

2006-07 CIS WOMEN'S RUGBY CHAMPIONSHIP

November 2-5, 2006

Hosted by the University of Western Ontario, London, Ontario

CHAMPIONSHIP INFORMATION BULLETIN #2

SECTION 1

PRE-CHAMPIONSHIP GENERAL INFORMATION

1. ORGANIZING COMMITTEE

Address: University of Western Ontario, Intercollegiate Athletics
Thames Hall Room 3170,
London, Ontario
N6A 3K7

Fax: (519) 661-3937

Phone: (519) 661-3551

E-mail: cmathie@uwo.ca

Web Site: www.westernmustangs.ca

Position	Name	Telephone	E-mail
Convenor:	Chuck Mathies	(519) 661-2111 ext. 86716	cmathie@uwo.ca
Event Supervisor:	Bonnie Cooper	(519) 661-2111 ext. 85003	bcooper@uwo.ca
Technical Coordinator:	TBA		
Press / Information:	Andy Watson	(519) 661-2111 ext. 83089	awatso47@uwo.ca
Travel / Banquet Coordinator	Sherri Castrilli	(519) 661-2111 ext. 83552	sherri.castrilli@uwo.ca
Officials:	TBA		
Medical Staff:	Rob Walsh	(519) 661-2111 ext. 88369	rwalsh@uwo.ca
Team Liaison/hostess	Bonnie Cooper	(519) 661-2111 ext. 85003	bcooper@uwo.ca
CIS Manager Events & Programs:	Tanja Mackin	613-562-5670 ext. 24	tmackin@universitysport.ca

2. SCHEDULE OF EVENTS

PRESS CONFERENCE

Thursday, November 2, Time: 5:00pm
Four Points by Sheraton: Room: Foyer outside Bristol C

CIS Championship Banquet - Buffet

Thursday, November 2, Reception: 5:00pm, Banquet: 6:00pm
Four Points by Sheraton – Room: Bristol C

Technical Meeting

Wednesday, November 1, Time: 9:00pm
Four Points by Sheraton – Room: Kent

Coaches Association Meeting

Saturday, November 4, Time: 5:30-7:30pm
Four Points by Sheraton – Room: Manchester

3. COMPETITION SCHEDULE

Preliminary Round Games

Friday, November 3 10:00am, 12:30pm, 3:00pm
St. Georges Rugby Field – Fields 1 & 2

Teams ranked 1, 4 and 6 are in Pool A and teams ranked 2, 3 and 5 are in Pool B.

- | | |
|--|-------------------------|
| GROUP A | GROUP B |
| A. OUA Champion | D. Canada West Champion |
| B. AUS Champion | E. QSSF Champion |
| C. Host (University of Western Ontario) | F. OUA #2 |

	Group A	Group B
10:00 am	A vs. C	D vs. F
12:30 pm	B vs. C	E vs. F
3:00 pm	A vs. B	D vs. E

Championship Round

Saturday, November 4
St. Georges Rugby Field – Fields 1 & 2

Semi #1	10:00 am	#1 from pool A vs. #2 from pool B
Semi #2	12:30 pm	#2 from pool A vs. #1 from pool B
5th place	3:00 pm	#3 from pool A vs. #3 from pool B

Championship Finals

Sunday, November 5 St. Georges Rugby Field – Field #1		
Bronze	11:30 am	Loser SF #1 vs. Loser SF # 2
Gold	1:30 pm	Winner SF # 1 vs. Winner SF #2

4. PRACTICE SCHEDULE

Practice time will be available at University of Western Ontario Rugby field on Wednesday, November 1 from 9am to 4pm on a first come first served basis. Please contact Bonnie Cooper to book a time.

Thursday, November 2nd – Practice times at St. Georges

St. Georges Field #1	St. Georges Field #2
10:30 – 11:30am – #1 Seed	10:30 – 11:30am – #2 Seed
noon – 1pm - #3 Seed	Noon – 1pm - #4 Seed
1:30 – 2:30pm – #5 Seed	1:30 – 2:30pm – #6 Seed

SECTION 2

DETAILED INFORMATION – PARTICIPANT SPECIFIC (Bulletin #2)

5. PARTICIPATING TEAM FUNCTION – ALL CANADIAN BANQUET

Date: Thursday, November 2
Site: Four Point by Sheraton Hotel, 1150 Wellington Rd. S, London (519) 681-0600
Room: Bristol C
Cost: \$30.00pp for first 28
Schedule: 5:00pm reception, 6:00pm banquet
Dress: Semi-Formal
Additional Tickets: \$40.00pp

R.S.V.P. before Monday October 30, 2006, to Sherri Castrilli (RSVP Form is attached).

6. MEETINGS

TECHNICAL MEETING & ACCREDITATION

Date: Wednesday, November 1, 9:00pm
Site: Four Points by Sheraton – Room - Kent
NB. Coaches will be asked to provide a team cell phone number to the host SID for updates during the championship.

COACHES ASSOCIATION

Date: Saturday November 4, 5:30-7:30pm
Site: Four Points by Sheraton – Room: Manchester

7. MEDIA CONFERENCE & ACCREDITATION

There will be a media conference on Thursday at 5pm just prior to the All Canadian Banquet. Media have been invited to the Banquet. Please provide 20 media kits to Andy Watson upon arrival on November 1st.

