



OSAA / U.S. Bank / Les Schwab Tires  
**2009 6A, 5A, 4A FOOTBALL**  
**STATE CHAMPIONSHIPS**



**ADMINISTRATIVE INFORMATION**

*Additional information available on the OSAA website, [www.osaa.org/football/](http://www.osaa.org/football/)*

1. **EMERGENCY PLAN:** In the event of an emergency, natural disaster, fire, war, etc. that forces postponement or cancellation of an OSAA State Championship event, information will be posted to the home page of the OSAA website (osaa.org) and distributed to statewide media outlets. A recorded message will also be accessible by calling the OSAA office at 503.682.6722, x0.
2. **EVENT MANAGEMENT INFORMATION:** [www.osaa.org/football/2009/6a5a4afbemi.pdf](http://www.osaa.org/football/2009/6a5a4afbemi.pdf)  
 Download this packet, which includes necessary information for any school hosting a state championship match, including general information, Event Management Checklist, Reserve and General Admission ticket information, Event Management & Ticket Report, Event Signage, an OSAA PA script for your announcer, etc.
3. **ADMISSION:**
  - a. **General Admission Tickets:**

First Round – Quarterfinals	Adults – \$6	Students – \$4
Semifinals	Adults – \$8	Students – \$5
Finals	Adults – \$10	Students – \$5

**NOTE:** All games played at PGE Park – add a \$1.00 surcharge per ticket.
  - b. **Online Ticket Orders:** [www.osaa.org/tickets/](http://www.osaa.org/tickets/)  
 Pre-order General Admission Tickets for the Football State Championships at Reser Stadium, Corvallis. Tickets for the 6A, 5A, 4A State Championships are available online until 10am, December 10. All orders will be placed at the event Will Call window and available for pick-up the day of the game.
  - c. **Member School Discount Tickets:** Tickets are good for all games, first round through finals site. Each school may purchase up to 10 discount tickets for \$30 each.
  - d. **Complimentary Tickets:** Each school that participates in a state championship game will receive the following Complimentary Tickets: 6A – 15 tickets; 5A – 15 tickets; 4A – 12 tickets.
    - 1) The **host school** is to provide these tickets for all games through the quarterfinals.
    - 2) The OSAA office will provide these tickets for the semifinals and finals. Schools may pick up their tickets at the “Will Call” window in the name of the school. **Photo ID and a signature will be required to pick up tickets at “Will Call.”** No additional passes will be available at the championship site. Coaches may gain admission with their OSAA Gold Card and photo ID.
  - e. **Bus Drivers:** Schools are responsible for taking care of any bus driver admissions. The OSAA does not provide passes for bus drivers.
  - f. **Passes:** ONLY the OSAA Gold Card, OSAA VIP pass, OSAA Media pass, OSAA Football Discount ticket, and OSAA Football Media pass, which will admit the **bearer only with photo ID**, are to be honored at any OSAA State Championship event. NO school, athletic district, officials association, etc., passes are to be accepted.
4. **OSAA PRESALE TICKETS for SEMIFINALS & FINALS** If you have any questions please contact Kristie at our office, 503.682.6722, x222, or [kristiep@osaa.org](mailto:kristiep@osaa.org)
  - a. **SEMIFINAL PRESALE TICKETS** – The OSAA will UPS tickets the Monday prior to the semifinal games. **Semifinal PRESALE tickets will be shipped on Monday, November 30, and should arrive by Tuesday, December 1.**  
**Athletic Directors** – Brad Garrett will be in contact with you and will confirm that you wish to receive presale tickets.
    - 1) A **Ticket Report** will be included with each pack of roll tickets. Give tickets, the report and a copy of this information to your bookkeeper.

2) **Verify the ticket numbers** – Match each beginning roll number with the “Event Beginning #” column on your ticket report. Do this for ALL of the Adult and Student General Admission Roll Tickets and the Adult and Student Season Tickets. **Immediately report any discrepancies to Kristie, 503.682.6722, x222.**

3) **Reconciliation of the Ticket Report.**

a) At the end of the sales, record the first ticket number remaining on the each roll in the “Event Ending #” column on the ticket report. NOTE: If an entire roll is sold ADD 1 to the last number of the roll. Example – roll ends with 005750 – you record 005751 in the “Event Ending #” column.

b) Complete the form; make a copy for your records. All remaining tickets, the original ticket report, and a check for the total amount of sales should be mailed on the Monday following the event to the OSAA, ATTN: Kristie Patterson, 25200 SW Parkway Avenue, Suite 1, Wilsonville, OR 97070.

b. **FINALS PRESALE TICKETS** – The OSAA staff member at the semifinal site will bring the finals presale tickets to all semifinal sites. These tickets are for the school to pre-sell beginning on Monday, December 7.

