



To: Juniors' tournament hosts

From: Tom Kohl, Juniors' Tournament Director, Ohio Valley Region, USA Volleyball

Dear Tournament Host,

Thank you for your interest in hosting juniors' tournaments in the Ohio Valley Region. A tournament host must have a completed 2011-2012 OVR/USAV membership to apply for a tournament sanction. Register at [www.ovr.org/register/](http://www.ovr.org/register/). Your membership is not complete until your registration fee, signed *USA Volleyball Waiver and Release of Liability*, signed *USA Volleyball Juniors' Club Personnel Code of Ethics* (as needed), and received and processed by Stephen Donahue and your background screen is complete with a "Clear" result. Beginning September 18, apply for tournament sanction at [www.ovr.org/juniors/sanction/](http://www.ovr.org/juniors/sanction/). Your requested tournament can be sanctioned only when I receive your \$200 deposit with a self-addressed, stamped envelope.

Please follow USA Volleyball rules and regional guidelines.

All the forms you need to conduct your tournament can be found at [www.ovr.org/juniors/tournament\\_packet/](http://www.ovr.org/juniors/tournament_packet/). Other forms that may be necessary throughout the season can be found at [www.ovr.org/forms/](http://www.ovr.org/forms/). The *Certificate of Insurance*, available to OVR members by request, shows that USA Volleyball has liability coverage for every tournament site that is sanctioned by the OVR Juniors' Tournament Director with the approval of the OVR Commissioner. The facility you are using may require this coverage. If you require a *Certificate of Insurance*, send your name and contact information and the name and address of the facility to Steve Donahue ([donahue@ovr.org](mailto:donahue@ovr.org)).

Tournament hosts should print copies of the *USA Volleyball Waiver and Release of Liability* to have on hand for all tournaments. This form is used in the event that an individual needs to register right before your tournament and has not had the opportunity to sign and turn in this form to the OVR Registrar. The player and his or her legal guardian, if the player is a minor, must sign this form before the player can participate in your tournament. This signed waiver and registration fee (\$60 for juniors, \$35 for chaperones, and \$60 for coaches) should be sent to Stephen Donahue, 5401 Rochelle Drive, Stow, OH 44224-5512. For each newly registered adults working with juniors, also include his or her complete *Consent and Waiver for Background Screening* and \$20 background screening fee, and for each coach, include his or her completed *USA Volleyball Juniors' Club Personnel Code of Ethics*.

Rules and guidelines for conducting OVR-sanctioned tournaments are found in the *Procedures and Rules for Juniors' Regular-Season Tournaments* ([www.ovr.org/juniors/tournament\\_packet/JTP\\_Procedures\\_and\\_Rules.pdf](http://www.ovr.org/juniors/tournament_packet/JTP_Procedures_and_Rules.pdf)).

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