

Atlanta Area Volleyball Corporation

200 Turner Davis Rd
Sharpsburg, GA 30277
praterm11@gmail.com

Fax: 404-855-4347

Phone: 770-883-7807

CONTRACT for VOLLEYBALL OFFICIALS for 2024 Season

- SCHEDULES:** should be submitted between June 1 and July 28. NON GHSA schedules need to be submitted at least two weeks before their first match. Schedules will need to be submitted in the excel spreadsheet provided by AAVA. Schools that do not turn in their schedule by the deadline will risk not receiving officials. Schedules will be posted on www.reftown.com. It will be the schools' responsibility to make sure it is entered correctly. SCHOOLS WILL BE BILLED FOR MATCHES THAT ARE ON REFTOWN.
- SCHEDULE CHANGES:** Schools have up to Aug 25th to make changes to their schedule without a fee.
 - After Aug 25 there will be a \$5 fee for each change.
- BILLING PROCESS:** The host school will be billed for all home matches plus the travel fees. If payment is received after the due date, there is a 10% late fee. It is the schools' responsibility to notify AAVA if they do not receive an invoice by 10 days after the regular season. Invoices will be emailed to the coach. Except for Atlanta City Schools, Clayton and DeKalb County, they will be emailed to the County Athletic Director. If you want your invoice sent to a different person, please specify on the third page of the contract.
- GHSA Constitution:** All Invoices for officiating fees in all sports shall be paid within 14 days of the date of the invoice. Failure to do so will result in a 10% late fee being charged to the member school by the assigned local officiating association. Any invoices that are still outstanding in January, an additional 5% late fee will be added for every month it is late.
- TRAVEL FEE:** Single official contests, per court: \$30; Crew of two contests, per court \$40. Crew of three contests, per court \$60. Crew of four contests, per court is \$80. Crew of five contest \$100. The fee is based on a "per crew/per competition day" assessment. Line judges and scorers will be paid travel at the same rate.

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6. **GAPPS and GISA** Schools will be charged a \$25 flat administration fee due to the conference requiring officials to be registered with the conference office.
7. **TOURNAMENTS DURING REGULAR SEASON and AREA TOURNAMENTS:** The host team will be billed for all match fees and travel fees. All tournaments will be billed separately from regular season matches. Payment must be post marked 14 days after the tournament takes place. By signing this contract, you are obligated to use officials from AAVA for your area tournament if it is held at your gym. AAVA will provide two officials for each court for the area tournament. When sending in your schedule for Saturday events AAVA will need the schedule entered into the excel spreadsheet provided. The teams can be entered as TBA.
8. **TEAM(S) NOT SHOWING/PLAYING:** The host school will be charged for the matches that are scheduled to take place when a team(s) does not show up. The host school will be charged for scheduled matches that do not take place. It will be up to the host school to seek compensation for the team(s) that does not show or do not play.
9. **REGULAR SEASON MATCH FEES** for Referees; Line judges & Scorers are paid \$10 less. (Match fees are subject to change if GHSA restructures the game fee chart):
 - Single 2/3 varsity match - \$70
 - Multiple 2/3 varsity matches - \$60 per match
 - 3/5 varsity match - \$80;
 - Single 2/3 JV, 9th or MS match - \$55;
 - Multiple 2/3 JV, 9th or MS matches - \$45 per match;
 - 3/5 JV, 9th or MS match - \$70;
10. **FORFEITS THE DAY OF THE CONTEST:** Team(s) not showing up will forfeit the 1st set 15 minutes after the start time. If a team(s) still has not shown up with six players, they have another 15 minutes before they forfeit the second set and the match (2/3). If playing a 3/5 match an additional 15 minutes will be granted for the 3rd set. If the team(s) still has not shown, they forfeit the match. If the same team(s) is scheduled to play the next match and the team does not show, they forfeit their first set at the time the match is scheduled to start (one hour from the

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scheduled start time of the first match). If the team still has not shown up with six players, they have 15 minutes from the start time of the second match before they forfeit their second set and the match (2/3). If playing a 3/5 match, an additional 15 minutes will be granted for the third set. If the team(s) still has not shown, they forfeit the match (3/5). If there are unforeseen circumstances, you must contact Michelle Prater @ 770-883-7807.

11. CANCELLATION POLICY: Matches must be canceled with AAVA within 24 hours of the start time of the first match of the day by the host team. If canceled after the 24-hour period, the host school will be charged for whatever matches that do not take place. It will be up to the host team to seek compensation for the team(s) that canceled.

12. TEAMS THAT ARE LATE: If a team shows up late and still wants to play, the school will be charged an extra \$10 for every 15 minutes they are late. Coin toss takes place 15 minutes before match time. Anything after the coin toss is late.

13. OFFICIALS NOT SHOWING: The schools will not be charged for match fees or travel fees when an official does not show. Instead the official will be charged for the matches that were scheduled to be played and the money will be credited back to the school's account. Schools MUST notify AAVA ten minutes before match time in order to receive this credit.

14. OFFICIALS THAT ARE LATE: Officials that are 15 minutes late will be assessed a \$10 late fee. This fee will be credited back to the host school. Officials that are 30 minutes late will be assessed one match fee of the level they are officiating that night. This fee will be credited back to the host school. The host school MUST notify AAVA ten minutes before match time in order to receive this credit. (Example: 5 pm start @ 5:15 the official will be assessed a \$10 late fee. @ 5:30 the official will be assessed a match fee)

15. MATCHES NOT COVERED: AAVA will be responsible for providing at least one official per court as listed on the school's schedule. If a match cannot be covered, AAVA will provide the school at least a 24-hour notice that the match will not be covered. If the match cannot be covered due to an official canceling the day of the event, AAVA will provide notification immediately upon

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notification of such cancellation. AAVA will not charge the schools playing nor will credit be applied to the school's account. The official will arrive at the playing site at least 15 minutes prior to the start of the first match unless the official notifies AAVA of being late.

16. SCHEDULING WEBSITE: www.reftown.com is a means to verify your officials. If your matches are not listed on the website, then you will not have officials for that night. It is the school's responsibility to verify the schedule was entered correctly. **SCHOOL WILL BE BILLED FOR MATCHES THAT ARE ON REFTOWN**

17. AREA/REGION VARSITY MATCHES: AAVA will provide two officials for ALL varsity area/region matches.

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PLEASE ONLY SEND THIS PAGE TO THE ASSIGNOR

By signing this contract with Atlanta Area Volleyball Corporation or emailing the contract to praterm11@gmail.com with a printed coach's name, I have read, understand and agree to the terms for acquiring officials for the 2024 volleyball season.

By signing this contract, the school is obligated to use Atlanta Area Volleyball Corporation for their volleyball officials for the fall season of 2024.

AAVA has the right to amend the terms of this contract, but not without written notification.

SCHOOL NAME & Conference in which school plays volleyball (GISA, GHSA, GICAA, GCAA)

VOLLEYBALL COACHES NAME & EMAIL ADDRESS:

Michelle Prater 5/17/2024

Assignor & Date:

Print Name of who should get the invoice if not already listed. Include their EMAIL ADDRESS

PRINT Book Keeper's name & EMAIL ADDRESS - a copy of the invoice will be sent to the bookkeeper.

ASSIGNOR'S COPY