



## NORTHERN ONTARIO HOCKEY ASSOCIATION

110 LAKESHORE DRIVE  
NORTH BAY, ONTARIO P1A 2A8  
PHONE: (705) 474-8851 • FAX: (705) 474-6019  
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### **NOHA Tournament Reconciliation Responsibilities**

The NOHA Office has received several tournament reconciliations in recent weeks and there have been some concerns brought forward that need to be addressed, not only by tournament hosts but also by teams attending tournaments.

#### **Tournament Hosts**

During registration at the beginning of the tournament, it is the responsibility of the tournament host to:

- Ensure that all teams provide an approved roster to you. An approved roster will have a minimum of one (1) approved Coach and one (1) approved Trainer.
- Accept only rosters that come from the HCR; do not accept rosters with players or team officials' names added by hand;
- In some situations, the NOHA may print a temporary roster for a specific tournament, with the dates noted on the roster. In these particular situations, ensure that the roster is approved for this particular tournament;
- Tournament hosts should review and confirm the roster with each team to ensure that the information is correct. Only participants on an approved roster, and approved affiliate players, may participate;
- Ensure that all teams have approved tournament permits. Teams without approved permits cannot participate in the tournament.

If a team that has registered for your tournament does not have this documentation with them, contact the NOHA Office immediately. We will assist in ensuring that the tournament hosts have the information that they require.

In addition to the requirements listed above, tournament hosts must submit their reconciliation form along with all game sheets, permits, final game schedule and approved rosters to the NOHA Office.

#### **Teams Attending Tournaments**

- Ensure that the tournament permit request is submitted a minimum of two (2) weeks in advance;
- Prior to attending, ensure that the team has their most recent HCR approved roster from their Minor Hockey Association;
- Ensure that only approved participants are playing or are behind the bench for games. If using affiliate players, ensure that the affiliate player shows up as approved on the roster;



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- Provide the team roster and tournament permit to the tournament host. Without an approved roster and permit, the team cannot participate in the tournament.

If you have any questions, please contact Lindsay Morell at [lmorell@noha-hockey.ca](mailto:lmorell@noha-hockey.ca)