



**Date:** July 9, 2015

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

**From:** Tam O'Shanter Water Rats B Champs Coordinator, Carrie Gortner and Peggy Ruehr

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

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**LOCATION:** Tam O' Shanter Pool 1313 183<sup>rd</sup> Ave NE Bellevue, WA 98008

**MEET DATE AND START:** Saturday, July 18<sup>th</sup> at 9:00 am

**ENTRIES:** Submit no later than Monday, July 13, 2015 at 10:00 am to TOS pool or email [bryan.sabari@gmail.com](mailto:bryan.sabari@gmail.com). Be sure to consult your Midlakes notebook for all rules and regulations regarding B Champs. Please double check your line ups and be sure there is a time for each swimmer. We cannot accept entries that have NT. Please bring a meet entries report from Team Manager to the meet on Saturday.

**MEETINGS:** 8:00 am Coaches meeting in Hospitality room; 8:30 am Officials, judges, and timers (all shifts) meeting upstairs in clubhouse Fireside room.

**COACHES:** Seating will be reserved for coaches on the pool deck. Heat sheets and hospitality will be provided.

**CLERK OF COURSE:** Opens at 8:00 am. Located at swimmer entrance to the pool. Please have your relays gathered to check in at 8:30.

**PARKING:** We will provide each team with 3 (three) reserved coaches' parking spots in the clubhouse parking lot. The parking lot will be open for swimmer drop-off from 7-8:30. Parking is limited so we encourage people to carpool. Parents and swimmers are asked to use street parking around the clubhouse. Cars parked in front of mailboxes, driveways, and fire hydrants will be ticketed and/or towed.

**TEAM AREAS:** We will have part of our golf course Holes #5 and #6 roped off for teams. Please respect the off limits areas. **NO PETS ARE ALLOWED.** Portable toilets will be available as well as restrooms within the clubhouse.

**SPECTATORS:** Bleachers will be set up on the pool deck. Please only use the bleachers to watch your children's events.

**VOLUNTEERS:** Each team is responsible for providing volunteers for B Champs. Return the completed sheet to [bryan.sabari@gmail.com](mailto:bryan.sabari@gmail.com) by Monday, July 13, 2015 at 10:00 am. Timers must provide their own stop watches.

Volunteer check-in will be located at the 6<sup>th</sup> tee. First shift check in upon arrival. Second and third shifts report to volunteer check-in table 15 minutes before your shift start.

All shifts of Officials, Judges, and Timers must attend the 8:30 meeting for special B Champs instructions. This meeting will be located in the Hospitality Room.



**CONCESSIONS:** Breakfast and lunch concessions will be available for purchase. Concessions will be located upstairs on the clubhouse patio. Please use the outside staircase. We will also have a shaved ice truck, Kona Ice, in our parking lot.

**HEAT SHEET AND T-SHIRT SALES:** Heat sheets will be available for \$3 each. T-shirts will also be for sale; price TBD. Location is at the 6<sup>th</sup> tee. CASH ONLY.

**WARM UP SCHEDULE:**

Warm Up Schedule			
Club	Lanes	Start Time	End Time
TOS	1 & 2	7:10 a.m.	7:40 a.m.
KLA	3 & 4	7:10 a.m.	7:40 a.m.
FW	1 & 2	7:40 a.m.	8:10 a.m.
RHST	3 & 4	7:40 a.m.	8:10 a.m.
TRI	1 & 2	8:10 a.m.	8:40 a.m.
SS	3 & 4	8:10 a.m.	8:40 a.m.

**MEET SCHEDULE:**

Meet Schedule	
Start Time	Event
6:30 a.m.	Parking Lot Opens - Coaches spots are reserved
7:00 a.m.	Breakfast concessions open
7:30 a.m.	Heat Sheet & T-Shirt Sales open
7:10 a.m.	Warm ups begin - see schedule above
8:00 a.m.	Coaches meeting upstairs clubhouse Fireside room
8:30 a.m.	Officials, Judges, and Timers meeting downstairs clubhouse Hospitality room
8:30 a.m.	First shift volunteers check in at volunteer table located at 6th tee
8:55 a.m.	National Anthem
9:00 a.m.	MEET BEGINS
10:00 a.m.	Breakfast concession concludes, food service transitions to lunch menu
10:30 a.m.	Second shift volunteers check in at volunteer table located at 6th tee.
12:30 p.m.	Third shift volunteers check in at volunteer table located at 6th tee

*Thank you for encouraging your swimmers and parents to clean up the pool and surrounding areas before leaving.*

**Contact Information:**

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