**Athletic Directors – If your team wins**, find the OSAA staff member at your event and pick up your roll tickets to begin State Championship Final presale on Monday, December 7.

1) **Ticket Report** will be included with each pack of roll tickets. Give tickets, the report and a copy of this information to your bookkeeper.

2) **Verify the ticket numbers** – Match each beginning roll number with the “Event Beginning #” column on your ticket report. Do this for ALL of the Adult and Student General Admission Roll Tickets and the Adult and Student Season Tickets. **Immediately report any discrepancies to Kristie, 503.682.6722, x222.**

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b) Complete the form; make a copy for your records. All remaining tickets, the original ticket report, and a check for the total amount of sales should be mailed on the Monday following the event to the OSAA, ATTN: Kristie Patterson, 25200 SW Parkway Avenue, Suite 1, Wilsonville, OR 97070.

5. **EXPENSES:** [www.osaa.org/forms/ReimbursementFormula.pdf](http://www.osaa.org/forms/ReimbursementFormula.pdf)

Team expenses will be paid by check at the conclusion of the fall sports season according to the 2009-10 Reimbursement Formula.

6. **LODGING AND VISITOR INFORMATION:** Schools are to make their own arrangements for lodging.

a. **Headquarter Hotel – Salbaugeon Suites and Conference Center:** [salbaugeon.com/index.html](http://salbaugeon.com/index.html)

The Salbaugeon Suites and Conference Center is the OSAA Headquarter Hotel for 6A, 5A, 4A Football at Reser Stadium. Contact Chris Nusbaum at 541.753.4320 to receive special rate information. Remember to mention that you are an OSAA member school.

b. **Visitor Information:** [www.visitcorvallis.com](http://www.visitcorvallis.com)

Visit Corvallis Tourism online or call them at 800.334.8118 for more information about dining, shopping, lodging, and more while in Corvallis.

7. **STATE CHAMPIONSHIPS – PEP BAND EXPECTATIONS** (*OSAA Handbook, Executive Board Policies*): Complimentary admissions will be given for band members in uniform to the contest in which their school is playing. The purpose of performances by pep bands at athletic events is to entertain, promote school spirit and support cheerleaders in providing positive crowd participation activities. All members of the band are expected to exhibit the highest standards of good sportsmanship. If two pep bands are playing at an athletic contest, the groups shall alternate performances and split the halftime. The directors of the two groups shall meet prior to the contest to confirm how the time will be shared for that particular event. Additional information regarding halftime entertainment can be found in the OSAA Handbook, Executive Board Policies, State Championships – Support Group Policies.

8. **CHEERLEADING – SQUAD SIZE LIMITATIONS** (*OSAA Handbook, Executive Board Policies*): “C. The number of cheerleaders permitted at Football State Championship contests shall be 20. (Revised Spring 2006)” Complimentary admissions will be given to varsity cheerleading members (plus one advisor) in attendance during the game in which their school is playing. Cheerleaders are to enter the facility at the main entrance. Schools may buy tickets for additional cheerleaders but may not place more than the maximum number cited above on the sidelines at any one time. Squad size for routines performed prior to the contest, during time outs and for halftime entertainment may exceed the maximum limit so long as the additional members return to the stands when the contest resumes.

