



## **TOURNAMENT ENTRY FEE REIMBURSEMENT POLICY**

Every VAFC team is eligible to be reimbursed for entry in one tournament per season, up to a maximum of \$250 per team.

To apply for reimbursement, a team official should complete a ***Tournament Entry Fee Reimbursement Requisition Form*** (found on the VAFC website) and submit it, along with proof of payment of the tournament entry fee, to the VAFC Treasurer.

VAFC will not directly submit payment for entry into a tournament or provide reimbursement to a team official prior to a team's registration in a tournament.