



WIAA FOOTBALL PLAYOFF INFORMATION VERIFICATION

Please review your school information carefully and
report any errors to the WIAA immediately
Phone (715) 344-8580 — Fax (715) 344-4241

DOUBLE CHECK EVERYTHING!

DIRECTIONS

- Go to the WIAA web site (wiaawi.org): Highlight 'Sports' then click on Football.
- Click on Tournament Information on the left side of the screen, and then Tournament Materials from the options in the center. The Contenders Report is available for review.
- Choose the Football Playoff Database from the menu on the left:
 1. Please verify the accuracy of your school information and record as listed, **including enrollment from September 2012 (last year)!**
 2. Please verify the accuracy of the conference standings as listed. Report any errors immediately. (Remove any 8-player games from standings.)
- Under 'Dates & Schedules' on the left side of the screen, view the '2013 Season Schedule' for Week 9 – Please verify the accuracy of your conference week 9 schedule.
- **On the Sports-Football page, click on Playoff Hosting Information (must be logged in) and verify your approved site/availability to host information – Deadline to change or add is Friday, October 11.**

PLAYOFF REMINDERS – This information is vital to finalizing the playoff field and seeding the playoffs. Schools failing to provide accurate and timely information delay this process for everyone.

- **Make sure to review your league's process to determine the conference champ should there be a tie. Conferences must continue to have a tie-breaker procedure to determine conference champion.**
- **REMEMBER: Friday, Oct. 11 is the deadline for changes or additions to the Approved Site List.** Schools sharing a common facility must have their hosting priority plan on file at the WIAA when both schools are willing or may be eligible to host a playoff game.
- After verifying the record and schedule information referenced on this form, **please sign and fax back to the WIAA. – Needed by 2 p.m. Friday, October 18 !!**

School _____ Conference _____

This information reviewed by: _____

Week 9 game (check ONE): ____ Conference game ____ Non-Conf. game ____ Wk. 9 Bye/No game

Playoff Contact Person – NEEDED FOR ALL SCHOOLS

If the WIAA needs information regarding your team for determining the football playoff field (**Friday night, Oct. 18**), who may we contact?

Playoff Contact (1st) _____ Cell number _____

Home phone _____ Work phone _____

Playoff Contact (2nd) _____ Cell number _____

Home phone _____ Work phone _____

***** CALL IN YOUR SCORES NO LATER THAN 10 P.M.! *****

- **Please call the WIAA with Week 9 scores immediately (within 20 minutes) following the completion of your game, no later than 10 p.m. EVERY game affects the playoff field - we need results from ALL games - even those involving schools with losing records.**