

How to Use the Playoff Game Report

- Sign on to:
www.cifsd.org
- On the left hand side of the home page, left click on forms
- Left click on financial playoff forms
- Left click on the playoff game report that represents your event



Ease of Use

- Send the completed form to the CIFSDS office
- Send the completed form to the visiting school
- Electronic playoff game reports can be obtained by email at:
choggard@sdcoe.net
- Save the e-file to your computer for future use!



Pre-Game Ticket Sales

- Pre-game ticket sales are only allowed in football and basketball games
- The home school determines if pre-game tickets will be sold
- CIFSDS allows a rebate of \$1.00 for each adult ticket sold, and 50¢ for each student ticket sold
- Enter the amount of pre-game tickets sold on the report form



Gate Sales

- Enter your adult gate sales
- Enter your student gate sales
- Student tickets are for high school students and younger, as well as adults 65 and older
- Children under 5 are admitted free with an adult



Expenses/Rebate

- Expenses are limited, and based upon the sport, your division, and the round of play
- Enter your expenses incurred
- If pre-game tickets were sold, enter the rebate amount



Net Income

- Subtract your expenses from the gross income
- Send a check to CIFSDS for 70% of the net income
- Send the visiting school a check for 10% of the net income
- If the visiting school sold pre-game tickets, be sure to adjust the net income check for the visitors!

