



N C F C A

NCFCA Qualifying Tournament Certification Request Form

Certification Request Instructions

- 1) The certification request process is completed electronically. The certification flows from the Tournament Director to the State Representative (SR) to the Regional Coordinator (RC) to the National Office.
- 2) Download the entire document in PDF format to review the instructions and form. Download and electronically complete the DOC file with the information for the Qualifying Tournament.
- 3) Forward the DOC file electronically to your SR and your RC.
- 4) Complete one form for each tournament you wish to certify.
- 5) Certification requests must be received by the SR and RC within one week of the end of the Qualifying Tournament.

General Tournament Information

Sponsoring Organization: Record the local group, club, or other organization hosting the tournament (e.g., Smithville Speech & Debate Club).

Tournament Title: If applicable, record the name of the tournament if different from the hosting organization (e.g., Sunset Classic, Northwest Invitational).

Tournament Dates: Record the dates for the tournament (e.g. Feb. 20-22, 2007).

Tournament Location: Include the name and street address (no P.O. Boxes, please) of the facility, (e.g. First Baptist Church of Smyrna, 1234 Fifth St., NE).

Tournament Director Certification

The Tournament Director certifies that the tournament was run in accordance with the criteria specified in the NCFCA Qualifying Tournament Host Application and the NCFCA Speech and Debate Tournament Rules.

- 1) The Tournament was managed in accordance with published or agreed upon NCFCA Speech and Debate Tournament Rules.
- 2) To my knowledge any disputes arising out of the Tournament have been handled in accordance with the processes stipulated in the Tournament rules.
- 3) I have included Affiliate numbers for all Tournament participants.
- 4) I have electronically submitted Tournament results to the SR and RC within one week following the Tournament using the Qualifying Tournament Report supplied on the NCFCA website.



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GENERAL TOURNAMENT INFORMATION

Sponsoring Organization: _____
Tournament Title: _____
Tournament Dates: _____ / _____ - _____ / _____ / _____

TOURNAMENT LOCATION

Facility Name: _____
Street Address: _____
City: _____ State: _____ Zip: _____

TOURNAMENT DIRECTOR

Name: _____ Phone: () _____
Position in Organization: _____ E-mail: _____
Address: _____ City: _____ State: _____ Zip: _____

RULE CHANGE

The following additions/modifications to NCFCA National Qualifying Tournament Rules were requested and accepted for this tournament:

Tournament Director's Name _____ / _____ / _____
Date

State Representative _____ / _____ / _____
Date

Regional Coordinator _____ / _____ / _____
Date