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# Tournament Hosting Guidelines

The purpose of these guidelines is to ensure fair, consistent, and safe use of league facilities for tournaments while protecting the interests of our players, families, and community.

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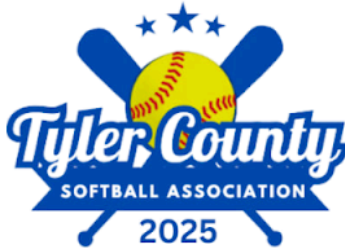
## 1. Request & Approval

- All tournaments must be approved by the TCSA Board.
  - Requests must be submitted in writing at least **30 days in advance**, including:
    - Proposed dates and times
    - Age divisions and number of teams expected
    - Purpose of the event (league fundraising, outside organization, charity, etc.)
  - Tournaments may not conflict with regularly scheduled league games or events.
  - If the approved tournament date is a rainout, the tournament must be rescheduled within 30days.
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PO Box 2274      [tycosoftball@gmail.com](mailto:tycosoftball@gmail.com)

Woodville, Texas 75979      <https://tshq.bluesombrero.com/tylercogs>

President: Cody Bowen ~ Vice President: Wendy Bendy ~ Treasurer: Sommer Buckner ~ Secretary: Kayla Butter



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## 2. Facility Use

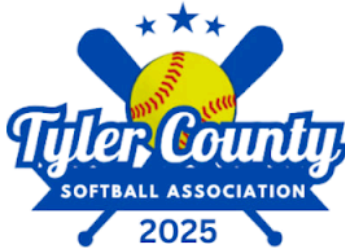
- Fields, restrooms, and parking areas must be respected and kept clean.
  - Any damage to facilities is the responsibility of the tournament host.
  - The Board reserves the right to deny or cancel any event that violates policies or endangers players/spectators.
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## 3. Insurance & Liability

- The host must provide a **certificate of insurance** naming TCSA and Tyler County as additionally insured.
  - All players must have signed waivers/releases on file. See provided waivers.
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## 4. Fees

- **Field rental fee \$200 per day. \$400 flat fee for full weekend using both fields.**
  - +\$25/hour for use of lights.
  - Tyler County Softball Association keeps all concession stand profits.
  - **\$100 deposit** is due upon board approval of the tournament. Non-refundable.
  - Payment terms must be agreed upon before approval is granted.
  - Ragball tournaments- Payment due 1 week prior to tournament date.
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## 5. Concessions

- The TCSA concession stand will remain under league control.
- If the tournament is for a Benefit or Charity, the TCSA Board may elect to donate a percentage to the tournament cause. League keeps the rest to cover supplies, utilities, and maintenance, etc.

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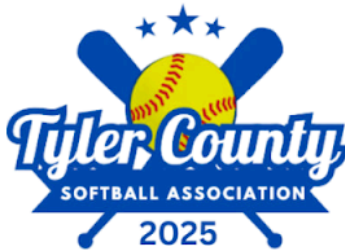
## 6. Umpires & Rules

- The host is responsible for securing certified umpires.
- Tournament rules must be clearly stated in advance (USA Softball, USSSA, etc.).

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## 7. Safety & Conduct

- Hosts are responsible for providing adequate first aid and ensuring player safety.
- No alcohol, drugs are permitted on county-owned property
- No Tobacco use in the inside fields.
- Hosts are responsible for crowd control and overall event management.



## 8. Priority of Use

- TCSA league games, practices, and events always take priority over outside tournaments.
- Tournament dates are reserved on a first-come, first-served basis once Board approval is granted.

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**Adopted by:** Tyler County Softball Association Board of Directors **Date:**09/21/2025

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