

**TENNESSEE SECONDARY SCHOOL ATHLETIC ASSOCIATION**  
**FINANCIAL ARRANGEMENTS FOR TOURNAMENTS AND MEETS**

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Each tournament director should cover the following items and complete this form with all coaches and principals in attendance at the seeding meeting, or meeting to select officials prior to the tournament or meet.

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A. Fee for tournament director. \_\_\_\_\_

B. Fee for assistant director, or floor manager: \_\_\_\_\_

C. Fee for scorekeepers and timers: \_\_\_\_\_

D. Fee for ticket sellers: \_\_\_\_\_

Number of ticket sellers to be used: \_\_\_\_\_

E. Fee for ticket takers: \_\_\_\_\_

Number of ticket takers to be used: \_\_\_\_\_

F. Fee for security: \_\_\_\_\_

Number of security officers required: \_\_\_\_\_

(The director should have authority to increase the number of security offices if the need arises.)

G. Fee for janitors and clean-up crew: \_\_\_\_\_

Number of janitors or clean-up crew members required: \_\_\_\_\_

H. Fee for other tournament workers, managers, etc.: \_\_\_\_\_

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I. Amount to be spent on hospitality room: \_\_\_\_\_

J. Amount to be spent on awards other than those furnished by TSSAA: \_\_\_\_\_

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K. Number of passes to be allowed each participating team: \_\_\_\_\_

L. Other items related to the administration and running of the tournament or meet:

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