



2009 CIS CROSS COUNTRY CHAMPIONSHIPS
DATE: Saturday, November 14, 2009
SITE: Fort Henry Hill, Kingston, Ontario

CHAMPIONSHIP INFORMATION BULLETIN

SECTION 1

PRE-CHAMPIONSHIP GENERAL INFORMATION

1. ORGANIZING COMMITTEE

Address: Queen's Physical Education Centre, 69 Union Street, Kingston, ON K7L 3N6
Fax: (613) 533-6478
Phone: (613) 533-2500
E-mail: jds1@queensu.ca
Web Site: www.gogaelsgo.ca

Position	Name	Telephone	E-mail
Committee Chair:	Janean Sergeant	(613) 533-6000 x 74731	jds1@queensu.ca
Event Coordinator(s):	Drew Soleyn	(613) 533-6000 x 79183	asst.iusport@queensu.ca
	Kelly Smith	(613) 533-6000 x 77834	homevent@queensu.ca
Admin/Technical Assistant:	Justin Hall	(613) 767-7098	cisxc@gogaelsgo.com
Technical Adviser:	Shane Lakins	(613) 561-1890	coach@sportingcanada.com
Communications/Media:	Michael Grobe	(613) 533-6000 x 77369	comm.sio@queensu.ca
Marketing/Sponsorship:	Michael LeBlanc	(613) 533-3326	leblancm@queensu.ca
Admin/Head Coach:	Melody Torcolacci	(613) 533-6000 x 36286	qtrack@queensu.ca
Medical Staff:	Vicky Wiltshire	(613) 533-6000 x 74778	vicky.wiltshire@queensu.ca
CIS Manager Events:	Sheila-Ann Newton	(613) 562-5670 x 23	snewton@universitysport.ca

2. SCHEDULE OF EVENTS

Thursday November 12th, 2009

4:00pm – 9:00pm Team Arrivals
9:00pm – 12:00am Coaches Hospitality Ambassador Conference Resort

Friday November 13th, 2009

9:00am Welcome Breakfast and Presentation Ambassador Ballroom
10:30am Media Conference Ambassador Ballroom
11:00am – 11:30am Coaches Technical Meeting Ambassador Conference Resort
11:30am – 1:30pm Coaches Association Meeting Ambassador Conference Resort
12:00pm – 4:00pm Course Practice Fort Henry Hill
9:00pm – 12:00am Coaches Hospitality Ambassador Conference Resort

Saturday November 14th, 2009

9:00am – 11:30am	Course Practice	Fort Henry Hill
12:40pm	Opening Ceremonies	Fort Henry Hill
1:00pm	Women's Race	Fort Henry Hill
1:45pm	Men's Race	Fort Henry Hill
5:00pm	Post Race Awards, Dinner and Social (All ages post-event social to follow)	Ale House

3. COMPETITION SCHEDULE**Saturday November 14th, 2009**

1:00pm	Women's Race 5K	Fort Henry Hill
1:45pm	Men's Race 10K	Fort Henry Hill

4. PRACTICE SCHEDULE**Friday November 13th, 2009**

12:00pm – 4:00pm	Course Practice	Fort Henry Hill
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Saturday November 14th, 2009

9:00am – 11:30am	Course Practice	Fort Henry Hill
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SECTION 2

DETAILED INFORMATION – PARTICIPANT SPECIFIC

5. PARTICIPATING TEAM FUNCTION/SPECIAL EVENTS

Event: Welcome Breakfast and Presentation
Date: Friday November 13, 2009
Site: Ambassador Conference Resort – Ballroom
Cost: \$20.00 (for team complement up to 10 athletes/coaches)
Schedule: 9:00am
Dress: Casual
Additional Tickets: \$30.00
Distance from Hotel: n/a

R.S.V.P. before: Friday November 6, 2009 to Kelly Smith at cisxc@gogaelsgo.com

Event: Post-Race Awards, Dinner and Social
Date: Saturday November 14, 2009
Site: [Ale House](#), 393 Princess Street, Kingston, Ontario
Cost: \$25.00 (for team complement up to 10 athletes/coaches)
Schedule: 5:00pm
Dress: Casual
Additional Tickets: \$35.00
Distance from Hotel: 5km

R.S.V.P. before: Friday November 6, 2009 to Kelly Smith at cisxc@gogaelsgo.com

If additional guests would like to purchase tickets please send a request indicating the number required to cisxc@gogaelsgo.com. Additional Welcome Breakfast tickets are \$30 and additional post-race Awards and Dinner tickets are \$35.00.

Universities with award nominees/winners must confirm their athlete(s) attendance by contacting Kelly Smith at cisxc@gogaelsgo.com by **November 6, 2009**.

Tickets will be provided to non-participating head coaches in attendance at a cost of \$20 for the Welcome Breakfast and \$25 for the Post-race Dinner and Social.

6. MEETINGS

TECHNICAL MEETING

Date: Friday November 13, 2009
Site: Ambassador Conference Resort – Lisbon Room
Schedule: 11:00-11:30 am
NB.

COACHES ASSOCIATION

Date: Friday November 13, 2009
Site: Ambassador Conference Resort – Lisbon Room
Schedule: 11:30 am-1:30 pm
NB.

