

Section VII Expense Guidelines

Preliminary and Quarterfinal Contests

	Admission	Profit	Site Expenses	Site Report	Officials Payment
	Host school determines if gate collected and admission price. Must notify AD of opposing school if gate will be collected.	Retained by host school	Responsibility of host school	Not required	2 officials: Host school pays higher paid official. Visiting school pays lower paid official.

Semifinal Contests at Higher Seed School

	Admission	Profit	Site Expenses	Site Report	Officials
Host School	Determines if gate collected. Must use admission prices listed below. Must notify AD of opposing school if gate will be collected	Gate collected w/profit after site expenses (excluding officials): Check payable to Section VII forwarded to Section VII Treasurer. No Gate Collected OR no profit after site expenses: Not required	Gate Collected: Procedures outlined on the Section VII Site Report must be followed and all signatures are required. No Gate Collected: Responsibility of host school	Gate Collected: Site report must include documentation income/expenses and vouchers of game personnel with signatures and forwarded to Section VII Treasurer No Gate Collected: Not Required	Gate collected and profit after site expenses: Payment of officials provided by Section VII. Vouchers, Site Report and check (payable to Section VII) forwarded to the Section VII Treasurer. *No Gate Collected: 2 Officials: Host school pays highest paid official 3 Officials: Host school pays 2 lowest paid officials
Visiting School					*No Gate Collected: 2 officials: Visiting school pays lowest paid official. 3 officials: Visiting school pays highest paid official.

* Schools involved in the contest should work together to ensure traveling school pays the least amount of official fees.

Semifinals at Neutral Sites, all Sectional Final Contests, and Regional Contests (hosted in Section VII)

Site Expenses	Site Report	Officials	Profit
Procedures outlined on Section VII Site Report must be followed and all signatures are required.	Must include documentation of game income/expenses and vouchers of game personnel forwarded to the Section VII Treasurer.	Payment provided by Section VII and vouchers forwarded to the Section VII Treasurer.	Check payable to Section VII, site report and vouchers forwarded to Section VII Treasurer in one packet.

SECTION VII ADMISSION PRICES:

Quarterfinals/Semifinals:

Single Game Contest one site	\$2/Students	\$3/Adults
Multiple Contests one site	\$3/Students	\$5/Adults
Section VII Finals	All Admissions	\$5.00
Regional Contest hosted Section VII	All Admissions	\$7.00

SECTION VII GAME PERSONNEL FEES:

Site Supervisor:	\$ 40 per contest
Ticket Taker/Seller:	\$ 25 per contest
Timer:	\$ 25 per contest
Shot Clock:	\$ 25 per contest
Official Scorer:	\$ 25 per contest
Security:	\$ 30 per contest
EMT/AT	\$ 50 per contest

Site Supervisor:	1 hour before contest, coordinates all site needs:
Ticket Taker/Seller:	Arrives 1 hour prior to contest, may leave at discretion of site chair (i.e. 3 rd period of basketball game)
Timer:	Arrives 15 min. prior to contest, remains thru end of game
Shot Clock:	Arrives 15 min. prior to contest, remains thru end of game
Official Scorer (finals only):	Arrives 15 min. prior to contest, remains thru end of game
Security:	Arrives 1/2 hour prior to contest, remains for at least 15 min. after game. Security to police crowds and areas of congestion and at direction of site chair. Be visible with Security/Staff jacket /shirt or Badge. Refrain from visiting with other security and fans.
EMT/AT	\$50 per contest at discretion of site chair.

Note: Section VII Executive Director and Treasurer MUST approve variations from this fee structure.

AWARDS:

Certificates & Shields: Section VII will provide the following number certificates/shields per sport:

B Cross Country	38	B Basketball	15 per class	B Tennis	9
G Cross Country	38	G Basketball	15 per class	G Tennis	9
Football	45 per class	B Bowling	15	Baseball	18 per class
G Swim	12	G Bowling	15	Softball	18 per class
B Soccer	20 per class	B Indoor T/F	20	B Golf	9
G Soccer	20 per class	G Indoor T/F	20	B Outdoor T/F	54
Gymnastics	15	B Swim	12	G Outdoor T/F	54
Volleyball	15 per class	B Ski	10		
		G Ski	10		
		Wrestling	15		
		B Ice Hockey	25		
		G Ice Hockey	25		
		Competitive Cheer	18 per class		

Note: Schools can purchase additional shields at the current cost.

Trophies: Section VII will provide trophies for Section Final Contests.

Ribbons: In the sports of gymnastics, swim, wrestling and track & field the section will purchase ribbons for the sectional final event. Sport Coordinators will be responsible for ordering the appropriate number of ribbons.

REGIONAL AND NYSPHSAA CHAMPIONSHIPS:

Team Sports:

The school district is responsible for making arrangements and payment for meal, lodging and transportation. To receive reimbursement the school must submit a completed Reimbursement Form to the Section VII Treasurer.

Regional contests: Section VII will provide mileage reimbursement according to the schedule below at the rate established by NYSPHSAA. Meal/lodging reimbursement will NOT be provided for contests conducted in Section 2 or Section 10.

NYSPHSAA Championships: Section VII will provide mileage reimbursement and meals/lodging reimbursement according to the schedule below. Mileage reimbursement will be provided at the rate established by NYSPHSAA.

Individual Sports:

The Section VII Sport Coordinator will make arrangements for lodging and/or transportation for the NYSPHSAA Championship and submit a detailed lodging/transportation report of the championship event to the Section VII Treasurer.

Schools receive a prorated per athlete reimbursement credit toward the total cost of the championship event based on the number of participants per school. The credit is determined by the schedule below. Reimbursement credit is not calculated for coaches and other school personnel.

The total cost of the championship event is determined by totaling expenses for transportation (minus the NYSPHSAA transportation reimbursement),

meals/lodging (based on the schedule below), and fees pertinent to that sport (lift tickets, practice rounds, banquet, etc).

NOTE: When multiple schools provide transportation for the NYSPHSAA Championship event the per athlete transportation stipend is deducted from the cost of lodging. When one school provides transportation for the section team for the NYSPHSAA Championship event that school will receive the transportation stipend.

<u>Location of Contest</u>	<u>MEALS/LODGING</u>	<u>MILEAGE</u>
Section I	\$20.00 per athlete per day	550
II	No Reimbursement	300
III	\$20.00	490
IV	\$20.00	500
V	\$25.00	660
VI	\$25.00	780
VII	No Reimbursement	No Reimbursement
VIII	\$25.00	680
IX	\$20.00	510
X	No Reimbursement	190
XI	\$25.00	780