Minnesota State High School League

**Section Tournament Event Report**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Date | Section | Event | Location |

|  |  |
| --- | --- |
| To: Site Manager  This form must be completed and submitted IMMEDIATELY following the conclusion of your tournament to: | (Tournament/Contest Manager Name and Address) |

|  |  |  |
| --- | --- | --- |
| Site Manager: | Address: | City State Zip |
| Phone No: | Fax No: | Email: |

## Participating Schools

|  |  |  |
| --- | --- | --- |
| School | School | School |
|  |  |  |
|  |  |  |

**Results**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | VS |  |  |
| Team | Score |  | Team | Score |
|  |  | VS |  |  |
| Team | Score |  | Team | Score |

# TICKET REPORT

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| STUDENT | Beginning Ticket Number | Ending Ticket Number | Tickets Sold | Price |  | Amount |
| Roll #1 |  |  |  | @ $5.00 | = | $ |
| Roll #2 |  |  |  | @ $5.00 | = | $ |
| Roll #3 |  |  |  | @ $5.00 | = | $ |
| Roll #4 |  |  |  | @ $5.00 | = | $ |
| Roll #5 |  |  |  | @ $5.00 | = | $ |
| Total Student Receipts: | | |  | @ $5.00 | = | $ |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ADULT** | Beginning Ticket Number | Ending Ticket Number | Tickets Sold | Price |  | Amount |
| Roll #1 |  |  |  | @ $10.00 | = | $ |
| Roll #2 |  |  |  | @ $10.00 | = | $ |
| Roll #3 |  |  |  | @ $10.00 | = | $ |
| Roll #4 |  |  |  | @ $10.00 | = | $ |
| Roll #5 |  |  |  | @ $10.00 | = | $ |
| Total Adult Receipts: | | |  | @ $10.00 | = | $ |
| Total Student Receipts $ 0.00 + Total Adult Receipts $ 0.00 | | | | Total Game Receipts | = | $ |

**Remit all receipts to Region 5AA. DO NOT make any payments from the game receipts.**

**\*\*\*Make Check Payable to Region 5AA\*\*\***

**Remit check to:**

**Region 5AA**

**Ray Kirch**  
14243 Rochester Street NE  
Ham Lake, MN 55304

**Region 5AA**

**EXPENSE REPORT**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Date | Section | Event | Location |

|  |  |  |  |
| --- | --- | --- | --- |
| Expenses-Site (1 game/2 games) | **#** | **AMOUNT** | **TOTAL** |
| Site Manager (75/150)\* |  | $ | $ |
| Announcer (50/100) |  | $ | $ |
| Official Scorer (50/100) |  | $ | $ |
| Timer (50/100) |  | $ | $ |
| Ticket Seller(s) (50/100) |  | $ | $ |
| Ticket Taker(s) (50/100) |  | $ | $ |
| Crowd Control (60/120) |  | $ | $ |
| Other (50/100) |  | $ | $ |
|  |  |  |  |
|  |  | Site Subtotal |  |
|  |  | Site Subtotal x 1.0765 | $ |
|  |  |  |  |
| **Expenses-Region (PayChex)** |  | **AMOUNT** | **TOTAL** |
|  |  |  |  |
|  |  |  |  |
|  |  | Region Total |  |
|  |  | Region Subtotal x 1.0765 | $ |
|  |  |  |  |
| **Other (Independent Contractors)** |  | **AMOUNT** | **TOTAL** |
| Athletic Trainer (75/110)\*\* |  | **Paid by Host School** |  |
| Officials |  |  |  |
| Police |  |  |  |
| Supplies (list) **Must have prior approval** |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | Other Subtotal |  |
|  |  |  |  |
|  |  | **Total Expenses** | **$** |

**\* $150 Football \*\* $135 All Day Events (more than five hours)**

**\*\*\*Make Check Payable to Region 5AA\*\*\***

**Submit event report to the Tournament/Contest manager and**

**Ray Kirch**  
14243 Rochester Street NE  
Ham Lake, MN 55304  
763-567-9250 (H)

Ray Kirch - Email: Region5aa@gmail.com

|  |  |
| --- | --- |
|  |  |
| **Signature of Site Manager** | **Date** |