

To: All 2026 Tournament Directors  
From: Rick Bowlby, NCSSA Treasurer  
Re: Tournament Contract, Insurance and Fees

According to the 2026 Tournament Schedule you will be conducting one or more tournaments under the auspices of the Northern California Senior Softball Association. Under the agreement you are required to submit a tournament registration contract, purchase insurance and pay a tournament fee. Prior to the commencement of the tournament, a contract form and the fee must be submitted for each tournament and insurance must be in force.

By way of an agreement with SSUSA we are able to purchase tournament insurance for your tournament for a very low fee. The fee is based on each location you use since the city or controlling organization normally requires a certificate of insurance. The fee is \$125.00 per location which consists of the insurance cost of \$100.00 and a \$25.00 processing fee. The insurance for each location is good for the entire year regardless of the number of tournaments you hold there. The tournament fee will be \$25.00 per tournament regardless of the number of locations used.

Insurance must be purchased by way of NCSSA and SSUSA regardless of any other insurance you or your organization may have. Even if your association has its insurance with SSUSA as it has been determined that your association insurance will not likely cover tournaments you hold for teams outside your association.

The reason for this letter is to inform you of the necessity of sending the contract and fees with the insurance needs well prior to the tournament. Insurance certificates take time to process so please submit the insurance requests with complete information from the entity requesting the certificate timely.

Checks are to be made out to: [NCSSA](#)

Mail Checks and Forms to: [Rick Bowlby](#)  
[1121 Decatur Street](#)  
[Foster City, CA 94403-3607](#)

Questions: email: [ncssa.club@gmail.com](mailto:ncssa.club@gmail.com)  
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