

**Kingsgate Monarchs Pool**

11913 NE 142nd PL  
Kirkland, WA 98034

**Date:** July 5, 2011

**To:** All Division IV Coaches and Team Representatives

**From:** Kingsgate Monarchs BChamps Coordinator, Kate Tremblay

**CC:** Cindy McGee, MidLakes Communications Director

**RE:** MidLakes Division IV Championships on July 16, 2011

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**Location:** Kingsgates 3 & 4 Pool (see map and directions below) - 9:00 am start

**Entries:** Submit no later than Wednesday, July 13, 2011, 11 am to the Monarch's pool or email to [tcbrink@toddandcandis.com](mailto:tcbrink@toddandcandis.com). All swimmers must have a time in your entries or the system will not create the meet. Please double check your times before sending.

**Warm Ups:**

7:00 – 7:20 am	KG Monarchs
7:20 – 7:40 am	KG Gators
7:40 – 8:00 am	Norwood
8:00 – 8:20 am	Phantom Lake
8:20 – 8:40 am	Seattle Tennis Club

**Meetings:** Coaches Scratch – 8:00 am All shifts of Officials and Timers – 8:30 am

**Volunteer Duties:** Each team is responsible for providing volunteers as for any dual meet. The Duty Sheet is attached as a separate spreadsheet. Please return the completed sheet to [katemajus@comcast.net](mailto:katemajus@comcast.net) by Tuesday, July 12 at 5 pm. The meet will run more smoothly if the volunteers have experience in their duties or if their teams thoroughly explain the duties in advance. The volunteers should be ready to work their positions without training. Please contact KGM if anything is unclear.

Split shifts are not allowed. One volunteer will fulfill the entire shift for a given job. If you have a swimmer in the pool, of course you may ask someone to cover your duties for the brief time it takes to watch the heat. We are our children's cheerleaders after all!

First shift can check in upon arrival. Second and Third Shifts may check in up to 15 minutes in advance. All shifts of Officials and Timers must attend the 8:30 meetings for special B Champ instructions.

Volunteers make it possible for our children to compete. Thank you for your willingness and hard work!

**Clerk of Course:** Opens at 8:45 am. Please have your relays gathered to check in at that time. Heats will be staged in order so please be patient if swimmers arrive early.

**Timers:** Timers will need to provide their own watches. 8:30 am Timer meeting is mandatory for all shifts of timers.



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- Coaches:** The south side of the pool is reserved for coaching staff and officials. Meals and heat sheets will be provided to the coaches of each pool.
- Parking:** Each team will receive 3 parking passes. Ample street parking is available around the park and the 4 pedestrian access walkways around the park offer many close-in spots. Please do not block driveways or fire hydrants. The parking lot will close to drop off traffic at 7:00 am. All vehicles without a parking pass must be removed by that time.
- Team areas:** Dogs are not allowed in Kingsgate 3 & 4 park. We have a large field and we encourage teams to group together. There is plenty of room for all of the teams to pitch tents and awnings. We have play equipment in sight of the pool. SaniCans will be located along the park driveway.
- Spectators:** The North side of the pool is open to spectators. Bleachers are available for temporary viewing. No other awning/tent space or long term seating is available on the pool deck.
- Concessions:** Breakfast and lunch will be available for purchase. MidLakes Division Champs T Shirts will also be available for the posted price. Heat Sheets will be sold in the morning for \$2.
- Heat Sheet Ads:** Personal Ad space is offered for sale. See information below for details and deadlines.



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**Directions:**

From the South

Travel 405 North  
Exit 20B, Totem Lake Blvd.  
Stay right on the off ramp for Totem Lake Blvd. NE  
Turn Left at the signal onto Totem Lake Blvd NE.  
Turn Right on NE 132<sup>nd</sup> Street  
Turn Left on 124<sup>th</sup> Ave NE  
Turn Left on NE 142<sup>nd</sup> Pl.  
The park driveway is ¼ mile on the left

From the North

Exit 22, NE 160<sup>th</sup> Street  
Turn Left onto NE 160<sup>th</sup> Street  
Turn Right onto 124<sup>th</sup> Ave NE  
Turn Right onto NE 142<sup>nd</sup> Pl.  
The park driveway is ¼ mile on the left

Look for the pedestrian access walkways into the park. There is ample street parking near these entrances. Please do not block driveways or fire hydrants.





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## B-Champ Heat Sheet Advertisements

Must be received by Tuesday, July 12<sup>th</sup>

Everyone loves to see their name in print! Place a personal ad in the

### **Championship Heat Sheet Program.**

The price for ads are:

- Full Page \$50.00
- Half Page \$25.00
- Quarter Page \$10.00
- Business Card Size \$5.00

Business advertisements are welcome too!

Please **email the advertisement** to [katemajus@comcast.net](mailto:katemajus@comcast.net) and **send a check** payable to Kingsgate 3&4 Pool to:

Kate Tremblay

14259 122<sup>nd</sup> Ave NE

Kirkland, WA 98034

Please be sure to include your name, email, and phone number so we may contact you if we have any questions. Proceeds help offset the costs of hosting the meet.

Thank you for supporting youth swimming!

Kate Tremblay

#### Examples

**We are proud of you Lily,  
swim fast!**

**Love, Mom and Dad**



**Fly Wesley!**