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***NCVF POSTING AND CLASSIFICATION REQUEST FORM***

***General Information***

*The NCVF posts and classifies events as a courtesy to its members and NCVF recognized leagues based on information submitted through this form by the event host. The NCVF is not obliged to consider, post, classify or recognize privately owned or similar events.*

*As used in this form, the term “host” shall mean a school-registered collegiate club volleyball student organization that is (1) housed within a school’s recreational sports or similar school department, (2) in active status with the NCVF, (3) compliant with NCVF Governance Rules, and (4) in good standing with the NCVF, its school and if applicable, an NCVF recognized league. The term “host” shall also mean a NCVF recognized league in good standing with the NCVF.*

*As used in this form, the term “event” shall mean a volleyball tournament or volleyball competition(s).*

*The NCVF may accept or reject any posting or classification request at any time and for any reason and may classify or reclassify any event at any time. The NCVF is not assuming any obligation of any kind to independently verify the accuracy or completeness of the information submitted below.*

*Regardless of whether the NCVF posts or classifies an event, the NCVF is not endorsing or making any express or implied warranty or representation of any kind regarding the safety, quality or any other aspect of any event*

*Before completing this form, please review your school policies, the NCVF Governance Rules, Best Practices Guidelines, Event Classifications and other applicable guidelines.*

*Questions regarding the form or event classifications should be directed to the following:*

 *NCVF Best Practices Women’s Committee Chair: annepufahl@ncvfvolleyball.org*

 *NCVF Best Practices Men’s Committee Chair: nammary@ncvfvolleyball.org*

***NCVF event classifications and posting instructions are additionally described on the NCVF website at***[***http://www.ncvfvolleyball.org/Pages/BestPractices.aspx***](http://www.ncvfvolleyball.org/Pages/BestPractices.aspx)***.***

NCVF Posting and Classification Request From

Name of Event:       Event Date(s):      Event Location:

Host (see definition, above):

1. Is the host in active status as an NCVF team or an NCVF recognized league? [ ] Yes [ ] No

2. Will the event take place during the NCVF regular season (Jan.1 – April 30)? [ ] Yes [ ] No

3. Has the host secured safe, accessible and necessary playing facilities for the event

in its own name or in the name of a school-authorized club representative, such as

the club president, club coach, or, an NCVF recognized league commissioner or his/her

authorized NCVF recognized league representative? [ ] Yes [ ] No

4. Will the host be responsible for administering all competitive aspects of the event? [ ] Yes [ ] No

5. Will the event have a school-designated site supervisor responsible for overseeing

all facility related aspects of the event? [ ] Yes [ ] No

6. Will the host designate a tournament director or director of competition? [ ] Yes [ ] No

7. Will the host compile and submit results in an NCVF approved format, to the appropriate

NCVF Ranking Committee within 48 hours of the event’s completion? [ ] Yes [ ] No

8. Will the event include any non-NCVF registered teams? [ ]  Yes [ ] No

9. Will the event include at least four NCVF registered teams from different schools? [ ] Yes [ ] No

10. Will match play (best 2/3 or 3/5) be ensured for all matches? [ ] Yes [ ] No

11. Will NCVF current year recognized USAV Domestic Competition Regulations

be in effect for all matches? [ ] Yes [ ] No

12. Will NCVF Governance Rules be in effect for this event? [ ] Yes [ ] No

13. Will semi-final & final matches be officiated by at least one USAV certified official? [ ] Yes [ ] No

15. Will an entry fee be charged? [ ]  Yes [ ] No If so, please specify the amount per team: $

16. Will all the net proceeds of the event be within the exclusive control of the host? [ ] Yes [ ] No

17. Will the host follow all school and other applicable rules in good faith? [ ] Yes [ ] No

18. Please describe any other event information you would like the NCVF to consider:

Host Club or League: Tournament or Competition Director (if different then Host):

Site Supervisor:      Club President (if different than Site Supervisor):

Phone #:       Phone:

Email:       Email:

 Name/Title of Person Submitting this Form:

 Phone:       Email:

By submitting this form, the host represents that the information provided above is true and accurate, that the host will use best efforts to update the NCVF with any new or revised information that could impact event classification or posting and that the individual submitting this request is authorized to submit this form on behalf of the host. The host also acknowledges that regardless of whether the NCVF posts or classifies this event, the NCVF is not endorsing or making any express warranty or representation of any kind regarding the safety, quality or any other aspect of the event and that the host assumes full responsibility for the safety, quality and all other aspects of the event.