7. MEDIA CONFERENCE & ACCREDITATION

7.1 MEDIA CONFERENCE:

CIS policy 20.40.3.6.2:

When indicated that attendance and participation in the opening media conference of a National Championship is mandatory, participating team representatives who fail to attend as scheduled and as outlined in the Championship Information Bulletins, will be in violation of published CIS policy and therefore sanctions will be applied as outlined in policy 20.90.3.2.

Date: Friday November 13, 2009
Site: Ambassador Conference Resort – Ballroom
Schedule: 10:30-11:00 am

NB: 10 media kits are required for distribution at the media conference and the championship site.

7.2 MEDIA ACCREDITATION:

To request media accreditation, please contact Michael Grobe at comm.sio@queensu.ca.

8. CHAMPIONSHIP HOTEL

CIS policy 20.40.3.4.1:

All participating teams and team personnel attending a CIS Championship requiring accommodation must stay at the CIS Championship designated host hotel.

Hotel: Ambassador Conference Resort
Address: 1550 Princess Street, Kingston, ON K7M 9E3
Phone: 1-800-267-7880, reservations@ambassadorhotel.com
Contact person: Reservations Department-indicate that you are part of CIS Cross Country Championships

Room rates: \$ 81.00 (two Queen beds)

R.S.V.P. before Tuesday November 2, 2009

After November 2nd any remaining rooms will be released for general sale. Reservations made after this date will be taken on a space available basis only.

Parking: Free

Distance from competition site: 9.3 km **Shuttle service to / from Kingston airport:** Yes

9. VEHICLE RENTAL

Name of Company: Enterprise Rent-A-Car
Address: 624 Princess St, Kingston, www.enterpriserentacar.ca
Telephone: 613) 545-4044
Contact: Marc Grieves

Shuttle Service: Shuttle Service will be provided from the Kingston Airport to the host hotel on Thursday November 12th.

Race Day Shuttle Service will be provided between the host hotel and Fort Henry Hill (pre and post-race).

If you require shuttle service from the Kingston Airport or from the host hotel to the race site you must send a request, including the number of people travelling to Meredith Slack at qtravel@queensu.ca by November 6, 2009.

10. REGISTRATION & TEAM ACCREDITATION

Date: Thursday November 12, 2009
Site: Ambassador Conference Resort
Schedule:

Each team will receive 10 accreditation passes (minimum team complement). Any additional accreditation passes must be requested in advance of the championship. Please forward your requests to Justin Hall, cisxc@gogaelsgo.com. Additional passes will cost \$10

Accreditation passes will also be provided to non-participating head coaches. Accreditation passes will also be provided to Athletic Directors and University Presidents. Please forward your requests to Justin Hall, cisxc@gogaelsgo.com.

11. SPONSORSHIP

11.1 The following is a list of Host sponsors for the championship:
Ambassador Conference Resort, Ale House, more to be finalised.

11.2 The following is a list of CIS sponsors for the championship:
Desjardins, Mitsubishi, Blackberry, Russell Athletics, Coaches of Canada

12. TECHNICAL INFORMATION

12.1 FACILITIES:

Course Description: The course is a 2.5 km loop, all grass and consists of rolling hills with some flat areas. The course is very spectator-friendly with a large portion visible from a central area. The course is adjacent to Fort Henry laid out on a top of a hill and is very exposed (i.e. it can be very windy).

Parking: Available near the course site. Team buses and vans must park next to Fort Henry (about 1 km from the race start area). No vehicles are allowed at the course site.

Portable Washrooms: Available on site.

Water: Limited water will be made available for athletes on race day. NOTE: There is no direct access to running water at the site and teams will not be able to fill water jugs at Fort Henry Hill.

Change Rooms: Teams not returning to their hotel after the race can shower at Royal Military College. More information to follow in Bulletin #2.

Directions to the Course: From Highway 401: Exit at Hwy 15 and head south towards Kingston. Follow Highway 15 until it stops on Highway 2.

To the Course from the Junction of Hwy 15 and Hwy 2: Turn right and go down the hill to the first set of lights. Turn left at the lights and follow the road to Old Fort Henry, where there is ample parking. There are signs to Old Fort Henry from Highway 401.

From Downtown Kingston (Princess St.): Go east on Ontario Street, which is along the waterfront. Cross the LaSalle Causeway and turn right at the first set of lights. Follow the road to Old Fort Henry where there is ample parking.

12.2 EQUIPMENT:

Timing: Sport Stats timing will be done electronically with each athlete fitted with an electronic chip at the ankle.

12.3. THERAPY / MEDICAL SERVICES:

Therapy/medical services will be coordinated on site by Vicky Wiltshire vicky.wiltshire@queensu.ca. Teams are responsible to bring their own tape.

12.4 LAUNDRY: n/a

12.5 HOSPITALITY ROOMS (VIP, OFFICIALS, COACHES, ETC.):

Date: Thursday and Friday November 12 and 13, 2009
Site: Ambassador Conference Resort
Schedule: 9:00pm – 12:00am

12.7 TICKET INFORMATION:

Spectator tickets will be available for purchase at entry gates to the race site.

Adult: \$5.00

Youth/students: \$2.00

13. SPORT INFORMATION REQUIREMENTS

Please note a separate sports information bulletin will be circulated to all Sports Information Officers by October 15th for Fall Championships.