

2019

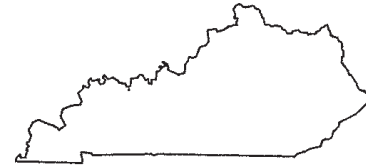


**STATE SOFTBALL TOURNAMENT
INSTRUCTIONS
FOR PARTICIPATING
TEAMS**



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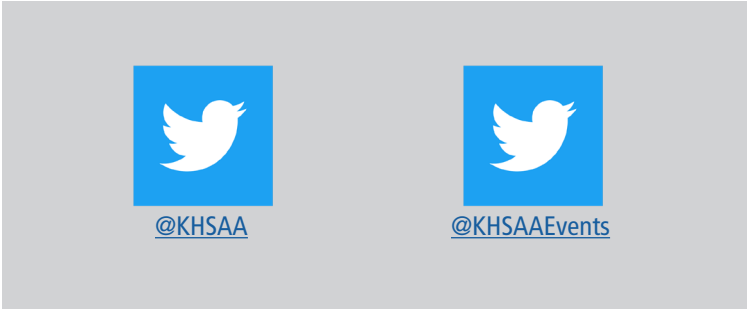
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BRIEF WELCOME

Congratulations on behalf of the Kentucky High School Athletic Association Board of Control and staff for advancing to the 2019 KHSAA State Softball Tournament.

Refer to this manual and the important website links included at the end of the document to guide you through preparation for your participation.

KHSAA CONTACTS

Administrators and coaches should contact Assistant Commissioner Sarah Bridenbaugh (sbridenbaugh@khsaa.org), Assistant Commissioner Mike Barren (mbarren@khsaa.org), or Administrative Assistant Jeanie Molloy (jmolloy@khsaa.org) at the KHSAA offices should they have any questions.

They, along with Event Management Specialist Dan White (dwhite@khsaa.org), will be on site throughout the event to assist you as needed.

Media and statistics inquiries should be directed to Communications Director Joe Angolia (jangolia@khsaa.org).

Questions may also be directed to the KHSAA offices at (859) 299-5472 and any member of the staff should be able to refer you to the correct party.

QUALIFYING FOR PARTICIPATION IN CHAMPIONSHIP

The winning teams from the eight (8) semi-state games advance to the state tournament.

COMPETITION DATES, LOCATION AND SCHEDULE

DATES AND LOCATION

The 2019 KHSAA State Softball Tournament will be held Friday, June 7 through Sunday, June 9 at John Cropp Stadium on the University of Kentucky campus in Lexington.

SCHEDULE

Quarterfinal games will be played at 10 a.m., 1 p.m., 4 p.m. and 7 p.m. ET on Friday, June 7.

Semifinal games will be played at Noon and 3 p.m. ET on Saturday, June 8.

The state championship game is scheduled for 2 p.m. ET on Sunday, June 9.

No scheduled games will be started earlier than the designated time.

A link to the complete bracket is included at the end of these instructions.

ROSTERS, SUBSTITUTIONS, TEAM ADMISSION AND LIMITATIONS

ROSTERS

The team roster as entered on the KHSAA website prior to the first day of the postseason shall serve as the eligibility roster for the tournament.

Roster entry is locked on the first date of the postseason.

POSTSEASON ROSTERS

Schools must log into the KHSAA website and designate their postseason roster, which is separate from the regular-season varsity roster.

Only players marked as a postseason participant in the online roster system as of the Monday of the first postseason week are eligible to participate in the district, region, semi-state or state tournaments.

A school may enter up to 21 players in each postseason game from the roster submitted online.



Failure to adhere to this policy will result in penalties permitted within Bylaw 27.

No other players than the 21 designated for each game may be in uniform.

The postseason roster is also used for advance preparations in case of a team qualifying for the state tournament.

Deductions from team reimbursement expenses will be made to those teams that do not adhere to team limits and field access policies.

SUBSTITUTIONS AND REVISIONS

There may be no additional players added to the roster following the first day of the first week of the district tournament, including for those teams that advance to state.