9. **DANCE / DRILL TEAMS**: Complimentary admissions will be given for Dance / Drill teams that are performing at the contest.
10. **DAMAGE**: Any damage to a facility, including the removal of goal posts, is the responsibility of the school whose students or patrons inflict the damage.
11. **STATE CHAMPIONSHIPS – SUPPORT GROUP POLICIES** (*OSAA Handbook, Executive Board Policies*): Please review the support group policies and additional information regarding halftime entertainment as adopted by the Executive Board regarding state championships.
12. **SPECTATOR CONDUCT AT OSAA SANCTIONED EVENTS**: (*OSAA Handbook, Executive Board Policies*)  
 “In addition to the general expectations included in the OSAA Constitution, Rule 3, that school officials “...shall take all reasonable measures to ensure that the school’s students and supporters maintain a sportsmanlike attitude toward all events...” the following specific expectations regarding spectator conduct at all OSAA sanctioned events, including regular and post season competition, are provided: (Revised Fall 2008)
  - a. All cheers, comments and actions shall be in direct support of one’s team. No cheers, comments or actions shall be directed at one’s opponent or at contest officials. Some examples of inappropriate conduct or actions that are not permitted are: turning backs, holding up newspapers or jeering at cheerleaders during opposing team introductions; disrespecting players by name, number or position; negative cheers or chants; throwing objects on the floor. (Revised Fall 2008)
  - b. Spectators are not permitted to have signs or banners (larger than 8 ½ by 11 inches), confetti, balloons or glass containers. Spectators are required to wear shirts.
  - c. Spectators are not permitted to have artificial noisemakers. Some examples of artificial noisemakers are Thunder Stix, cowbells, clappers and air horns.
  - d. Spectators shall not be permitted to use vulgar/offensive or racially/culturally insensitive language. Spectators shall not be permitted to engage in any racially / culturally insensitive action. (Revised Fall 2008)
  - e. Spectators who fail to comply with Association or site management spectator conduct expectations may be expelled from the contest. (Revised Fall 2008)”
13. **STATE CHAMPIONSHIPS – VIDEOTAPING** (*OSAA Handbook, Executive Board Policies*): “Any school or spectator may videotape state championships from the stands, providing they do not obstruct the view of others or require extra space. Use of a tripod in the stands is prohibited for safety reasons. When a school films its own team during a state championship, the official school representative will be granted the privilege of filming from the designated area established by the OSAA. NOTE: Videotaping or filming is for private use only. Televising, including live or delayed broadcasts and cable, is prohibited unless a contract is signed with the OSAA.”
14. **STATE CHAMPIONSHIPS – RADIO, TELEVISION AND INTERNET BROADCASTS** (*OSAA Handbook, Executive Board Policies*): “The OSAA owns the rights to and coordinates any radio, television and/or Internet broadcasts for state championship events, first round through championship final. Media outlets that wish to broadcast any state championship event must contact the OSAA for permission and/or to negotiate a rights fee well in advance of the event. The OSAA shall contact the host school athletic director if a media outlet has been granted permission to broadcast an early round event. If the OSAA has not contacted the host school athletic director to confirm that permission has been granted, the broadcast shall not be allowed. It shall be the responsibility of the media outlet to make all necessary arrangements with the host school athletic director and to pay for any phone line charges or installation fees for any early round event. The OSAA will coordinate arrangements with media outlets at all final sites. (Revised Fall 2007)”

## **COACH / TEAM INFORMATION**

*Additional information available on the OSAA website, [www.osaa.org/football/](http://www.osaa.org/football/)*

### **GENERAL INFORMATION**

1. **STATE CHAMPIONSHIPS – TEAM SIZE** (*OSAA Handbook, Executive Board Policies*): “The following limitations shall apply to replacement players and maximum team sizes for *team sport* State Championship events, first round through championship final.  
Penalties for excessive team size: Suiting up or playing too many players shall be considered a gross act of unsportsmanlike conduct punishable by fines, forfeiture and /or other penalties as determined by the OSAA Executive Board. (*Revised September 2006*)
  - D. **Football**. Team: Replacement of players applies to each game. A player replaced on the roster may be reinstated to the roster in subsequent games. Maximum in uniform: 6A-60, 5A-50; 4A-40; 3A-33, 2A-33; 1A-24. (Revised Fall 2008)”

2. **PRACTICE:** If a game is scheduled to be played on artificial turf, a team is limited to one practice at that facility during the week preceding the game if that facility is available (unless it is the school's own facility). The school shall make all arrangements through the facility manager and shall assume any costs involved.
3. **FOOTBALL – VIDEO EXCHANGE** (*OSAA Handbook, Executive Board Policies*): Each school participating in the Football State Championships shall be required to exchange at least two videos with their next opponent. The opposing coaches choose which videos to receive, and the exchange must be completed by noon on Sunday preceding the game in which the two schools meet. Additional information can be found in the OSAA Handbook, Executive Board Policies, State Championships – Videotaping.

