

## NEW MEXICO ACTIVITIES ASSOCIATION INCIDENT REPORTING FORM

This form is to be used to report any incident, positive or negative, which occurs during an NMAA-sanctioned event. Incident reports need to be completed and submitted to the NMAA office no later than 24 hours after an incident occurs. Please complete this form entirely and fax, mail or email it back to our office according to the above stated deadline.

Sport: \_\_\_\_\_ Gender:     Boys     Girls

Level:     Varsity     JV     C-Team/9<sup>th</sup> Grade     Junior High/Middle School

Home Team: \_\_\_\_\_ Visiting Team: \_\_\_\_\_

Date of Contest: \_\_\_\_\_ Start Time: \_\_\_\_\_

Name or Number of Team/Individual Being Reported: \_\_\_\_\_

Role of Individual Being Reported:    Coach    Participant    Official    Other (Specify): \_\_\_\_\_

**Narrative of Incident:** Please provide a full account of the incident, including any information of actions and events leading up to and after the incident that may be relevant. We ask that you cite rules references, if applicable, and that you include names and numbers of coaches, players and/or officials, wherever possible. Please limit the narrative to the actual details of the incident and avoid editorializing in your narrative. Additional pages may be used if necessary.

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

Print Name of Person Completing Report: \_\_\_\_\_

Title:    Administrator    Coach    Official    Other (Specify): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Incident reports must be received by the NMAA office no later than 24 hours after the incident's occurrence. Please send reports via fax, email or mail to:**

New Mexico Activities Association  
c/o Chris Kedge, Assistant Director  
6600 Palomas NE  
Albuquerque, NM 87109  
Fax: (505) 923-3114    Email: [chris@nmact.org](mailto:chris@nmact.org)

