

Tournament report – head umpire / organizer

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Send the official ICO tournament report 2016 to tournament@crossminton.org



Tournament report 2016

Name of the responsible head umpire:

ICO-Registry-Number from the head umpire: Mail contact:

Tournament

Name:

Maximum points for winners:

Date:

Location:

Address - Venue:

Name of the main responsible organizer:

Mail contact:

Number of participants:

Mark if standards fulfilled!

Number of nations took part:

Followed nations took part:

Players canceled the tournament not in time (No-return deadline) or didn't show up at the venue:

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Was the organizer forced to switch players from a announced division to an other because of too less participants?

YES NO If yes, which divisions were canceled?

Name of players who should get ranking points in their registered division which was canceled and for the ranking they played:

Name of player: Division he/she was registered for: Division she/he played actually:

Name of player:	Division he/she was registered for:	Division she/he played actually:

Comments or further players:

Offence against official rules (for example black cards,):

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RESULTS: Use the results sheet to send the results to the ICO

The “ICO_tournament_result_2015” - Excel sheet is available on the official ICO website.

**PRESS HERE TO DOWNLAOD THE XLS
“ICO_tournament_result_sheet_2015”**

Fill in also players who were not at the venue or cancelled their participation too late and mark them red in the document. Mark also players who were switched to another division and should get for points for the ranking for their registered division.

Results should be uploaded to the rankings (by the organizer – if you need instructions ask the committee: tournament@crossminton.org) 1 day after the tournament at the latest.

Special authorizations from the ICO previoius to the tournament:

Standards CHECK!

If too many or important meanderings occur the ICO reduce / deny the sponsoring support. - SEE STANDARDS ON THE ICO WEBSITE: <http://crossminton.org/downloads/>

General terms

TODO	Description
Name of the tournament	Replace italic type: Masters tournament: "ICO Speedminton® – <i>free sponsor – country – Open</i> " F.e.: "ICO Speedminton® Zola German Open" International tournament: "ICO <i>Federation - Speed Badminton – free sponsor – tournament name – Open</i> "



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Must have been done previous to tournament

TODO	Description	Deadline	
Registration form	Ophardt system. Organizer should mark payment status and handle all registrations.	3 months before	<input type="text"/>
Fee per player	Up to the organizer (But: There must be a special fee for kids). Don't forget to calculate 2,50 Euro for the ICO.	3 months before	<input type="text"/>
Organisation staff	Masters series: 2 full time organizer (not allowed to play; one of them could be the head umpire); International series: 1 full time organizer.	3 months before	<input type="text"/>
Announcement	According to the ICO style sheet & requirements; Masters series: All ICO ranking singles divisions must be announced; doubles optional (KO-System possible, if included in a single tournament); International series: Organizers decide which divisions will be announced.	3 months before	<input type="text"/>
Head Umpire	Give the ICO the name and the contact of the head umpire (without request of the ICO within the announcement!). The Head Umpire has to send the ICO the fulfilled Head Umpire questionnaire 1 month before the tournament. Masters series: One certified head umpire is obligatory. International series: If possible a certified one.	1 month before	<input type="text"/>
Seedlist & draw	<ul style="list-style-type: none"> Given by the ICO – tournament mode! According to the ICO Regulations of tournament. According to the ICO Rules of Speed Badminton. 	Send the ICO the draw 3 days before the tournament at the latest but after the registry deadline.	<input type="text"/>

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	<ul style="list-style-type: none">• According to the ICO umpire regulations.• U12 divisions play with fun speeders®, court sizes 4*4m per square and 9m distance between the squares.• Results will only be valid for the ICO ranking if: at least 4 registered players participate in the Junior divisions and at least 8 players in all other divisions (4 pairs for doubles). If a division is cut due to a lack of participants, the registered participants of that division will be placed in the next higher division. For Junior categories there is an exception: U12 and U14 male and female participants must be mixed into one category as well as U18 doubles. If participants have to play a higher division, they will be seeded after their ranking in the higher division. If they do not have a ranking they will be draw by lot. From the 1st January 2016 players that cant play their own category due to the low number of players will play any other category that they are allowed to play, but points will be awarded for all categories that they could play, including their own category.• Fixed by the ICO; all players seeded after ICO ranking (status: setting deadline of the announcement). Send the draw after the no-return deadline to the ICO (without request of the ICO!) before publishing.• Standards have the highest priority in case of	
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	<p>discrepancies between the official ICO guidelines.</p> <ul style="list-style-type: none"> Only the newest versions of the guidelines and documents are valid. 	
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Needed for the tournament

