

REQUIREMENTS OF THE HOST INSTITUTION FOR THE TCCAA/NJCAA REGION VII BASKETBALL TOURNAMENTS FOR MEN AND WOMEN

1. Free use of the facilities to be used for the Tournaments.
2. Gymnasium Floor clean and ready for each game to be played in the Tournaments.
3. Practice times must be allowed for teams playing in the Tournaments.
4. The Host must provide twelve basketballs for the Men Teams and twelve basketballs for the Women Teams participating in the Basketball Tournaments.
5. Public address system, announcers, scoreboard operators, and score keepers must be provided by the Host for each game to be played in the Tournaments.
6. Tickets, ticket sellers, and ticket takers must be provided by the Host for each game to be played in the Tournaments.
7. A facsimile machine with telephone connections with free use for official communications, and a telephone with free use by approved officials for official telephone calls must be provided by the Host.
8. A nice Hospitality Area with sandwiches, drinks, and/or other suitable food items must be provided by the Host for Presidents, Athletic Directors, Coaches, Game Officials, other approved institutional personnel, and official personnel of the TCCAA and NJCAA Region VII.
9. At least one Trainer and one EMT or other medical person must be provided by the Host for the Tournaments.
10. Water, ice, cups, etc. must be furnished by the Host near the benches of the teams playing in the Tournaments.
11. Towels, soap, water and/or soft drinks, ice, and cups must be furnished by the Host for the officials in an appropriate dressing room area with shower facilities.
12. The Host must pay the Officials for each game worked at the time of completion of their assignments. (Note: The Commissioner of the Collegiate Basketball Officials Association will provide the names, addresses, and social security numbers of the Basketball Officials to be used for the TCCAA/NJCAA Region VII Tournament Games for Men and Women.)
13. Five (5) complimentary rooms must be provided by the Host for TCCAA/NJCAA Region VII Personnel.
14. Four (4) complimentary rooms must be provided for by the Host for the out-of-town Officials for the Basketball Tournament Games.
15. The Host shall insure that adequate hotel/motel blocks of rooms will be available for all team players, coaches and assistant coaches, and other official personnel involved with the Basketball Tournaments at a discounted rate.
16. The Host shall secure a nice and suitable room, for use on the morning prior to the beginning of the Tournaments, for a breakfast/meeting of Athletic Directors, Coaches, Assistant Coaches, TCCAA/NJCAA Personnel, and other official personnel, and furnish the breakfast meal for the approximately fifty (50) persons attending.
17. A photographer must be furnished by the Host for individual and team pictures at times requested by the TCCAA Commissioner.
18. Adequate security must be provided for all games during the Tournaments for Men and Women.
19. The Host must provide for a good sound system for an appropriate version of the National Anthem before the first game each day of each of the Tournaments and could possibly be requested to provide for it at other times during the Tournaments.
20. The Host must prepare a Program for each of the TCCAA/NJCAA Region VII Tournaments (Men and Women) with team rosters and team pictures supplied by the coaches of the respective teams. One copy of the Program will be furnished free of charge to each coach and player participating in the Tournaments and to the TCCAA/NJCAA Region VII official personnel. The other Programs may be sold by the Host.
21. Should the requirements not be fully met through intentional actions by the Host Institution Athletic Director, the Host Institution will be fined \$1,000.00 and the funds will be placed in the TCCAA Treasury.
22. Should there be any question regarding the failure of a Host Institution Athletic Director to fully meet the requirements, an appeal may be made to the TCCAA Executive Committee.

The Host must submit to the TCCAA Commissioner a Financial Report of the TCCAA/NJCAA Region VII Basketball Tournaments within fifteen (15) days after completion of the Tournaments.

The Host for the Basketball Tournaments for Men and Women will receive the following:

- Beginning with the 2009 TCCAA/NJCAA Region VII Basketball Tournaments, Tournament Entry Fees of \$150.00 (unless waived) for each of the institutional teams participating in the Tournaments to be paid from the TCCAA Treasury to the Host.
- All Gate Receipts.
- All profits from the sale of Tournament Souvenirs.
- All profits from the sale of Programs.
- All profits from the concessions.
- All profits from paid advertisements.