

## 2012 CEVA Sanction Tournament Proposal Form

[www.columbiaempirevolleyball.com](http://www.columbiaempirevolleyball.com)

### Procedure:

1. Fill out and mail this form with the \$150.00 sanction fee to:  
CEVA Office, 4840 SW Western Ave., Ste. 450, Beaverton, OR, 97005
2. Fulfill the requirements listed below:

### Requirements for Sanctioned Tournaments:

1. Confirm acceptance or non-acceptance of teams entered into the tournament at least one week in advance. **NOTE:** A tournament is not closed until the entry deadline you list on this sanctioning request form-normally 2 weeks before the tournament. Regional criteria for acceptance must be followed if more teams apply than space available.
2. Contact the CEVA office if you have any doubts regarding eligibility of team and/or players. Accepting ineligible teams or players endangers your participation in the CEVA tournaments and/or results in fines. **Please check CEVA website for all registered teams.**  
[www.columbiaempirevolleyball.com](http://www.columbiaempirevolleyball.com)
3. Have one non-playing/coaching USAV certified Head Official. It is the CEVA office's responsibility to assign officials. Please report any problems involving the officials.  
**\*CEVA policy requires that you have one HO for every 14 teams.** If your tournament will be using 2 or more facilities the Commissioner will make a decision on how many Head Officials need to be used.
4. Tournament fees are to be set by hosting club.
5. Earliest recommended start time is 8:00am. Latest recommended finish time is 7:00pm.
6. Format: Minimum of 7 sets. A maximum of 4 teams per court. Please check with CEVA office if you wish to use a different format.
7. A **non-playing, non-coaching** tournament director must be present all day.
8. Teams may not be eliminated from championship competition based on points.

\*These requirements may be waived only with prior approval from the CEVA office.  
If you have any questions, please call our office at: 503.644.7468, or FAX: 503.520.0242.

### COLUMBIA EMPIRE VOLLEYBALL TOURNAMENT SANCTIONING REQUEST FORM

Tourney Date	Division	Location/Tournament Name	Contact Person, address & phone #	
			Email address:	
Entry Fee	Entry Deadline	Capt's Meeting Time	Tourney Director name, address, and phone	
Start Time	Finish Time	# of Courts	Max # of Teams	Sponsoring Team Name

#### **For Office Use Only:**

Proposal Received	Tournament Posted	Check Received	Invoiced	# Of Officials Assigned