



Complexe Sportif Claude Robillard

1000 Émile-Journault

Montréal (Québec)

H2M 2E7

2010

REGISTRATION TO CHAMPIONSHIP

A) Registration: each athletes must be enrolled in the school Canadian Championship.

For 2009-2010 pricing list, please visit the link below:
<http://www.cheerleadingquebec.com/tarification.html>

To register:

First, you must visit the website of the Federation in the event section and click on Canadian Championship.

Subsequently, you download and complete the appropriate forms for registration of teams and athletes.

You must send in the original forms to the FCQ office before Wednesday, May 5, 2010. We recommend you keep a copy of all forms and bring with you the day of competition.

B) Payment: certified check or money order (one check per club), will be issued on behalf of the Quebec Cheerleading Federation. All payments must be received no later then Wednesday, May 5, 2010, otherwise the team will not be officially registered.

C) Registration and verification kit (one binder per team): You will receive a binder containing all information required for athletes and coaches verification for the competition. You must complete the documents (registration forms, release form for each athlete) and bring them the morning of the competition. This binder must be submitted at the registration and verification table.

General Competition Rules

- The Quebec Federation of Cheerleading reserves the right to cancel, combine or separate categories depending on the number of teams registered;
- All teams will perform **twice**;
- Teams will receive their scores of the first run after the last team in the division has performed. The final score sheets will be given after the award ceremony. Coaches will be able to obtain these score sheets in the coaches lounge. All non-recovered sheets will be destroyed;
- There will be 2 panels of judges. Each will consist of 5 judges and 2 penalties judges. It is strictly forbidden to speak to officials while the competition is in course or access the reserved officials area ;
- All teams and partner stunt groups will have spotters provided by the FCQ;
- All teams must respect the time allowed to enter and exit the competition floor;
- No stunting or gymnastics is permitted outside the performance floor and practice area;
- All athletes must wear their complete uniform or tracksuit throughout the day;
- Be sure to follow the general and safety regulations, as well as technical regulations applicable to all teams participating in the FCQ events. (a copy of these regulations will be included in the registration and verification kit that you will receive by mail).

Participant Information

We are very honored to have you partake in the first collaboration of the OCF and FCQ Canadian Championship. We hope you will enjoy this weekend and that it will be a rewarding experience for all.

This event is not just a competition, it is also a end of year celebration where games, activities and surprises await you!

Please find attached some information that will be very useful.

1. Arrival, Practice and Performance order:

We ask all schools to respect the order of arrival, registration, verification, practice and performance. Punctuality is necessary for the proper functioning of the event.

A final schedule will be posted on the website and given upon your arrival, showing the time and location that each team must present themselves. If schedule changes occurred during the day, rest assured that we will advise you accordingly. (Schedule forthcoming)

Upon arrival, a representative will meet you at the reception desk (door number to be determined). This person will check if the payments have been received and will provide you with an envelope containing the final schedule, plans and procedures of the day, as well as the location of various checkpoint. Your representative will verify the team binder and if all information is present, you will receive passes to access the site. All accredited members have to wear this pass during their presence on the site.

ORDER OF PASSAGE SATURDAY MAY 22, 2010

- MINI
- YOUTH
- JUNIOR
- PARTNER STUNT-JUNIOR
- SENIOR OPEN
- PARTNER STUNT-SENIOR OPEN
- SENIOR
- PARTNER STUNT - SENOR
- OPEN

➤PARTNER STUNT - OPEN

Note: For those bringing several teams, please read competition and practice schedules carefully. Their should not be any major conflict schedule, however, it may be that your team is in the waiting area, while the other is in practice time. If so, please make sure you have a backup plan to ensure that someone is with your other team.

2. Registration and Verification of Athletes:

Each team must present themselves at their scheduled time to the reception and verification desk. An initial audit of binder will be conducted at the reception desk. A second audit of binder and each athletes will be completed at the verification desk (located in the warm-up and practice area).

We ask the coaches to come prepared with the binder containing all information relating to the competition such as: course of the day, technical and safety regulations, data sheets identification with photo and supporting documents (letter of attestation), waiver forms. We ask all coaches to place their athletes information in alphabetical order in the binder and to maintain that order at each checkpoints throuout the day.

It is very important to **keep silent and remain alert** to ensure smooth checking and registration.

We encourage good sportsmanship among athletes and spectators throughout the event.

Please note that there is very little room to drop off your bags. We suggest you leave all valuables at home and bring the bare minimum with you. The Federation will not be held responsible for lost or stolen objects.

