

HOSTING STATE TOURNAMENT REQUIREMENTS

INTRODUCTION

Potential hosts are required to submit their bids in writing to the annual business meeting of our association one year prior to the desired event. Our business meeting is held during the annual state tournament, which is played over Labor Day weekend.

If no bids are received at the annual meeting, our president will determine a mail-in deadline for bidding, at which time the MOHPA officers will meet and determine the site for the next state tournament from the mail-in written bids. In the event that no bids have been sent, the MOHPA officers are empowered to find a site willing to let us use their facilities to hold a state tournament and the tournament will be funded from entry fees received. The terms of this document would not apply to an informally hosted state tournament.

The following information has been designed to outline the requirements for a state tournament. In Section A, we deal with bidding. In Section B, we deal with the responsibilities of a host after a bid is accepted. In Section C, we point out the responsibilities of our association, which we will call the MOHPA.

SECTION A – What to Include In a Written Bid

1. The bid must have a \$500 deposit attached. The deposit will be returned if the bid is not accepted. A successful bidder will receive a refund of the deposit after the event is over and all obligations have been met.
2. The bid must guarantee the availability of clay horseshoe courts for the Friday through the following Monday of Labor Day weekend. The MOHPA officers shall determine both the number of courts required and the number of lighted courts required. The proposed tournament site should be free of any curfew regulations.
 - a. Portable courts are permitted if they meet the specifications of our association. The courts must be installed on a level surface where both 30 and 40 foot pitchers will have firm footing and well-marked foul lines. The host must provide the material (blue clay) that is needed for the portable courts. NOTE: The MOHPA owns portable horseshoe courts which can be borrowed if necessary. The courts are usually stored in the MOHPA storage unit. Courts and equipment may be borrowed by the tournament host,

but the borrower must provide and pay for the transportation of any borrowed equipment and must return the equipment to the storage site when the tournament is over. Any damage that occurs to the courts and equipment must be repaired at the expense of the borrower. Before the courts are returned to the storage unit, their condition must be approved by the MOHPA tournament site committee. All equipment must then be returned to its normal storage location.

b. A potential bidder, who plans on using some or all portable courts, must have the proposed site inspected by a committee of MOHPA officers at least 30 days prior to submitting their bid. The committee will be appointed by the MOHPA President.

c. If courts are located under a roof, a minimum ceiling clearance of 12 feet is mandatory.

3. The bid must guarantee a trophy or plaque for the first three places in each singles class. Bids for the state doubles must guarantee two plaques for the first three places in each class. (It is quite possible to have at least 40 singles classes and 6 double classes.) The bid must guarantee a trophy, plaque or medallion to every junior and cadet participant. The bid must state the number of trophies or plaques being guaranteed.

4. The host must coordinate souvenir sales and raffles with the MOHPA and state their intentions concerning these items when making their bid presentation.

SECTION B – Host Responsibilities

1. The host shall provide their own labor and transportation for obtaining and installing any necessary courts or equipment needed to conduct the tournament. If the host borrows portable courts or equipment from the MOHPA and returns these items in damaged condition, the cost of repairs or replacement will be deducted from the funds that have been promised to the hosts by the MOHPA. See Section C, #4.

3. The host shall purchase all trophies and pay for the engraving.

4. The host must provide adequate space for the MOHPA officers to serve as Tournament Directors.

5. The host shall provide a chair for each scorekeeper. The MOHPA has scoring devices for at least 32 courts that may be borrowed and we have our own clipboards.

6. The host shall provide drinking water and cups for tournament participants at locations convenient to the courts. The MOHPA has four drinking water containers available for loan.
7. The host shall provide adequate shovels for court maintenance and spray paint for periodic painting of the pegs. White is usually best, but it depends on the color of the backboards. The MOHPA has some watering cans and shovels that we can loan.
8. The host must have available extra horseshoe stakes or materials for the repair or replacement of stakes that become disabled during competition. The labor for doing this work should be available at a moment's notice. The MOHPA has replacement stakes available if the host is using MOHPA portable courts.
9. The host must have a supply of clay available, should we encounter wet weather or a shortage of clay in the pits. Outdoor facilities should have plastic or court covers available in case of rain. Long rolls of plastic work well to cover the clay as well as the pitcher's platforms.
10. The host shall provide adequate restroom facilities on site for the duration of the tournament.
11. The host shall provide a public address system for use throughout the event.
12. The host shall provide seating for spectators.
13. The host shall provide adequate bulletin board space for the posting of printouts of class final results.
14. The host shall work with the MOHPA in the assembly of and printing of the annual State Tournament Souvenir Program Book. More details are in Section C, #5. The hosts may sell advertising if they wish.
15. The host shall have available an area with seating and a public address system where the MOHPA can conduct their annual business meeting if requested by the MOHPA officers.
16. The host shall permit the display of club flags or pennants.

17. The host shall have water buckets available for the cleaning of horseshoes after competition.

18. The host shall have a plan for emergency medical help, should a serious situation arise.

19. Food and beverage concessions must be available on site.

20. A bidder, who defaults on their agreement to host a state tournament, will receive no financial aid from the MOHPA. Any expenses incurred in planning for an event that is cancelled by the host will be the sole responsibility of the defaulting party.

21. The host is responsible for cleanup and court maintenance during the state tournament.

SECTION C – MOHPA Responsibilities

1. The MOHPA will provide some technical help if the installation of portable courts is necessary.

2. The MOHPA will handle all entries and the responsibility of notifying all contestants of their pitching date and time.

3. The MOHPA officers will schedule the events and be the governing body for the tournament, but will try to cooperate with the host if special arrangements or considerations are needed.

4. The MOHPA will donate \$3.00 for every adult member we have as of Sept. 1st of the tournament year to the host. The host may use this money to defray expenses or in any manner they choose. NOTE: The condition of any borrowed MOHPA owned courts or equipment will be assessed before the payment is made. The cost of repairing or replacing damaged items will be deducted from our payment to the host.

5. The MOHPA will provide one free souvenir Program Book to each participant in the tournament and will notify the hosts of the number of books needed as soon as possible after the entries have closed. The hosts may order a reasonable amount of additional books for sponsors or advertisers. The MOHPA will pay one half of the total cost of the Program Book up to a maximum payment of \$700. The host is responsible for the remainder of the cost. Hosts may sell advertising and retain all advertising receipts to help offset their expenses. They may also sell extra copies at the tournament. The

MOHPA Statistician will provide all of the material our association wishes to include in the book. The cover design will be left to the discretion of the hosts with the approval of the MOHPA Officers.

6. The MOHPA will work with the host in designing the State Tournament patch and will provide one patch to each participant.
7. The MOHPA will provide the necessary computers and supplies for the operation of these machines.
8. The MOHPA will furnish all score sheets, pencils, round robin cards and charts needed to conduct the tournament.
9. The MOHPA will arrange for all necessary personnel needed for computer work.
10. The MOHPA will provide name cards needed by pitchers for display on the scoring devices.
11. The MOHPA will provide the plates and engraving for the traveling trophies awarded in the Championship Divisions. The host assumes no expense for these awards or any other special awards that we might give.
12. Prior to an outdoor event, the MOHPA will coordinate an alternate weekend to be used should weather problems cause the cancellation of championship classes during the planned state tournament competition. The MOHPA reserves the right to reschedule at an indoor facility of our choosing in order to satisfy our obligations to the NHPA that state champions be crowned each year.
13. The MOHPA will provide limited advertising space in our association newsletter to any host hotel/motel willing to donate comp rooms to our officers during their tournament stay. Circulation of our newsletter depends on membership. Said advertising would be free of charge.

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