



## LHSAA OFFICIAL CONTEST FORFEITURE FORM

The principal of the school receiving the forfeit shall complete Parts A and C in its entirety, then forward the form to the forfeiting school's principal. The forfeiting school's principal shall complete Part B of the form and submit the form to the LHSAA for final approval. The form is not official without the signatures of both school principals and head coaches' of that sport.

If accepted by the receiving school's principal and the LHSAA Executive Director, this form will serve as official notice that the sending school is forfeiting the contest and acknowledges that the results of the contest will be posted on the school's record as a forfeit loss and the opponent's record shall reflect a forfeit win.

➤ It is then the responsibility of the HOME team to notify the contest officials.

Once this form is submitted, the results will stand and the game cannot be played at a later date and the district shall accept the results as accepted by the LHSAA.

### PART A

School Forfeiting the Contest: \_\_\_\_\_

School Receiving the Forfeit: \_\_\_\_\_

Sport of Contest: \_\_\_\_\_ Date of Contest: \_\_\_\_\_

District Contest: \_\_\_\_\_ Non-District Contest: \_\_\_\_\_

If a District Contest, does this forfeit affect 1<sup>st</sup> place in the district: YES \_\_\_\_\_ NO \_\_\_\_\_

### PART B

#### Forfeiting School

Please be aware that a school which forfeits two (2) or more contests in a season shall be removed from district play and shall not be eligible for championship honors for two calendar years in that sport.

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Head Coach's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PART C

#### Opponent

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Head Coach's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The opposing school shall submit the completed form prior to the scheduled date of the contest to LHSAA Assistant Executive Director Kathie Smith by email to [ksmith@lhsaa.org](mailto:ksmith@lhsaa.org).