

TICKET ORDER PROCEDURES



STATE HIGH SCHOOL SWIMMING / DIVING TOURNAMENT FEBRUARY 22, 23, 24, 25, 2012

In order to give all qualifiers for the State Swimming/Diving Tournament and the head coach of each school an opportunity to purchase all-session tickets @ \$16.00 each in their schools division, the following regulations have been adopted by the OHSAA Board of Directors.

1. Each qualifier for the state tournament is permitted to purchase **three all-session tickets** for their division only.
 - a. Individual qualifier (swimmer and diver) – **Three tickets maximum**
 - b. Relay only qualifier – **Three tickets maximum**

NOTE: Alternates **DO NOT** receive tickets If you are an individual swimmer and also on a relay, you only are permitted **three tickets maximum**.

2. The head coach of a swim team with state qualifiers is permitted to purchase three all-session tickets for his/her division (maximum), and head coach of a diver is permitted to purchase a maximum of three swimming tickets.

DIVING COMPETITION

Please Note: Individuals that are interested in attending only the diving preliminaries, semifinals and finals do not need to purchase an all-session ticket. Tickets for diving may be purchased at the Branin Natatorium Ticket Office for \$8.00 per session.

TICKET PICK-UP

Tickets will be in your coach's packet and can be picked up in the new Natatorium Gymnasium according to the following schedule:

Thursday, February 23	7:30 am to 9:00 pm
Friday, February 24	7:30 am to 1:00 pm – Natatorium office

Will-call – Natatorium Main office window throughout the tournament.
Tickets can be picked up **only** by the coach designated on the order form.

HOW TO ORDER AND PAY FOR TICKETS

Coaches must order tickets via the online process.

Online Process

Order must be submitted by midnight on Tuesday, February 21.

Only the coach designated by the State Manager can order tickets. If schools have boys and girls competing, the maximum number of tickets has been combined, and only the coach designated by the State Manager can order tickets.

The system will not allow you to order more tickets than the maximum allowed and stated on the screen.

The system allows you to order tickets only once. If your maximum order is 10 tickets and you successfully process an order for 6 tickets, the system will not allow you to go in again to order the other 4 tickets. **SO, please insure that your order is correct before completing the process.**

Steps

1. Go to www.ohsaa.org; Sports & Tournament, Swimming and Diving; 2012 State Tournament Information; Information for Coaches and Participants; Coach Information for Qualifiers and click on *To Order Tickets Online* link.
2. Enter School ID and Password provided by the District Manager.
3. Follow the prompts.
4. Confirmation will be sent to the email address submitted in the Customer Billing Information as part of the Credit Card Processing screen.