Substitutions to the 21 that dress may be made, but they must be listed on the postseason roster.

TEAM ENTRY

Buses will drop off athletes, coaches and team personnel at the team pass gate near the main entrance upon arrival at John Cropp Stadium. Gates will open for teams an hour and a half before game time each day.

Coaches packets may be picked up at the pass gate, which include bag tags for the participants and hang tags for the coaches, which will serve as admission throughout the tournament.

The entire team should enter as a group with credentials already handed out, including all managers, coaches, administrators and doctors.

These packets will include bag tags for the participants and hang tags for the coaches and team party which will serve as admission throughout the tournament.

No passes, other than those produced for the tournament, will be honored at the gate.

Each team will be provided 39 credentials (21 bag tags for the players dressing, plus 18 hang tag credentials for coaches, administrators, non-dressing participants, etc.) that are good for the entire event.

When in doubt, those people who have no direct responsibility during the game should be in the stands.

All other individuals must have a ticket for admission.

All other coaches and members of the traveling party who are not in possession of a credential will not be entitled to complimentary admission and will be directed to a ticket window.

TEAM ADMISSION AND FIELD AND DUGOUT LIMITATIONS

The twenty-one (21) players shall be designated each postseason game from the roster submitted online and no other players may be in uniform.

Only the twenty-one (21) players in uniform for that game and the team's coaches are permitted on the field for warm-ups and infield practice.

There is a limit to the total number of participants in the dugouts which may not exceed thirty (30) for any postseason contest to include all players, coaches and staff.

It should be noted that the school will be held accountable for the conduct of all persons in the dugout area.

BYLAW 22 - REQUIREMENT TO ACCOMPANY

You are reminded that KHSAA Bylaw 22 requires a principal, coach or another approved individual with the school to be present along with any student-athlete who is representing a member school.

A segment of that bylaw states:

"The principal, coach or another individual approved by the local Board of Education shall accompany the team to all contests. His or her expenses, when he or she accompanies the contestants, shall be paid in the same manner as those of the contestants. Individuals fulfilling this requirement shall adhere to the requirements of KRS 161.185."



TICKETS AND FAN ADMISSION

TICKETS

All tickets will be sold at the main entrance ticket booth at John Cropp Stadium and through the KHSAA website.

A link to buy advance tickets online is included at the end of these instructions.

Tickets are priced at \$10 for the General Admission area and \$15 for the "Behind the Plate Club" while supplies last.

Children two (2) and under are admitted free.

Admission gates and ticket booths will open one hour prior to the start of the first game each day.

Remind your fans that these gates will not open any sooner and if they wait until the last minute to arrive, there have historically been long lines at the box offices, most noticeably for the state championship game.

All individuals must have a ticket for admission. Both cash and credit cards are acceptable forms of payment.

There will be no re-entry at the state tournament and all persons leaving the park will be directed to a ticket window for return admission.

PRE-EVENT LOGISTICS

CONFERENCE CALL

There will be a brief web conference for coaches and athletic directors on Monday, June 3.

Participating schools will be sent additional instructions regarding the call via email once the field is set.

Participants can set up from any location to join the conference.

ADDRESS

John Cropp Stadium - 570 Wildcat Ct., Lexington, Ky., 40506

DIRECTIONS

From Downtown Lexington

- Head northwest on E Main St. toward S Martin Luther King Blvd. (0.4 miles)
- Turn left at the first cross street onto S Martin Luther King Blvd. (0.3 miles)
- Turn left onto E Maxwell St. (0.5 miles)
- Turn right onto Woodland Ave. (0.5 miles)
- Turn left onto Sports Center Dr. (0.7 miles)
- Turn left onto College Way/Motor Pool Dr. (0.3 miles)
- Turn left onto Wildcat Ct. (0.2 miles)

From Louisville

- I-75/I-64, take Exit 115 for KY-922 S/Newtown Pike toward Lexington (3.5 miles)
- Continue onto Oliver Lewis Way (0.9 miles)
- Continue straight onto Bolivar St. (0.2 miles)
- Turn right onto S Upper St. (0.2 miles)
- Continue onto S Limestone (0.8 miles)
- Continue onto Nicholasville Rd. (0.4 miles)



