



Policy: B06  
Adopted: May 16, 2006  
Last Amended: November 20, 2012

## TOURNAMENTS

The purpose of tournaments is to provide our players with an opportunity to participate and a source of revenue for our association.

### **Role of the NDMHA Tournament Director**

The Tournament Director is responsible for:

- attending the seminar held by PCAHA
- applying to PCAHA and BC Hockey for a tournament sanction,
- ensuring sanction fee is submitted
- receiving tournament budgets, post tournament accounting of all revenues and expenses from tournament coordinators,
- advising the Ice scheduler of tournament authorizations and required ice time
- advise Referee in chief of tournament schedules
- provide tournament coordinators with PCAHA game numbers, BC HOCKEY sanction permits, game sheets, and schedule of ice times
- support team/divisional tournament coordinators
- purchase Association supplied giveaways.

It is not the responsibility of the Tournament Director to organize any aspects of the tournament. It is the responsibility of each Rep A team or Recreation division to have a Tournament Coordinator. That person will organize a tournament committee who will direct all aspects of the tournament including team recruitment, referees, fundraising, timekeeping, accounting, hospitality, programs and sponsorship, accommodation, etc.

### **Assignment Of Tournaments**

North Delta Minor Hockey Association sponsors the following tournaments throughout the season.

Christmas:

Hockey 2 - 4

Atom A1, Pee Wee A1

Spring:

Atom C to Midget C

Any additional tournaments will be assigned on the basis of the following priority:

- In house tournaments or jamborees, and
- Individual team fund-raising tournaments.

All additional tournaments (non-sponsored NDMHA) applications must be submitted to the tournament director a minimum 90 days before the start of the requested tournament.



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### **Hosting a Tournament**

The Association will set the entrance fee for all NDMHA hosted tournaments. The entrance fee will cover the tournaments ice, referee costs, MVP medals, tournament winner's team trophies and selected giveaways based on the budget set out by the Executive. An amount of \$50.00 per team entered will be provided to the tournament committee to assist them with additional giveaways. All excess funds from the entrance fee will be Association revenue.

The team/divisional tournament committee is responsible for all other aspects of hosting a tournament. Tournament committees for Recreation Division tournament must be made up of at least two parents from each home team participating in the tournament. Committee members are responsible for relaying all pertinent information to the team level. For the Rep A1 tournaments the teams are considered to be the tournament committee.

A bank account must be opened in the name of the tournament with 3 co-signers (tournament coordinator and two tournament representatives).

It is the responsibility of the tournament committee and each individual team to maximize participation to ensure the tournament at a minimum breaks even. The tournament committee is to set a budget and ensure that expenses are covered by income generated from fundraising activities at the tournament. Under no circumstances will NDMHA pick up any cost overruns. Cost overruns will be considered team or division expenses to be paid for by the parents/players from NDMHA that benefited from the tournament. All profit is to be distributed equally among the home teams participating and must be used by teams in a hockey capacity (i.e. to cover additional ice costs, official's fees, travel costs, outside tournament entrance fees). The amount of advertising, outside fund raising and donation requests are at the discretion of the tournament committee; however, keep in mind that we live in a small community and local businesses may have already contributed to the association in other ways. The amount of giveaways (in addition to NDMHA provided giveaways) is at the discretion of the committee as set out by the committee budget.

All raffles, 50/50 or other gaming activities must have the appropriate licence(s) and be posted in the tournament committee office during the tournament. All ND teams are required to register, submit tournament fee and participate in the appropriate NDMHA sponsored tournaments. Each home team participating in the tournament must obtain a Tournament Permission Number from its League Manager before the team can participate in the tournament and it is up to the tournament officials to ensure each participating team has such permission. All tournament applications and tournament fees must be met by deadlines set out in the applications.

The guardians of players on all such teams must contribute their time to successfully organize and run these tournaments. Tournament committees may consider adopting a volunteer fee for teams that do not show up for all assigned shifts. A tournament game number are supplied through the PCAHA application form and with these numbers comes information on how to



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distribute the game sheets after the tournament is over and the appropriate documentation to be sent PCAHA and BC HOCKEY.

At the end of the tournament, an income/expense statement must be submitted to the Tournament Director. Tournament committee members are to share the income/expense statement with their respective teams.

### **Participating In A Tournament**

All teams, planning to enter into tournaments whether they are hosted by NDMHA or another association are required to obtain a Tournament Permission Number from the teams League Manager.

All teams attending tournaments outside the Lower Mainland the following documentation must be completed and sent to BC Hockey:

- a permission letter from the President
- a completed interdistrict tournament form
- official roster and
- permission from League Manager

All teams traveling outside the lower mainland must complete a travel form prior to departure. The travel form is to be submitted to either 1st Vice President (Rep teams) or Division Manager (Recreation teams).

Refer to the PCAHA website regarding playing in US tournaments. Also note that, when crossing the border with a player that is not your child, border agents may require a written consent signed by the parent/guardian authorizing you to take their child into the US to participate in a hockey game.