

**2004 CANADIAN INTERUNIVERSITY SPORT
MEN'S HOCKEY CHAMPIONSHIP**

BULLETIN #2

Date: March 25-28, 2004

Hosted by: University of New Brunswick

Site: Aitken University Centre

1. ORGANIZING COMMITTEE

POSITION	NAME	PHONE	EMAIL
Event Coordinator	Maureen Sparks	506 451-6894	sparks@unb.ca
Convenor	Clint Hamilton	506 453-5034	clint@unb.ca
Chair	Roger Shannon	506 460-2442	Roger.shannon@fredericton.ca
Technical	Bill MacGillivray	(506) 459-3872	wmacgillivray3872@rogers.com
Banquet	Willy Scholten	(506) 462-3164	wscholten@greenarm.com
Hotels	Direct with assigned hotel once qualified for event		
Transportation	Brad Cameron		Brad.cameron@fredericton.ca
Media	Randy McKeen		rmckein@radioatl.ca
Medical	Dr. Ross Myers		
Marketing	Dave Morell	(506) 458-7303	morell@unb.ca
Tickets	Vicky Melanson	(506) 453-5054	Vicky@unb.ca

2. HOTELS

There are 2 hotels that are specifically designated for the tournament. There are block bookings at these hotels and teams will be assigned to a hotel once they are confirmed as a participant in the CIS Nationals. **Non AUS participating** teams are **provided** 12 rooms per night for 4 nights – additional rooms are available (a block of 20 rooms has been reserved for each team) however additional rooms and room nights will be at the expense of the individual university at a rate of \$89 plus taxes.

The hotels will be designated as follows:

Fredericton Inn CWUAA, QSSF, AUS #1

Ramada Inn OUA #1, AUS #2

Participating teams only should call:

Fredericton Inn, John Waite @ 1-800-561-8777 jwwaite@frederictoninn.nb.ca

Ramada Inn, Sharon Mitchell @ 1-800-596-4656 ext 5507 smitchell@m2000.nb.ca

There are rooms blocked at both the Fredericton Inn and the Ramada Inn for parents, alumni and fans. Also, there are a few rooms blocked at the Lord Beaverbrook Hotel and the Delta. These people should call the hotel front desk direct and mention the CIS Hockey Tournament – Fredericton Inn 1-800-561-1877 and speak with the front desk – rate \$89.00
Ramada Inn – 1-800-596-4656 and speak with Sharon Mitchell – rate \$89.00
Lord Beaverbrook Hotel – (506) 455-3371 – rate \$99.00
Delta Fredericton Hotel - (506) 457-7000 – rate \$99.00

2.B MEALS

Non AUS participating teams will be provided with breakfast, lunch and supper for a maximum of 5 days for the team compliment of 25 at no cost. There will be a charge for additional team personnel requiring meals. Arrangements may be made for participating universities to be billed for this item (**cost:** breakfast \$7 lunch \$10 diner \$13 (plus tax and gratuities). Each team will be allocated their own team room for meals/meetings etc.

Please note: Dinner on Wednesday will be replaced by the All-Canadian Awards Banquet.

3. ON SITE TRANSPORTATION

All teams will be met at the Fredericton Airport and returned to the airport for departure. All transportation to and from the rink for practices and games and to banquets (if necessary) will be arranged for the team by the organizing committee.

Please provide arrival time, date and place to brad.cameron@fredericton.ca

4. MEETINGS

TECHNICAL MEETING:

The tournament Technical Meeting for all participating coaches will be held in **Salon A**, Fredericton Motor Inn IMMEDIATELY FOLLOWING THE ALL-CANADIAN BANQUET. All coaches must be in attendance.

COACHES ASSOCIATION MEETING:

CIS and Regional Coaches Association Meetings will take place on Thursday, March 25, **Salons A,B,C** and Friday, March 26 from 9:00 am until 12:00 noon, **Salon A**, at the Fredericton Inn. The agendas of these meetings will be handled by the President of the Coaches Association and the Regional Association Reps.

5. ACCREDITATION & TOURNAMENT PACKAGES

PARTICIPATING TEAMS:

Each team will be required to submit a complete list of the team traveling to CIS Championships including coaching and support staff for identification purposes. Each team will be provided with a MAXIMUM OF 30 accreditations for team members for access to the team dressing room. Only accredited persons will be allowed in dressing room areas. **Please forward this list to Maureen Sparks – sparks@unb.ca**

There is reserved seating for a maximum of 30 members per team during games. However, teams must confirm via their “host” each morning as to how many seats will be required for each day.

When teams are playing a game there are 5 seats allocated for team personnel for each of these teams. Please be aware there are no seats available in the press box for team personnel they must use the 5 seats allocated. Team ‘hosts’ will advise where these seats are located.