- Turn left onto Alumni Dr., at the traffic circle take 2nd exit to stay on Alumni (0.5 miles)
- At the traffic circle, take the 3rd exit onto College Way/Motor Pool Dr. (0.2 miles)
- Turn right onto Wildcat Ct. (0.2 miles)

From Northern Kentucky

- I-75/I-64, take Exit 115 for KY-922 S/Newtown Pike toward Lexington (3.5 miles)
- Continue onto Oliver Lewis Way (0.9 miles)
- Continue straight onto Bolivar St. (0.2 miles)
- Turn right onto S Upper St. (0.2 miles)
- Continue onto S Limestone (0.8 miles)
- Continue onto Nicholasville Rd. (0.4 miles)
- Turn left onto Alumni Dr., at the traffic circle take 2nd exit to stay on Alumni (0.5 miles)
- At the traffic circle, take the 3rd exit onto College Way/Motor Pool Dr. (0.2 miles)
- Turn right onto Wildcat Ct. (0.2 miles)

From Eastern Kentucky

- I-64W, use left lane to take Exit 81 to merge onto I-75 S toward Richmond/Knoxville (2.8 miles)
- Take Exit 108 for Man O War Blvd. and keep right at the fork (0.3 miles)
- Merge onto Man O War Blvd. W (3.4 miles)
- Turn right onto Alumni Dr. (3.4 miles)
- At the traffic circle, take the 1st exit onto College Way/Motor Pool Dr. (0.1 miles)
- Turn right onto Wildcat Ct. (0.2 miles)

From Western Kentucky

- Bluegrass Parkway, merge onto US-60 E/Lexington Rd. (7.4 miles)
- Turn right onto Mason Headley Rd. (1.5 miles)
- Continue straight onto Waller Ave. (0.9 miles)
- Turn right onto Nicholasville Rd. (0.4 miles)
- Turn left onto Alumni Dr., at the traffic circle take 2nd exit to stay on Alumni (0.5 miles)
- At the traffic circle, take the 3rd exit onto College Way/Motor Pool Dr. (0.2 miles)
- Turn right onto Wildcat Ct. (0.2 miles)

PARKING

Parking for the general public is free and will be in the normal parking lots adjacent to the softball complex.

Spectators are urged to arrive at least 30 minutes prior to the start of scheduled game times.

Team bus drivers should enter as directed by the park personnel to minimize problems.

Buses will drop off players and team personnel at the main entrance.

LODGING

Team housing for the softball state tournament is arranged through the Lexington Convention and Visitors' Bureau.



As part of the bid package from the city of Lexington, hotels have allotted each team a block of rooms at a discounted price.

A complete list of the tournament lodging assignments is included as a link at the end of these instructions.

Each property is holding the block of rooms until Tuesday, June 4.

Teams should contact the property before noon on June 3 to confirm or cancel their reservations.

Rooms reserved outside of the block being offered may be at the normal public rate.

When you call for reservations, ask for the block of rooms under "KHSAA Softball Tournament."

Teams will be reimbursed for the nights they utilize, beginning the night before the tournament (should you choose to come in the night before) and going through the morning following elimination.

FAILURE TO STAY IN THE ASSIGNED PROPERTY WILL RESULT IN YOUR TEAM NOT RECEIVING A LODGING ALLOWANCE.

Schools may contact their assigned hotel with questions, and are requested to comply with their needs for a rooming list as soon as feasible.

Feel free to contact the KHSAA office as well if you have any questions.

VENUE LOGISTICS

DRESSING/LOCKER ROOMS

There will be no locker room facilities available at the park.

Teams should be dressed and prepared to play upon arrival.

PRACTICE

There will be no practice opportunities at John Cropp Stadium.

Please do not contact the University of Kentucky directly to try to schedule practice time.

Should you need a practice facility, contact Fayette County Public Schools Athletic Director Robbie Sayre (robbie.sayre@fayette.kyschools.us).

