



Tournament Schedule Request Form

- **SCHEDULE REQUESTS ARE NOT GUARANTEED**
- THIS FORM **MUST BE RECEIVED 2 WEEKS PRIOR** TO YOUR TOURNAMENT
- ONLY 1 REQUEST PER TEAM PER TOURNAMENT / SEPARATE FORM REQUIRED FOR EACH TOURNAMENT
- REQUESTS MUST BE **SUBMITTED BY A MANAGER/COACH ONLY**

When a team enters a tournament, the expectation is that the team will be available from the 1st game time on the 1st day all the way through the championship game on the last day. If a team has a **NEED**, they may submit a request via this form only (no other method of submission will be accepted). **No schedule request is ever guaranteed and submission of this form does not automatically signify that the request will be granted.**

EXAMPLES OF A NEED BASED SCHEDULE REQUESTS:

- Official school functions / standardized tests / wedding / funeral
- Must be an instance in which 3 or more players are affected (not coaches)

EXAMPLES OF REQUESTS THAT ARE NOT CONSIDERED A NEED:

- A late start time because your team doesn't like early games
- Only 1 or 2 players have a need or it is a coach with the need

- **DATE OF REQUEST SUBMISSION (must be 2 weeks prior to the tournament):** _____
- **AGE GROUP:** _____
- **TOURNAMENT NAME** _____
- **TEAM NAME:** _____
- **MGR/COACH MAKING REQUEST:** _____ **CELL #:** _____
- **EMAIL:** _____
- **SCHEDULE REQUEST (must be a need (not a want) / requests to play on a specific field are not accepted):**

- **REASON FOR REQUEST (required – must be a need):**

Check this box to indicate that you fully understand that no request can be guaranteed and that submission of this form does not automatically signify that the request will be granted.

Submit this form to Josh McAfee via: **EMAIL – jmcafee@sportsforceparks.com** or **MAIL – 3115 Cleveland Road W. / Sandusky, OH 44870**