



YOUTH & YOUNG ADULT MINISTRY & CYO
SANCTIONED EVENT APPLICATION



DIRECTIONS: Please submit application to the CYO Athletic Office, 795 Russell Ave., Akron, OH 44307 at least [10] ten days prior to the starting date of the event. There is an option to complete the form online.

Sponsoring Organization: _____

Title of event: _____

Address: _____

Street Address City Zip

Location[s] of Event: _____

Sport: _____ Gender: BOTH: _____ Boys: _____ Girls: _____

Grades: _____ 8 _____ 7 _____ 6 _____ 5 _____ 4 _____ 3
_____ 2 _____ 1 _____ HS 12 _____ HS 10

Entry Fee: \$ _____ Starting Date: _____ Ending Date: _____

Format: Round Robin: _____ Double Elimination: _____ Other [EXPLAIN]: _____

Sanctioned Fee Check # _____ Minimum # of guaranteed games per team? _____

Registration link: _____

Event Director: _____ Cell Phone#: _____

Email: _____

Address: _____

Street Address City Zip

Member Administrator: _____ Athletic Director: _____

AUTHORIZATION

We attest that all of the information above is accurate. We further attest that all rules and regulations of the CYO Charter and Bylaws, as well as sport specific rules will be followed throughout this event. All signatures required.

Member Administrator Signature: _____ Date: _____

Athletic Director Signature: _____ Date: _____

Event Director Signature: _____ Date: _____

FOR CYO USE ONLY

Date received: _____ Date approved: _____ Date entered: _____

SANCTIONED #: _____ Authorization: _____ Sec: _____

COMMENTS: _____

Application Process

- CYO Members, Parishes, Parish Organizations, Catholic high schools, or Catholic colleges are permitted to sponsor tournaments or competitions with the sanctioning of CYO.
- Sponsoring organizations submit a Sanctioned Event Application and Fee of \$50 to the Akron CYO Office, 795 Russell Ave. Akron, 44307 at least [10] ten days before the Tournament or Competition begins.
- The sponsor is notified if issues need resolved, prior to approval.
- When CYO approval is given, the event is listed on the CYO website [Sanctioned Event section] and advertising is permitted.
- The sponsor receives a Sanctioned Event Packet with guidelines, the Event Certificate [for posting], a current list of events, sport specific rules and the Sanctioned Event Completion Report.
- Prior to the start of the Tournament/Competition, the sponsor needs to provide the list of participating teams [by coach] and the tournament link or a copy of the schedule.
- The Event Director accepts the responsibility of being familiar with and enforcing the CYO Charter & Bylaws and CYO sport specific rules.

Participation in Sanctioned Events

- Participation in Sanctioned Events is limited to Cleveland and other Diocesan CYO teams. [*Bylaw 4-3-1F*]
- The Event Director is required to collect official CYO Rosters from each team participating in the event.
- Teams are to be registered under the head coach as listed in Sports Pilot.
- Only the players registered on the official CYO roster are eligible to participate for that specific team. Guest players are not permitted. [*Bylaw 5-3-2-C7*]

Time Limitations

- Sanctioned events can only be held during the official CYO sports season. Events must be completed by the official CYO end of season published date for that sport.
- Sanctioned Event game schedules must comply with the time limitations noted in CYO Bylaws [*Bylaw 4-3-1 B-C*]
- All Sanctioned Events must comply with the number of events and the per day/week limit as listed in the sports specific rules [*Bylaw 4-4-1*].
- Scheduled CYO games have priority over Sanctioned Events, and will not be rescheduled for any Sanctioned Event conflict. The Event Director is responsible for rescheduling any contests that conflict with CYO scheduled events.
- Refer to the CYO Bylaws, Athletic Calendar and sport specific rules on the website.

Officials

- The Sanctioned Event sponsor is responsible for the assignment of officials. All contest officials must be certified by an organization approved by the CYO Athletic Administration. [*Bylaw 9-1-2*]

Procedures

- If a player, coach or spectator is ejected from a contest, the Event Director must report this on the CYO website “Report an Incident” within 24 hours.
- Within 10 days of completing the event, the Event Director is required to submit a Sanctioned Event Completion Report and *provide a complete copy of brackets/results to the Akron CYO Office. mhuber@ccdoble.org *If a scheduling program service is used and has been previously provided, only page 1 of the Completion Report needs to be completed.
- Penalty for noncompliance to any of these terms results in inability to sponsor events for one calendar year.

I have read, understand, and agree to the terms of the Sanctioned Event Application Guidelines.

EVENT DIRECTOR: _____ DATE: _____