## **FIRST ROUND – QUARTERFINALS INFORMATION**

1. **TIMES:** Friday, 7pm / 7:30pm, or Saturday, 1pm for all first round through quarterfinal games; OSAA to determine the day and time for semifinal and final games. NOTE: Except in those instances where the OSAA designates the day and time, games are to be played at times indicated above unless both schools involved agree otherwise and approval is obtained from the OSAA office. If schools cannot mutually agree on day and time, the OSAA will make the final decision.
2. **SITES:**
  - a. First through Quarterfinal Rounds – All games are to be played at the designated home site unless permission is granted by the OSAA.
  - b. Semifinals – All games will be played at sites, days and times designated by the OSAA.
3. **OFFICIAL BALL ADOPTION:** Wilson is the officially adopted football of the OSAA. Due to contractual obligation, the OSAA will mandate use of these balls for all state championship games, first round through final sites. Any model of Wilson football will be allowed for use during the state championships provided it has an NFHS authenticating mark. It is the host school's responsibility to provide an official Wilson football for games at home sites. Wilson footballs will be provided at state championship semifinal and final sites by the OSAA.
4. **OFFICIALS:** There shall be five certified game officials for all state championship games. Officials shall be assigned by the OSAA and paid from the OSAA office. See OSAA Handbook, [\*Executive Board Policy, Officials – Host School Responsibilities\*](#) for additional information.
5. **FIELD PHONES:** Each school has the responsibility to provide field phones for their own use. If a phone problem arises during a contest, a school may be required to discontinue use of a phone(s) so that an equal number of phones are maintained. The OSAA and / or host school will not provide back-up phones for use at any point during the game.
6. **MEDICAL COVERAGE:** It is the responsibility of the home school to provide adequate medical coverage for each state championship contest.

## **SEMIFINAL SITE INFORMATION**

1. **LOCATIONS AND TIMES:** [www.osaa.org/football/](http://www.osaa.org/football/)  
Locations and times for the semifinals will be posted to the Football page of the OSAA website by Monday, November 30. Please direct your fans and local media to go there for the most current information.
2. **SPECTATOR ENTRY POLICY:** No animals other than guide dogs, no beverage containers, no weapons of any kind, no hazardous substances, no helium balloons, no smoking except at designated areas, and no signage larger than 8.5"x11". Cameras and videos are allowed, but no tripods.

## **CHAMPIONSHIP SITE INFORMATION**

1. **LOCATIONS AND TIMES:** Reser Stadium, Oregon State University, Corvallis, Saturday, December 12.  
4A Championship – 11am                      5A Championship – 2:30pm                      6A Championship – 5:45pm
2. **TICKET BOOTHS AND GATES:** Ticket booths open: 9:30am                      Gates open: 10am
3. **SPECATOR PARKING:** Reser Stadium charges \$5 per vehicle. Lots open at 9am.
4. **RESER STADIUM SPECTATOR ENTRY POLICY:** No animals other than guide dogs, no beverage containers, no weapons of any kind, no hazardous substances, no helium balloons, no smoking except at designated areas, and no signage larger than 8.5"x11". Cameras and videos are allowed, but no tripods.

5. **AWARDS:** Team trophies will be presented immediately following each championship game at Reser Stadium. Medals will be distributed to the athletic director of each school following each championship game.
  - a. **Trophies:** Trophies will be presented to the champion and second place teams in each classification. A trophy will also be sent to each semifinal team.
  - b. **Medals:** The following number of medals will be presented to the champion and second place teams in each classification: 6A – 65; 5A – 55; 4A – 44.
  - c. **Qwest Player of the Game:** One player from each team in each classification's semifinal and final games will be recognized as that team's Qwest Player of the Game. The winners will be announced over the PA and on the OSAA Radio Network broadcast at the conclusion of each classification's semifinal and final games. A certificate and commemorative gift from Qwest will be mailed to the student's athletic director shortly after the event.

Please direct your questions or comments regarding officials, schedule, coaches, or other pertinent information, as it relates to the championship, to Brad Garrett, 503-682-6722, x229 or email [bradg@osaa.org](mailto:bradg@osaa.org).