Warm-up areas will be available for teams to use prior to their on-field warm-up time, if necessary.

Teams will be given an 8-minute timed infield prior to their game(s). There will be no infield practice while field maintenance is taking place.

Only the 21 individuals dressed should participate in any on-field warm up/infield.

Failure to adhere to the timed infield period shall result in a reduction in team expenses reimbursement.

FIELD SPECIFICATIONS

The fence distances at John Cropp Stadium are 200 feet down the left field line, 200 feet down the right field line and 220 feet to straight away centerfield.

The outfield walls are clearly bordered by a warning track.

HOME AND VISITING TEAM DUGOUTS

The team in the top half of the bracket will be the home team in all games and use the first base dugout.

The team in the bottom half of the bracket will be the visiting team in all games and use the third base dugout.

The home team will wear light colored jerseys and the visiting team will wear dark colored jerseys.

A representative of the school and the KHSAA event staff will inspect the dugout before and after each game.

It is expected that dugouts will be left in the same condition as they are found.

The KHSAA will take whatever action is necessary, including issuing a fine/reduction in team reimbursement expenses to the particular school and assessing the cost for cleanup, to those schools leaving the dugouts in unsatisfactory condition or



damaging any stadium property.

All team members and coaches shall adhere to NFHS playing rules and remain in the dugout unless occupying a fielding position, base, batter's box, on-deck circle, coaching box or warming up in the bullpen.

Each team is expected to help in the retrieval of foul balls down their side to make certain that the best possible balls are being used.

POINT OF EMPHASIS

In order to best utilize the opportunity to play in such a great facility, teams are advised of the following requests regarding field access.

- Players and coaches should remain off the "hip" areas (grass in foul territory in front of the dugouts.)
- Teams are also asked to warm-up at least 10 feet off of the foul line and edges of the grass, including the back arc of the infield.

SIGNAGE/BALLOONS

Signs/banners are permitted inside John Cropp Stadium, but must be of good taste and sportsmanship.

The covering of any corporate signage is not permitted.

Signs must be handheld, but are asked not to be held up to block the view of other spectators.

Balloons are not permitted inside the facility.

CONDUCTING THE EVENT

BRACKETS

Matchups for the opening round of the tournament were set by a blind draw. A link to the bracket is included at the end of these instructions.

FIRST ROUND PAIRINGS

(Bracket order top to bottom)

Friday, June 7

Semi-State 4 (R8vR7) Winner vs. Semi-State 6 (R12vR11) Winner, TBD

Semi-State 1 (R2vR1) Winner vs. Semi-State 7 (R14vR13) Winner, TBD

Semi-State 8 (R16vR15) Winner vs. Semi-State 2 (R4vR3) Winner, TBD

Semi-State 3 (R6vR5) Winner vs. Semi-State 5 (R10vR9) Winner, TBD

TIMETABLE

A daily tournament schedule is available on the KHSAA website and included as a link at the end of these instructions.

Please be familiar with this timetable and adhere to the restrictions that are in place.

On the days of the tournament, the teams may not be on the field except as detailed in the timetable.

There will be no exceptions and schools violating this policy face the possibility of a fine or other punishment permissible by KHSAA Bylaw 27.

It is imperative that the grounds crew has adequate time to perform their functions.

PITCHER WARM-UP AREA

Only those individuals specified by NFHS playing rules (pitcher, catcher, personal protector) may be in the area during any warm-up period.



REQUIRED BALL

For tournament games, Spalding will be providing Dudley Thunder Heat Poly-core Softballs (43- 1147) as game balls, through its partnership with the KHSAA.

POSTGAME MEDIA INTERVIEWS

All postgame media interviews are to be done in the vicinity of the dugout.

Within the timetable, the field playing area is cleared as soon as possible to prepare for the next game.

Please inform your local media of the need to adhere to this restriction.

COMPETITION RULES REMINDERS

No game shall be started in the postseason after 11 p.m. local time at any site.

CONTEST COMPLETION REMINDERS

This is a reminder to coaches, umpires and administrators in regard to interrupted games.

