



Adults' Tournament Procedures, Rules, and Guidelines

You must follow USA Volleyball and Regional rules.

Please help to enforce these rules!

General Information

1. You must be a member of USA Volleyball to run a tournament.
2. Acceptance of entries must be in the order received, determined by the postmark. Tournament hosts may deny entry only when:
 - a. the tournament is filled
 - b. the entry fee is not sent with the entry form
 - c. the tournament is an approved invitational tournament
 - d. team of higher caliber than the tournament classification enters the tournament
3. Directions to the playing site should be provided for inclusion on the OVR website.
4. Post pool play information and starting times on the OVR website at least 5 days in advance. Authentication is required; click the *Sign In* link at the top of the tournament schedule (www.ovr.org/mw/tournaments.php) to authenticate or to retrieve your username and password.
5. A *Certificate of Insurance* is available on request. This certificate shows that USA Volleyball has liability coverage for every tournament that is sanctioned by the OVR Adults' Tournament Director with the approval of the OVR Executive Director. The facility you are using may require this coverage. To request a Certificate of Insurance, contact Steve Donahue (donahue@ovr.org). Certificates of Insurance are typically available starting in November.
6. *Verify that all teams and players participating in your tournament are registered.* After checking online rosters, inform team representatives to bring \$50 registration fees and signed waivers for non-registered players, both of which you must receive before they play. Players may not step on the court if they have not handed in these items. You must mail collected fees and waivers to Stephen Donahue on the Monday morning after the tournament, or Tuesday morning if that Monday is a postal holiday. You may charge a \$5 per player fee to handle this transaction. If a tournament host knowingly allows an unregistered player or team into a tournament, the tournament will be declared non-sanctioned and all entry fees will have to be returned.

Facility Safety

Tournament Directors: The safety of your facility is *your* responsibility.

Please use the tournament checklist while preparing for your tournament. On the day of your tournament, take the time to visually check the layout and condition of the facility to determine if you are able to conduct your tournament safely. If there is any doubt about safety, fix the problems prior to opening the doors and consult with the facility owner as needed.

Check the facility during the day for any unsafe areas or conditions. Correct any hazardous situations as they occur. Have the necessary janitorial supplies and equipment available at your facility, and use them to maintain a safe and clean facility. For example:

- Are chairs, benches or tables away from player areas?
- When in doubt, or when in facilities with little space, consider removing these items and have players stand.
- Keep spectators back from playable areas.

If a floor becomes wet, dry it immediately with towels or mops.

Have a medical (first-aid) kit available for participants and spectators, and know how to use it. Apply first aid to any accident or injury, and provide a Medical Claim Form for each incident. Prepare for serious injuries by having on hand phone numbers and directions to local emergency facilities for coaches and parents.

Tournament sites must be of high quality. Minimum requirements for volleyball courts and equipment can be found in the *2007-2008 USA Volleyball Domestic Competition Regulations*. All posts and officials' stands must be padded. Support wires must be either eliminated or clearly marked and padded. There must be sufficient free space around each court. The recommended minimum free zone surrounding a court is 2 meters (6'6"). Players must be permitted to pursue volleyballs without endangering themselves, other participants, or spectators. The second official should be able to transition freely from one side of the net to the other, positioned outside the net post, without any obstacles.

Following the correct safety procedures and using the right equipment to keep your tournament facility safe and clean are professional obligations. Failing to do so jeopardizes the safety of participants and spectators attending your event.

Report any accident or injury to Bob Price by using an Incident Report.

Fee Structure

1. The tournament entry fee shall not exceed \$120.
2. Teams canceling after the entry deadline may forfeit their entry fees. The deadline is one week prior to your event unless otherwise specified on the tournament schedule. The entry fee will not be forfeited if a replacement team is found. Phone or other expenses may be deducted from the entry fee refund. Teams canceling before the entry deadline do not forfeit their entry fees.

Tournament Procedure

1. Each pool consists of 4 or 5 teams. If you only have one court, you may run a 6-team pool. Permission is needed for any other format. Matches of 2 rally scoring sets to 21 points are played in 5- and 6-team pools. Matches of 3 rally scoring sets to 21 points are played in 4-team pools. There is no coin flip for determining serve/side for the third set and teams do not switch sides in the middle of the third set because this is not a deciding set. There is no scoring cap on any of these sets. A team must win by a 2-point advantage.
2. Only new or like new *Molten® Super-Touch™* volleyballs may be used in OVR adults' competition.
3. Teams arriving late forfeit their first set at the scheduled starting time. Ten minutes will be allowed before the next set is forfeited. No time-outs may be called until the team has sufficient players to start the set.
4. The time between matches will be 10 minutes for matches involving a team that has not yet played in the tournament and 5 minutes for all subsequent matches. The time between sets will be 3 minutes.

