

PROCEDURES: Game Agreement Review

November 2018

Clemson University Athletics Department utilizes standardized game agreements that has been reviewed and approved by the Office of General Counsel. Game agreements should be completed in their entirety and reviewed in the following manner:

1. Sport operations staff completes game agreement in consultation with the sport's head coach;
2. Sport Supervisor reviews agreement and indicates all considerations (e.g., tickets, buyouts, return trips, etc.) are included with initial;
3. Compliance staff reviews agreement and indicates completed review with initial;
4. Associate Athletic Director/CFO reviews and signs the agreement;
5. Sport operations staff send the game agreement to the opponent and stores partially-signed agreement in the Game Agreements folder on Box; and
6. Sport operations staff replaces the partially-signed agreement with the fully-executed agreement once it is returned by the opponent.