



## **2025-2026 AES TOURNAMENT CONFIRMATION SUGGESTED COPY**

### **EVENT POLICY**

Acceptance into a North Country Region club tournament is first-come, first-served, once all registration requirements are completed, and is always contingent on space availability. To be accepted into a tournament, teams must satisfy all the following criteria:

- Be USAV members - official USAV approved roster submitted to the tournament in AES
- Submit entry fee payment online through AES

Once a division is full, teams not accepted will be placed on a waiting list in order of registration and payment received.

*Note: Registration does not guarantee acceptance. Clubs determine their own acceptance policies.*

Tournament host reserves the right to combine similar age groups/levels if registrations deem it necessary.

### **Team Disqualification**

A team may be dropped from the tournament if a valid roster is not submitted through SE/AES on or prior to the roster submission deadline.

### **Format/Match Guarantee/Tie-Breakers/Awards**

Each tournament will determine its own policies for these areas.

### **Tournament Registration Fee Refund Policy**

If a team wishes to withdraw from a tournament, the following Refund Schedule will apply:

**Withdraw 4 weeks or more prior to the tournament:** Refund of full registration fee less \$50 non-refundable deposit

**Withdraw 14-27 days prior to the tournament:** Refund of ½ registration fee less \$50 non-refundable deposit

**Withdraw 0-13 days prior to the tournament:** No Refund

In the unlikely event that the tournament host must cancel a tournament due to unforeseen circumstances, or the facility becomes unavailable and an acceptable replacement site cannot be secured, registered/paid teams will receive a refund based on the situation. Remedies are at the discretion of the tournament host and may include a full refund, partial refund, credit toward another tournament host tournament or no refund depending on the situation.

The refund amount may be determined by subtracting any unrecoverable tournament costs from tournament registration income, then refunding the remainder of income on a

proportional basis to any teams who have paid the tournament registration fee.  
Please note – convenience fees cannot be refunded at any time.

### **Late Fees**

Teams who register and/or pay after the registration deadline OR fail to submit a valid roster in AES by the deadline may incur additional fees.

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### **EVENT INFO**

This event is sanctioned and insured by North Country Region-USA Volleyball (NCR- USAV). **ALL PARTICIPANTS MUST BE CURRENT USAV MEMBERS.** Club directors, coaches and players must be individual USAV members in good standing and must have completed all membership requirements prior to the final tournament registration deadline date in order to participate in the event. Teams that do not meet these requirements may need to withdraw or may be dropped from the event and are subject to the tournament's refund policies.

### **Facility and Tournament Rules**

- Ball handling is NOT allowed outside of the gym spaces in the facility.
- Coolers and outside food and drink may not be allowed in the venue. Refer to the Tournament Guide once available for additional details.
- Only water and sports drinks in non-breakable and spillproof bottles may be brought court side inside the facilities.
- Concessions may be purchased on-site if provided by the tournament. Refer to the Tournament Guide once available for additional details.
- No alcohol or weapons are allowed on or inside the premises.

Violation of these policies or any other general misbehaviors may result in *IMMEDIATE* dismissal from the facility and could result in other discipline or sanctions.

### **Admission**

North Country Region sanctioned events allow the tournament host and/or facility to determine the price of admission. Tournament hosts will communicate admissions with clubs prior to the event.

### **Athletic Trainers**

Typically, there will be no athletic trainer on site. Teams should plan accordingly.

### **Scorekeeping**

Tournament hosts will determine the officials/scorers/work team procedures and communicate that information to participating teams.

### **Team Check-In**

Tournament host will notify teams about the check-in process, whether online or in-person.

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### **ROSTER DISCLAIMER**

- Team roster submissions must be completed through SportsEngine Season Management and then submitted to the tournament in AES by the roster deadline designated by the tournament. An additional fee may be charged for late rosters, or the team may be dropped from the tournament.
- Once a team is checked in online, changes to rosters must be emailed to [membership@ncrusav.org](mailto:membership@ncrusav.org).
- No roster changes can be made once play begins, and the roster will be considered frozen for the entirety of the event. Any exceptions must be approved in advance by NCR-USAV and/or tournament host officials.
- The contact information included on the roster should be a coach who will be on-site at the tournament as tournament hosts use this information to contact the team for any emergency updates during the event.