The game shall end when the losing team is behind 15 or more runs and has had at least three (3) turns at bat or when the losing team is behind 10 or more runs and has had at least five (5) turns at bat.

During the postseason, games that are interrupted due to weather or darkness and called (ended) by the umpire are final if they meet NFHS rules requirements for a shortened game – at least 4 1/2 innings with the home team ahead or five full innings played or 15 runs after three (3) innings (Softball Rule 4-2-2, 4-2-3).

Interrupted postseason games must be played to completion (7 innings) per NFHS rules, unless a margin is reached to enact the speed-up rules.

SPEED-UP RULES - RUN RULES AND COURTESY RUNNERS

The speed-up rule allowing for a courtesy runner for the pitcher and catcher when they reach base will be used in all postseason games.

The International Tiebreaker shall not be used in the postseason.

STATE EVENT UMPIRE ASSIGNMENTS AND FEES

In compliance with the Federal Court Decree, six umpires have been assigned to work the state tournament by the Kentucky High School Athletic Association Commissioner and his four assistants.

Three (3) umpires shall be used for each state tournament game.

An umpire will not be assigned to a game involving his/her local association.

SPORTSMANSHIP

The KHSAA requires officials to enforce sportsmanship rules.

High school athletics emphasize positive values and all parties have worked hard to create a sense of teamwork, respect, responsibility and perspective.

We remind you that officials expect good behavior and will quickly penalize misconduct.

We encourage and appreciate your help in letting this competition reflect mutual respect among all participants and officials.

In light of recent Board of Control emphasis on conduct, the umpires have been instructed to ensure that all rules are enforced, including the rules regarding dugout conduct and the coaching boxes.

With the high profile nature of the state tournament, there should be no need for further reminders about the conduct of the coaching staff and other personnel in the dugout, including actions, gestures and language.

No one outside of the team is to come onto the playing field.



Fans are to stay in the stands before, during and after each contest.

In the event this occurs, a school will be fined or there will be a reduction in a team's expense reimbursement.

Damage to the facility directly attributed to the fans of a particular school will result in a reduction to team reimbursement as well.

MEDICAL COVERAGE

ATHLETIC TRAINERS

The Association will use the services of University of Kentucky Healthcare to provide trainers for the tournament.

UK Healthcare will have a certified and/or student trainer at field level located on the third base line beginning one (1) hour before the start of each game.

Each team is also entitled to have its own team doctor available (one of the 18 team party passes) and an ambulance will be on call.

Any team desiring admission of its own certified trainer shall coordinate that admission with Rob Ullery at UK Healthcare. Teams will be given instructions during the conference call regarding that process.

PHYSICAL EXAM FORM

Schools are reminded that they are responsible for ensuring parental permission to seek medical treatment is authorized for each participant.

The Principal, Athletic Director or Head Coach can use a copy of KHSAA Form GE04 (Physical Exam Form) for this purpose. A link to the form is included at the end of these instructions.

The form contains appropriate emergency treatment permission and should be brought for each athlete at the competition.

SECURITY AND VENUE SAFETY

VENUE SAFETY

Persons who attend KHSAA events may be injured as a result of the risks inherent in being a spectator at such events.

Please advise KHSAA or venue personnel of any situation you encounter in which you or a team member feels should be addressed to minimize risk to all involved.

Any crowd control problems or acts of violence should be brought to the attention of the event staff, which will contact the appropriate authorities.

Attendance at events is a vital family and community based activity which is encouraged.

EMERGENCY ACTION PLAN

KHSAA staff will, in consultation with the athletic training staff and venue personnel, develop an Emergency Action Plan for this event and the plan will be available upon arrival.

If an athlete or fan is in need of emergency medical attention, contact the nearest KHSAA staff member, official, athletic trainer, EMT or stadium staff member so emergency medical services can be reached.

An AED will be located inside the stadium.

INCLEMENT WEATHER PROCEDURES

With the possibility of inclement weather, we remind you that you should be prepared to move to a place of shelter in the event of bad conditions.

