

## FINANCIAL REPORT INSTRUCTIONS

On this information the flat fee for each game is listed. **ALL OFFICIALS have been assigned by the NWDAB and will be paid through Arbiter. On the Expense page you need to list the officials that worked your Sectional or District with their permit number and the Arbiter number (Game ID) for each game. If you change the time of a game. PLEASE do not go into MyOHSAA or Arbiter and make changes. PLEASE NOTIFY RICK BRINDLEY TO MAKE THE CHANGE.**

The financial reports can be found on the Northwest District Website: [www.nwdab.org](http://www.nwdab.org).

The report has yellow and blue boxes on different lines. The Blue boxes are drop down lists that you need to click on to activate different parts of the reports. The Yellow boxes need to be manually filled in.

Please return the financial report electronically to: [bhanna@ohsaa.org](mailto:bhanna@ohsaa.org) (Excel Format) Do not scan the report in and send it as a PDF.

Any questions you can contact me at: [bhanna@ohsaa.org](mailto:bhanna@ohsaa.org) or call my Cell: 419-230-4127

**Extraordinary Expenses** – Under this area you need to list any uniformed security. Any other expenses need prior approval of the NW Treasurer.

SPORT	SUGGESTED MGR FEE	FLAT FEE
Basketball	Mgr, \$135 (Sect)	\$1,300
	Mgr, \$175 (Dist)	\$1,500
Gymnastics	Mgr, \$400 (Dist)	
Bowling	Mgr. \$150 (Sect)	\$400 (NWDAB pays for lanes)(Boys & Girls event will be one tournament
	Mgr. \$300 (Dist)	D2 \$800 (team pays for lanes) (D1 District combined \$400)
Swimming	Mgr, \$400 (Sect)	\$1,100
	Mgr, \$400 (Dist)	
	Diving \$200	\$800
Wrestling	Sect – Mgr.\$350 1 day	\$3,000
	Dist - Mgr, \$450	\$8,750

### Basketball Ticket Prices:

Sectional Admission:	\$8.00 (Pre-Sale)	Game Day: \$10.00
District Presale	\$8.00	
District @ the Gate:	\$10.00	

Swimming and Bowling Admission Price: \$10.00(Pre-Sale)      Game Day: \$12.00

<b>Wrestling Admission Prices:</b>	<b>\$8.00(Pre- Sale)</b>	<b>Game Day: \$10.00</b>
<b>Bowling</b>	<b>\$8.00(Pre- Sale)</b>	<b>Game Day: \$10.00</b>
<b>Gymnastics</b>	<b>\$8.00(Pre- Sale)</b>	<b>Game Day: \$10.00</b>

**Children under the age of 6 years of age are to be admitted free.**

**50/50 – Drawings are approved based upon the ‘buy in amount’ approved annually by the OHSAA Board of Directors. There shall be no other raffles or any type of games of chance permitted at the site of basketball tournament contests. This would include, but not limited to, half-time shooting contests.**

Radio stations will be calling you about broadcasting the contests at your site. In the Basketball Managers Manual on pages 9-10 the costs for radio and video are listed.

There are two columns one **Amount Received (Deposited)** and the other is **Amount TO BE Received (Made out to NWDAB or OHSAA).**

**If the radio station fills the check out to the Northwest Board or to the OHSAA, you may send them to me.**

**Northwest District Athletic Board  
350 Mohawk Drive  
Ottawa, Ohio 45875**

**Each of you are being given 250 tickets in case you have an individual that did not purchase an on-line ticket. In the Fall we followed this procedure. Each school is being given 8 comp online tickets along with the Adm. Passes.**