



Congratulations and welcome to the NYSPHSAA Field Hockey Championships. This handbook has been prepared to standardize procedures to be used in all tournament games beginning at the Regional Level. It is available to all Section Coordinators, Coaches and Officials. On the following pages, you will find information about the tournament and accommodations. I have included a check list to help you with the paperwork process. The Handbook should answer any questions you may have. I look forward to working with you, and again, congratulations. If you have any questions, please contact your Section Coordinator.

Terri Welcher
Tournament Director

Revised Sept. 2017

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SECTION 1- FORMAT:

CHAMPIONSHIP DATES:

- Regional Games-November 4-5, 2017
- Semi-final Games-Saturday, November 11, 2017
- Finals Games-Sunday, November 12, 2017

Championship Format

- The championship is single elimination with no consolation game.
- Games shall be played at the site of Sections 2, 6, 8, 9 for Regionals. Game times shall be determined by host section.
- Semifinals – Saturday, November 11. The semifinal games shall be held at Maine Endwell HS and Vestal HS after completion of the regional games. Class A at Maine Endwell 9:30 & 11:30am, Class B at Maine Endwell 1:30 & 3:30pm Class C at Vestal 10:00 & 12:00.
- Championship – Sunday, November 12. The championship games shall be held at Maine Endwell Class A-9:30am, Class C-12:00pm and class B-2:30pm.

Pregame Schedule

- **MAINE ENDWELL**
- **CLASS A** 9:30am 8/11/1 VS 3/2 ***
 11:30am 4/9 VS 5/6 ***
- **CLASS B** 1:30pm 8/11/1 VS 3/2***
 3:30pm 5/6 VS 4/9***
- **VESTAL**
- **CLASS C** 10:00 8/11/1 VS 3/2***
 12:00 4/9 VS 5/6 ***

*** IS HOME TEAM

- **Final Games: Nov 12 at MAINE ENDWELL:**
- CLASS A- 9:30am (9:30am winner is home)
- CLASS C- 12:00pm (10:00am winner is home)
- CLASS B - 2:30pm (3:30pm winner is home)

SECTION 2-PROGRAM ROSTERS/PHOTOS

- All teams must submit a Roster and Photo onto MAX PREPS immediately following Sectional Finals for the Championship program.
- Go to the NYSPHSAA.org website, click on the max preps roster and photo submission instructions link.
- Or go to the AD's and coaches link, click on submit information online, click roster submission

SECTION 3-EQUIPMENT:

Balls

- Longstreth Sporting Goods will provide game balls for all Regional games and Championship games hosted by Maine Endwell and Vestal.

Facility

- The game field shall be ready at least one hour prior to the start of the first game.
- **Only NYSPHSAA STATE Passes / Badges will be honored at the Championship Site.**

SECTION 4 - PLAYING RULES:

General

- The championships will be conducted according to National Federation of State High School Association (NFHS).

Media

- For competition beyond the sectional level, the NYSPHSAA own all rights to each and all its championship events. Said rights include, in addition to the rights with respect to participation and admission rights to television (live and delayed) radio broadcasting, filming, videotaping and commercial photography. Please contact Chris Watson at cwatson@nysphsaa.org for information.
- **Press Credentials** All bona-fide media (daily or weekly print newspapers, broadcast/community television stations, broadcast radio stations) are required to submit a media credential request **online**. The request should be submitted between August 1st and September 30th for the upcoming school year of state tournaments (2017-2018). The request should come from the **Sports Editor or Sports Director**. Requests will be reviewed and all approved credential requests will be distributed by mail. Credentials will be valid for all NYSPHSAA state tournaments in the current year and are only transferable within media organizations
- **Media Gate Entrance** **The majority of the NYSPHSAA tournament sites will have a media pass list at the main admission gates.** The media pass list will be created by the tournament site media coordinator and NYSPHSAA Director of Communications in advance of the tournament per each media request. Please refer to the Media Contact List. In all other situations, the media will be directed to the Will Call window and will be required to present the following forms of ID for access to media areas:
 - Official NYSPHSAA Media Credential and photo ID (license, passport, etc.) OR
 - All of the following: An official NYS Press Association ID, newspaper/TV media ID, AND a photo ID (license, passport, etc).
- **Videotaping** can be done from most areas around the upper area of the stadium. Video Crews will not be allowed on the field without proper NYSPHSAA permissions.

