

# **SANCTIONING EVENTS**

Only a member school of a National Federation member state association or such an association itself, is eligible to request sanctioning through the NFHS Interstate Sanctioning Program.

Schools participating in interstate competition, as well as the schools' employees and agents, shall be treated equally. Examples of such shall include, but not be limited to, the following:

- a. reduction of waiver or entry fee for one school must result in reduction or waiver of entry fee for all schools;
- b. appearance fee paid to one school must result in equal amount of appearance fee paid to all participating schools;
- c. expense reimbursements, if any, must result in equivalent payments to all participating schools, subject to reasonable adjustments for differing distances traveled;
- d. share of proceeds/live gate paid to one school must result in equal share of proceeds/live gate paid to all participating schools.

## **SANCTION IS NOT REQUIRED FOR:**

1. Any meet or tournament involving only SDHSAA member schools.
2. Interstate dual competition.
3. Interstate competition involving schools from the following states: Montana, Wyoming, North Dakota or Minnesota.

## **SANCTION IS REQUIRED BY STATE ASSOCIATIONS ONLY FOR:**

1. Any interstate event in which four or more schools participate and involve schools from Iowa or Nebraska. Application must be received at least thirty calendar days prior to the event.

## **SANCTIONING IS REQUIRED BY STATE ASSOCIATIONS AND THE NATIONAL FEDERATION FOR:**

1. Any interstate competition involving more than eight schools, and at least one is from a state that does not border South Dakota.
2. Any interstate competition involving five or more states and at least one does not border South Dakota.

When National Federation sanctioning is required:

1. The sanction must be received by the state association of the host school at least sixty calendar days prior to the event (on-line application).
2. Must be accompanied by the names and addresses of all invited/participating schools.
3. Must be accompanied by the host school's processing fee of \$200 per application made payable to the NFHS, if sixty days or more prior to the event, \$300 if 15 – 59 days prior to the event, \$600 if less than 15 days prior to the event.(credit card or electronic check only).
4. The host school shall submit a financial report about the event to the NFHS within ninety calendar days of the completion of the event.

## **SANCTIONING POLICY PERTAINING TO THE 300 MILE RULE**

1. SDHSAA member schools are limited to one (1) interstate game, meet or tournament per sport/activity per year that exceeds 300 miles (One-way) from the South Dakota state border. If competition is in a non-neighboring state, current NFHS sanctioning policies apply. Schools may not apply for a waiver for an additional trip that exceeds the 300 mile limit.

## **SANCTIONING POLICY PERTAINING TO NON-MEMBER TEAMS**

SDHSAA policy stipulates that the Executive Director shall not sanction any athletic contest with a non-member team such as a collegiate team, alumni team, independent team, team from a gymnastics club or any other such team comprised of older and/or more mature adults. Scrimmages against collegiate teams, alumni teams, or independent teams is also prohibited.

The rationale for the afore mentioned prohibition is to minimize the risk of injury to the high school age athlete.

The SDHSAA will continue to sanction games with non-member unaccredited high schools. Member schools desiring to schedule such game(s) should submit the appropriate sanction application form.

### **PROCEDURE TO FOLLOW WHEN APPLYING FOR APPROVAL OF ANY INTERSTATE EVENT**

1. Timelines/Fees: This application for sanction should be sent to the state association of the host school sixty (60) calendar days or more prior to the event and must be accompanied by the host school's processing fee of \$200, credit card or electronic check, per application made payable to the NFHS. (Do not send cash.) The sanction must be received in the NFHS office sixty (60) calendar days or more prior to the event. The late fee for any event that arrives in the NFHS office 15-59 calendar days prior to the event will be \$100 for a total of \$300. If the event arrives in the NFHS office less than 15 calendar days prior the event, the late fee will be \$400 for a total application fee of \$600. If the NFHS does not receive the late fees within ten days, the event will not be sanctioned, and the meet director will be notified they are running a non-sanctioned event.
2. If National Federation action is needed, the National Federation will act upon the basis of the recommendations received from the various states offices, and formally notify the host school state association of this action. Copies of the notification will also be forwarded to each state association from which schools have been invited to participate.
3. Each state association is then responsible for notifying its concerned member schools of the National Federation approval.

