



**Marwayne Dewberry
Minor Hockey Association**

Tournaments

MDMHA has approved that what ever funds you bring in from your Home Tournament Fees you can spend on going to away tournaments. We strongly encourage all teams to have a minimum of a 6 team tournament.

If for reasons beyond your control, you can not host a tournament we will allow every team to go to 1 away tournament a year. If that team chooses to attend more than 1 tournament without hosting it will be responsibility of the parents to pay the entry fee.

Entry Fees

All entry fees are Payable to **Marwayne Dewberry Minor Hockey Association**, all entry fees are due on admission to tournament to guarantee a spot. Refunds are only given if adequate notice of withdrawal is given, 2 weeks prior to the Tournament start date.

U07 - \$350
U09 - \$500
U11 - \$700
U13 - \$800
U15 - \$900
U18 - \$1000

Method of Payments

1. E-transfer (most preferred) - mdmha.treasurer@gmail.com
Please ask for a Memo to be added to the E-transfer
Attending Team Name Town/City, Age Division, Date of Tournament
Ex Marwayne Dewberry Renegades
U11 Tier 2
November 2-4, 2025
2. Cheques payable to (above info along with Chq)
Marwayne Dewberry Minor Hockey Association
Box 547
Marwayne, AB T0B 2X0



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Minor Hockey Association

Duties of Tournament Coordinator

It is the Tournament Coordinators duty to organize and run the home tournaments from start to finish. This includes but not limited to:

1. Team Entries
2. Actively search for teams to attend.
 - So many great sources to do this, social media being one. FaceBook has a great group called “Alberta Hockey Moms and Dads” There’s always people looking for tournaments to enter and tournaments to enter in.
 - Your Tournament will also be advertised on the Hockey Alberta website by the acting Registrar of MDMHA
3. Draw creation
4. Tournament Rules
5. Prizes and Awards
 - These must be covered by Sponsorship/Donations and/or Parents
6. Organizing work shifts for
 - Time Clock
 - Score Sheet
 - Penalty Boxes
 - Raffle Tables
 - Extra Booth Worker new in 2022/2023 season
7. Prepare an Income Statement to hand in to current Treasurer at end of tournament for any reimbursement of costs. *See example on page 5 & 6 for reference.* To be done after completion of tournament.
8. Providing a list of Receipts and Cheques that need to be issued. To be done after completion of tournament. If there are Cheques that need to be written for Tournament Prizes the acting Treasurer will need to be notified one week before the Tournament start date and arrangements will be made..

See page 6 for example



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Donations and Sponsorships

All MDMHA Receipts will be issued after the tournament is complete and the Income Statement has been given to the acting Treasurer. Emails of Donors and Sponsors must also be provided for issuing receipts.

Donations and Sponsorships help with the expenses of the tournament. There are a few ways to collect donations.

1. Have companies/persons purchase items directly and donate to the tournament. These do not require MDMHA receipts as the company will be given the Invoice or Purchase Receipt directly.
2. Have parents make a cash contribution to the tournament coordinator to purchase items for the tournament. No receipt from MDMHA necessary.
3. Have companies/persons make a donation in the form of Etransfer or cheque. Receipts will be issued for these ones.
 - E-transfer (most preferred) - mdmha.treasurer@gmail.com
 - Add a Memo: U15 Sponsorship for 2nd Place
 - Cheque payable to:
Marwayne Dewberry Minor Hockey Association
Box 547
Marwayne, AB T0B 2X0

Extra Fundraising

Funds are used to cover Ref costs. Some ideas to help make your tournament a success:

1. Raffle Table
 - These item costs must be covered by Sponsorship/Donations or Parents
2. 50/50 Boards or tickets

At the beginning of the weekend borrow a float from the booth, Marwayne or Dewberry, recommended \$50 to get you started. After some purchases have been made return the float and carry on with your fundraising. Each night the money will have to be kept in a secure location. Ex: find a hiding spot, take it home, lock it in the safe in Marwayne (communication with lead is necessary) At the end of the weekend or



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when your fundraising is complete a deposit with all funds raised can be made through the Marwayne Ladies Auxiliary, in the Marwayne Booth. Please use a separate deposit slip and label it appropriately. Send a picture of the deposit to the treasurer via Email mdmha.treasurer@gmail.com

Example: U15 Tournament

Raffle & 50/50

if you need help ask the lead in the Marwayne booth for the weekend. A break down of funds deposited will need to be added to the Ref binder for reconciliation purposes

**U15 T2 Tournament Raffle and 50/50 Fundraising
January 21-23, 2022**

Raffle Table	\$ 1,098.00
50/50 Boards	\$ 625.00
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Total Deposit	\$ 1,723.00

Deposited to Marwayne Ladies Auxiliary

Paying of the Refs

We encourage all teams to cover ref costs through means of extra fundraising at your tournaments. We will be using E-Transfer as a method of payment all Tournament Refing costs.

