



Newport Hills Swim & Tennis Club
5464 119th Ave SE
Bellevue, WA 98006
Phone #: 425-746-9510 email: eric@nhstc.com
Website: www.nhstc.com

To: ALL DIVISION I REPRESENTATIVES AND COACHES

Concerning: Division I Championships, Saturday, July 18th 2009

Hosted by: Newport Hills Swim & Tennis Club

Dates to Remember:

- July 13th, 10:00 AM – Noon. Division Championship entries and Division Championship Volunteer forms are due at Newport Hills Swim & Tennis Club. Entries are considered LATE if not turned in by Noon. LATE entries will be assessed additional fees by the Midlakes League. Please bring an export entries file from team manager (do not assign any lanes)
- July 18th, Saturday morning warm-ups @ Newport Hills 7:50 AM. The Club will open at 7:15 AM for swimmers and parents. Please see attachment for warm-up time.

Meet day schedule, July 18th

- 7:15 AM Club Opens
- 7:50 AM Warm-up begins (See attached Warm-up Schedule)
- 8:20 AM Coaches Scratch Meeting
- 8:30 AM First shift Timers Meeting & Officials Meeting
- **9:00 AM – Noon Session I:** 8&U and 9-10 age groups only run in event # order.
- Noon – 1 PM break for Session II warm-up: (note Newport's meter pool will be available for warm-up and warm-down the entire day.
- **1:00 PM – 4:00 PM Session II:** Age groups 11 and Up run in event # order.
- 4:00 PM Meet End (This is an estimate, I will email a timeline to your head coach on Wednesday, July 15th)

Parking: Please use our West Parking Lot (off 119th) for Drop Off and Coaches Parking only. There is parking available at the club and in the Stod's and Eastside Catholic High School parking lots. Please be aware that the merchants need parking available for their customers, so do not park directly in front of stores. For those that park on one of the side streets, please do not block our neighbor's driveways. There will be volunteers to direct you to the Stod's and Eastside Catholic's Parking Lots.

Team Areas: Swimmers area will be located in and around the tennis courts. Seating around North (competition) pool is reserved for Spectators Only. Because of the significant congestion at the championship meet, spectators should attempt to use the bleachers whenever possible. We ask that you do not set-up camp on the pool deck around the South (warm-up) pool or in front of the weight room. Coaches will be provided with reserved seating. Only coaches and officials will be allowed onto the upper balcony and banquet room.

Other Items:

During the meet, the South pool will be available for warm-up and warm-down only. Coaches, please monitor your swimmers in the warm-up pool. **NO DIVING WILL BE ALLOWED IN THE WARM-UP POOL.** The Weight Room, Jacuzzi, and Sauna will be closed to all meet participants. We ask for your help in passing this information on to your swimmers.

- A full concession stand will be available during the meet.
- Heat Sheets will be available for \$4.00. Results will be available on the Newport Hills website by 9:00 PM July 19th. The clubs website address is www.nhstc.com
- 2009 Midlakes Championship T- Shirts will be on sale at this meet.
- Parking: Please encourage your team to carpool. Off street parking is available at the club or at Stod's just south of the club.

To Coaches: What you should bring with you on Monday, July 13th.

- A Team Manager export of your entries on a flash drive and a printed hard copy of these entries. All entries must have times. For relays please make your best estimate for the 4 swimmers. Swimmers may not be entered in any events that they have bettered the "B" DQ time by the time that entries were made July 13th.
- A completed Team information form.
- **Alternates for Relays:** For this meet you will not be required to list alternates for your relays. Any swimmer entered in the meet (do not bring a swimmer going to League Champs to substitute) and in the age group can substitute on a relay. Remember that swimmers are allowed a maximum of 3 events at this meet (3 individual and 0 relays, 2 individual and 1 relay, or 1 individual and 2 relays). If you have to substitute a swimmer into a relay they will need to be scratched from one of their other events. Please have any changes in your relays and no shows by the scratch meet at 8:20 AM
- **We will accept corrections to your entries until Friday, July 17th at Noon and then the meet programs will go to print.** Any changes after this time will be handled at the scratch meetings Saturday.

Note: You will not need to bring an entry fee check as entry fees have already been collected.

Thank you for your cooperation in making the Division I Championship a success for all of the swimmers. We look forward to seeing you all on July 18th. If you have any questions, please contact Meet Director Eric Bartleson at eric@nhstc.com or 425-746-9510.

The Newport Hills Swim Board

Volunteer assignments for Officials, Timing and Awards:

Timers: Each club is required to provide three timers **plus watches** per shift plus one or two timers to work a backup timing shift during one of the shifts. (Please see assignments below) Your volunteer timers must have timed at a minimum of two dual meets this season. Timers must provide their own watches. A timers meeting will be held approximately 20 minutes before each shift change.

Awards: Each club is asked to provide 2 volunteers to help with awards. MICC, RH, MSC will cover Session I, NHSTC, MIBC, EB will cover Session II. Ribbons and medals will be awarded as in previous years. One team representative should be appointed to pick up the awards for your team in the Banquet Room approximately 20 to 30 minutes after the conclusion of the meet. Please fill in the person in charge of your awards on the Team Information sheet.

Officials: Each team is asked to provide 2 Officials (one each shift) to work the meet. Please provide your most experienced officials. MICC, RH, MSC will cover Session I, NHSTC, MIBC, EB will cover Session II.

