

2026 MATT SHOTT MEMORIAL TOURNAMENT
PROCEDURES, POLICIES, RULES & REGULATIONS



TOURNAMENT DIRECTORS		
Name	Role	Contact Info
Zack Savage	Tournament Director	Email - elitedirector@arizonakachinas.com Phone Number - (480) 401-7414
Brandee Knierim	Tournament Registrar	Email - registrar@arizonakachinas.com

GENERAL INFORMATION

GAME SITES

All games will be played at the following locations, games can start Friday at 7AM and last game will conclude by Sunday at 3:45PM.

Rinks		
AZ Ice Arcadia 3853 E Thomas Rd Phoenix, AZ 85018	AZ Ice Gilbert 2305 E Knox Rd Gilbert, AZ 85296	AZ Ice Peoria 15829 N 83rd Ave Peoria, AZ 85382
Coyotes Community Ice Center 140 N Country Club Dr Mesa, AZ 85201	Coyotes Community Ice Center 140 N Country Club Dr Mesa, AZ 85201	

Pro Shops		
Pro Skate <i>Located in Coyotes Community Ice Center</i> 140 N Country Club Dr Mesa, AZ 85201 Hours - Friday: 12pm - 8pm Saturday: 8am - 8pm Sunday: 8am - 8pm	Pure Hockey - Gilbert <i>Located in AZ Ice Gilbert</i> 2305 E Knox Rd Gilbert, AZ 85296 Hours - Friday: 1pm - 8pm Saturday: 9am - 6pm Sunday: 9am - 6pm	Pure Hockey - Peoria <i>Located in AZ Ice Peoria</i> 15829 N 83rd Ave Peoria, AZ 85382 Hours - Friday: 1pm - 8pm Saturday: 9am - 6pm Sunday: 9am - 6pm
Pure Hockey - Scottsdale		

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8666E E Shea Blvd #150 Scottsdale, AZ 85260 Hours - Friday: 11am - 7pm Saturday: 9am - 6pm Sunday: 10am - 5pm		
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HOTELS

Stay to Play Notes:

FACILITY INFORMATION

We encourage tournament personnel to get to the rink early to find parking and access to the ice rink. While drop-off/pick-up is available in front of the buildings, we ask that you not wait in those areas to avoid blocking traffic.

Alcohol policy at all rinks:

No outside alcohol is allowed in the building at any time. Alcohol, tobacco, & illegal substance use are strictly forbidden for all participants (players, coaches, team officials) at any team function or event.

Players are not permitted to warm up in the main lobby of the building. We encourage players to use outdoor locations.

Only those who have the required SafeSport credential provided by the tournament should enter locker rooms and posted secure areas, following all SafeSport requirements.

Team buses can drop-off players/staff and find parking on side of the buildings. Team bus at CCIC, please use buildings east parking lot entrance and not front entrance.

I. PROCEDURES

- A. All matters pertaining to team credentials, USA Hockey verification and travel permits must be resolved with the Tournament Director prior to 9:00 PM MST, February 1, 2026. All team representatives are responsible for providing sufficient materials to verify USA Hockey registration and birth dates for all players.
- B. It is the responsibility of the tournament director to verify that all participating teams are properly registered with USA Hockey or their country's federation prior to the start of the tournament. A USA Hockey Official Team Roster Form (1-T) approved by the District or Associate Registrar or Hockey Canada Certified Player Roster approved by the governing Canadian federation is required for all participating teams and shall be proof that all participating teams are properly registered and all participants are playing in the appropriate age classification. Travel Permits are required and will be verified for all Non-USA Hockey teams, and any team from an affiliate requiring Travel Permits.

