



Tournament Registration Process

1. Manager or coach registers for the tournament
2. Manager or coach completes the [Tournament Request Form](#)
3. The form triggers payment by the bookkeeper
4. Bookkeeper sends payments as per payment instructions
5. For any issues regarding tournament payments, please contact the bookkeeper directly at Ashley.willis@juniorhurricanes.org

Key points:

1. Please make sure all the fields in the form are filled in with the correct and pertinent information wherever possible.
It is much easier for you to do 3 or 4 vs. our bookkeeper trying to figure out calculations or sift through comments for 34 teams doing 3-4 tournaments each
2. For the amount requested, please factor in any discounts you expect to get. For instance, if you are getting a 20% discount on an \$1800 fee, please request \$1440

*****IMPORTANT*****

We budget tournaments for teams based on the number, not on a specific overall dollar amount. Some tournaments cost more than others. So, while we do have an overall tournament budget cost, WE WILL NOT KEEP A DOLLAR FOR DOLLAR COST FOR EACH INDIVIDUAL TEAM. The ONLY exception will be if get a sizeable discount where you pay for one and get one for half price. In that case, we will apply the half fee to an additional tournament and the remainder of the fee will be Team/parent funded.