

**NMAA Financial Information and Instructions
For State Football Playoffs—All Classes
2024-2025**

1. All 2024-2025 playoff tickets will be sold online via GoFan. No cash is to be accepted on site. Tickets are available at <https://gofan.co/app/school/NMAA>. Redemption procedures can be accessed from the NMAA website at https://www.nmact.org/file/GoFan_Redeem.pdf.
2. The host school is responsible for all expenses. The host site will pay all workers. Pay personnel as per “State Football Event Personnel Payment Guidelines.” **Complete the NMAA “Event Personnel Form” and submit it within 10 business days. The NMAA will reimburse the school for all payments event workers and/or approved miscellaneous expenses.**
http://www.nmact.org/file/PERSONNEL_FORM_FB_ALL_CLASSES.xls
3. Complimentary Pass Policy (Coaches, Administrators and Officials): Complimentary admission will only be granted to coaches and administrators who meet the following requirements:
 - Coaches and administrators of NMAA member schools must present two forms of identification (driver’s license and school ID) and must sign the comp pass list at the entrance to the event.
 - Coaches will only be permitted complimentary admission to the sport they coach.
 - NMOA officials must present one form of identification (driver’s license) and their NMOA membership card and must sign the comp pass list at the entrance to the event.
 - NMOA officials will only be permitted complimentary admission to the sport they officiate.
 - Complimentary pass admission must be recorded on the “Complimentary Pass Form” and returned to the NMAA with the event personnel form.
4. Please call Annette Castillo, Bookkeeper at (505) 595-3402 with questions.