

**Kingsgate Monarchs Pool**11913 NE 142nd PL
Kirkland, WA 98034**Date:** June 27, 2015**To:** All Division IV Coaches and Team Representatives**From:** Kingsgate Monarchs BChamps Coordinator, Kate Tremblay**CC:** Cindy McGee, MidLakes Communications Director, Molly Cady, MidLakes Champs Coordinator**RE:** MidLakes Division IV Championships on July 18, 2015

Location: Kingsgate 3 & 4 Pool (see map and directions below) -**Meet start time:** 9:00 am**Entries:** Submit entries no later than Wednesday, July 15, 2015, 1pm to the Monarch's pool or email to tcbrink@toddandcandis.com. All swimmers must have a time in your entries or the system will not create the meet. Additional information will be sent to the coaches directly.**Warm Ups:**

7:00 – 7:20 am	Kingsgate Monarchs
7:20 – 7:40 am	Kingsgate Gators
7:40 – 8:00 am	Plateau Club
8:00 – 8:20 am	Seattle Tennis Club
8:20 – 8:40 am	TPC Snoqualmie

Meetings: Coaches Scratch – 8:00 am All shifts of Officials and Timers – 8:30 am**Volunteer Duties:** Please return the completed Volunteer signup sheet to katemajus@comcast.net by Monday, July 13, 8 pm.

There are 3 shifts which are 1 1/2 - 2 hours long.

All shifts of Officials and Timers must attend the 8:30 meeting for special B Champs instructions.

2nd and 3rd shift Timers and Officials will be called to the baby pool 10 minutes before the shift change to make the transition as quick as possible.

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

Team Coordinators: Volunteer coordinators are expected at the check ins. We need your help tracking down any volunteers who miss the announcement. We want the meet to move quickly. So, please help us make the shift changes efficient.

Remember your Stop Watches and award boxes! Deliver the boxes to the awards table at the west pool entrance.

Send the names of up to three people (include your coaches!) who will receive parking lot permits with your Volunteer sign-up sheets.



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Clerk of Course: Swimmer check in is located at the North gate of the pool, facing the field. Clerk of Course opens at 8:45 am. Please have your 8 and under relays gathered to check in at that time. To minimize wait times, only 10 heats will be staged at one time.

Coaches: The south side of the pool is reserved for coaching staff and officials. Meals and heat sheets will be provided to up to 4 coaches of each pool. Send the names of your coaches with your entries.

Parking: Parking in the lot is by permit only for this meet. Ample street parking is available around the park and the 4 pedestrian access walkways to the park offer many close-in spots. Please do not block driveways, mail boxes or fire hydrants.

For drop offs, drive around the lot and unload along the grass. The grass edge will not be used for parking. All vehicles without a parking pass must be removed from the lot by 8 am.

Team areas: **Dogs are not allowed** in Kingsgate 3 & 4 park. We have a large field and we encourage teams to group together. Portable Restrooms will be located along the park driveway and easily accessible from the field. Pool House Restrooms are reserved for coaches, officials and swimmers.

Please respect the marked pathways in the field. There will be painted grass areas that reserve space for swimmer staging and pedestrian traffic around the pool fence.

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.

We encourage cheering, however, loud noisemakers (cow bells, for instance) are considered a nuisance. Also, the block area and deep end spectator area need to remain as calm as possible to avoid false and late starts. In particular, please discourage relay-exchange roars for this meet.

Concessions: Breakfast and lunch will be available for purchase. MidLakes Division Champs T Shirts and Sweatshirts will be available for purchase. Prices are not yet published. Heat Sheets will be sold in the morning for \$4. Checks may be made out to Kingsgate Monarchs.



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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 132nd Street
 Turn Left on 124th Ave NE
 Turn Left on NE 142nd Pl.
 The park driveway is ¼ mile on the left

From the North

Exit 22, NE 160th Street
 Turn Left onto NE 160th Street
 Turn Right onto 124th Ave NE
 Turn Right onto NE 142nd 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, mail boxes or fire hydrants.