Introductions

- Teams are led onto the field in two lines by the officials. The captain of each team leads her line of players (starters and non-starters). The officials will stop at midfield. At midfield, the teams, in single file, will turn 90 degrees and move toward their respective goals, ultimately forming a single line at center field facing the direction as determined by the venue. The officials are the first to be introduced. The announcer then introduces the visiting team starters, followed by assistant coach(es) and head coach. The announcer then introduces the home team using the same format. After both teams have been introduced and the national anthem has been played, the players should return to their respective benches to prepare for the start of the game.

Music

- NYSPHSAA will provide music via CD or flash drive.

National Anthem

- The National Anthem shall be played before each game at each site.

Squad Size

- **TWENTY-FIVE ATHLETES** will be admitted free and be presented with awards. **Seven (7)** additional badges will be available to you for **Bench Personnel**. Bench Personnel are defined as managers, assistant coaches, spotters, ball retrievers, trainers, and scorekeepers. If you have more than 25 athletes; Bench Personnel tickets may also be used for student athletes for a total of 32 on the traveling squad. Please refer to the Awards section 9 for additional information. There is a separate ticket for your bus driver.
- Each Team will bring two (2) individuals to retrieve balls on the side lines. They are to be included in the 7 Bench Personnel.

Team Bench

- The home bench will be to the right of the scores table as you face the field. At the conclusion of the awards ceremony, please remove your team from the bench area immediately so the teams playing next can begin to warm up. The warm up clock begins immediately after the awards ceremony.
- Players, coaches, statisticians, managers, trainers and scorekeepers are the only people who will be permitted at the bench area during the game. **Athletic Directors on the field:** Athletic Directors who wish to be on the field during their team's game, must stay in the team area and will be subject to the rules of the game/site. The Athletic Director (should wear credentials) will not count as part of the count for bench personnel. All other school personnel are to remain in the area reserved for spectators.

Overtime Procedure

- The following overtime procedure shall be used when a game is tied at the end of regulation play: A tied game will be broken to determine the winner by playing up to two 10-minute "sudden victory" periods of teams consisting of seven team players (one of which is a goalkeeper) and a shoot-out if necessary. Please see Appendix A for specifics regarding overtime procedures.

Games Suspended, Not Played or Not Completed (due to inclement weather, etc.)

- If the unfortunate happens, every attempt will be made to complete the individual game/tournament. It may be necessary to delay games, or move games to alternate sites. Understand we have no control of the weather. Your patience and cooperation as the leader of your team will certainly be needed. All information pertaining to changes in game times or location will be posted in the lobby of the Double Tree Inn and each Section Coordinator will have the information as well.
- If the games are delayed, the following plan will be put into effect.
 1. One and one-half hours will be scheduled between games.
 2. Nonstarters will not be announced prior to game
 3. 10 minutes on field warm up.
 4. Overtime: 1 SVOT (10 minutes); immediately followed by shoot out.
- In the event a final game in the State Tournament is suspended because of conditions that make it impossible to continue play, the game shall be re-scheduled for the following day from the point of interruption. The Tournament Committee shall make the determination that the game will begin. Once the game has started, the game officials in conjunction with the Tournament Committee shall make the decision to continue or interrupt the game. If the following day is still unplayable or the game is again interrupted, co-champions shall be declared.
- We will be following the NYSPHSAA Heat Index and Wind-chill Policy for all Regional and Championship games.

Uniforms

- The home team, shall wear white colored shirts and socks; the visiting team shall wear a dark colored shirts and socks. Gold is NOT considered a dark color for team shirts. Please bring both Home and Away uniforms to the field.

Crowd Control

- Please be sure to have an administrator in charge of your spectators to prevent any problems. PLEASE HAVE THIS PERSON IDENTIFY THEMSELVES TO THEIR SECTION COORDINATOR prior to the game. Additional security will be provided at the Championship site.

SECTION 5-PROTESTS AND APPEALS

- Any and all questions and / or protest as to game rules and the conduct of the games shall be heard and resolved by the Games Committee. All decisions shall be final with no right of appeal. Each coach should have a Tournament Handbook. If you do not, please get one from your Section Coordinator.
- For Semi and Final games; the Games Committee shall be made up of three Section Coordinators from neutral sections.

