

SWAC Football Tournament Host Guidelines and Best Practices

The following host guidelines are applicable to tackle and flag football sectional and state tournaments. The following guidelines are taken from the [SWAC Manual](#) with additional suggestions for best practices to ensure a smoothly run tournament. For further clarification and specifics regarding these and other duties and guidelines, refer to the [SWAC Manual](#). By agreeing to host either a sectional or state tournament, you are indicating that you have read, understood, and can abide by these guidelines.

- Rosters and birth certificates faxed, scanned or emailed to host site 3 days prior to game.
 - If you have issues or concerns with any of the rosters or birth certificates received, contact the Football Coordinator.

- 4 officials required and one clock operator optional. However, having one certified clock operator is recommended.

- Will you be charging at the gate? If yes, follow the admission fees laid out in **Article 6.3** in the SWAC Manual

- Will there be Concessions? If so, do you have adequate staff to run them?

- Does the scoreboard work properly? Confirmation that the scoreboard is working properly is required before hosting a tournament.

- Game time - Day or night? If games will take place a night, working lights are necessary.

- Weigh-in time? How will weigh-in be conducted? Old school scale or electronic scale? Have this information and the equipment prepared prior to the tournament.

- Field marked? Hash marks or just sideline, endline, 5 or 10 yard markers or hash?

- Review **Section 13** in the SWAC Manual for additional information regarding specific rules and regulations for SWAC Tackle and Flag Football tournaments.