

# Lacombe Minor Hockey Association Tournament Policy

Revised for 2025-26 (approved March 12, 2025)

## Overview

Lacombe Minor Hockey Association (LMHA) provides the opportunity for divisions to host tournaments. LMHA hosts tournaments to provide players the opportunity to attend a tournament at no cost to the team. A secondary benefit is the ability for teams to fundraise.

Tournaments will be booked for U7, U9, U11 and U13 unless an event out of LMHA's control prevents the association from doing so. U15 and U18 teams may choose to organize a tournament if they are able to secure facilities (e.g. Clive) but should receive LMHA approval.

LMHA teams hosting provincials are out of scope for this policy.

## Registration Fees & Budget Management

- Each tournament committee will be responsible for maintaining two separate budgets – one for tournament registration fees and one for fundraising expenses and proceeds.
- Final budgets must be provided to the LMHA Tournament Coordinator and LMHA Treasurer within 45 days from the conclusion of the tournament.

### *Tournament Registration Fees*

- Tournament registration fees will be set by the LMHA Executive by August 31<sup>st</sup> based on an established budget\*<sup>1</sup> that will cover:
  - Ice rental
  - Referees (referees, referee meal honourariums, and referee room refreshments)
  - Community room rental
  - Player gifts
  - Heart & Hustle and Most Valuable Player awards
  - Medals
  - Coach & Manager draw gifts
  - Pucks
  - Miscellaneous (e.g. printing, decorations)
  - Any other items as required
- LMHA teams are not required to pay a registration fee.
- Any money left over from the tournament registration fees will go to LMHA – budget can be re-allocated within the established budget, however cannot be considered fundraising income for teams.
  - Surplus tournament registration fees will be used to support player activities such as subsidizing player development and equipment purchases. It may also be

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<sup>1</sup> Budget will be established based on the maximum number of players per team as per LMHA Team Size policy

used for one time tournament expenses that will be used for future tournaments (e.g. photo backdrops).

### *Tournament Fundraising*

- Teams are not required to provide funds to support tournament fundraising efforts; however, they are encouraged to leverage personal connections to receive donations for fundraising purposes (e.g. raffle table). Community solicitation should be kept minimal and no LMHA sponsors should be contacted. Please see the Sponsorship section of the LMHA website for a list of sponsors.
  - Tournament Committees can spend up to \$1,000 (U7 and U9) and \$1,500 (U11 and U13) to support fundraising efforts (e.g. purchase of prizes) that must be recovered through fundraising proceeds.
  - Should the tournament raise insufficient funds to cover the fundraising expenditures, the deficit will be covered equally by the teams in the division, not LMHA.
- From total funds raised (minus expenses):
  - LMHA will receive 20% of the profits. These profits will be used for the Equipment Fund as well as to support purchase of general tournament fundraising items that are used by all committees (e.g. 50/50 and raffle tickets).
  - Teams will receive a maximum of \$1,000 or the tournament entry fee – whichever is more.
  - Any surplus funds raised will be donated to a charity of choice by the tournament committee.
- All teams must follow and adhere to AGLC gaming rules.

### **Tournament Application, Acceptance, & Game Rules**

- The LMHA Secretary ensures that the Tournament is posted on the Hockey Alberta website.
- The Division Director will be responsible for ensuring a Tournament Coordinator is identified no later than October 1st. If no Tournament Coordinator is appointed, the LMHA Executive may cancel the tournament.
- All teams within the division must have at least one, preferably two, representatives on the Tournament Committee.

#### *Team Review*

- To ensure that LMHA has clearly communicated review and acceptance timelines to interested applicants and provide flexibility to make final adjustments to tiers before the end of October (CAHL blackout deadline submission), the following review and acceptance timelines will apply:
  - Before October 15 or conclusion of first two weekends in October
    - No teams will be offered acceptance to an LMHA tournament before October 15<sup>th</sup> or the conclusion of the first two weekends in October to

- enable some exhibition games to be played and try, to the best of the association's ability, to find best fit teams<sup>2</sup>.
- By October 15<sup>th</sup> or the conclusion of the first two weekends in October
    - The Division Director has consulted with Head Coaches and Managers to:
      1. Confirm anticipated tier based on exhibition games played in first two weeks of October
      2. Identify teams to invite to the tournament (based on the list of teams that have applied through the LMHA Application Google form)
  - By October 18<sup>th</sup> or three days from the conclusion of the first two weekends in October
    - Division Director initiates and manages team acceptances – at this time, teams should be asked to confirm that they still anticipate to play in this tier.
  - By the conclusion of the third weekend in October
    - If, after the conclusion of the third weekend in October, teams feel that they may change tiers, the Head Coach must inform the Division Director ASAP and accepted teams informed.
    - Accepted teams will have 24 hours to confirm if they would like to remain or receive a full refund to enable sufficient time to accept another team before blackout deadlines to fill the vacated spot.
  - By the CAHL Blackout Deadline (end of October)
    - All teams have been accepted and confirmed
    - No refunds will be provided to teams after this deadline unless another team can be found to replace their spot.
    - If LMHA chooses to release a team (e.g. for tiering purposes), a full refund will be issued.

### *Tournament Game Rules*

In the event of a protest against the rules established for the tournament, a bond of \$200 must accompany the protest. The protest must be made within 30 minutes of the game's end. The bond will be refunded if the protest is upheld, forfeited if lost. Protests of referee's decisions will not be allowed.

In the event of a dispute on the interpretation of the rules, the Tournament Chair's ruling is final and binding.

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<sup>2</sup> If there are reciprocal tournaments being planned, these can be assessed on a case by case basis to accept before October 15 in consultation with the Division Director.