Officials

1. Officials will be compensated at \$165 each, unless otherwise noted.

For a 1-court tournament, 1 official is required and shall be paid \$235.
 For a 2-court tournament, 3 officials are required.
 For a 3-court tournament, 4 officials are required.
 For a 4-court tournament, 6 officials are required.

If you are unable to obtain the proper number of certified officials, or in the case of a 1-court tournament with one official, player officials may help officiate the tournament to give paid officials a break. The player official is to be paid \$15/match, to be deducted from the certified official’s pay.

If there is no official for a court, then the players will officiate their own matches and \$40 will be refunded to each team on that court.

2. Teams finishing in last place in their pool play will supply the support officials (a second referee, 2 linespeople, and 2 scorekeepers) for the playoffs. A tie-breaker match is considered to be the first round of playoffs. Playoff losers are required to supply the support officials for the rest of the playoffs. If more teams lose than are needed for officiating support, teams with the farthest driving distance should be sent home. *If there are teams with byes in playoff rounds, use them to support playoffs and send last-place or losing teams home.* When there are multiple bye teams, the lowest seed should referee. Failure of any team to fulfill these officiating duties should be reported to the OVR Adults’ Tournament Director. Tournament hosts should watch the standings during the round robin play and notify the team representative that will have to assist with officiating the first round of the playoffs. It is not the responsibility of the paid officials.

Eligibility of Juniors

We welcome girls’ teams to play in Ohio Valley Region women’s tournaments. Tournaments for juniors are hard to find in January and February, and some teams would like to play in the adults’ events. This is fine as long as the following two guidelines are observed:

1. Girls’ teams may only enter women’s tournaments if openings remain after the entry deadline (usually 1 week prior to the tournament date), allowing women’s teams the opportunity to fill the tournament first.
2. Girls’ teams must play in the appropriate division when competing in women’s tournaments. Please use the following guide, understanding that girls’ teams may play in a higher division, but not in a lower division, than listed:

<i>girls’ teams</i>	<i>women’s division</i>
18 National, 17 National	AA
18 Regional, 17 Regional, 16 National, 15 National	A
16 Regional, 15 Regional, 14 National	BB
14 Regional, 13s	B

Procedure for Determining Playoff Positions if Tied

1. Teams qualifying for the playoffs, but tied for position only, shall not compete in a playoff set. Position assignment shall be determined by the following priority system.
 - a. results of the match between the tied teams
 - i. win-loss record
 - ii. point differential, determined by subtracting the total points lost from the total points won. The team with the maximum points shall be considered the superior team for tie-breaking purposes.

- b. comparison of point differential based on all scores in pool play
 - c. flip of a coin
2. If there are more teams tied for the playoffs than there are positions, the tied teams must compete in direct competition for the positions. No team can be eliminated from the playoffs by points.
 - a. If two teams are tied for the last playoff position, one 25-point rally scoring set is played.
 - b. If three teams are tied for the last playoff position, the team determined as superior according to the criteria in (1) above will receive a bye, while the other two teams play one 25-point rally scoring set. The team that received a bye will then play the winner of the 25-point rally scoring set to determine which team gets the last playoff position.
 - c. If four teams are tied for the last playoff position, the criteria in (1) above will determine first, second, third, and fourth place of those teams. Team 1 plays team 4, team 2 plays team 3, then the winners compete for the last playoff position. This will require a total of three 25-point sets.
3. If three teams tie for two playoff positions, the team determined as superior according to the criteria in (1) above will be awarded first place. The other two teams will play one set for the remaining playoff position.
4. If four teams tie for two playoff positions, the team determined as superior according to the criteria in (1) above will be awarded first place. The other three teams will play off as in (2b) above.

Playoff Procedure

1. You must take at least the top 2 teams to the playoffs in 4 and 5 team pools, and at least the top 3 teams to the playoffs in a 6-team pool.
2. The *Procedure for Determination of Playoff Positions if Tied*, above, summarizes procedures outlined in the USA Volleyball Guide.
3. Playoff matches will consist of best 2 out of 3 rally-scoring sets to 21 points. There is no cap, and a team must win by a 2-point advantage.
4. The deciding set of a match will consist of a 15-point rally scoring set. Teams must change sides of the court at 8 points.
5. Individual awards must be given to the first-place winners in all divisions. For tournaments with 8 or more teams per division, individual awards must also be given to the second-place teams.

*If you have any questions regarding rules, regulations, or policies,
contact Michelle Fox, OVR Adults' Tournament Director,
at fox@ovr.org or 330-666-8709.*

Thank you for contributing to volleyball in the Ohio Valley Region.