- Any appeal of the State Handbook sportsmanship standard at the regional level shall be referred to the State Office for a decision. Should the appeal occur at the championship games, a member of the NYSPHSAA staff or in their absence, the State Coordinator will resolve the appeal.

SECTION 6 – OFFICIALS

- Only New York State Certified Field Hockey Officials will be assigned games. The committee for selection of officials for the Semi and Final games will make assignments for all games.
- For the **Regional games**, the host Section provides officials unless mutually agreed upon by each of the Section Executive Directors. All Section Coordinators are to submit a prioritized list of qualified officials to Bev Hooper. Only the names of officials who are available to work the entire tournament are to be submitted. In order to qualify for Regional, Semi and Final games, the official must have worked a minimum of 50% of the high school games assigned by their Section. A committee of three will be set up for purposes of selecting and assigning officials specific duties during a contest for the Semi and Final games. The committee reserves the right to add officials to the list based on extenuating circumstances.
- Nine officials will be assigned to work the tournament. Every attempt will be made to assure assignment from neutral sections and to assure that no team will be assigned the same official for a Semi and Final game.
- The committee will assign an official to act as liaison between the officials and the committee during the entire tournament. The NYSPHSAA will pay for room accommodation for the umpire liaison used during the tournament.
- The table umpire's main responsibility is to be focused on the game itself and be ready to enter the game in the event of a field umpire being injured. The replacement of the field umpire should happen with as little disruption to the game as possible.

Duties of table official are as also:

- **1. Prior to start of the game:**
 - a. Review responsibilities of the timer and scorer. The table umpire will be responsible for timing team time outs. If there is a discrepancy on the game clock (visible clock) the table umpire will determine what the proper time will be to set on the clock. Tell the field manager, the correction to be made on the visible clock.
 - b. If there are ball people for the game, assist in giving instructions.
- **2. Oversee the teams' bench areas:**
 - a. Ensure coaches and players remain behind the five-yard restraining line.
 - b. Card coaches or bench personnel if necessary.
- **3. Time and monitor players who receive green and/or yellow cards.**
- **4. Ensure that substitutions are properly executed.**
- **5. Time outs:** If needed, tell the field umpire a team is requesting a time out. If unable to contact the field umpire, then the table umpire may use a whistle to call the time out when appropriate.
- **6. Personal Communication devices:** If available, the table umpire may use a communication device to contact the on field umpires with the following information: **a.** Team requesting a time out **b.**

Information needed about carding situations c. make sure of the correct card information to be written in the scorebook.

- **7. Rules Interpreter:** During the game, the table umpire should not act as a rules interpreter for the coaches.
- **8. 1 v 1 Overtime period:** During the 1 v 1 procedure, the table umpire is responsible to **time** the 10 seconds, and sound a device when the time is ended.

SECTION 7-ATHLETIC TRAINER

- An athletic trainer will be on the site to deal with emergencies and injuries. They are not responsible for any pre-game taping. Water containers will be provided for each team.

SECTION 8-PRACTICE

- Teams arriving the day before championship weekend, may call Ben Nelson, Section 4 Executive Director to schedule practice time and site.

PREGAME PROCEDURES

- The warm up area at Maine Endwell are located on the baseball field. Warm up area at Vestal are located at each end of the field.
- Home team will take the bench and warm up area to the right of the scorer's table as you face the field. Teams can only use the warm-up area immediately preceding their game. Those teams playing the first game of the day will be allowed on the field 30 minutes before game time. A minimum of a 10-minute warm-up will be allowed on the game field.

SECTION 9-AWARDS

- Teams are required to remain on the field following each game for the award's presentation. At the conclusion of the Semi-Finals, the Semi-Final finalist (the team that does not advance) will receive a plaque. The Sportsmanship and Tournament personnel will be awarded. The team that advances will receive their awards at the conclusion of the championship game. The NYSPHSAA provides 25 medals to the State Champions and to the second-place team. NYSPHSAA State Champions will receive 25 state championship t-shirts. If you have more than 25 athletes, a blank award will be handed out and will be collected at the conclusion of all photo opportunities by your Section Coordinator. You may order the additional awards & t-shirts with a form from the NYSPHSAA office. The cost of the extra medals & shirts will be charged to the individual schools. Plaques will also be awarded to the championship and finalist teams.
- Players selected for the All-Tournament team will receive a certificate. One player from each participating team will be chosen for the Sportsmanship Award. That player will receive a Good Sport T-Shirt and certificate.
- NYSFHO Sportsmanship Trophy will be awarded to one team at the conclusion of the State Tournament by the Officials Association. The NYSFHO Association will make the selection and notify the winner.