Hockey Canada approved member branches:

- BC Hockey
- Hockey Alberta

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- Saskatchewan Hockey Association
 - Hockey Manitoba
 - Hockey Northwestern Ontario
 - Ontario Hockey Federation
 - Hockey Eastern Ontario
 - Hockey Quebec
 - Hockey New Brunswick
 - Hockey PEI
 - Hockey Nova Scotia
 - Hockey Newfoundland & Labrador
 - Hockey North
- C. All team representatives are responsible for checking-in to each individual game hosted by the Matt Shott Memorial Tournament. With multiple venues, there will be a check-in table located in the lobby of their assigned venue. All pertinent tournament information regarding game results, team seeding, game and event schedule changes, tournament event information, suspension notices, and other items of importance will be available at these tables. Please visit prior to each scheduled game.
- D. Off-ice issues pertaining to tournament organization and procedures shall be forwarded to the Tournament Director. The Tournament Director are responsible for resolving all inquiries or disputes regarding off-ice rule application or interpretation, player eligibility, disciplinary action and any other procedural disputes. The Tournament Director will not overturn any dispute concerning rules and/or the judgment applied by on-ice officials. All decisions of the Matt Shott Memorial Tournament Director are final.
- E. All teams must use the assigned locker rooms posted at the information center or the video monitors. Locker room keys are available from and must be returned to the Check-In center. Keys may be picked up sixty (60) minutes prior to your game time. The team representative should be prepared to leave car keys (drivers' licenses will not be accepted) when picking up keys. It is the team representative's responsibility to ensure that the locker room and showers are clean (no trash / tape / food or drink) prior to vacating the locker room. The team representative is responsible for all damage done to the locker room, showers or the facility.
1. Regardless of the precautions taken by the Tournament Staff and the Facilities Management to minimize the risk of items being stolen from locker rooms during the tournament, it can unfortunately occur. Please take your own precautions to avoid the chance of property loss. All wallets, cell phones, keys, watches, jewelry, cash and other valuables should not be left in the locker rooms. We suggest managers store these items for the players during the games.
- F. All teams must be ready to begin play fifteen (15) minutes prior to the scheduled start time of each game. The scorekeeper will begin a three- (3) minute warm-up period when instructed by the on-ice official. The clock will begin regardless of whether skaters are on the ice. The game will start at the conclusion of the warm-up period. If a team is not ready to begin at that time, it will be charged a time-out. If a team is not ready to start at the conclusion of the time-out, the game will be forfeited (1 - 0).

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- G. ALL PLAYERS SHALL REMAIN OFF THE ICE SURFACE UNTIL THE ICE SURFACING MACHINE DOORS HAVE BEEN COMPLETELY CLOSED AND THE ON-ICE OFFICIALS ARE PRESENT. VIOLATION OF THIS RULE WILL RESULT IN A BENCH MINOR FOR THE OFFENDING TEAM ASSESSED AT THE BEGINNING OF THE GAME. All players shall exit the ice surface immediately after the center ice handshakes, unless otherwise instructed by the officials. All teams may have no more than four adult team representatives (including coaches) on the bench at any time. Any person on the bench area must be listed on the team's tournament roster or have prior approval from the Tournament Director. All "parents" are excluded from the bench area of any team at any time.
- H. Any scratches for a game (player not dressing) must be reported to the scorekeeper prior to the start of each game. A digital copy of the score sheet will be available online approximately 30 minutes after the game ends. Please do not wait on the ice surface or approach the official scorekeeper for the score sheet. Coaches should address any goal or assist discrepancies with officials and the scorekeeper during the game. Once the official scoresheet is signed and lined off no changes will be made. Each team representative is responsible for checking the accuracy of the score sheet as it is the official record of the game. "Shots On Goal" are tracked by the Scorekeeper and listed on the all score sheets and score board when possible. The Tournament Director will not adjust "Shots On Goal".
- I. Home and Visiting teams are indicated on the tournament schedule. Home teams shall wear their white or light colored jersey and matching socks. Visitors will wear dark jerseys and matching socks. (Each team must wear the assigned home or away colors unless otherwise instructed by the Tournament Director. All jerseys must have a player number clearly displayed. That number must correspond to the player listed on the scorekeeper's roster. Home and Visitor benches are as indicated at the rink.
- J. The tournament website is simply a tool to communicate information and results of games. Player scoring and penalties will be entered into the website directly. No changes will be made to the website player scoring section after entry and completion by officials.
- K. Locker Room Monitoring: It is the policy of USA Hockey that all teams have at least one responsible adult (head/assistant coach or other approved team personnel) directly monitoring the locker room during all tournament events to ensure that only participants (coaches and players), and other approved team personnel are permitted in the locker room to supervise the conduct in and around the locker rooms at all times while participants are present and also make sure the locker room is appropriately secured during times when minor participants are on the ice. All responsible adults serving as locker room monitors should be gender correct and the co-ed locker room policy must be followed. Monitors must be screened per USA Hockey screening standards and USA Hockey SafeSport certified. Unapproved, non-team personnel, including parents and family members are discouraged from entering locker rooms unless it is truly necessary.
- L. Cell Phones & Other Mobile Recording Devices: Per USA Hockey policy, cell phones and other mobile devices with recording capabilities, including voice recording, still cameras and video