A breakdown of Ref costs along with emails for the E-transfers will be sent to the Tournament Coordinators and the acting Treasurer by the acting Referee Coordinator.



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Tournament Income Statement

This should provide a clear picture of how your Tournament did. It also will serve the purpose of distributing Receipts to Donors and Sponsors. Please provide a list of receipts to be issued and invoices to be paid with your Income Statement. Any extra money made by the tournament will not be reimbursed to the team, it will stay with MDMHA to help pay for Ref's and other regular expenses incurred throughout the year.

Receipts to be issued

Company	Email	Donation Item	Amt
Tar-Row Construction	TR@gmail.com	1st Place	\$ 250.00
Bowman Farms	BF@gmail.com	2nd Place	\$ 150.00
Saunders Repairs	SR@gmail.com	3rd Place	\$ 100.00
GBFC	GBFC@gmail.com	MVP/H&H	\$ 250.00
Tingleys	Tingleys@gmail.com	MVP/H&H	\$ 250.00

Invoices to be Paid

MDMHA	1st Place	Chq to H. White	\$ 250.00	PD at tournament
Lloyd	2nd Place	Chq to P. Brown	\$ 150.00	PD at tournament
Factory Sports	Inv 2021-65	MVP/H&H awards	\$ 500.00	



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**U15 Tournament January 21-23, 2022
INCOME STATEMENT
MDMHA 2021/2022**

Revenues

Sponsors & Donations

Tar-Row Construction	1st Place	E-Transfer to MDMHA	\$ 250.00
Bowman Farms	2nd Place	E-Transfer to MDMHA	\$ 150.00
Saunders Repairs	3rd Place	Cash to Coordinator	\$ 100.00
GBFC	MVP/H&H	Chq to MDMHA	\$ 250.00
Tingleys	MVP/H&H	Chq to MDMHA	\$ 250.00
Holmen/Davies	Player Draws	Cash to Coordinator	\$ 120.00
Co-op	Snacks	Gift Certificate	\$ 100.00
Rec Tech	Banners	Paid to Factory Directly	\$ 147.00
Player Donation 16 @ \$50		Cash to Coordinator	\$ 800.00

Total Sponsorship and Donations

\$ 2,167.00

Revenues Collected at Tournament

Raffle Table	\$ 1,098.00
50/50	\$ 625.00

Separate Deposit
through Marwayne

Total Revenues Collected at Tournament

\$ 1,723.00

Ladies Aux

Total Revenue

\$ 3,890.00

Expenses

1st Place		PD Chq from MDMHA	\$ 250.00	
2nd Place		PD Chq from MDMHA	\$ 150.00	
3rd Place - Pizza 73 GC		Paid from cash collected	\$ 100.00	
Raffle Items				
Shoppers	Big Speaker	Paid from cash collected	\$ 62.99	
Best Buy	JBL Speaker	Paid from cash collected	\$ 62.99	
Best Buy	Smart TV	Paid from cash collected	\$ 247.79	
Costco	AirPods	Paid from cash collected	\$ 166.94	
Factory	Stick	Paid from cash collected	\$ 75.00	Factory Donated one we bought one
Superstore	Mystery GC	Paid from cash collected	\$ 100.00	
Factory GC	Player Draw	Paid from cash collected	\$ 40.00	
Sportchek	Player Draw	Paid from cash collected	\$ 80.00	
Co-op	Gatorade/Granolas	Paid from cash collected/GC	\$ 171.00	
Factory	MVP	PD Chq from MDMHA	\$ 525.00	
Factory	Banners	PD by Rec Tech	\$ 147.00	
Refs			\$ 1,707.00	

Total Expenses

\$ 3,885.71

Net Profit/Loss

\$ 4.29

All Expenses covered