- Use Form SANC # 1** - National Federation approval needed (\$200.00 payment to NFHS must accompany application) must be completed on-line – contact the SDHSAA for instructions
- Use Form SANC #1A** - Financial Report of NFHS Sanctioned Event must be filed with NFHS within 90 days after completion of event.
- Use Form SANC # 2** - Only State Association approval needed
- Use Form SANC # 3** - Application for sanction of athletic and/or fine arts contest with a team that is NOT a member of any Association.

# APPLICATION TO NFHS FOR SANCTION OF INTERSTATE ATHLETIC EVENT

(For use when NFHS sanction is required)

## SECTION 1 - (To be completed by host school)

Application Date: \_\_\_\_\_

### Description of Event

• Sport: \_\_\_\_\_  Girls  Boys • Date of Event: \_\_\_\_\_ • Time of Event: \_\_\_\_\_

• Sponsor(s): \_\_\_\_\_  
Member high school/other sponsoring organization Street City State Zip

• Name of Event (If applicable): \_\_\_\_\_

• Schools invited from the following states: \_\_\_\_\_

• Number of participating schools: \_\_\_\_\_ (LIST ALL SCHOOLS & ADDRESSES ON BACK OF FORM)

• Entry Fee:  Yes Amount: \$ \_\_\_\_\_  No • Admission Fee Charged:  Yes  No

• Event will be managed by: \_\_\_\_\_  
State association approved school or other sponsor City State Zip

• Name of Manager: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

### Description of Awards (ribbons/trophies)

Individual Student

This form must be completed on-line.  
Contact the SDHSAA office for  
instructions.  
Phone: 605 224-9261

Execution of this form by the principal to assume

Executed by: \_\_\_\_\_

### After completing

al report about the event to the institutes an agreement by the or by a designee.

Date: \_\_\_\_\_

## SECTION 2

### ACTION BY STATE ASSOCIATION OF HOST SCHOOL

**School membership:**  State Association Member  School Approved by State Association  Non-Member School

**Action:**  Sanction Event  Do Not Sanction Event  No Jurisdiction

If "No Jurisdiction", explain why: \_\_\_\_\_

Limitations/Other Comments : \_\_\_\_\_

Signature of State Executive: \_\_\_\_\_ Date: \_\_\_\_\_ State: \_\_\_\_\_

If event sanctioned, send copies to each state association named in application and to the NFHS sanctioning office.

If application is not sanctioned, return to applicant.

## SECTION 3

### ACTION BY STATE ASSOCIATION OF INVITED SCHOOL

**School membership:**  State Association Member  School Approved by State Association  Non-Member School

(If more than one school invited, please indicate member status of each school next to the listing on the back)

**Action:**  Sanction Event  Do Not Sanction Event  No Jurisdiction

If "No Jurisdiction", explain why: \_\_\_\_\_

Limitations/Other Comments : \_\_\_\_\_

Signature of State Executive: \_\_\_\_\_ Date: \_\_\_\_\_ State: \_\_\_\_\_

Forward a copy to host state association and NFHS sanctioning office.

## SECTION 4

### ACTION BY NFHS

Event SANCTIONED by the following state(s): \_\_\_\_\_

Event NOT SANCTIONED by the following state(s): \_\_\_\_\_

The following state(s) declared NO JURISDICTION: \_\_\_\_\_

Invite only schools from state indicating approved schools may attend.

NFHS Sanctioning Officer: \_\_\_\_\_ Date: \_\_\_\_\_

\*If a state association, rather than a school, sponsors or co-sponsors the event, its executive director should sign here.

**PLEASE LIST ALL INVITED SCHOOLS, INCLUDING ADDRESSES, CONTACT PERSONS AND TELEPHONE NUMBERS:**

**Note: If school is not a full member of its NFHS member association, please indicate accordingly.**  
(Attach additional sheets if necessary)

NAME OF SCHOOL/ADDRESS	CONTACT PERSON	TELEPHONE NUMBER

**Officials for the competition are assigned from an agency that regularly assigns high school officials:**  
 Yes       No

**The officials are registered to officiate high school events:**  
 Yes       No

IN ALL INTERSTATE CONTESTS, each participating school shall follow the contest rules of the state association of which it is a member or rules which have been approved by that state association for interstate competition. The rules referred to are contest rules only and not rules applying to age, number of semesters of attendance, residency or academic accomplishments. **No school may violate its own state association rules.**

Any approval or sanction granted to the applicant does not constitute a representation by either the NFHS or any named state association that it has investigated the accuracy of the information provided by the applicant, or that the NFHS or any named state association will oversee the organization, performance or financial integrity of the event.

