. If after the official arrives, the tournament contest is started and is interrupted due to weather or other reasons, and not completed on the day scheduled, the official will receive full payment. An official completing an interrupted contest on another day will receive full payment. In extraordinary cases, due to weather or other unanticipated occurrences, the District Athletic Board (Sectional & District) or State Office (Regional or State) may approve payments to officials to compensate them for expenses incurred.

### Track

**R-\$110, S/C/H \$90  
Others - \$75(All Day)**

	FLAT FEE	MANAGER FEE
<b>TRACK District</b>	<b>\$2900</b>	<b>Mgr./\$500.00</b>
<b>TENNIS Sectional</b>	<b>\$300</b>	<b>Mgr./\$160.00</b>
<b>TENNIS District -</b>	<b>\$300</b>	<b>Mgr./\$150.00</b>
<b>BASEBALL Sectional</b>	<b>\$275</b>	<b>Mgr. / \$65</b>
<b>BASEBALL District</b>	<b>\$360</b>	<b>Mgr. / \$80</b>
<b>SOFTBALL Sectional</b>	<b>\$275</b>	<b>Mgr. / \$65</b>
<b>SOFTBALL District</b>	<b>\$360</b>	<b>Mgr./ \$80</b>

### Food and Refreshments

It is the policy of the Northwest District Athletic Board **NOT** to reimburse tournament managers for any type of hospitality room or meals for workers and officials. In the cases where food and/or refreshments are provided for coaches, workers and officials from other organizations (boosters), the cost **shall not** be charged back to the District Board.

**RETURN THE COMPLETED FINANCIAL REPORT TO IN EXCEL FORMAT:**

**bhanna@ohsaa.org**

**Cell: 419-230-4127 ©**