Note: if you have anyone who would like to help with relay takeoff judging for events 1-4 and events 58-59 during the first session, please let Eric Bartleson know. We will need 2 extra judges for the first 30-40 minutes of Session I and another 15 minutes at the end of Session I

VOLUNTEERS - PLEASE CHECK IN 30 MINUTES PRIOR TO YOUR SHIFT AT THE VOLUNTEER CHECK-IN TABLE.

Lane Assignments for Session I

Shift #1: 9:00 AM – 10:30 AM, **Shift #2:** 10:30 – Noon (or end of Ses. I)

Shift	Lane #1	Lane #2	Lane #3	Lane #4	Lane #5	Lane #6	Backup	Awards	Officials
Shift #1	3- EB	3-MICC	3-MIBC	3-MSC	3-RH	3-NH	1- NH & 1- MICC	1 EACH MICC, RH, MSC	1 EACH MICC, RH, MSC
Shift #2	3- EB	3-MICC	3-MIBC	3-MSC	3-RH	3-NH	1-EB & 1- RH	1EAC H MICC, RH, MSC	1EAC H MICC, RH, MSC

Lane Assignments for Session II:

Shift #3: 1:00 PM – 2:30 PM, **Shift #4:** 2:30 PM – 4:00 PM (or end of Ses. II)

Shift	Lane #1	Lane #2	Lane #3	Lane #4	Lane #5	Lane #6	Backup	Awards	Officials
Shift #3	3- EB	3-MICC	3-MIBC	3-MSC	3-RH	3-NH	1- MIBC & 1- MSC	1 EACH NH, MIBC, EB	1 EACH NH, MIBC, EB
Shift #4	3- EB	3-MICC	3-MIBC	3-MSC	3-RH	3-NH	1-NH & 1- EB	1 EACH NH, MIBC, EB	1 EACH NH, MIBC, EB

MIDLAKES DIVISION I SWIMMING CHAMPIONSHIPS
July 18th, 2009 @ Newport Hills Swim & Tennis Club

Team Information Form

Please return this form with Division I Championship Entries on July 13th.

Club _____ Phone _____ Email _____

Representative:

_____ Phone _____ Email _____

_____ Phone _____ Email _____

Please list all of your coaches so that we can make heat sheets for all.

Coaches:

Head _____ Phone _____ Email _____

_____ Phone _____ Email _____

_____ Phone _____ Email _____

_____ Phone _____ Email _____

_____ Phone _____ Email _____

Stroke and Turn officials: (Required 2) MICC, RH, MSC will cover Session I, NHSTC, MIBC, EB will cover Session II. Please check in ½ hour prior to you shift start time.

Session I

Shift #1: 9:00 AM – 10:30 AM, **Shift #2:** 10:30 – Noon (or end of Ses. I)

_____ Shift #1 MICC, RH or MSC

_____ Shift #2 MICC, RH or MSC

Session II

Shift #3: 1:00 PM – 2:30 PM, **Shift #4:** 2:30 PM – 4:00 PM (or end of Ses. II)

_____ Shift #3 NHSTC, MIBC, EB

_____ Shift #4 NHSTC, MIBC, EB

Newport Hills Swim & Tennis Club
Warm-up Schedule
Division I Championships
Saturday, July 18th 2009

Session I: 7:50 AM - 8:20 AM &
Session II: Noon – 12:30 PM

North Pool		South Pool	
<u>Group A</u>		<u>Group B</u>	
Lane 1	RH	Lane 1	MSC
Lane 2	RH	Lane 2	MSC
Lane 3	EB	Lane 3	MIBC
Lane 4	EB	Lane 4	MIBC
Lane 5	MICC	Lane 5	Newport Hills
Lane 6	MICC	Lane 6	Newport Hills

Session I: 8:20 AM - 8:50 AM &
Session II: 12:30 PM – 1:00 PM

North Pool		South Pool	
<u>Group B</u>		<u>Group A</u>	
Lane 1	MSC	Lane 1	RH
Lane 2	MSC	Lane 2	RH
Lane 3	MIBC	Lane 3	EB
Lane 4	MIBC	Lane 4	EB
Lane 5	Newport Hills	Lane 5	MICC
Lane 6	Newport Hills	Lane 6	MICC

Special Warm-up Conditions -

- No diving is allowed in the shallow end.
- Clubs can use their North Pool warm-up for starts from the blocks. When doing starts, lanes are one direction only. A coach must supervise all starts.
- The South Pool will be open for warm-up during the meet.



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Newport Hills Swim and Tennis Club are pleased to host the 2009 Division I Championships on Saturday, July 18, 2009. Advertising space is available in the heat sheet meet program.

Full page \$50.00

1/2 page \$25.00

Please enclose your ad and complete the following.

Name _____

Address _____

City, State, Zip _____

Phone Number (_____) _____

Full Page _____

1/2 Page _____

Please make checks payable to: Newport Hills Swim and Tennis Club Concessions

Advertising deadline (Copy Ready): Wednesday, July 15, 2009

Questions: Please call Eric Bartleson @ 425-746-9510 or email: eric@nhstc.com

Return to: NEWPORT HILLS SWIM & TENNIS CLUB

C/o Eric Bartleson

5464 119th Ave. SE

Bellevue, WA 98006