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cameras, are not permitted to be used in the locker rooms. If phones or other mobile devices must be used, they should be taken outside of the locker room.

- II. GENERAL DESCRIPTION OF BRACKETS All division, bracket, competitive level placements and opponents are made solely at the discretion of the Tournament Director and are final.

III. POLICIES

- A. All alcoholic products are prohibited at all Ice facilities unless it is an approved Ice function. Anyone abusing or bringing alcoholic products into the building or parking lot will be asked to leave and the appropriate players / teams will be subject to disqualification and suspension from the tournament.
- B. Any person causing damage to any Ice facility property will be fined commensurate with the damage and will be removed from the premises and/or suspended from all Arizona Hockey Clubs Tournament activities until the fine is paid in full. All persons are subject to prosecution to the fullest extent of the law.
- C. The Presidents' Day Invitational Committee and/or Arizona Hockey Clubs are not responsible for claims against, penalties assessed, or damages caused by the tournament teams and their participants while staying at the local hotels. All team representatives are responsible for ensuring that all agreements, practices, policies, and restrictions of the Hotels and their guests are fully understood. Ensure that all claims are settled prior to your departure from the hotels.
- D. There is zero tolerance for verbal abuse of any player, official, parent or spectator. The Tournament Directors reserve the right to remove any violator from the premises for conduct they deem inappropriate. Team representatives and/or coaches are responsible for the actions and behaviors of their players, parents, and fans. USA Hockey Zero Tolerance Policies and Guidelines are clearly posted in all facilities.
- E. Noisemakers (Cowbells, Horns, Etc.) are not allowed. All spectators are asked to remember that good sportsmanship demonstrated by all spectators is just as important as the behavior on the ice. The primary purpose of this tournament is to provide a positive and fun atmosphere for all participants. The Tournament Directors reserve the right to remove any violator from the premises for conduct they deem inappropriate. Team representatives and/or coaches are responsible for the actions and behaviors of their players, parents, and fans. USA Hockey Zero Tolerance Policies and Guidelines are clearly posted in all facilities.

IV. RULES AND REGULATIONS

- A. Only players listed on the official Matt Shott Memorial Tournament team roster may play in a tournament game. Any team using a player not properly listed on the team roster will result in a forfeit (1 - 0) of the affected game(s). Any team using a suspended player for any reason will forfeit (1 - 0) that game and the suspended player will be ejected for the remainder of the tournament. Suspended players may attend tournament games but are not allowed on the player

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bench area or locker room. USA Teams, your current USA HOCKEY OFFICIAL TEAM ROSTER must be brought with and presented at least 1 hour prior to your first game (See email sent to each team on credential requirements).