Any approval or sanction granted to the applicant may not be used in the marketing or promotion of the event without prior written approval of the NFHS and/or any named state association, as the case may be.

# FINANCIAL REPORT OF SANCTIONED EVENT

Name of Event \_\_\_\_\_ Date of Event \_\_\_\_\_

Site of Event \_\_\_\_\_  
City State Seating Capacity

Host School \_\_\_\_\_ Cosponsor, if any \_\_\_\_\_

**INCOME**

- 1. Ticket Receipts ..... \$ \_\_\_\_\_
- 2. Program Sales ..... \$ \_\_\_\_\_
- 3. Souvenir Sales ..... \$ \_\_\_\_\_
- 4. Program Advertisement ..... \$ \_\_\_\_\_
- 5. Sponsorships ..... \$ \_\_\_\_\_
- 6. Entry Fees ..... \$ \_\_\_\_\_
- 7. In-Kind Donations ..... \$ \_\_\_\_\_
- 8. Other Income (Please Itemize) ..... \$ \_\_\_\_\_
- TOTAL** ..... \$ \_\_\_\_\_

**EXPENSES**

- 1. Tournament Payroll/Personnel Costs ..... \$ \_\_\_\_\_
- 2. Value of Awards, Medals or Trophies to Players, Coaches and Teams ..... \$ \_\_\_\_\_
- 3. Value of T-shirts and Other Apparel/Gifts to Players, Coaches and Teams ..... \$ \_\_\_\_\_
- 4. Venue Rental ..... \$ \_\_\_\_\_
- 5. Team Travel Expenses ..... \$ \_\_\_\_\_
- 6. Team Room and Board ..... \$ \_\_\_\_\_
- 7. Insurance ..... \$ \_\_\_\_\_
- 8. Other Expenses (Please Itemize) ..... \$ \_\_\_\_\_
- TOTAL** ..... \$ \_\_\_\_\_

**ADVANCES, REIMBURSEMENTS AND OTHER PAYMENTS  
TO EACH PARTICIPATING SCHOOL:**

School \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 School \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 School \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 School \_\_\_\_\_ Amount \$ \_\_\_\_\_

(Use additional sheets as necessary)

Were all schools, as well as their employees and agents, treated equally from a financial standpoint?  Yes  No

Financial Report Certified by:

\_\_\_\_\_  
 Principal of Host School Sign/Print Name Date

\_\_\_\_\_  
 Chief Financial Official for Event Sign/Print Name Date

Copies of this completed form will be forwarded by the NFHS to the State Associations of all participating schools.

**APPLICATION TO STATE ASSOCIATION FOR SANCTION OF INTERSTATE ATHLETIC EVENT**  
(Suggested for use when NFHS sanction is NOT required)

**SECTION 1 - (To be completed by host school)**

Application Date: \_\_\_\_\_

**Description of Event**

• Sport: \_\_\_\_\_  Girls  Boys • Date of Event: \_\_\_\_\_ • Time of Event: \_\_\_\_\_

• Sponsor(s): \_\_\_\_\_

Member high school/other sponsoring organization Street City State Zip

• Name of Event (If applicable): \_\_\_\_\_

• Schools invited from the following states: \_\_\_\_\_

• Number of participating schools: \_\_\_\_\_ (LIST ALL SCHOOLS & ADDRESSES ON BACK OF FORM)

• **Entry Fee:**  Yes Amount: \$ \_\_\_\_\_  No • Admission Fee Charged:  Yes  No

• Event will be managed by: \_\_\_\_\_

State association approved school or other sponsor City State Zip

• Name of Manager/Title: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Description of Awards and Other Compensation and Maximum Retail Value**  
(ribbons/trophies/t-shirts/practice uniform/waiver of entry fee/travel expenses, etc.) to:

Individual Student Athlete Participants:	Teams:	Coach:
--	--------	--------

Execution also constitutes an agreement by the principal to assume oversight responsibility for the event.