## **SOUVENIR INFORMATION**

*Additional information available on the OSAA website, [www.osaa.org/souvenirs/](http://www.osaa.org/souvenirs/)*

1. **SPORTS U MERCHANDISE:** [www.osaastore.com](http://www.osaastore.com)
  - a. **Playoff T-Shirts:** Commemorate your team's season with a shirt that includes the name and logo of every school in the playoffs (separate design for each classification). This championship t-shirt will be available exclusively online shortly after the playoff teams are known. Make this trip to the postseason memorable with your very own playoff t-shirt!
  - b. **Finals Site:** Sports U will be on-site at Reser Stadium with a wide variety of Football State Championship souvenir merchandise. Stop by the merchandise booth on the concourse level to purchase t-shirts, sweatshirts, letterman patches, lapel pins, hats and much more. Items not sold at the event will be available for purchase online after the state championships while supplies last.
  - c. **Official Letterman Patches:** Get your official OSAA Football State Championship letterman patch on-site at Reser Stadium or by ordering online. Forget to get one last year? You can order an official letterman patch for any year in any OSAA activity by ordering online.
  - d. **Sports U Contact Information:** Sports U is the official merchandise vendor of the OSAA. For more information, contact Sports U at 888.221.2051 or via email at [erics@sportsu-store.com](mailto:erics@sportsu-store.com).
2. **NORTHWEST SPORTS PHOTOGRAPHY (NSP):** [www.4nsp.com](http://www.4nsp.com)
  - a. **Action and Awards Photos:** NSP will shoot action and awards photos of all three Football State Championship finals at Reser Stadium. Action and award photos will be available online for purchase by Monday evening following the event.
  - b. **Team Photos:** NSP will have a photographer available to shoot team photos at Reser Stadium. Coaches will receive order forms from NSP in the mail during the week of their championship game. All team photos will be available online for purchase by Monday evening following the event.
  - c. **NSP Contact Information:** NSP is the official photographer of the OSAA. For more information, contact NSP at 800.446.5758 or via email at [customerservice@4nsp.com](mailto:customerservice@4nsp.com).
3. **OSAA RADIO NETWORK:** [www.osaa.org/media/radionetwork/](http://www.osaa.org/media/radionetwork/)
  - a. **Broadcasts:** The OSAA Radio Network, sponsored by Pacific Office Automation, will broadcast all Football State Championships semifinal and final games LIVE via the Internet. Tune in to the action beginning with the 6A, 5A, and 4A semifinals.
  - b. **Archived Broadcasts:** Each OSAA Radio Network broadcast will be archived on the OSAA website so you can listen anytime. Archived links will be posted 48 hours following the LIVE broadcast.
  - c. **CD Copies:** Own a piece of state championship history with a CD copy of each OSAA Radio Network broadcast of the Football State Championships. The cost is \$15 per game and includes shipping. Order online or by calling 503.682.6722.
4. **OSAA CHAMPIONSHIP PROGRAMS:** [www.osaa.org/souvenirs/programs.asp](http://www.osaa.org/souvenirs/programs.asp)

Official Football State Championship programs will be available at the OSAA merchandise booth on the concourse level at Reser Stadium for \$5. This year's program includes state championship brackets, a full page roster and picture plus season results for

each participating team, historical state championship records and an 11"x17" color map of all OSAA member schools. Forget to get yours at the event? Order online or by calling 503.682.6722.

5. **MINI REPLICA TROPHIES:** [www.osaa.org/souvenirs/minitrophy.asp](http://www.osaa.org/souvenirs/minitrophy.asp)

The OSAA is proud to be able to offer mini replicas of the trophies presented at the OSAA State Championships. Mini replica trophies are 8" tall x 10" wide x 5" deep and make a great gift for coaches, students, parents, etc. Mini replicas can be produced for teams and individuals for any year in any OSAA activity. Each mini replica trophy is \$45 and that includes a personalized nameplate, shipping & handling. Order online or by calling 503.682.6722.

6. **JOSTENS CHAMPION RINGS:** [www.osaa.org/souvenirs/jostens.asp](http://www.osaa.org/souvenirs/jostens.asp)

Both team and individual champions can now celebrate their hard work, dedication and success with an Official Champion Ring from Jostens. Champion rings come in eight stone colors with a metal choice of either White Lustrium or Yellow Suncast. Customize the sides of your ring with your name, number, school or mascot. The OSAA logo and activity panel depicting your championship will decorate the sides of your Champion Ring. You may also order a Champion Ring from previous years. Contact your Jostens representative or call 800.839.7125 to order.