

Northeast Power Series 2025 - 2026 Tournament season **Policies and Protocols**

Team Registration

Tournament registration is open in AES from August 1st, 2025, until April 14th, 2026, or until the event is full. <https://advancedeventsystems.com/28978>

Divisions & Age Groups

- Open – Highly Advanced (14 - 18s)
- Premier – Advanced (15 - 16s)
- National - Intermediate (13 - 18s)
- American - Regional (13 - 18s)
- Girls U12 (12 only)

Entry Fee

Is determined for each event and posted

Payment

Entry fees can be paid online via AES or by sending one check per club made out to 3Step Sports, LLC. Send to the following address:

3Step Sports

PO Box 160

Louisville TN 37777

Acceptances & Requirements

In order to be accepted into the tournament, registration and payment must be received. Teams can request specific divisions and will be accepted as first registered and paid. If the division is maxed out, we will review periodically to adjust division size. In the meantime, teams can be placed on waitlist for that division or choose a different division.

*(See Stay to Play Guidelines below for additional requirements)

The minimum required number of hotel room nights must be booked by 3 weeks before the event to remain accepted. Teams that have not met the minimum booked by the deadline will be rolled back to pending or waitlisted status in AES if the division is full. Teams will be re-accepted if there is still space in the event and their housing requirement has been fulfilled.

Stay-to-Play Housing

All hotel rooms must be booked through Team travel source. A minimum of 12 room

nights per team is required to meet the housing requirements. Any hotel room nights confirmed through hotel rewards programs, or any other method do not apply.

Mileage Exception: Clubs located less than 75 miles from the event are not required to meet the minimum housing requirements. However, any hotel rooms for Clubs with a Mileage Exception that decide to stay overnight must be confirmed through Team Travel source.

Clubs may set up a block of rooms or have the parents book rooms individually.

Team Withdrawals

Withdrawal requests can be emailed to info@topcourtevents.com with the event name, team name(s) you wish to withdraw, and reasoning for removing the team.

Refund Policy

- Teams must withdraw 30 days before the event for a full refund.
- Teams that withdraw after 30 days, but prior to 15 days of the event will receive a 50% refund.
- Teams that withdraw within 15 days of the event will not be eligible for a refund.

For questions about a refund or to withdraw a team, reach out to info@topcourtevents.com Refunds will be issued after the event has taken place, but no later than the end of the 2026 season.

Online Team Check-in

Online team check-in will open on Wednesday prior to the start of the event and close on Friday at 8:00pm through AES. Club Directors must verify rosters by 8pm on the Friday night before the event to confirm that their rosters are accurate, and the team is ready to complete.

Roster changes

Any roster changes made after the team checks in will be done through the tournament director and will be charged with the following fees:

- Adding or changing a player to the roster - \$25
- Changing uniform numbers per team - \$10

Any player found participating in an event and not on the roster will cause the team to be subject to forfeit of any or all matches in the tournament in which that player was involved. Intentional deceit will result in immediate dismissal from the event for the team and / or club.

****Roster Disclaimer****

Rostered team members are not required to have a membership with an organization. All coaches and staff must have accurate contact information. Players must have correct jersey numbers, birthdates, and graduation years to be added to a roster.

Roster Requirements

- Minimum: 6 Players / 1 coach
- Maximum: 15 players / 4 coaches

NOTE: Boys will be permitted to play on teams in the 12's divisions only. No boys will be allowed to play on teams in other divisions. In accordance with a federal executive order and requirements from USOC and Paralympic committee. 3 Step is implementing an updated gender competition policy, effective immediately. This policy requires athletes to compete in the gender that matches the sex they are assigned at birth, as listed on their birth certificate.

Player and Coach Credential Pick-up

Tournament credentials are required for all athletes and coaches to enter the venues throughout the tournament. Coaches may pick up their credentials prior to the start of the event as specified check in times as specified in email communications from 3Step.

