

## **BASKETBALL (BOYS AND GIRLS)**

### **A. Sectional Tournament**

1. The Regional Coordinator will call a meeting of all principals, athletic directors, boys & girls head basketball coaches in each section by Friday of Week 28.
2. Items to be discussed and decisions made are:
  - a. Game Times
  - b. Dates
  - c. Sites
  - d. Selection of officials - Class I or II
  - e. Determine how proceeds/deficits to be divided.
  - f. Explain balloting procedure
  - g. Admission price.
  - h. Site Administration
3. **Regional Coordinators Responsibilities:**
  - a. Complete Form B1
  - b. Distribute Trophy
  - c. Seeding teams
  - d. Communicate with media about seeding
  - e. Provide Form B2 to Site Administrator
4. **Site Administrator**
  - a. Host tournament games
  - b. Provide all usual services such as scorekeeper, timer, security, ticket takers, etc.
  - c. Distribute revenue as per agreement at Sectional Meeting
  - d. Complete Sectional Form B2 and send to WVSSAC immediately.

## Sectional Basketball Tournament

Class \_\_\_\_\_ Region \_\_\_\_\_ Section \_\_\_\_\_

**Boys** \_\_\_\_\_ **Girls** \_\_\_\_\_

Coordinator \_\_\_\_\_

Address \_\_\_\_\_

Email Address \_\_\_\_\_

Dates: Girls \_\_\_\_\_

Boys \_\_\_\_\_

**Meeting Date:** \_\_\_\_\_

Admission: Adults \_\_\_\_\_

Students \_\_\_\_\_

At the Gate \_\_\_\_\_ (if different)

Game Officials: **Must be Class I or II**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Fax or Email form to the WVSSAC office immediately after the meeting.**

**To be completed by the Regional Coordinator**

**Form Due by:  
February 1 - (Girls)  
February 8 - (Boys)**

**SECTIONAL BASKETBALL TOURNAMENT**

CLASS \_\_\_\_\_ REGION \_\_\_\_\_ SECTION \_\_\_\_\_  
**BOYS** \_\_\_\_\_ **GIRLS** \_\_\_\_\_

Send a copy of this report to each participating school and the WVSSAC. Director should keep a copy.

SCHOOL \_\_\_\_\_

City \_\_\_\_\_

Director \_\_\_\_\_

**A. RECEIPTS:**

Game	Date	No. Tickets Sold	Type of Admission	Admission Price	Amount
1	_____	_____	Adult	\$ _____	\$ _____
		_____	Student	\$ _____	\$ _____
2	_____	_____	Adult	\$ _____	\$ _____
		_____	Student	\$ _____	\$ _____
3	_____	_____	Adult	\$ _____	\$ _____
		_____	Student	\$ _____	\$ _____
Radio, programs, concession, etc.					\$ _____
<b>GRAND TOTAL RECEIPTS</b>					\$ _____

**B. DISBURSEMENTS:**

1. Personnel Services: Timer, Scorer, Police, Custodian, Ticket Help, Other ..... \$ \_\_\_\_\_
  2. Management Expense: Rental, Telephone, Supplies, Other ..... \$ \_\_\_\_\_
  3. Plaque (\$35.00) (Check to the WVSSAC) ..... **NO CHARGE**
  4. Fees: Officials, Game Administrator (Local Option) ..... \$ \_\_\_\_\_
  5. Regional Coordinator Fee (**SUBMIT CHECK TO THE WVSSAC**) ..... **\$ 125.00**
- TOTAL DISBURSEMENTS** ..... \$ \_\_\_\_\_

**TOTAL RECEIPTS "A" LESS DISBURSEMENTS "B"** ..... \$ \_\_\_\_\_

How was profit or loss shared by participating schools:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_