

HOSTING A REGIONAL TOURNAMENT

In order to be considered to host a Little Dribblers' Basketball, Inc. (LDB) regional tournament, your local league must submit a completed "Regional Tournament Request Form" which can be found at www.littledribbler.org. **CONSIDERATION WILL ONLY BE GIVEN TO REQUESTS SUBMITTED BY THE REGISTRATION DEADLINE.**

*Please obtain permission from your school district **prior** to submitting your request to host a tournament.*

The following are guidelines to help you prepare for a LDB Regional Tournament.

Steering Committee

A Steering Committee is paramount to the success of any tournament event. This committee has the responsibility for the administration, planning and coordination of the tournament. The Steering Committee should take direct responsibility for the following areas.

1. Selection and overseeing of all sub-committees
2. Budgeting
3. Raising funds to meet your financial responsibilities
4. Selection of venues
5. Liaison with local sports committee and Chamber of Commerce in your city.

Sample Financial Responsibilities

The Regional tournament Host is responsible for providing adequate facilities, concessions and awards. An example of some expenses is listed below:

- | | |
|--------------------|---------------|
| 1. Concessions | 2. Gym Rental |
| 3. Gym Maintenance | 4. Security |
| 5. Referees | 6. Trophies |

Officials

The Regional Tournament Host is responsible for providing *TASO Certified* officials who are knowledgeable of the LDB special rules and regulations. The officials should not be from your league area. A clinic for officials prior to the tournament is beneficial but not required.

Completion of the Tournament

The tournament host shall report the results of the regional tournament to National Headquarters no later than 9:00 a.m. on the Monday immediately following the regional tournament. All results should be emailed to www.cara@littledribblers.org. If you are unable to email the results, you may call in the results to the Little Dribblers' Office at 806-894-1972. . A weekend number will be provided so that results can be reported on Sunday if needed.

Little Dribblers' Basketball, Inc.

Request to Host a Regional Tournament

Note: Regional Host will retain all money generated during the Regional Tournament.

LEAGUE INFORMATION	
League Name:	President:
Primary Phone Number:	Primary Email Address:
Tournament Director if different from President:	Tournament Directors Cell Phone:
TOURNAMENT INFORMATION	
Division: Mark One <input type="checkbox"/> Continental <input type="checkbox"/> American <input type="checkbox"/> National	Gender: <input type="checkbox"/> Boys <input type="checkbox"/> Girls <input type="checkbox"/> Both
Number of gyms available for this tournament:	How many gyms can accommodate an 8 ½ ft. goal:
Are all available gyms equipped with a working scoreboard and game clock? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain below.	Are all available gyms regulation size? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain below.
Have you obtained approval from your school to use their gyms if needed? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain below.	Has this league previously hosted a Little Dribbler Regional Tournament? <input type="checkbox"/> Yes <input type="checkbox"/> No
TOURNAMENT REQUIREMENTS	
Regional Tournament Hosts must agree to the following:	
◆ Provide Regulation Sized gyms for all games. All gyms must have a working scoreboard and playing clock of some type.	◆ Trophies must be purchased by the tournament host. Trophies must be given for 1 st & 2 nd place of each division. (No substitutions) 3 rd Place awards are optional at the Regional Level.
◆ Bookkeeper & Clock keeper: These positions must be covered by a qualified adult who has prior experience in these positions. Students are not allowed to keep the book or clock during a Regional Tournament. Cell phones are not to be used while the game is in progress. The Official Scorebook should be retained until the end of the season in case a protest is made.	
◆ The Host will designate a tournament director is responsible for making decisions during the tournament. The tournament director may appoint gym directors who will be present in the gym area at all times to assure the tournament proceeds according to the schedule and that unsportsmanlike behavior by an athlete, coach, official or spectator is not tolerated. The tournament director and/or gym director must make rulings that do not unfairly benefit the host teams.	
◆ The tournament host is responsible for checking all player birth certificates prior to each team playing their first game. Tournament Director is to notify all teams as to the time and location for their birth certificates to be validated. Tournament Hosts may schedule a Coaches Meeting prior to the tournament at which time Birth Certificates can be checked.	
◆ Little Dribblers' Basketball, Inc. will provide the tournament brackets and tournament schedule. The tournament host agrees not to make any changes to the bracket or schedule. All revisions will be done by Little Dribblers' Basketball, Inc. and posted on the web site prior to the tournament.	
◆ Tournament host will provided qualified TASO Certified Officials. All officials assigned to Junior Division games must have prior experience calling Little Dribblers' Basketball, Inc. Special Playing Rules. A clinic should be held prior to the tournament for training purposes if officials are not familiar with the Special Playing Rules.	
◆ <i>Please read and mark the box at the end.</i>	
If awarded to host a Regional Tournament, we agree to abide by all <i>Little Dribblers' Basketball, Inc. Rules and Regulations, Special Playing Rules and Tournament Rules</i> . We agree to charge a reasonable admission and will get prior approval from Little Dribblers' Basketball, Inc. for admission fees. We agree to notify Little Dribblers' Basketball, Inc. if a situation occurs that might require a team to be forfeited or disqualified for a rules infraction. The decision to forfeit or disqualify a team can only be made by the National Office. The tournament director or other league representative will be available by cell phone at times during the tournament. The final tournament results are to be emailed to Little Dribblers' Basketball, Inc. as soon as possible after the last game but no later than 9:00 am on the Monday following the tournament. <input type="checkbox"/> AGREE	
Please list the name of the gyms that you will use if awarded this tournament as well as any special instruction for scheduling.	

Email Completed Form to: cara@littledribblers.org. Form must be received by February 1, 2016 in order to be considered.