All adult rostered bench personal will receive a wristband that must be worn at all times. Anyone without a wristband will not be permitted on the team bench. Team representatives and club directors must be on the roster to sit on the team bench. Repeated violations will result in Team delay penalties for the team

Admissions & Ticketing

Tickets are ALL pre-sold through the link provided on our website topcourtevents.com and everyone entering the event over the age of 10, including siblings of players, MUST purchase entry and receive a QR code from the website. At the venue spectators will be given a wristband and it must always be worn on the wrist.

Special notes for teams and clubs

Parking is very sparse at locations and carpooling will help to reduce these issues Please keep camping sites to a minimum or none at all. Space is becoming increasingly difficult and your help

Music boxes for warm ups are not permitted

Hair glitter is not illegal however if it causes a delay in set play, it may be sanctioned

Artificial noisemakers are permitted however electronic devices are not

Spectator Code of Conduct

All Top Court Events and Northeast Power Series spectators must adhere to the following Spectator Code of Conduct:

- Spectators are an important part of the game and shall always conform to accepted standards of good sportsmanship and behavior.
- Parents and spectators are prohibited from offensive or hostile language towards coaches, athletes, referees or other parents before, during or after games.
- Disorderly behavior will not be TOLERATED and is cause of removal without refund from the event.
- Any physical or verbal altercations with athletes, coaches, officials, other spectators, or tournament staff will not be tolerated. Offending parties will immediately be escorted out of the venue and banned from returning to the premises for the remainder of the event.
- Be respectful of event staff, security, and rules of the event, along with the use of facilities and equipment provided, at all times.
- Spectators will observe the rules of the event venues concerning smoking, Vaping drugs, food/drink consumption, firearms, littering, and parking procedures.
- Alcohol of any type is prohibited in the playing venue, any intoxicated parent will be removed with no refund and banned from all future events

Tournament Format

4 Team Pools (2 Day Event):

The desired format for each division is four (4) team pools on Saturday followed by at least two (2) scheduled matches on Sunday. The results of pool play will determine where the teams will play on Sunday. In the desired format, 1st and 2nd place from pool play will go to Group 1 Crossovers and 3rd and 4th place from pool play will go to Group 2 Crossovers.

- The winners of Group 1 crossovers will advance to the Gold Bracket; the losers of Group 1 crossovers will advance to the Silver Bracket.
- The winners of Group 2 crossovers will advance to the Bronze bracket, the losers of Group 2 crossovers will advance to the Emerald bracket.

As mentioned, this is the desired format. However, this is subject to change and also is subject to the amount teams in the given division. Uneven numbers may require us to have the following:

- A pool of 3 that is playing automatic 3 Sets to 25 pts

- Two or three, three team pools, that will play normal best of 3 and then crossover between the pools to determine seeding for the brackets or crossovers
- Bronze brackets that are actually three team pools for Sunday
- Additional Crossovers Needed

Please check with the tournament staff if you have any questions while looking at your schedule.

Tie-Breaking Procedure

There will not be any tie-break matches played. All finishes will be determined by the below:

Two-Way Tie:

Two-way ties are broken based on pool play head-to-head match results.

Three-Way Tie:

If three teams are tied in match record after pool play, ties to determine finishes within the pool will be broken as follows:

1. Set Percentage (%)
2. Point Percentage (%)

Teams are placed in final finish order by highest to lowest percentages.

Late to Match OR Work Assignment Penalties

Playing team late to their match:

Any playing team late to their match or with insufficient players as designated at the end of the warm up period will forfeit the first set, after an additional 10 minutes period the team still has not shown or has insufficient players will forfeit the 2nd set and the match the match start time (*per the flow of the court that day*) NOT the 'scheduled match time'.

Work team late to their match:

Any scheduled work team that is late to their assignment will be docked one point per minute they are late, after the match start time (*per the flow of the court that day*). The penalized points will be applied at to the first set of their next scheduled game in the tournament.