- **Volunteer and Executive: 8 : 00 a.m**
- **Team check in : (to be determined)**

3. Identification:

- **For athletes:** Medicare card or other document with photo identification.
- **For all athletes aged 12 and under:** Make sure their photos are included on the form provided in the binder.
- **For athletes of the school division:** Please insert the photo on the form provided in the binder. In

addition, you must provide an official letter from your school administration).

4. CD submission:

Upon arrival at the warm-up/practice room, a coach or team representative will need to provide 2 copies of their team or partner stunt routine music CD to the DJ at the sound console in the practice room. From there, your music will be transported to the performance area. MP3s are not accepted, all music must be on CD.

** Please note that at the end of the competition the CDs will not be returned, as they will be used for ample sound quality for the making of DVDs.

The submission of CD should be as follows:

- It is mandatory to submit your CD in a case;
- The CD must only contain one soundtrack of your routine music;
- The case and the CD should be identified as follows:
 - NAME OF CLUB
 - ASSOCIATION, SCHOOL OR INSTITUTION
 - CATEGORY
 - NAME AND LEVEL OF THE TEAM
 - NUMBER OF PASSAGE (see final schedule)
 - THE DOMINANT TWO COLORS OF YOUR TEAM UNIFORM (This information will allow the light crew to adjust the lighting before executing your routine).

5. Award Ceremony:

Teams will be invited on the stage by category to receive awards. . The first 6 places will receive a trophy; The first 3 places will receive a medal and a banner will be given to the first place.

Coaches will be able to obtain these score sheets in the coaches lounge.

6. Competition floor dimensions:

The performance surface is a nine strips sprung floor measuring 42' x 54'.

The practice surface is a nine strips sprung floor measuring 42' x 54'.

Tumbling will be practiced on a sprung tumbling track measuring 60' x 12'.

View the map (to come).

7. Coaches Meetings:

Coaches meetings will take place in the coaches lounge (map coming soon).

There will be a coaches meeting on Saturday morning for the schools division (time to be determined).

It is strongly recommended that all coaches attend this meeting. During the meeting the following points will be covered:

- The schedule, locations and important meeting places;
- Response to technical questions;
- Response to other questions.

Please note that coaches will have access to the coaches lounge where refreshments will be served throughout the day.

8. First Aid:

There will be a first aid team available on-site to treat injured athletes.

9. Physiotherapy:

A team of physiotherapists will be available on site. Should your athletes need to be taped, they must provide the tape or there will be a \$ 2 fee.

10. Photos:

After the performance, you will have the option to have a picture taken, individually or team.

Please note that limited time will be allocated for taking these pictures. Please be organized and have chosen 3 team poses and 2 individual poses. Individual pictures may be taken with a maximum of 3 other persons.

11. Accommodation:

Flat-rate pricing are forthcoming. Accommodation remains under your responsibility, although we will suggest some locations.

12. Parking, Maps and Other Information:

The arrival of athletes must be done exclusively through the main door located at 1000 Émile-Journault.

We recommend that visitors park their vehicles in the parking lot, in the back of the complex (free parking).

- **Spectators doors opening and ticket office: (to validate)**
- Map (coming soon)

13. Tickets :

Spectators can obtain tickets at a cost of:

- \$ 15.00 for a one day pass
- \$ 25.00 for the weekend

We remind you that seats are limited. We strongly suggest you reserve as soon as the information becomes available. **To purchase tickets in advance, you can go on the FCQ website to download and complete the provided form.** People wanting to purchase entry tickets at the venue the day of the competition could be denied access due to lack of space.

We remind you that competition takes place in the city of Montréal, controlled by the fire department. To ensure smooth running and safety of athletes and spectators alike, security officers will be patrolling the premises.

The ticket office will be located on the second floor in the main hall, near the audience entrance (view plans, upcoming).

Each ticket holder must present themselves at the **Exchange** ticket counter, located in the main hall, to exchange tickets and receive wrist bracelets. These bracelets are mandatory and must be on your person to be able to go through the spectators entrance doors.

Bracelets purchase: If however, tickets are still available spectators may buy them in the **purchase** section, located in the main hall. Payment in cash only.

14. Promotional Items:

All sales kiosks are located in the main hall.

- Promotional items will be on sale from 9 h00 am to 7h30 pm.
- Payment in cash only.

15. Other relevant Information:

- For spectators cameras are prohibited, photographers and videographers will be on site capturing special moments and will be available for purchase;
- Please be respectful of the premises and use the garbadges that are provided;
- Canteens are available on the site;
- No meal delivery will be allowed;
- A replay area will be put into place to view your routine, shortly after your performance (information to come)

SCHEDULES

- Forthcoming

Score sheets and Regulations

Score Sheets (same for all-star and school divisions):

- Forthcoming

Regulations :

- Forthcoming

Maps

You can download the following maps:

- To come