# SAMPLE INVITATIONAL LETTER

Please note that this is a sample and changes should be made to reflect appropriate tournament dates and fees.

(Association name) Association is pleased to invite you to its 24th Annual Invitational Tournament scheduled for November 17-20, 2016

(Association name) intends to field every division up to and including U19 as well as 18+ A and B. A and AA divisions are sanctioned as "Female Only", B and C divisions are "Co-ed".

U16 AA, U19 AA and 18+ Jacks: 20 minute periods, 4 game guarantee - $780

U12 Provincial, U14 A, U14 AA, U16 A, U19 A, 18+ A: 15 minute periods, 4 game guarantee - $700

All B, C, U8, U9 and U10 Divisions: 15 minute periods, 3 game guarantee - $530

**REGISTRATION:**
Registration forms and cheques must be received as soon as possible, as registration will close on Oct. 6. Please send TRF's by November 1st. Cheques should be made payable to (your association). Send TRF, form and fee c/o the coordinates as listed below. Teams will be advised of acceptance by Oct. 15, 2016 and there will be no refund for teams withdrawing after this date.

**RULES**
Ringette Canada Official Rules and O.R.A. Sanctioned Tournament Rules will be enforced. One exception is that there will be no overtime during round robin play.

Complete rules will be made available with the tournament package.

The shot clock will be used in all games for age divisions U12 and higher. The use of shot clocks at U10 age divisions and lower is not permitted. Games may begin at 8:00 a.m. on Friday November 18, 2016. We will try and schedule local teams for these early Friday games. Any Thursday night games will be played by local teams or teams who indicate that they wish to have a Thursday evening game. We appreciate you being prepared to play when scheduled.

Please be advised that the home team for each game on Thursday, Friday and Saturday will be requested to provide a scorekeeper.

Air or mechanically assisted horns are not permitted at any of the facilities.

Please mail cheque, registration and TRF to:
Include mailing address indicating where these should be sent and email address for sending questions.

Register today and don't miss the opportunity to play in a very popular tournament.
Come and join us for a weekend of fun and team bonding. **Register now!**

**Applications will not be considered complete until a cheque has been received.**