****Important Note****

'Match start time' is NOT the same as 'scheduled start time.'

'Scheduled start times' indicate when match SHOULD start, per the schedule released by the tournament. The 'scheduled start time' does not take into account any factors throughout the day that may cause courts to run ahead, or behind. (ex: 9:00 AM, 10:00 AM, 11:00 AM, etc.)

'Match start times' indicate when the match WILL start, per the flow of the court that day. The 'match start time' takes into account any factors throughout the day that may cause courts to run ahead or behind. (ex: 9:15 AM, 10:30 AM, 11:45 AM, etc.)

Work Team Guidelines (A rostered adult must be located at the court and identified to the R1)

Team must provide a competent work team with the following roles:

- Two (2) line judges
- One (1) down ref (R2)
- One (1) official scorekeeper
- One (1) flip score and libero tracker

No additional athletes from the working team are permitted to sit at the score table without assigned positions. No cell phones are allowed at the score tables - no exceptions.

****IMPORTANT NOTE****

Work teams that have just finished playing and are scheduled to work the next match on their court should check in with the referee before leaving the court to get water, food, etc. so the referee knows they will be ready to go on time!

Abandoned Work Assignment Penalties

If a work team abandons their responsibility for a scheduled work assignment entirely, the club could be fined **\$250 for each team that abandons their assignment**, as well as a **Club Director fine of \$500**. Teams may be excluded from the next event until fine is paid.

Teams **are permitted to find a replacement work team** to cover their assignment. If a replacement work team has been found, the coach from the scheduled work team and the coach from the replacement work team, must let the tournament director know **IN PERSON** and get Tournament Director approval before the originally scheduled team is released from their assignment.

Teams that are playing OR working after challenge or crossover matches

Coaches and teams must be aware that their next assignment will populate in the AES schedule shortly after the deciding match concludes. Teams will have 5 minutes to report to their next court after the assignment has been posted.

Coaches must continue to check for their next assignment and should direct their team not to leave the court area while waiting for results.

Protesting Policies and Procedure

The rostered head coach along with the designated court captain are the only two individuals that may protest. If anyone other than the rostered head coach and/or the designated court captain protests, there will be a penalty, the protest will be dismissed, and play will resume.

Protests may ONLY be made for rule violations, not judgment calls (*i.e., a ball handling error*). **Reminder that uniforms are not able to be protested and will be immediately dismissed**

Protests that are made in an effort to slow the match. (such as judgement calls or uniform protests) could at the judgement of the protest committee upon arrival be issued with a red card team delay penalty and a point to the opponents

Refusal to play, at any time, in an effort to force a protest will be addressed in this manner. If the protest committee agrees that it should be a legitimate situation the protest shall continue. If the committee decides against the coach of the protesting team the result will be a forfeit.

Below is the step-by-step process to protesting that ALL PROTESTS MUST FOLLOW. If any part of this process is missed or not followed, the protest will be dismissed, and play will restart.

- 1) Coach calls court captain to their bench to tell their court captain what they want to protest and sends the court captain to the head referee stand.
- 2) If the protest request is legitimate, the head referee will send players who are on the court to their benches, dismount the referee stand, and call the Chief Referee to the court.
- 3) The Chief Referee of the event, along with the Event Protest Committee, will go to the court to consult with the court referee, and the head coach and court captain of the protesting team Plus any other person that they may need to reach the correct outcome

Inclement Weather Policy

In the event of an impending inclement weather, the Event Operator will be in communication of any changes to the event the week leading up to the event.

If weather for the second or third day of the event is the issue, the Event Operator will make a determination by 5:00 AM the morning of. Communication will be sent via email to club directors and head coaches via AES.

Decisions are based on weather reports, radar, expected duration, accumulation, and intensity of the storm. Considerations are made for driving conditions during commute times to and from the event, travel distance for teams, and overall safety of everyone in attendance.