Executed by: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_

Principal of host school\* Signature/Printed Name

**After completing Section 1, send form to state association of host/sponsor member school identified.**

**SECTION 2 ACTION BY STATE ASSOCIATION OF HOST SCHOOL**

**School membership:**  State Association Member  School Approved by State Association  Non-Member School

**Action:**  Sanction Event  Do Not Sanction Event  No Jurisdiction

If "No Jurisdiction", explain why: \_\_\_\_\_

Limitations/Other Comments : \_\_\_\_\_

Signature of State Executive: \_\_\_\_\_ Date: \_\_\_\_\_ State: \_\_\_\_\_

**If event sanctioned, send copies to each state association named in application and to the NFHS sanctioning office.**  
**If application is not sanctioned, return to applicant.**

**SECTION 3 ACTION BY STATE ASSOCIATION OF INVITED SCHOOL**

**School membership:**  State Association Member  School Approved by State Association  Non-Member School

(If more than one school invited, please indicate member status of each school next to the listing on the back)

**Action:**  Sanction Event  Do Not Sanction Event  No Jurisdiction

If "No Jurisdiction", explain why: \_\_\_\_\_

Limitations/Other Comments : \_\_\_\_\_

Signature of State Executive: \_\_\_\_\_ Date: \_\_\_\_\_ State: \_\_\_\_\_

**Forward a copy to host state association.**

*\*If a state association, rather than a school, sponsors or co-sponsors the event, its executive director should sign here.*

**THIS EVENT REQUIRES ONLY AGREEMENT BETWEEN STATES.**  
**DO NOT SEND TO THE NATIONAL FEDERATION.**

**RETURN TO: SDHSAA, PO BOX 1217, PIERRE, SD 57501**  
**FAX: (605) 224-9262**

**PLEASE LIST ALL INVITED SCHOOLS, INCLUDING ADDRESSES, CONTACT PERSONS AND TELEPHONE NUMBERS:**

**Note: If school is not a full member of its NFHS member association, please indicate accordingly.**  
(Attach additional sheets if necessary)

NAME OF SCHOOL/ADDRESS	CONTACT PERSON	TELEPHONE NUMBER

**Officials for the competition are assigned from an agency that regularly assigns high school officials:**  
 Yes       No

**The officials are registered to officiate high school events:**  
 Yes       No

IN ALL INTERSTATE CONTESTS, each participating school shall follow the contest rules of the state association of which it is a member or rules which have been approved by that state association for interstate competition. The rules referred to are contest rules only and not rules applying to age, number of semesters of attendance, residency or academic accomplishments. **No school may violate its own state association rules.**

Any approval or sanction granted to the applicant does not constitute a representation by either the NFHS or any named state association that it has investigated the accuracy of the information provided by the applicant, or that the NFHS or any named state association will oversee the organization, performance or financial integrity of the event.

Any approval or sanction granted to the applicant may not be used in the marketing or promotion of the event without prior written approval of the NFHS and/or any named state association, as the case may be.

**SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION**  
**APPLICATION FOR SANCTION OF ATHLETIC AND/OR**  
**FINE ARTS CONTEST WITH NON-MEMBER**

Name of Member School \_\_\_\_\_

Opponent \_\_\_\_\_

Indicate the Contest \_\_\_\_\_

Date of Contest \_\_\_\_\_

Signed \_\_\_\_\_

Superintendent or Principal

**All participants from the member school must meet all eligibility requirements.**

**NOTE: This form is to be used only when scheduling a team that is NOT  
a member of any Association.**

**OFFICIAL ACTION OF SDHSAA**

**Sanction:**                      Granted                      Withheld

By \_\_\_\_\_ Date: \_\_\_\_\_

SDHSAA Representative

**Return to: South Dakota High School Activities Association  
Box 1217, Pierre, South Dakota 57501**

**Due Date: One week prior to contest**

**FAX : 224-9262**