Should it begin to rain, the games will continue on schedule unless there are signs of lightning or the umpires, in consultation with tournament management, determine that it is unsafe to continue.

Should weather conditions force a postponement or delay, you should immediately leave the bleacher area and heed any



announcements made by tournament management.

Should evacuation become necessary, please observe the directions given by uniformed officers, as well as tournament officials.

In accordance with adopted KHSAA policy, if games are suspended, the minimum suspension will be 30 minutes after the last sight of lightning or sound of thunder.

Persons leaving the park should seek shelter in their mode of transportation.

In all circumstances, use prudent judgment in determining whether or not you should remain in the dugout or bleachers.

When the decision is made to resume the games, there will be announcements made throughout the stadium area, and prior to the resumption of play, a 15 minute warm-up period will be given to both teams.

The KHSAA staff may seek input in re-scheduling/resumption decisions, but the designated Association staff shall serve as the final determinant for those decisions.

HEAT INDEX

Tournament play will adhere to the KHSAA's Heat Index Program.

Tournament administration, working with the UK Healthcare staff, will be responsible for tracking and implementing the program's guidelines.

Should the heat index reach 95 degrees, mandatory 10-minute water breaks will be given every 30 minutes.

At 99 degrees, play shall stop, and the heat index will be monitored every 30 minutes.

TRADEMARK, MEDIA RIGHTS, CORPORATE, TV AND RADIO

MEDIA CREDENTIALS

SCHOOL MEDIA

- Each school is permitted one (1) school media pass at KHSAA State Championship events, valid only for a student for the sole purpose of reporting the events and for taking non-commercial pictures for yearbooks, school publications, etc.
- Outside entities such as professional photographers, videographers or parents may not utilize the school media pass.
- This pass must be requested in advance of the start of the event through the online system using Form S1103 which is included as a link at the end of these instructions.

TRADITIONAL MEDIA

- Traditional media members (print, TV, radio, online) interested in covering KHSAA State Championship events should apply for credentials through the KHSAA's online system.
- Applications should be submitted by the editor or director at each organization.
- Freelance photographers will not be granted access to KHSAA events unless the requisite media rights fee is paid.

MEDIA RIGHTS FEE

Freelance/commercial photographers and radio stations interested in originating a broadcast of a KHSAA State Championship event are subject to a media rights fee.

Information regarding the fee for each event is available through the online credentialing system.

INTELLECTUAL PROPERTY RIGHTS

The intellectual property, corporate, broadcasting and media rights to all State championship rounds of the KHSAA postseason championships belong exclusively to the KHSAA, including titling agreements and sponsorships.

No member school may approve or sign an agreement that includes rights to state contests (delayed or live).

The Commissioner is the manager of all State Championship play.



BROADCAST/TELECAST/WEBCAST

At all levels of competition during postseason play, control of media access and location at those contests is with the KHSAA.

At the state level, all negotiations for rights to a delayed broadcast, as well as any live telecast, shall be initiated with the Communications Director, and shall be approved by the Commissioner of the KHSAA.

All rights to State events belong to the KHSAA, as such, there are necessary policies and restrictions concerning this event and these provisions will be vigorously enforced.

The KHSAA, through its agreement with the NFHS Network, is the only entity permitted to produce live video from State Championship events.

No other entity will be permitted to produce video, with the exception of approved media outlets solely recording highlights for news use.

No entity, including media members, may stream live video content during state level events including the use of social media products such as Facebook® Live and Periscope (via Twitter®).

TEAM BROADCASTS

By paying the requisite fee, each school qualifying for a KHSAA State Championship event may designate one (1) radio station or website to originate an AUDIO-only broadcast of each game its affiliated school participates in.

An official representative of the participating school shall designate to the KHSAA which station/website will be permitted to broadcast its game using the online system.

The radio station/website shall then apply for championship credentials through the KHSAA's online credentialing system.

Originating stations/websites will be subject to a media rights fee, which will be outlined through the online credentialing system.

FILMING

External power sources may not be used by patrons.

One (1) "Team Video" camera will be permitted in a designated area to tape only that school's contest.

