



## 2024-25 AES TOURNAMENT CONFIRMATION SUGGESTED COPY

### EVENT INFO

This event is sanctioned and insured by North Country Region–USA Volleyball (NCR- USAV).

ALL PARTICIPATING TEAMS MUST BE CURRENT USAV MEMBERS. Club directors, coaches and players must be individual USAV members in good standing and must have completed all membership requirements prior to the final tournament registration deadline date in order to participate in the event. Teams that do not meet these requirements may need to withdraw from the event and are subject to the tournament’s refund policies.

### Facility and Tournament Rules

- Ball handling is NOT allowed outside of the gym spaces in the facility.
- Coolers and outside food and drink are NOT ALLOWED in the venue.
- Only water and sports drinks for the players may be brought inside the facilities.
- Concessions may be purchased on-site if provided by the tournament.
- No alcohol or weapons are allowed on or inside the premises.
- All participants, spectators and staff must adhere to COVID 19 restrictions, guidelines and/or mandates instituted by the facility, event host, USAV and federal, state, city, county, local and school district entities.

Violation of these policies or any other general misbehaviors may result in IMMEDIATE dismissal from the facility, and could result in other discipline or sanctions.

### Admission

North Country Region sanctioned events allow the tournament host and/or facility to determine the price of admission. Many of the sites utilized by North Country Region are local schools who use the tournament as a fundraiser for their sports teams.

### Athletic Trainers

Typically, there will be no athletic trainer on site. Teams should plan accordingly without notice.

### Scorekeeping

Tournament hosts will determine the officials/scorers/work team procedures and communicate that information to participating teams.

### Team Check-In

Teams will be notified by the Tournament Director of team check-in time, location and requirements.

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## **EVENT POLICY**

Acceptance into a North Country Region club tournament is first-come, first-served once all registration requirements are completed and is always contingent on space availability.

To be accepted into a tournament, teams must satisfy all of the following criteria:

- Be USAV members – official USAV approved roster submitted to the tournament in AES
- Submit entry fee payment online through AES

Once a division is full, teams not accepted will be placed on a waiting list in order of registration and payment received. Note – registration does not guarantee acceptance. Clubs determine their own acceptance policies.

NCR-USAV AND/OR HOST CLUB reserves the right to combine similar age groups/levels if registrations deem it necessary.

### Team Disqualification

A team may be dropped from the tournament if a valid roster is not submitted through SE/AES on or prior to the roster submission deadline.

### Format/Match Guarantee/Tie-Breakers/Awards

Each tournament will determine its own policies for these areas.

### Tournament Registration Fee Refund Policy

- If a team wishes to withdraw from a tournament, the following Refund Schedule will apply:
  - Withdraw 4 weeks or more prior to the tournament – Refund of full registration fee less \$20 non-refundable deposit
  - Withdraw 14-27 days prior to the tournament – Refund of ½ registration fee less \$20 non-refundable deposit
  - Withdraw 0-13 days prior to the tournament – No Refund

- In the unlikely event that CLUB must cancel a tournament due to unforeseen circumstances, or the facility becomes unavailable and an acceptable replacement site cannot be secured, registered/paid teams will receive a refund based on the situation.
  - Remedies are at the discretion of CLUB and may include a full refund, partial refund, credit toward another CLUB tournament or no refund depending on the situation.
  - The refund amount may be determined by subtracting any unrecoverable tournament costs from tournament registration income first, then refunding the remainder of income on a proportional basis to any teams who have paid the tournament registration fee.
  - Please note – convenience fees cannot be refunded at any time.
- Refunds for teams that must withdraw because of a COVID-19 related issue will be determined on a case-by-case basis.
  - Remedies may include a full refund, partial refund, credit toward another CLUB tournament or no refund depending on the situation.

Late Fees

Teams who register and/or pay after the registration deadline OR fail to submit a valid roster in AES by the deadline may incur additional fees.

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**ROSTER DISCLAIMER**

Team roster submissions must be completed through SportsEngine MMS and then submitted to the tournament in AES by the roster deadline designated by the tournament. An additional fee may be charged for late rosters or the team may be dropped from the tournament.

Once the team is checked in at the tournament, no changes can be made and the roster will be considered frozen for the entirety of the event. Any exceptions must be approved in advance by NCR-USAV and/or tournament host officials.

We highly encourage that the contact information included on the roster is a coach who will be on-site at the tournament as we use this information to contact the team for any emergency updates during the event.

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