SECTION 10-ADMISSION/TICKETS

- Regional tickets will be determined by host section. Host section is responsible for the payment of officials.
- Semi-final and Final Championships tickets will be \$8.00. Children under 5 will be free. NYSPHSAA is responsible for the payment of officials.
- **Only NYSPHSAA STATE Passes will be honored at the Championship Site.**
- Tickets for Semi and Final state championships may be purchased online by going to GoFan.co/NYSPHSAA

SECTION 11-BANQUET

- A banquet will be held in the hotel on Friday evening for all the tournament teams. Schools are responsible for payment of all personnel dinners.
- Merchandise and apparel from CP Sportswear will be available for sale at the banquet.



Field Hockey Overtime Procedures
2016-2017

At the end of the regulation game, there will be a coaching intermission that will last up to 5 minutes.

The Officials will:

- Meet with Captains and Coach.
- Toss of coin: the **Visiting team** calls the toss. The winner of the toss gets choice of possession OR end of field.
- The tableside official remains the head official for all segments of the overtime procedures.

I. Ten-minute OT 7 V 7 sudden victory OT period:

- Rolling substitutions are permitted.
- Each team is permitted one time out during the 10-minute overtime period
- Defensive corners during 7 v 7:
- Defense will be reduced to 4 players (3 plus goalie) behind end line
- The remaining defensive player goes behind the 50 yd line with the rest of the team.
- The attack remains the same.

II. If a tie still exists after the first 10-minute overtime, the teams will play a second 10 minute 7 V 7 Sudden Victory overtime period.

- A coaching intermission, lasting 5 minutes, will be allowed prior to the start of the second OT period.
- Teams will change ends of the field, the team not having possession at the start of the first OT shall have possession to start the second OT.
- Time-outs may not be carried over from the previous period, each team is allowed one time out.
- Rolling substitution are permitted.
- Defensive corners same as above.
- The attack remains the same.

III. If the score remains tied at the end of the second 10-minute overtime period; a Shoot-out will take place.

A set of 5 alternating shoot outs take place in each series. A full set of 5 is played.

- Players from each team take a 1v1 shoot-out, alternately against the goalkeeper of the other team.
- Five (5) players per team will take the shoot-out in the sequence nominated and communicated by the team to the umpires on duty before the start of the shoot-out competition. The order of shoot-out must be indicated to the umpires at the coin toss.
- The umpires, in conjunction with the tournament committee will choose the goal to be used.
- Toss of coin: The **Visiting team** calls the toss. The team which wins the toss has the choice to take or defend the first shoot-out.

- The team scoring or awarded the most goals is the winner and the competition ceases once an outright winner is determined. Winner is declared: when there is a clear winner and play is not necessary to finish the group of 5. ex: during the 1st group of five 1v1 scenarios, the score is 4-1 , there is no need to play out the last two players.

PLAYERS AND COACHES—

1. When not involved in play, the Goalkeeper may stand on the end line on the side of the goal closest to her team OR may stand behind the 25 yd line with the 5 players involved in the shootout.
 2. Team members, and coaches not involved in the shootout, may stand on the field, behind the 30-yd. line, 5-10 yards from the sideline. One team on each side of the field.
 3. PLAYERS should be ready for the next shootout, but not raced into the set up.
 4. If the goalie is a shooter, she is considered a field player.
- A player who has been excluded permanently (red card) from the field of play during that same match, cannot take part in any shoot-out competition.
 - A team with a player who was carded during the shootout, must play short in the shootout period.

IV. Shootout:

OFFICIALS:

- Lead and Trail officials will call the shootout.
- Lead official during regulation time will continue to be lead regardless of which goal is chosen.
- Table official will keep time.
- If Sectional games have a Certified *Table official*, the *Table official* will keep the time. If a Certified Official is not assigned to the table during Sectional games, the timer will turn her/his back to the field and start the 10 seconds with the official's whistle. The official time will be kept on the field.
- Officials should not feel they must move the 1v1 along. Officials should scan both benches, allowing players and coaches a reasonable amount of time to set up for each shootout.