1. All players and bench personnel must be listed on the official tournament roster. All USA team players must have be registered with USA hockey for the current season. All Canadian players must have equivalent registration with their governing Canadian body.
2. All players on your roster must adhere to current USA Hockey Age classifications.
3. It is the fundamental intent of the Matt Shott Memorial Tournament that Teams that play together during the regular season and are rostered together as a team, play together as your Matt Shott Memorial Tournament team.
 - a) Should it be necessary to add or substitute players to your regular season roster, you may not roster any player on your tournament team who plays during the regular season predominately at a higher level.
 - (1) A currently registered 12U AAA players are not eligible to play on a 12U AA team for the tournament; etc.
 - (2) A currently registered 14U aged player who plays 16U+ during the regular season is not eligible to play on a 14U team for the tournament; etc
 - (3) Exceptions to this policy may be granted after review by the tournament committee but must be disclosed prior to the tournament starting.
 - b) No Player shall be rostered or eligible to play on more than one team in the Tournament. Unusual exceptions may be granted by the tournament committee if injury or other unforeseen circumstances should occur during the tournament weekend.
 - c) Each team will be allowed up to have up to FOUR (4) coaches on the player bench during the game, in accordance with USA Hockey. Anyone found to have additional personnel on the bench will be asked to adhere to the USA Hockey standard.
 - d) All bench personnel must have current USA Hockey membership AND have achieved the USA Hockey minimum level of coaching education for the division in which he/she is coaching by 12/31 of the current playing season. Please add travel permits are required for any team from an affiliate requiring travel permits and are required for ALL Canadian team AND an International Competition Form is required for all other foreign teams.

Please note the following tournament requirements when you roster your team

- B. Any match penalty will result in a tournament suspension. Per USA Hockey rules, game misconduct penalties will result in a minimum one game suspension. Any player suspended from a game for the second time in the Matt Shott Memorial Tournament, for any reason, can be ejected for the remainder of the tournament. Any increase in a suspension for a player or coach above minimum requirements is at the discretion of the Tournament Director. The Tournament Director's decision is final.

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- C. Per USA Hockey Rules, all players including Goalies, in all divisions of the Matt Shott Memorial Tournament are required to wear mouth guards and all players in all age divisions are required to wear neck guards. A misconduct penalty will result from each infraction, after the team bench has been given a warning.
 1. Hockey equipment requirements per [USA Hockey Rule 304](#)
 2. All players competing in youth, girls, high school or junior hockey within USA Hockey are required to wear neck laceration protectors (NLPs) for all games and practices. In addition, on-ice officials under the age of 18 as well as players in all six disciplines within USA Hockey's disabled hockey program are also required to wear NLPs.
 3. Per USA Hockey Rules and Hockey Canada Rules Agreement, all Canadian players must wear certified throat protectors.
- D. Helmets must be worn properly at all times during warm-ups, games, handshake line, and anytime in the player bench or penalty box area.
- E. Adult Penalty box monitors or attendants are to be provided by each team at all levels and mandatory at the Squirt levels. Reminder: Penalty Box attendants must refrain from coaching and loud cheering while in the penalty box or they could be subject to removal.
- F. GAMEPLAY:
 1. The scorekeeper will mark the official start time on the score sheet at the start of the warm-up period. There will be a one (1)-minute break between each period.
 2. The Tournament Director reserves the right to impose curfew in order to maintain the tournament schedule.
 - a) Exception: If in the third (3) period of the game the goal differential reaches six (6), the game clock will go to running time and will not stop for any reason other than at the discretion of the on-ice officials until the game ends or the goal differential is reduced to less than six (6).
 - b) The game clock will not be stopped for goals scored, penalties, injuries, or any other reason while the "mercy rule" is in effect unless directed by the on-ice officials.
 3. Each team shall be allowed no more than one (1) time-out during any tournament game. All time-outs will be forty-five (45) seconds in duration. Time-out is not allowed while running time is in force.
 4. Period Time:

