## **TEAMS Host Q and A**



#### When will I receive competition materials?

Competition materials are shipped via UPS approximately 10 days prior to your competition date. If you have not received your materials five days prior to your competition, please contact Cindy Donahue (<a href="mailto:cdohanue@tsaweb.org">cdohanue@tsaweb.org</a>) or Sandy Honour (<a href="mailto:shonour@tsaweb.org">shonour@tsaweb.org</a>). Cindy and Sandy may also be reached toll free at 888/860-9010.

#### What if weather prevents my site from holding the competition?

If you have chosen a backup date (as suggested at the time you complete your host online information), then that becomes the new competition date. If a backup date was not chosen earlier, you may now choose one and immediately inform Cindy Donahue at TSA and the TEAMS coaches who have signed up to compete at your site. If for any reason you are unable to host the competition, those teams that were scheduled to participate at your site have the option of becoming Onsite Locations and competing at their own school. It is the host's responsibility to communicate as quickly as possible with the coaches so that they are aware of any change in the date or venue.

### Can the participating team request a refund if the host cancels?

TSA has a no refund policy. Coaches may opt to participate at a different host site or to hold the competition at their own school during the competition window (February  $13^{th}$  – March  $17^{th}$ ).

#### What if there are teams who want to register after the competition deadline?

These are handled on a case-by-case basis. Generally, we try to accommodate all teams who would like to compete. Since teams are not able to register online after the competition deadline (automatically set at 14 days before the competition date, unless the host has chosen a prior date) they must get permission from the host and from TSA. Late registrations are typically handled by phone rather than via the internet. All registrations must come through the TSA registration database. Teams may not register directly with the host site.

# What happens if a team does not show for competition and my host site is subsidizing (partially or in-full) the TEAMS registration?

The \$150 national TEAMS registration fee for each team must be paid for any team that is registered as of the deadline. Hosts that subsidize all or part of the registration fee should confirm with coaches prior to the deadline that the registered teams will be attending. If the TEAMS coach confirms and then does not show up for competition, the host site will be billed for the portion they have indicated they will cover. (TSA recommends that the host inform the coaches of this policy as well as any policy the host site may have for no-shows.)