Paperwork to Send to AGQBA

Additional details will be given to the site hosts at meeting prior to tournament.

On the morning following completion of tournament **email** a completed bracket with scores for all games to the following persons:

|  |  |
| --- | --- |
| **For Senior High**  **Tournament Director**  Steve Patterson  steve.patterson@arkadelphiaschools.org | **For Junior High**  **Tournament Director**  Monica Springfield  [mspringfield@cotterschools.net](mailto:mspringfield@cotterschools.net) |

**This is very important to determine who goes to State Tournaments. Additional paperwork should be sent promptly as some of it must also go to next level site hosts.**

Within the week following the tournament mail items listed under #22, ***Steps for Hosting an AGQBA Tournament*** to the following persons:

|  |  |
| --- | --- |
| **Senior High Tournaments**  Steve Patterson  Arkadelphia High School  401 High School Drive  Arkadelphia, AR 71923 | **Junior High Tournaments**  Monica Springfield  PO Box 70  Cotter, 72626 |

**To facilitate record keeping please stack items in this order top to bottom:**

1. Official tournament bracket with all scores clearly written beside team name
2. Team registration forms
3. AAA Certification forms
4. Site Host Reimbursement Form
5. Team Violation Sheets
6. All Score sheets stapled together by match numbers (1, 2, etc. through 7)
7. Individual Team Record forms
8. All Challenge forms
9. All Tournament Team results by matches, by teams, and Overall sheets with top players listed in order (first and last names and school)
10. Copy of any AAA Coach Ejection Forms in needed
11. Any newspaper articles about the tournament
12. Any other pertinent information the board might need