Age Group	Time of Periods	Penalties		
		Minor	Major	Misconduct
10U	13	1.5	4	8
12U	13	1.5	4	8
14U	15	1.5	4	8
16U	16	2	5	10
19U	16	2	5	10

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5. Playoff Rules:

- a) If the game is tied following regulation play, one (1) 5-minute sudden-death overtime period shall be played 3-on-3 (three skaters plus a goalie). At the completion of the third period, the tied teams shall receive a two (2) minute rest period, shall remain on the ice, but shall change ends. If the score remains tied at the end of the sudden-death overtime period, a shootout will be played
- b) Shootout Rules:
 - (1) A shootout is defined as a player attempting to score a goal and the opposing goalkeeper attempting to stop the shooter from scoring the goal.
 - (a) The home team shall have the choice whether his/her team will shoot first or second.
 - (b) All goalies and all players from both teams listed on the official game sheet shall be eligible to participate in the shootout. No goalies may shoot in the shootout.
 - (c) The goalkeepers will defend the net they were defending in the 3rd period.
 - (d) Any penalized player whose penalty had not been completed when the overtime period ended or who receives a penalty during a shootout procedure is not eligible to participate in any portion of the shootout procedure(s) and must remain in the penalty box.
 - (e) The shootout procedure shall begin with three (3) different individual shooters from each team taking alternate shots. The players do not need to be named beforehand.
 - (f) The goalies from each team may be changed after each shot.
 - (g) The players of both teams will take the shots alternately until a decisive goal is scored. If the score is still tied after the shootout, then a sudden-death shootout will be played.

G. STANDINGS:

1. Tournament Pool Play Points will be awarded in the following manner:
 - a) Win - 2 Points
 - b) Tie - 1 Point
 - c) Loss - 0 Points
2. All points earned will carry forward to determine seeding for the "Semi Final", "Championship" and "Consolation" Games.
3. The following tiebreaker formula will be used to determine the order of finish (seeding) after round robin play: A tie is reached when 2 or more teams all have the same number of points after round robin play:
4. The results of only head-to-head games played between the tied teams in the following order:
 - a) Most points earned
 - b) Most total wins (whether in regulations, overtime and shootout)

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- c) Most regulation wins.
 - d) Differential – Subtracting goals against from goals for in these games, the positions being determined in order of greatest surplus. A maximum goal differential of plus or minus eight (8) per game will be used in tie-breaking rules
 - e) Quotient – Dividing the goals for by the goals against in these games, the positions being determined in order of the greatest quotient. If a game has a goal differential of more than eight (8) goals, the goals for will be decreased until there is a maximum of (8) more than goals against in a given game prior to dividing (i.e. 10-1 game would use 9-1 for purposes of quotient). A quotient involving dividing by zero (0) has higher standing than a quotient from dividing by any number other than zero (0). Where two or more teams have no goals against and the quotient tie-breaker is required, the teams shall be ranked high to low in descending order of “goals for.”
 - f) Most periods won – In the games played by each tied team, points will be awarded for each regulation period won (2 points) and for each regulation period tied (1 point). Positions shall be in order of highest point total.
5. All referees are certified by USA Hockey and are independent contractors scheduled through AHRA (Arizona Hockey Referees Association). The Matt Shott Memorial Tournament Director(s) shall be responsible for resolving all inquiries or disputes regarding off-ice rule application or interpretation, player eligibility, disciplinary action and any other procedural disputes. The competition directors will not overturn any dispute concerning rules and/or the judgment applied by on-ice officials. All decisions of Matt Shott Memorial Tournament Directors are final.

THE TOURNAMENT DIRECTOR RESERVES THE RIGHT TO ADD TO, AMEND OR REMOVE ANY MATT SHOTT MEMORIAL TOURNAMENT PROCEDURE, POLICY, RULE OR REGULATION.