

# NEDDG Tournament Guideline

(update November 2024)

## Purpose Of Using Guideline

To provide suggested guides to successfully coordinate and run NEDDG tournaments.

## Event Tournament Director (TD) Roles/Duties/Expectations

- The Event TD(s) must be active NEDDG members in January.
- The Event TD, cohost (if have), and NEDDG Tournament Director names must put on their contact information on Disc Golf Scene, and any flyers (If there are any).
- The Event TD are responsible to communicate/coordinate with course' owner/town/park managers to reserve the course for tournament uses.
- The Event TD are responsible to advertise/inform the tournament to the public.
- The Event TD are responsible for announcing the tournament within 60 days before the start of the tournament. *Less than 60 days notice will result in cancellation or postponement of the tournament.*
- The Event TD are responsible to handle player's registration fees, non-membership fee, and sanctioned fees until the tournament ends.
- The Event TD are responsible to make sure that the course/park's rules are followed.
- The Event TD should be knowledgeable about PDGA's Rules of Play or seek someone who does.
- The Event TD are responsible to handle NEDDG Tournament Kit Box and NEDDG banner, and NEDDG's Canopy (upon request with good reason, ex: more than one day event, more than 50+ players register) until it is passed to the next Event TD or NEDDG Tournament Director. And the host must communicate with NEDDG TD on what needs to be updated, any missing, short of stock, and others..
- The Event TD are encouraged to prepare beforehand (*show up early*) to set up sponsorship signs, registration tables, scorecards, UDisc(optional), player's packs, prizes, etc.
- The Event TD may ask NEDDG TD for assists to run the tournament.
- The Event TD is encouraged to communicate with NEDDG TD in a timely manner if the Event TD is unable to run the tournament by the due date. *The NEDDG TD cannot take over and run the tournament at last minute notice without valid reasons.*

## **Tournament Setups**

- Tournament format must be a minimum of 36 holes. (Beside Charity event)
- Must offer these divisions: Open Men, Open Masters (40+), Amateur Men, Amateur Masters (40+) Open Women, Amateur Women and more based on demand.
- Must have at least 3 players to form other divisions such as Intermediate Men/Women, Recreation Men/Women, Amateur Women, or Amateur Masters Women (40+) for example.
- Can close divisions if not have 3 or more players have registered.
- Any divisions can be formed *IF* the players discover that there are 3 or more qualified players to make a division *AFTER* the first round of the tournament. It is players' responsibility to inform the TD that they wish to form their own division *BEFORE* the second round starts. (*Suggest to inform TD during lunch break*)
- Player Package is an option.
- Must use Electronic money/e-money for all Open division and ACE Pot winners.
- Must use trophies or prizes or electronic funny money for Amateur(1)/40/50 division winners.
- Must use trophies or prizes, no funny money for Amateur (2) division winners.
- Must use trophies, no prizes, no funny money for Amateur (3) division winners.
- Must use trophies for Junior division winners.
- Course green fees can be covered by any sponsor or including players register not at separate times, such as check-in..

## **NEDDG Non-Sanctioned Tournament Flyer Format**

Final draft flyers/post on Disc Golf Scene should have the following:

- a. Name of tournament
- b. Date(s)
- c. Location; courses being used
- d. Registration and \$5 non-member fees
- e. Divisions offered
- f. Schedule (*reg time, meeting/group photo, tee-off, lunch, awards, etc.*)
- g. Sponsor logos/text if any including sponsors of NEDDG (*and BET/DDGA if sanctioned with them*)
- h. Course directions (*GPS and/or actual address*)
- i. Lodging options for travelers?
- j. Added prizes/Money?
- k. Added lunch offered or bring your own lunch/restaurants nearby if needed?
- l. Numbers of round and which layout to use.

## **Tournament Prices and Fees**

*These suggested prices and fees were voted on by the members of NEDDG in November 2012.*

Open Divisions: \$40 - \$55

Amateur Divisions: \$25-35

Intermediate/Recreation Divisions: \$20-\$30

Juniors (under 16) Divisions: \$10 -\$20 or Free

*These suggested prices are at TD's discretion to use PDGA payout at its recommendation or round up.*

Non-membership Per Player Fee: \$5 (*not including charity NEDDG tournaments only*)

Tournament Per Player Fee: \$1 (*not including NEDDG charity tournaments only*)

*These Fees go directly to NEDDG's fund after the tournament ends.*

\* If a tournament is sanctioned by PDGA, per player fee by NEDDG is waived.

## **Post Tournament checklist**

Submit tournament report to NEDDG TD or post report to public (Disc Golf Scene and Facebook or website and players emails) within 2-3 days with the following;

- a. Participant names
- b. Round scores and prizes won