



BADGER STATE GAMES

POST-EVENT REPORT FORM

This report is required for all sanctioned Badger State Games sports and must be submitted within fourteen (14) days after event completion.

SECTION 1: EVENT INFORMATION

Sport Name: _____

Official Event Name: _____

Event Date(s): _____

Venue / Facility: _____

City: _____

Submitted By: _____

Email: _____

Phone: _____



SECTION 2: PARTICIPATION SUMMARY

Total Registered Participants: _____

Total Actual Participants: _____

Participant Tier:

- 1–25
- 26–75
- 76–150
- 151–300
- 301+

Estimated Spectators: _____

Number of Out-of-Area Participants: _____

States Represented (if known): _____

SECTION 3: REQUIRED DATA SUBMISSION

- Participant spreadsheet attached

Must include (18+ where collected and permitted):

- Full Name
- Email
- City / State / ZIP

SECTION 4: FINANCIAL REPORTING

Gross Registration Revenue: \$ _____

Cash Prize Paid Out (if any): \$ _____

Merchandise Gross Sales: \$ _____



10% Merchandise Fee Due to BSG: \$ _____

Insurance Count for Per-Athlete Fee: _____

Other Approved Direct Costs Owed: \$ _____

SECTION 5: EVENT RESULTS

Attach results sheet? Yes No

Champions / Top Finishers:

1. _____
2. _____
3. _____

Were any participants eligible for National Games pathway verification?

Yes No

If yes, list names / divisions:

SECTION 6: INCIDENTS / ISSUES

Were there injuries, claims, disputes, or safety incidents?

Yes No

If yes, explain:



SECTION 7: MARKETING CONTENT

- Photos attached
- Social media recap attached
- Testimonial(s) attached

Best story / highlight from event:

SECTION 8: NEXT YEAR

Would you like to host again next year?

- Yes
- No
- Maybe

Preferred Dates:

What improvements are needed?

CERTIFICATION

I certify this report is accurate to the best of my knowledge.

Signature: _____ Date: _____

Name: _____