PROCEDURE:

- The goalkeeper starts on or behind the goal line between the posts.
- The ball is placed on the nearest 25 yd line opposite the center of the goal.
- The attacker stands outside the 25 yd line near the ball.
- The umpire blows the whistle to signal the start of the shootout; the attacker and the goalkeeper may then move in any direction.
- The shoot-out is completed under the following conditions:
 - **10** seconds has elapsed.
 - The attacker scores a goal.
 - The attacker commits a foul.
 - The goalkeeper commits an unintentional foul in which case the shoot-out is re-taken.
 - The goalkeeper commits an intentional foul, in which case a penalty stroke is awarded.
 - The ball goes out of play over the back-line or side-line; this includes the goalkeeper intentionally playing the ball over the back-line (not a foul). The ball simply going outside the circle a second time does not constitute the end of a shoot-out.

Replacement situations

- If a penalty stroke is awarded as specified above, it is taken by the two players involved in the shoot-out concerned, unless either of them is incapacitated or suspended. This penalty stroke will take place before the next available shoot-out takes place.
- If the replacement goalkeeper is a field player, that player is allowed reasonable time to put on protective equipment.
- If during a shoot-out competition, a defending goalkeeper is incapacitated, that goalkeeper may be replaced by

another goalkeeper.

- If during the shoot-out competition, an attacker is incapacitated, that attacker may be replaced by another player from the team unless suspended by the umpire prior to or during the shoot-out competition.

V. If a tie still exists after the first series of 5 shoot-out, a second series of 5 shoot-outs will take place.

- Coaches may change the order and/or players before the start of the second shootout.
- A coaching intermission lasting 2 minutes, will be allowed prior to the start of the second shoot-out period.
- The coach must inform the umpires as to the order in which the nominated players take the shoot-out.
- The team who had taken the first shoot-out of the first series must defend the second series.

****If a tie still exists after a second series of 5 shootouts, Sudden Victory of 5 additional shoot-outs are taken. (Follow the same process criteria as above.)**

VI. Misconduct:

1. Each team will begin the first 7v7 overtime with seven players, one of which must be a Goalkeeper, (unless players were disqualified or have not completed a suspension during any previous playing period. Teams will play short during this time.)
2. Any player who has been disqualified (Red Carded) during regulation play is not eligible for the overtime period and the team will play short for the entire overtime.
3. A player suspended (Green/Yellow Carded) during regulation play, would be eligible at the completion of the suspension timeframe of the 7v7 periods. The team plays short until the suspension is completed.
4. At the beginning of the first round of 1v1 shootout, a suspended player with time that is carried over into the 1v1 shootout round will be unable to participate in any future shootout rounds. **Teams will start the 1 v1 shootout with 5 players.**
5. If an Attack player is Green / Yellow carded **during** the shootout, that player may be replaced with an eligible shooter to participate in any future shoot outs. However, the player carded will be unable to participate in any future shootout rounds. Any further player who is carded during the shootout will follow the same procedure.
6. If an Attack player is Red carded **during** the shootout, their team will only have 4 shooters participate in any future shootouts. The player carded will be unable to participate in any future shootout rounds. Any future shoot-out the player was entitled to take counts as no goal. The spot of the no goal in future shootouts will be determined by the carded player's coach.
7. If a goalie is carded **during** the shootout, she is replaced and is unable to participate in any future rounds. The replacement goalkeeper is allowed reasonable time to put on protective equipment. If the goalie is Red carded, she will be replaced and is unable to participate in any future rounds. An Attack player will be removed from the shootout series and her spot in future shootouts will count as a no goal. The spot of the no goal in future shootouts will be determined by the carded player's coach.
8. It is expected that the players and coaches will not enter the field of play until the official has signaled the end of the game or overtime. Failure to comply will be treated as misconduct.

FIELD HOCKEY CHAMPIONSHIP TOURNAMENT
Semi-Finalist School Check List

Welcome to the 2017 Championship Tournament. This check list is designed to provide you with a quick look at what you and your school need to do PRIOR to coming to the Tournament.

All teams must contact Terri Welcher, Tournament Director, even if you are not staying in the hotel.

315-264-1759 cell / twelcher@twcny.rr.com

TRAVEL

- Check with your Section Coordinator to verify who pays for what. Does your Section cover cost of Travel, Hotel, Bus Driver room? Each School District or Section provides its own transportation to and from the stadium. Directions to Stadium and Hotel are in packet.

