

# POST-TOURNAMENT REQUIREMENTS

*(REQUIRED TO G&T COORDINATOR WITHIN TWO WEEKS FOLLOWING  
THE EVENT UNLESS NOTED OTHERWISE)*

## 1. TRF ADJUSTMENT FORMS/BENCH STAFF SUBSTITUTION FORMS

These forms are used should teams make changes to the original Team Registration Forms sent to you as part of the pre-tournament requirements. Only those teams using substitutes need to fill this Form out. These Forms are to be submitted to the Regional G&T Coordinator. ORA numbers may not be readily available but must be submitted to the host to complete the form.

## 2. SUBSTITUTIONS AND SUSPENSIONS

A summary of substitution and suspension information must be received by the Regional G&T Coordinator within 72 hours after the event. Substitutions (players and bench staff) will be submitted on the spreadsheets provided to the Regional G&T Coordinator and suspensions will be submitted online – the link is: <https://goo.gl/forms/OITKf8MziwJVECfc2>

Failure to do so will result in a fine of \$100.00. This includes all levels, not just Provincial.

## 3. TOURNAMENT GAME SHEETS

The Regional G&T Coordinator requires that your Host Committee submit the WHITE copy of all tournament game sheets. Sort by division and level of play. Do not attach TRF adjustment forms to them.

## 4. SCORES

The Regional G&T Coordinator requires that your Host Committee submit an electronic version of the schedule with scores within 24 hours after the event. Failure to do so will result in a fine of \$500.00. This includes all levels not just provincial. Results must be submitted from Score2Stats or on the form provided in the Sanctioned Event Package.

## 5. OFFICIALS LIST

The Host Committee is required to submit to the Regional G&T Coordinator a list of officials used along with the schedule.

## 6. TOURNAMENT SANCTION FEES

Complete this Form and forward with appropriate payment to the Regional G&T Coordinator. Make the cheque payable to your Region. These fees apply only to the sanctioned events divisions. For Bunnyfests it is \$5 per teams up to a max of \$50.

The above post-tournament requirements (exception #2 and 4) are to be submitted to the Regional G&T Coordinator WITHIN TWO (2) WEEKS AFTER the event. If you have any problems in meeting this deadline please, contact the Regional G&T Coordinator to request a new deadline for this information to be handed in.

Documents and forms pertaining to post-tournament requirements are:

- Officials List – G&T-F-04
- Tournament Sanction Fees – G&T-F-05
- Cheque payable to your Region