Spectators may film with a hand-held camera from the spectator area, but may not in any manner transmit live video through any resource, including personal social media accounts.

Violators are subject to removal.

EVENT MERCHANDISE

KHSAA State Championship apparel will be available for sale at the event and online post event.

TeamIP is the exclusive vendor of championship apparel, please look for their display at the competition to purchase memorabilia.

No outside merchandise representative of the event may be produced by any other entity and sold or distributed inside the playing facility.

POST EVENT

RESULTS

The KHSAA provides official statistics for the games through the services of WL Stats.

Due to space constraints, there is no space provided for team statisticians in the press box.

All team stat personnel must stay within the dugout during the entire game or be positioned in the stands.

The stats are live online and results will be posted on the KHSAA website immediately after each game.



TROPHIES AND AWARDS

Each school is to designate a representative to be on the field immediately following the semifinal and championship games to receive the trophy and medals.

It is hoped that the Principal, Athletic Director or Head Coach will perform this duty.

No presentation of any trophy will be made until the field of play is cleared of all coaches and players. Please return to the dugouts as soon as possible following the game so the presentations can begin.

All-Tournament awards, team trophies and medallions will be presented immediately following each game to the non-advancing team.

All-Tournament selections will be presented to quarterfinalists (one), semifinalists (two), runner-up (three) and championship teams (two and MVP).

OFFICIAL KHSAA CHAMPIONSHIP PHOTOS

The KHSAA pays for professional photography coverage of the semifinals and finals of the event.

Official championship photos will be available for purchase through the KHSAA's online photo gallery within 72 hours of the tournament ending.

Coaches/parents WILL NOT be permitted access to the field to take pictures at the awards ceremonies.

FINANCES AND EXPENSES

An expense allowance will be calculated for lodging and meals and shall be paid for a traveling team of 24 persons in the following manner.

The lodging allowance shall be \$13.00 per night due to the reduced rate as part of the Lexington package, and will be paid for a maximum of 24 persons, and will be paid for only the nights that lodging is utilized.

Schools failing to stay within assigned lodging arrangements will forfeit the lodging allowance.

No school within a 40 mile one-way distance from Lexington will be reimbursed lodging.

Your school is responsible for all bills for lodging, and you will be reimbursed the lodging allowance.

Please have your school or Board of Education's Sales Tax Exempt number with you at check-in to allow the hotel to deduct the sales tax from the room bill.

A meal allowance of \$5.00 per meal will be reimbursed for a maximum of 24 persons with the amount of meals corresponding to the use of housing and for a maximum of three (3) meals per tournament day, plus additional meals for the travel day(s).

Your school is responsible for all meal arrangements for your team.

Each school is reimbursed \$1.00 per mile, round trip, for one (1) vehicle, from the school location to Lexington, in accordance with mileage numbers provided by the American Automobile Association.

To receive your team expense reimbursement, you must complete Form GE64 (Request for Team Reimbursement) which is included as a link at the end of these instructions.

The expense check will be mailed from the KHSAA offices no later than 30 days following the tournament.

Expense reimbursements will be made net of any damages done to the stadium/stands/field that can be directly attributed to the student body or representatives of the school and by requesting reimbursement, the school acknowledges liability for damage directly attributable to the school, student body or fans.

The KHSAA will take whatever action is necessary, including fining the particular school and assessing the cost for repair to those schools leaving the seating area in a damaged condition or destroying any stadium/arena property including fences, gates and barriers.



IMPORTANT WEBSITE LINKS

[KHSAA Softball Website](#)

[Bracket](#)

[Daily Tournament Schedule](#)

[Competition Rules](#)

[GE04 - Physical Exam Form](#)

[GE63 - Team Information Form](#)

[GE64 - Request for Team Reimbursement Form](#)

[Team Housing Assignments](#)

[Ticket Sales Information](#)

[Media Credential Request Form](#)

[School Media Credential Request Form](#)

[School Broadcast Radio Designation Form](#)

[Official KHSAA Championship Photos](#)

[Live Stats](#)

[Directions to John Cropp Stadium](#)