ACCOMMODATIONS

The Doubletree, by Hilton Binghamton has been chosen to be our host for the Tournament weekend. Our hotel contact is **Patty Weist**. Complete the enclosed worksheet prior to calling Patty at the Hilton Doubletree, with your hotel reservations, room rate is \$102. Be sure to include players, managers (four to a room) coaches, chaperons, administrators and bus driver. Please include the name and number of the school contact person designated to handle payment, paperwork and any questions the hotel may have. All schools must fax their Rooming List, Tax Exempt form and Purchase Order/Credit Card to the hotel by Tuesday, November 7th to confirm their rooms. If using a school credit card, please fill out the Credit Card Authorization form on page 16 and send along with your other forms.

- Contact AD/Superintendent/Business Manager and decide if your team will be staying at the Hotel. You must contact Terri Welcher (info above) by Noon, Monday, November 6th with your decision. One or two nights? Use accommodations worksheet and fax by Tuesday, Nov. 7th.
- The Hotel will need the following: ROOMING LIST, PURCHASE ORDER, TAX EXEMPT FORM. You will get these forms from your AD/Superintendent/Business Manager. Fax info to the HOTEL ASAP.
- Make up rooming list for Hotel. Four students to a room, remember to include coaches, administrators, chaperons and bus driver if necessary.
- Will you want breakfast at the Hotel on Saturday or Sunday morning? Info in the Handbook.
- Banquet will be held on Friday evening for all Tournament Teams. Info on the worksheet.
- **Meals** - All meals are on your own. The Doubletree has a restaurant in the hotel, plus for your convenience, they have breakfast on Saturday and Sunday morning. The Breakfast will cost \$ 18.15 per person. If you choose to utilize the restaurant, please make your reservations with Patty Weist using the Accommodations Sheet.
- **Hotel/Motel Report-** Prior to check in please complete the school section of the Hotel forms available on line at the NYSPHSAA web site and make 2 copies. Present copies to the Front Desk at check in time.

- At the conclusion of your game on Saturday if you are in need of reservations, please see Terri Welcher. I will make every effort to meet you on the field and then I will contact the hotel to verify your reservations for Saturday night.

BANQUET

A banquet will be held in the hotel on Friday evening at 6:30pm for all the tournament teams. Dinners will be \$23.00 each. Please get your banquet number to the hotel by Tuesday, November 7th.

CHAMPIONSHIP ADMISSION

The ticket cost per day is \$8.00 per person. Tournament tickets may be purchased on-line at gofan.co/NYSPHSAA under the field hockey link. No student, senior citizen or school personnel discount. **No passes will be observed, except NYSPHSAA Service and State passes.**

- Submit **School Gate List available on the NYSPHSAA website by Nov. 9th. Form is available on the NYSPHSAA website.** List of School Administrative personnel. Information in the Handbook.
- Two Rosters filled out and ready for announcer and scorekeeper. Please include 7 Bench Personnel.
- Someone familiar with names to press box to help with announcing.

COACHES MEETING

There will be a coaches meeting Friday evening after the Banquet. Each coach will be asked to describe the color of their shirts. If the opponent's shirts are similar colors, the State Committee will determine which team will be told to wear their contrasting shirt. If teams are not at the hotel on Friday night they should contact their Section Coordinator for information no later than two hours before their game on Saturday.

GAME ROSTERS / BENCH PERSONEL LIST

Please use the list attached to complete your game day lineups. Please be sure to include your 7 bench personnel. These members should be ball retrievers, scorekeepers, assistant coaches, trainers and managers. No photographers, press or school administrators should be on the Bench Personnel list.

Athletic Directors on the field: Athletic Directors who wish to be on the field during their team's game, must stay in the team area and will be subject to the rules of the game/site. The Athletic Director must have credentials, will not count as part of the count for bench personnel.

PRE-GAME PROTOCOL

- Receive athlete tickets at the gate
- A Committee member will escort you to your locker room assignment.
- Twenty Minutes prior to game time send your spotter to the announcer's booth with the starting lineup. The spotter is to stay in the booth until released by the announcer.
- A Committee member will escort your team out to the warm up area.
- Belongings may be left in the locker room during warm up only. They must be taken on to the field at

- game time.
- When five (5) minutes remain during warm up, teams return to their benches for stick check and introductions.
- The announcer will announce reserve players from each team and then announce starters for one team and then starters for the other team.
- The National Anthem will be played at the beginning of each game of the day.

