

Date: July 1, 2011
To: All Division V Swim Team Reps, Coaches, and Officials
From: Woodridge Swim Club, Marie Cummings - Meet Director
RE: Division V Championships 2011

Location: Woodridge Swim Club, 12320 SE 14th Street, Bellevue

Date & Time: Saturday, July 16, 2011; 9:00 a.m. start

Entries: E-mail entries to Vin Cucinelli, vincucinelli@gmail.com, no later than Wednesday, July 13 at noon. (Fees were paid to Midlakes at the beginning of the season.) Volunteer names are also due to Marie Cummings, cummings.marie@gmail.com July 13 at noon. ****Please bring a meet entries report from Team Manager to the meet on Saturday.****

Warm-Ups: 7:45-8:15 Woodridge & Newport Yacht Club
8:15-8:45 Columbia Athletic, TPC Snoqualmie Ridge, & High Woodlands

The pool will be cleared of all swimmers at 8:45 a.m.

Timers: Each club will provide 8 to 10 timers and other volunteers as listed on the volunteer assignments list. Signup sheets will be circulated (separately) at all clubs. Timers must have timed at two dual meets during the season, and will need to provide their own digital stopwatch. Lane assignments will be made ahead of time; timers should check in with the volunteer coordinator for their club to receive a nametag and lane assignment.

Meetings: Scratch: 8:00 a.m. Officials: 8:30 a.m. Timers: 8:30 a.m.

Coaches: Seating will be reserved for coaches on the south side of the pool deck. Heat sheets and hospitality will also be provided. Please check in on the pool deck to receive these items.

Team Areas: Limited seating on the pool deck is available for meet spectators. Spectators and teams are also invited to view the meet from the hill overlooking the baby pool. "Tent city" will be available in the gravel parking lot. Spectators may wish to bring padded seating for the hill, as well as chairs and shady cover for the tent city area. Even though this meet is in the morning, it may be very warm.

Concessions: Heat sheets will be available for \$3.00 and results will be available online via the Midlakes website. Midlakes Championship T-shirts will be available for purchase (price TBA). Concessions, including pizza, will be available for swimmers and spectators, and Division V will provide hospitality for coaches (available at the ribbon table).

Parking: Parking is very limited. The pool parking lot will be used for spectators only. Street parking is available. Parking for officials and coaches will be along the south side of SE 14th Street and will be clearly marked.

**2011 Division 5 Championships
Volunteer Assignments**

Position	9:00 am – 11:00 am	11:00 am – end
Announcer	COL	HW
Starter	WR	HW
Stroke & Turn Judge	COL	WR
Stroke & Turn Judge	NYC	TPC
Relay Exchanges (3 per half--can be same 3)	1. WR: 2. TPC: 3. COL:	1. WR: 2. HW: 3. NYC:
Ribbons	WR	1. WR: 2. HW:
Ribbons	HW	1. TPC: 2. NYC:
Data Entry	1. HW: 2. WR:	1. HW: 2. COL:
Clerk of Course Table	TPC	NYC
Clerk of Course Table	WR	COL
Clerk of Course Table--Relay Assistance	COL (medley relays)	WR (free relays)
Clerk of Course Bringing 8U Relays to Shallow End	HW	NYC
Clerk of Course Seating Swimmers	HW	HW
Clerk of Course Seating Swimmers	WR	WR
Clerk of Course Seating Swimmers	COL	COL
Clerk of Course Seating Swimmers	NYC	NYC
Selling Heat Sheets	WR 7:30 a.m.:	XXX
Selling T-shirts	1. WR 7:30 a.m.: 2. WR 7:30 a.m.:	XXX
Concessions (_____ [COL] at 7 a.m.)	1. NYC 8:00 a.m. 2. COL 7:30 a.m. 3. WR 7:30 a.m.	1. HW: 2. TPC: 3. COL:
Concessions	1. NYC: 2. WR: 3. TPC:	1. NYC: 2. HW: 3. HW:
Runner	NYC	WR
Heat Winner Ribbon/Candy Distribution (having 2 makes easier)	WR (2)	COL (2)

Lane Assignment	9:00 am – 11:00 am	11:00 am – end
Lane 1	COL	COL
Lane 1	HW	HW
Lane 1	NYC	WR
Lane 2	TPC	WR
Lane 2	COL	COL
Lane 2	HW	TPC
Lane 3	COL	NYC
Lane 3	WR	WR
Lane 3	TPC	COL
Lane 4	HW	HW
Lane 4	NYC	TPC
Lane 4	WR	WR
Lane 5	COL	COL
Lane 5	HW	HW
Lane 5	WR	NYC
Lane 6	WR	WR
Lane 6	COL	TPC
Lane 6	TPC	HW
Back Up	NYC	HW

