

THE PERFECT TOURNAMENT APPLICATION PACKAGE

Or—How to Keep Your District 9 Tournament Director Happy!!

The less unfolding, unstapling and sorting that I have to do, the faster I can process yours and other applications in a timely manner. Always check the cysanorth.org website for any changes. Download the current application from the website. Use one large paper clip for each tournament application package. ***No Staples Please!!***

You can send as many Tournament applications as you want in one 9 x 12 manila envelope. Just make sure that each tournament package is separated with it's own paper clip.

1. **Use only this year's tournament application.** Fill out completely with player's birth date, gender/age/class, and team official's signature at bottom. **Pg. 2 (back) must be included.**
2. Send two (2) copies of the tournament application (original and one copy for District 9 file).
3. Address and include an envelope to the Tournament that you are applying to. *Apply sufficient postage.* Place check to the tournament in this envelope.
4. Fill out another envelope with your return address and stamp and put in the envelope going to the tournament.
5. Include your check to the tournament **inside** the envelope addressed to the tournament. *(Do not send the check directly to the tournament. They cannot hold a spot without the stamped application.)*
6. Everything you want to send to the tournament (except the application) needs to be in the envelope addressed to the tournament.
7. Attach the two (2) copies of the tournament application and the envelope with one large paper clip (**please do not staple**).
8. Put all tournament applications in one large 9 x 12 manila envelope addressed to:
Dianne Rabalais 22765 Daha Dr. Red Bluff, CA 96080.
9. I will send you a confirmation e-mail to the e-mail address on the application after it has been processed.
10. *If you have been rejected from a tournament and are applying to a new tournament for that same weekend, you must include a copy of the rejection letter with the new application.*

All tournament applications will be sent out First Class Mail Only. Please do not send your applications to us asking for a Return Receipt. If we are not at home, and have to go to the post office to pick up any mail, this can delay your applications being processed. Also, we cannot process FAX'd applications. **Please do not put the applications in our mailbox.** If the postman comes after you come by---they pick up the package!

If you have any questions, please call 530-200-5332 FAX us at 530-528-9339, or e-mail at jdranch@tco.net.