POST GAME PROTOCOL

- At the final whistle, and after brief celebration, teams should go through the line for congratulatory handshake.
- Teams return to benches and awards for the Awards presentation.
- Your All-Tournament Team and Sportsmanship selections must be given to the Committee Member at the Scorer's Table.
- Teams will meet the Media and Parents at the exit gates on the corners of the track.
- Please vacate your benches immediately following the awards ceremony.
- If you are staying at the Hilton Double tree another night, please contact Terri Welcher.

SCHOOL GATE LIST

Go to the NYSPHSAA website www.nysphsaa.org for this list,

- click on Resources
- Go to Forms and click Sports Coordinator Forms.
- List your School Administrators who will be attending your games.

TOURNAMENT FACILITY

There is NO Smoking / NO Alcohol allowed on Maine Endwell or Vestal school property at any time. Tailgating will be allowed in the parking areas.

HOTEL/ SITE

HOTEL Address

DoubleTree by Hilton Binghamton
225 Water St.
Binghamton, NY 13901

Directions to Maine Endwell High School and Vestal High School will be handed out at the Coaches Meeting

Maine Endwell High School Stadium 750 Farm-to-Market Rd Endwell NY 13760
Vestal High School Stadium 205 Woodlawn Dr. Vestal, NY 13850



225 Water Street Binghamton, New York 13901
phone:607-722-7575 fax:607-724-7263
www.binghamton.doubletree.com

As cardholder of the below listed credit card, I authorize charges for
(guest name and/ or group name) to be processed to my account.

Authorized Charges (please check all that apply)

Date of Event /Stay _____

Room & Tax _____

Incidentals _____

(Phone, Restaurant/ Lounge Charges, Misc Charges)

Banquet / Meeting BEO _____

(Food, Beverage, Room Rental, AV charges, Misc Charges)

Credit Card Information – Please Print

Type _____

Card Number _____ Exp. _____

Authorization Amount _____

I Agree to Pay for the Charges Authorized Above on the Specific Card

Authorized Signature _____ Date _____

Phone# _____

E-Mail Address _____

Hilton Honor# _____

Hotel Use Only

Authorization Amount

Authorization Code

Hotel Staff

**2017 NYSPHSAA FIELD HOCKEY CHAMPIONSHIPS
Tournament Registration Form**

To: Patty Weist by Nov. 7th NOON

FAX: 607-724-7263

E-Mail: Patty.Weist@Hilton.com

SCHOOL	
CLASS	
SECTION	

CONTACT INFORMATION

COACH	
WORK PHONE	
CELL	
E-MAIL	
ATHLETIC DIRECTOR	
WORK PHONE	
CELL	
E-MAIL	
HOTEL CONTACT	
WORK PHONE	
E-MAIL	

HOTEL INFORMATION

# OF PLAYER ROOMS 4 athletes per room	
# OF COACHES ROOMS	
# OF CHAPERONE ROOMS	
BUS DRIVER ROOM	
TOTAL ROOMS NEEDED	<input type="text"/> X \$102 per room <input type="text"/>
ARRIVAL DAY	
APPROX. ARRIVAL TIME	
GAME TIME SATURDAY	
GAME TIME SUNDAY	
BREAKFAST SATURDAY ?	<input type="text"/> Time <input type="text"/>
BREAKFAST SUNDAY?	<input type="text"/> Time <input type="text"/>
Breakfast \$18.15 per person	

BANQUET

ATTENDING BANQUET?	YES	NO
#FOR THE BANQUET	<input type="text"/>	X \$ 23 per person <input type="text"/>

Banquet Check or P.O. made out to NYSPHSAA
Paid night of Banquet

ADDITIONAL COMMENTS:

Fax or E-Mail form to Patty Weist , Doubletree Hilton. Binghamton along with the following items:

- COPY OF ROOMING LIST**
 - TAX EXEMPT FORM**
 - PURCHASE ORDER OR CREDIT CARD AUTHORIZATION**
- Questions? Call Patty @ 607-722-7575

TEAM UNIFORM COLORS

JERSEY COLOR	Home: <input type="text"/> Away: <input type="text"/>
SOCKS COLOR	Home: <input type="text"/> Away: <input type="text"/>