

# NCAA Event Certification Form



## Pre-Event Information (Completed by Event Manager)

Name of Competition and Event Host	_____	Date(s)	_____
Name of Competition Facility	_____	Phone #	_____
City, State, ZIP of Facility	_____	Lanes Used (#'s)	_____
Street Address of Facility	_____	Competing Teams	_____
Name of Event Manager	_____	Event Mgr Phone	_____
Email Address of Event Manager	_____	Scorekeeper	_____
Name of Head Official	_____	No. of Assistant Officials	_____
Name of Assistant Officials	_____		
Type of Lane Surface: (Wood / Synthetic / Guardian / LaneShield)	_____	Full/Partial Overlay	_____
Name of Lane Surface (Non-Wood)	_____	Age of Surface: ____ Yr. of last resurface	_____
Type of Lane Conditioner Used	_____	Is Facility USBC Certified?	_____
Name of Lane Maintenance Machine	_____	Type: Wickless (TR) Wickless (TB) Pad Machine	_____
Pattern Parameters = Overall Distance	_____	Oil Ratio	_____
		Pattern #	_____
		Modified/Original	_____
Email Address of Head Official	_____	Head Official Phone #	_____
Email Address of Assistant Official	_____	Assistant Official Phone #	_____
Email Address of Assistant Official	_____	Assistant Official Phone #	_____
Email Address of Assistant Official	_____	Assistant Official Phone #	_____

Competition Format(s) of Event	Date(s) of Matches Played	Total # of Matches Played	# of Games per Match	# of Matches - Possible W / L using Format	Types of Matches Played = Dual Competition (D) or Tournament (T) (pool play, qualifying, position round, or bracket finals)

## Names of Teams Attending Event

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Event Manager shall forward Event Certification Form, with all pre-event information, to ALL competing teams and the Secretary-Rules Editor (Michael Fine: email -- rulesmfine@yahoo.com) at least ten days before start of event.

## Post-Event Report (Completed by Head Official)

NCAA Region(s) Represented at Event	_____	Winner of Tournament (if applicable)	_____
Team Scoring Average at Event:	5-Person _____	Baker	_____
Individual Scoring Average at Event:	Field Average (mean): _____	High Avg	_____
		Number of Athletes:	_____
Warning(s) Issued by Officials (RULE # AFFECTED):	_____	No. Penalties:	_____
		No. of Ties Broken:	_____
Any Rulings, Penalties, Protests or Sanctions to be Filed: (circle one) No Yes If yes, explain briefly _____			

Official's

Form to the Secretary-Rules Editor (Michael Fine -- rulesmfine@yahoo.com) within seven days of event finish.

Signature of Event Manager:	_____	Date:	_____
Signature of Head Official:	_____	Date:	_____
Signature of Secretary-Rules Editor:	_____	Date:	_____