

NYSA TOURNAMENT HOSTING APPLICATION CHECK LIST

Submitting Organization Type:	Choose an item.	
Submitting Organization Name:	Click here to enter submitting organization name.	
Brief Description of Submitting Organization:	Click here to enter a brief history of the hosting organization and its relationship to this tournament.	
Have You Included the Following:		
USYS Application to Host a Tournament or Games Form	Yes	No
USYS Tournament or Game Hosting Agreement with supporting data	Yes	No
\$25.00 non-refundable application fee	Yes	No
Proof of host organization non-profit status	Yes	No
A description of the hosting organization	Yes	No
Copies of 1099 forms issued and IRS 990 filings (leagues or clubs only)	Yes	No
A copy of the Temporary Business License or Temporary Business License application (Applies in Las Vegas only)	Yes	No
A copy of the tournament rules and advertisements that will be distributed	Yes	No
“Stay and Play” required documents (See Section 11:04:06 of NYSA policy)	Yes	No
List of tournament directors, including names, addresses, telephone numbers, and e-mail addresses	Yes	No
Post-tournament Reports Filed for Last Year’s Tournament		
Statement of revenues and expenses for all tournament-related activities, including “Stay and Play”	Yes	No
Report on the number of teams, players per team, and team home states	Yes	No
Referee Assignor report on the conduct of the games, in a form approved by the SYRA	Yes	No
Report on the medical issues treated during the tournament	Yes	No
If the post tournaments reports were not received the current tournament application will not be considered by the NYSA Board.		