TODO	Description	Deadline
Venue	<p>Masters series: 50km next to an international airport.</p> <p>International series: Reachable by public transportation system.</p>	-
Courts	<p>Masters series: at least 8;</p> <p>International series: at least 6</p>	-
Min competitors	<p>Masters 1000 points tournament: 120 Masters tournaments: 60 International and Junoir tournaments: 40</p> <p>Otherwise tournament will be downgrade to the next tournament level (500, 250, 125).</p>	Registry deadline
Min. capacity of players	<p>Masters 1000 points tournament: 160 Masters tournaments: 120 International and Junoir tournaments: 80</p> <p>Masters series: If participants are limited the participation will be decided by time of registration or ranking list. The organizer has to announce this in the announcement!</p> <p>International series: If participants in 1000points tournaments are limited the participation will be decided after the ranking position and official deadlines of the tournament!</p>	-

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Draw	<p>According to the time table!</p> <p>Players who register for an ICO tournament but do not show up without any written and approved reason receive minus 100 points for the ranking in each division they have registered (please send the ICO the names of these players via the tournament report and the results sheet!).</p>	-	<input type="text"/>
Head umpire (not allowed to play)	<p>Match- & line umpire from half final;</p> <p>Assignment of one certified head umpire;</p> <p>Use the official (and last version) of the ICO score sheets;</p>	-	<input type="text"/>
Moderation & DJ	<p>Masters tournament: One full-time moderator & DJ; Moderator must announce ICO sponsors during the tournament.</p> <p>International series tournament: speaker necessary.</p>	-	<input type="text"/>
Award ceremony	<p>Ceremony with podium, mainsponsor of tournament & ICO advertising, national anthem of the winners (Masters TM) and speaker.</p> <p>Certificates (with signature of tournament official) for the 1.- 3. places of the division.</p> <p>Only Masters TM: Cash prize for the winner of the female and open singles divisions.</p>	-	<input type="text"/> <input type="text"/> <input type="text"/>
Additional advice	<ul style="list-style-type: none"> • Masters series tournament: LIVE-Stream, incl. ICO partner adds; • 2 days tournaments should end at the latest by 2 p.m. (on Sunday); • Sponsoring requirements for ICO partners: advertising at facility (incl. final court 	-	<input type="text"/> <input type="text"/> <input type="text"/>

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	<p>branding for the live stream); Announcement from the moderator at the venue; Integration in official ICO press releases. Tip: Use the official sponsoring package from the ICO (ask the ICO at least 30 days in advance of the event);</p> <ul style="list-style-type: none">• Insurance cover & sanitary facilities are necessary;• Information during tournament about time and field the next matches on a timeline necessary;• Build up a special bannered (incl. all ICO sponsors) and designed center court;• Scoreboards are required (one per Court);• Players party• Marking & size of the match field according to the ICO standards (court numbers, service line, ...);• Use the ICO Tournament-& Umpires Checklist & Tournament Mode;• Make pictures from the tournament. Create a tournament movie, send it after the tournament to all participants and publish it.		<input data-bbox="1214 696 1437 770" type="text"/> <input data-bbox="1214 819 1437 896" type="text"/> <input data-bbox="1214 936 1437 1012" type="text"/> <input data-bbox="1214 1048 1437 1124" type="text"/> <input data-bbox="1214 1133 1437 1209" type="text"/> <input data-bbox="1214 1218 1437 1294" type="text"/> <input data-bbox="1214 1352 1437 1429" type="text"/> <input data-bbox="1214 1487 1437 1563" type="text"/>
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Must be done after the tournament

TODO	Description	Deadline	
Press work	Publishing a press release according to the ICO press sheet template within all ICO sponsors and send it to the ICO contact: witwicka@crossminton.org .	Latest 1 day after the tournament	<input type="text"/>
Feedback	Send the participants some pictures & facts and a possibility to give a feedback about the tournament;	Latest 1 day after the tournament	<input type="text"/>
Results & Tournament report	Publishing on tournament page & Enter/upload on ophardt system (use the manuals on the ICO website or contact tournament@crossminton.org if you need help) & Send the official ICO tournament report 2016 to the ICO.	One day tournament: next day till 12 p.m. Two or more days TM: On the same day after the tournament	<input type="text"/>

Comments by the organizer (incl. 3 Flops & 3 Tops):

SIGN BY THE MAIN ORGANISER:

Mark as valid sign!

SIGN BY THE HEAD UMPIRE:

Mark as valid sign!

For questions and requests, please contact: ICO (info@crossminton.org)

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Followed section must be filled by the ICO!

MARK BY THE ICO

The organizer gets the full sponsoring money from the ICO

YES

REDUCE

Comments by the ICO:

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Fax: +493069567741
<http://www.crossminton.org>

ICO Exekutives:
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Speedminton® - Official supporter of the ICO