

Tournaments

Each team is allotted a certain number of tournaments for the year. You will work with your supervisor to finalize the events and **Sporting Columbus** will submit the event applications. If a tournament is out of town, you will need to fill out a travel reimbursement request as outlined in your contract.

Sporting Columbus will not directly pay for additional tournaments. If a team wants to go to an additional tournament, the employee must clear the plan in advance with his/her supervisor. The supervisor will determine the per player charge and either the employee or team administrator will collect the additional funds and pay the tournament directly. Collecting money and paying for an event without discussing with your supervisor is a violation of **Sporting Columbus** policy.