

CENTRAL (USAH) DISTRICT TOURNAMENT MINIMUM STANDARDS

Goals

- Ensure a clear knowledge of Central District expectations and rules.
- Maintain a consistent, memorable experience for the participants and organizers.
- Provide time and information to allow for proper training and familiarity of operating a District event.
 - Provide a forum for feedback to improve District events as well as manage new events.

Scope

- Tier I District Championships
- Central District Affiliates will have procedures specific to events held exclusively within their Affiliate in advance of the Central District Tournaments
- Additional information is included in the USA Hockey District and National Tournament Handbook
- Other District Tournaments as defined by the Central District Registrar

Facilities

1. A minimum of two sheets of ice contained in the same facility with a minimum seating capacity of 200 in each arena.
2. A dedicated office or meeting room with internet access available for the exclusive use of Central District Staff as "Tournament Headquarters" during the event.
3. Sufficient locker rooms to allow participating teams ample space to dress for games, consistent with USA Hockey's gender equity policy with respect to changing areas/locker rooms.
4. A separate meeting room or office to be used as needed for disciplinary hearings or any other purpose as determined by the Tournament Director.

Scheduling

1. The scheduling format and requirements are listed in the current USA Hockey District and National Championship Tournament Guidebook. All listed requirements must be followed.
2. Sunday's games played in a two-sheet facility must begin by 8:00AM.
3. In all games between Affiliate representatives, the designated home team shall always be the highest ranked team using the "MyHockey Rankings" as of the rankings published on the first Wednesday in January in the year of the Championship. For example, at the boy's level Youth 18U, if a Wisconsin team is ranked number one, then they shall be the home team against all other Youth 18U teams in the playoffs. Furthermore, the two highest ranked teams, in all levels, shall be scheduled to play the last game in their level.
4. The draft schedule must be submitted to the Central District Registrar for approval prior to the USA Hockey Mid-Winter Meeting, typically in January.

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Event Hospitality

1. At the discretion of the local host a room may be designated for the purpose of coach, manager, and tournament official hospitality for the duration of the tournament.

Event Lodging and Travel

1. The local host is responsible for securing an appropriate number of hotel rooms for teams during the event. The cost including any commission not to exceed \$150 per room per night, excluding any local tax or fees.
2. The local teams as determined by the Central District Registrar are not required to stay at the tournament hotels.
3. For all other teams, a minimum of 75% of team members and staff on the team roster are required to stay in the host hotel(s) for the duration of the participation in the tournament and are required to book rooms through the host. The penalty for the teams that do not stay in the host hotel(s) will be \$5,000 for Youth, Girls and High School teams and \$2,500 for Senior teams.
4. The local host is responsible for submitting the following information to the Central District Tournament Director prior to the USA Hockey Midwinter Meeting, typically in January:
 - A list of secured tournament hotels, including contact information.
 - The rates for all secured tournament hotels.
 - The number of rooms held at all secured tournament hotels.
 - Note: The contract with the hotel should hold the block up until 10 days prior to the start of the Championships. In the event that some affiliate participants have not been determined, the affiliate should reserve rooms on behalf of the eventual representative.
5. The local host is responsible for securing fifteen (15) hotel rooms for the duration of the event to be used for Central District Staff and Game Officials. The cost including any commission not to exceed \$150 per room per night, excluding any local tax or fees.
6. The local host is responsible to designate a contact person to handle any questions or issues that arise from managing hotel issues including booking of rooms and any issues during the event.

Event Management

The local host is responsible for the following during the event:

1. Securing ample consecutive ice time for the event. The cost for all ice time for the event shall be the responsibility of the Central District not to exceed \$265.00 / hour.
2. Securing scorekeepers and timekeepers for all games. The cost for these positions, if any, is the responsibility of the local host.
3. Securing a certified athletic trainer to be available during all games. The cost of this service, if any, shall be the responsibility of the Central District.
4. Providing access to a copy machine, printer and any other basic office supplies as needed.

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5. Providing 200 pucks to be used for warmups and games during the event.

Event Management continued

The Central District is responsible for the following during the event:

1. Providing general tournament direction, including the Tournament Director.
2. Working in concert with the District Referee in Chief to manage the selection and scheduling of all tournament on-ice officials. The cost for all officials shall be the responsibility of the Central District.
3. Recording the results of all games and determining final placement for all divisions.
4. Authority to implement and manage any and all dispute or protest processes, including any decisions related to a dispute or a process.
5. Ordering and purchasing of any awards, the cost of which shall be the responsibility of the Central District.

Important Dates

- September 1 - Affiliate either accepts or declines the designated event as determined by the District Event rotation as agreed to by the Central District in June 2014.
- October 1 - In the event that an affiliate declines a designated event, the district will notify the affiliates of the selected site after the Central District Fall Meeting.
- January 15 - Local host complies with all requests related to ice scheduling and lodging as required. □
February 15 - Final schedule complete and sent to the Affiliates.
- February 15 - Central District Tournament Director confirms all local host responsibilities have been completed.

Notes

Failure to meet any of these Minimum Standards may result in the Affiliate's ability to host the next scheduled rotation of the same event.

Questions – contact Tom Hansen - Central District Registrar (608) 516-4029 Email tjhansen25@yahoo.com