Additional seats may be purchased from the tournament packages reserved for your conference. Please contact the box office in advance by emailing Vicky@unb.ca or calling 1-506-453-5054.

NON-PARTICIPATING COACHES:

A non-participating coach’s package which will include a tournament ticket package and All-Canadian Awards Banquet ticket, will be available at a cost of **\$130.00**. **Please contact Maureen Sparks as soon as possible to confirm your Non Participating Package sparks@unb.ca (506) 451-6894.** Please remember that the event was sold out last year and game day tickets may not be available. Arrangements can be made with Maureen to invoice your university direct.

A block of rooms have been reserved for non-participating coaches at the Fredericton Inn. Please contact John Waite at 1-800-561-1877 – jwwaite@frederictoninn.nb.ca to reserve your room.

6. ALL-CANADIAN AWARDS BANQUET

The All-Canadian Awards Banquet will be held at the Fredericton Inn on Wednesday, March 24th at **7:00 pm**. Teams that are not located at this hotel will be transported to the banquet and returned to their hotel.

All participating teams will be provided with 25 tickets - additional team tickets must be purchased in advance at a cost of **\$25.00**.

For the power point presentations for the Awards Banquet we will require 4 action shots of your team together with head and shoulder shots of All-Canadian winners. Would you please send them in digital format using jpg to sparks@unb.ca and to wscholten@greenarm.com by March 10th.

All Canadian Award Winners from non participating schools are encouraged to attend the Gala and would ask that you confirm attendance by March 15th to both sparks @unb.ca and wscholten@greenarm.com

7. SPONSORSHIP

7.1 A list of host sponsors for the championship can be located at <http://www.unbf.ca/athletics/vreds/nationals/partners.html>

7.2 The following is a list of CIS sponsors for the championship:

- Powerbar
- TSN
- Air Canada
- Tissot

8. SPORTS INFORMATION REQUIREMENTS

8.1 HOST

Please send all pertinent information of your team to Maureen Sparks, sparks@unb.ca. The **deadline for receipt of the information is Friday, March 5th**. Here are the important pieces of information to send ELECTRONICALLY.

- Team line up/roster
- Team Picture
- 2003-04 Individual team highlights
- 2003-04 Conference records and award winners
- Head and Shoulder shots of All-Canadian Award Winners
- Team action shots

8.2 CIS OFFICE

What:

- a) Copy of media guide via email.
- b) Please fill in the following and send via email:
 - Head Coach (number of seasons):
 - Regular season record:
 - Regular season ranking:
 - Playoff record:
 - Playoff ranking:
 - CIS Championship appearances (total, last, last result):
 - CIS Championship appearances (sequence):
 - CIS titles (total, last) or best result:
 - Top scorer:
 - Top goaltender :
 - Conference award winners:

Conference all-stars:

BULLET POINTS: 5 or 6 key facts about your team: number of consecutive appearances at Championship, firsts, records, key roster moves from last season, etc. Please see sample below:

- School X returns to CIS Championship for the 13th time in 15 years...
- Head Coach Y is 3-time CIS Coach of the Year (1987, 1990, 1993)...
- School X defeated School Y 87-85 in third game of best-of-three conference final...
- School X shows 5-2 record in 2003-2004 against CIS Championship opponents...
- XYZ scored 20 points or more in 15 of 20 games...

When: 4:00 pm EST on the Monday prior to the start of the National Championship.

Who: Michel Belanger at belanger@universitiesport.ca

8.3 TSN

What: 7 copies of media guide via MAIL.

When: 4:00 pm EST on the Monday prior to the start of the National Championship.

Who: Jim Panousis
TSN
9 Channel Nine Court
Scarborough, Ontario
M2J 5C2

8.4 RDS

What: Copy of media guide via E-MAIL.

When: 4:00 pm EST on the Monday prior to the start of the National Championship.

Who: Marie St. Arnaud mstarnaud@rds.ca

9. MEDIA CONFERENCE & ACCREDITATION

All media accreditation should be registered through Randy McKeen rmckeen@radioatl.ca in advance. Please note that ONLY the media will receive free accreditation and all other scouts and hockey related persons must purchase their tickets.

The tournament Media Conference will take place at the Fredericton Inn, **Salon A**, on Wednesday, March 24th prior to the All-Canadian Banquet. Coaches and captains are to be present to meet with the media. Accredited media will receive a complimentary ticket to the All-Canadian Awards Banquet. The Media Accreditation Form and specific media information will be distributed separately by the CIS.

ALL PARTICIPATING TEAMS MUST BRING 40 MEDIA KITS TO THE CONFERENCE FOR DISTRIBUTION.