Additional Volunteer Assignments

Job	2011
Set up & Clean up	WR
Officials	HW
Clerk of Course	NYC/TPC
Concessions	COL
Coaches' Hospitality	COL
Coffee	WR
Change for Sales	WR
Soda Bins	WR
Starting System	WR
Starting System back up	HW
Computer Supervisor	HW—Simon Lie
Computer	HW or WR
Computer Back up	WR
Printer	HW or WR
Printer Back up	WR
Labels for ribbons	WR
Heat Sheets	COL
Bull Horn w/extra batteries	WR
Flip Charts	WR/HW/NYC
Clipboards	WR
Cash Boxes	WR/HW
T-shirt Pickup	WR
Ribbon/Medal Pickup	WR

Warm up Schedule

7:45–8:15 WR & NYC

8:15–8:45 COL & HW & TPC

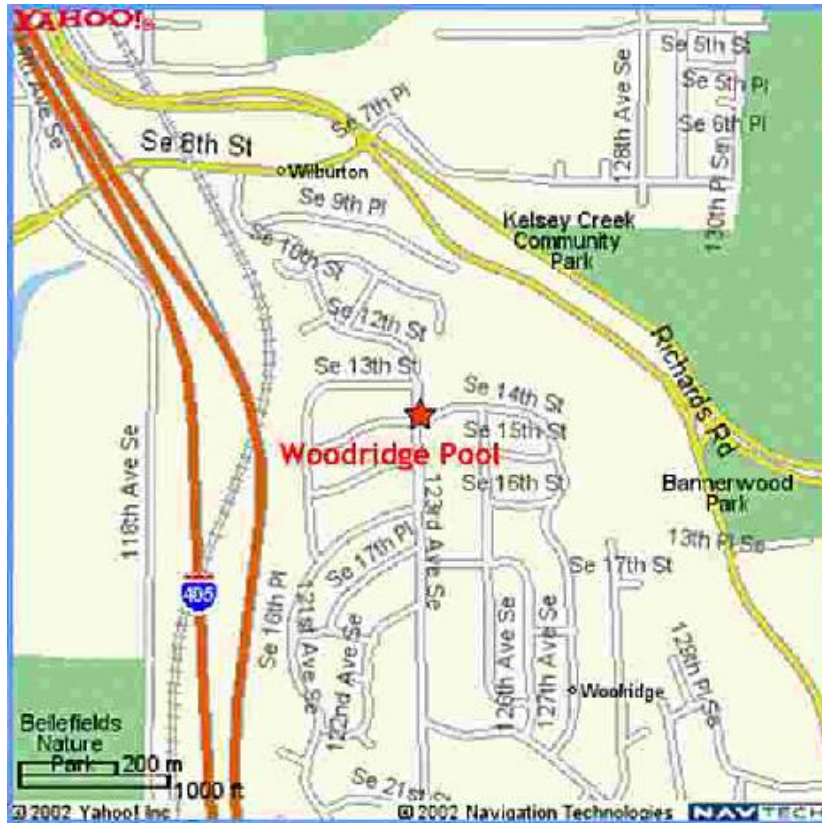
Team	Volunteer Coordinator	Relay Coordinator
COL		
HW		
NYC		
TPC		
WR		

Number of heat sheets needed:

Team	Coaches	Vol. Coord.	Rel. Coord.	Deck Parents
COL				
HW				
NYC				
TPC				
WR				

Directions to Woodridge Pool

12320 SE 14th Street, Bellevue (corner of 123rd and SE 14th)
425-746-7030



From Seattle:

Take SR-520 to I-405 southbound, then follow the directions for coming from the north.

or

Take I-90 to I-405 northbound, then follow the directions for coming from the south.

From the East:

Take I-90 to I-405 northbound, then follow the directions for coming from the south.

From the North:

- Take I-405 South
- Exit at SE 8th Street
- Turn left at the end of the off ramp onto SE 8th Street and go under freeway (heading toward large wooden train trestle)
- Turn right onto 121st Street SE (first street after the trestle)
- Continue up hill; street turns into 123rd Avenue SE
- Pool will be on your left hand side

From the South:

- Take I-405 North
- Exit at SE 8th Street
- Turn right at the end of the offramp onto SE 8th Street
- Go under train trestle, and turn right onto 121st Street SE (first street after the trestle)
- Continue up hill; street turns into 123rd Avenue SE.
- Pool will be on your left hand side.

The gravel parking area to the north of the pool will be used as "tent city." Participants are asked to park along neighborhood streets, taking care not to block driveways.

These directions are also available online at <http://www.woodridgeswimclub.org>