Media Kits must include (per CIS Ops Manual)

- team rosters (include Number, Name, Position, Height, Weight, Year of Eligibility, Course and Year and Hometown;
- team and individual stats (cumulative) including exhibition, regular season and playoff games
- team results – tournament, exhibition, pre-season, regular season, and playoff
- player biographies including personal information (trivia), more than just career highlights and statistics, i.e. 3rd generation hockey player or, volunteer with society services etc.

10. TICKET PRICES

Tickets for the event are being sold as Eight Game Packages at a cost of \$100.00 (incl. Tax). Tickets may be purchased through the Aitken Centre Box Office – (506) 453-5054. Additional information can be found on the Varsity Reds website – <http://vreds.unb.ca>

Please note that 50 Tournament Packages will be held for CWUAA, Ontario and Quebec representatives. For the two other AUS representatives there are 100 packages available. Single game tickets will not be sold until the day of the game if available (this was a sold out event last year)

The deadline for reserving (with payment) these allocated tickets is Friday, March 21st by 5:00 pm Atlantic Standard Time. Tickets not reserved by this date will go on sale to the public.

11. TECHNICAL INFORMATION

11.1 COMPETITION SCHEDULE:

The competition schedule is as in the CIS Regulations. Please be familiar with the rules and regulations applicable to the tournament through the CIS.

Thursday, March 25th game times are 1:00 pm and 7:00 pm

Friday, March 26th game times are 1:00 pm and 7:00 pm

Saturday, March 27th games times **are 11:00 am and 5:00 pm**

Sunday, March 28th games times are **12:00 noon and 7:30 pm**

The draw and the TBA game times will be released closer to the tournament.

11.2 PRACTICE SCHEDULE:

Tuesday and Wednesday, March 23rd and 24th are practice days only. Once arrival times are known practice times will be allocated.

All games and surrounding needs will be handled by Bill MacGillivray
wmacgillivray2872@rogrs.com

11.3 FACILITY

The competition site is the Aitken University Centre which is located on the campus of the University of New Brunswick. All teams will have practice time which will be allocated once flight/arrival times are known. All teams will have their own dressing room throughout the tournament.

12. MEDICAL

The Medical Services Director will be Dr. Ross Myers. Complete medical coverage including: therapists, doctors, dentists will be available throughout the tournament. A medical room as well as a polyclinic will be set up at the Aitken University Centre. Any traveling certified team therapists shall have access to this room.

Please be reminded that drug testing MAY occur on site and that your team should be prepared for this possibility.

ADDITIONAL INFORMATION

1. TEAM COMPOSITION – CIS OPS MANUAL PR/69

A team shall be composed of twenty-two (22) players (which includes 2 goaltenders) plus five (5) team officials. A third goaltender may be added to the roster for a total of 23 players. (Note the 23rd player must be a goaltender otherwise the roster remains at 22). All players except the third goaltender can only become eligible to play in the event that the championship tournament physician certifies one of the two originally declared goaltenders unfit to play.

The Championship Roster must be declared at the Technical Meeting on Wednesday, March 24th

2. ARRIVAL AND LOCKER ROOM ASSIGNMENT

For those teams traveling by bus you should go straight to the Aitken University Centre for equipment drop off and accreditation. Please advise Maureen Sparks and Brad Cameron of your anticipated arrival time at the airport or Aitken Centre.

3. PRACTICE TIMES

Practice/skate times will be available on Tuesday and Wednesday and will be assigned per seeding and arrival times.

4. EQUIPMENT/LAUNDRY SERVICE

UNB will provide laundry service on a daily basis. You will also be provided with 30 clean towels per team per ice session.

Please remember if you are flying do not take any propane tanks on the airplane. You should purchase those on arrival in Fredericton.

Each team is responsible to bring their skate sharpening equipment with them.

5. MEDICAL

Therapy tables will be placed either inside or adjacent to your locker rooms. We have a full compliment of medical staff located in the polyclinic in the Aitken Centre. Random drug testing will take place during the event. The drug testing station is also located in the polyclinic. There are 2 fully equipped training rooms in the Aitken Centre

6. OPENING CEREMONIES AND GALA BANQUET

The opening ceremonies will take place on Thursday prior to the 7:00 pm game. All teams must take part in the opening ceremonies. Those teams who are not playing the 7:00 pm game may wear their team jerseys or a form of team uniform i.e. track suits. Further instructions will be given at the Technical Meeting on Wednesday evening.

A team captain from each team will be required to take part in the march-in for the Gala Banquet. Captains should meet in **Salon A**, Fredericton Inn at 6:30pm.

7. HOSTS

A host will be assigned by UNB to work with your team and assist you with planning such items as transportation, meal times and requirements etc.

8. VIDEO

UNB will video tape each game. One video tape of each game will be available at the hotel for scouting purposes. The video must be signed out through your assigned host.