PRESS CONFERENCE

Date: Thursday, November 2, 5:00pm
Site: Four Points by Sheraton – Room: Foyer outside Bristol C

CIS policy 20.40.3.6.2:

When indicated that attendance and participation in the opening media conference of a CIS Championship is mandatory, participating teams whose head coach and athlete (minimum one) fail to attend as scheduled will be assessed a fine in the amount of \$250.00 for the coach not attending and \$250.00 for the athlete not attending.

NB: **20** media kits are required for distribution at the media conference and the championship site.

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 FOR PARTICIPATING TEAMS ONLY

Rooms have been block booked for **participating TEAMS only** at the **Four Points by Sheraton Hotel** during the championship.

Hotel: Four Points by Sheraton
Address: 1150 Wellington Rd. South, London Ontario, N6E 1M3
Phone: (519) 681-0600
Fax: (519) 681-8222
Website: www.fourpoints.com/london
Contact person: Jan Griffith, direct (519) 681-0680, x 8203

Room Rate: \$99 + tax / per room, per night (1-6 persons)
The hotel will hold 11 suites per team. Please call on Monday October 30th with payment details and room list. Rooms will be a combination of Standard Doubles (2 double beds) or King Executives (king bed + queen pull-out sofa). Some rooms have fridges. Some cots will be available. Pool, Sauna and fitness room on site.

Parking: Complimentary for buses or cars
Distance from competition site: 15 km
Shuttle service to / from airport : No

ALTERNATE HOTEL

Rooms have been block booked for **officials, dignitaries, non-participating coaches and athletes, media, family, fans and supporters etc. at the Quality Suites** during the championships. Hotel is a block away from the official participating team hotel.

Hotel: Quality Suites
Address: 1120 Dearness Dr. London Ontario, N6E 1N9
Phone: (519) 680-1024
Fax: (519) 680-1036
Website: www.choicehotels.ca/cn299
Contact Person: John or Valerie

Room Rate: \$89 + tax/ per room, per night (1-6 person)
Rooms / Suites are on hold until Monday October 30th 2006.

Parking: Complimentary for buses or cars
Distance from competition site: 15 km
Shuttle service to / from airport : No

9. VEHICLE AND BUS RENTALS

VEHICLE RENTALS

Name of Company: Enterprise (London Airport)
Address: 1750 Crumlin Rd. London
Tel.: (519) 951-9222, 1-800-rent-a-car
Website: www.enterprise.com
Ref code: D600854 (Int)
Cost: \$35.89/day for standard sized car
\$37.89/day for full sized car
\$45.89/day for mini-vans

Name of Company: Bennett Truck Rentals
Address: 71 Clarke Side Rd. (north of Gore Rd.) London
Tel.: (519) 455-8296
Cost: \$91.99/day for 12 or 15 seater vans
\$48.99/day for mini-vans

Name of Company: Budget Car & Truck Rental
Address: 519 York St. London
Tel.: (519) 433-1701, 1-800-268-8900

BUS RENTALS

Name of Company: Greyhound Motor Coaches
Tel.: 1-800-463-6748
Contact: Rita
Cost: - minimum day rate \$652 + GST
- maximum day rate \$822 + GST
- call for specific rates

Name of Company: Murphy's School Bus & Activity Bus
Tel.: (519) 660-8200
Contact: Patti
Cost: - minimum round trip transfers (within London) \$73.50 + GST
- maximum round trip transfers \$127.50 + GST
- call for rates

10. REGISTRATION & TEAM ACCREDITATION

Date: Wednesday, November 1, 2006
Site: Four Points by Sheraton Hotel – room - Kent

Accreditation and team packages will be handed out at the coaches technical meeting on Wednesday, November 1, 2006.

Each team will receive 30 accreditation passes (minimum team complement). Any additional accreditation passes must be requested in advance of the championship. Please forward your requests to Bonnie Cooper – bcooper@uwo.ca. Additional passes will cost \$ 10.

11. SPONSORSHIP

11.1 The following is a list of Host sponsors for the championship:

Canada Rugby Shop, Domino's Pizza, Tourism London, Rugby Canada

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

Canadian Forces, Tissot, Via Rail, Desjardins

12. TECHNICAL INFORMATION

12.1 FACILITIES:

Dimension:	St. Georges
Lighting:	100 x 65
Scoreboard:	No
Floor/Field:	Yes
Seating capacity:	Grass
Team rooms:	no bleachers but lots of space around fields
	Clubhouse change rooms to be assigned (5)

12.2 EQUIPMENT:

Game ball: **KOOGA** Size 5

12.3. THERAPY / MEDICAL SERVICES:

Contact: Rob Walsh

Field coverage

On-site student therapists will be available for emergency care at all practices. A certified athletic therapist along with a medical doctor will be on-site for emergency care at all games. Phone access to an on call physician will also be provided for evenings. Emergency First aid supplies will be available at the competition venue, but teams must supply their own tape and sports supplies. If needed, supplies

could be purchased from the Host Therapist, on a charge-back basis. Teams requiring the services of a designated student therapist are requested to contact Rob Walsh at least one (1) week prior to the tournament. There will be a charge for this service.

Clinic coverage

Teams will have access to the Athletic Therapy Clinic on practice and game days. The clinic has hydroculator machine, ice machine, hot and cold whirlpools and an Excel modalities unit (NMES,US,IFC). Only qualified medical staff will be permitted to use the Excel modalities unit. The Fowler Kennedy Sports Clinic located on the campus of the University of Western Ontario will be able to assist teams on Thursday and Friday during normal clinic hours.

12.4 LAUNDRY:

Laundry services will not be provided through Western but Teams will have access to coin operated laundry facilities at the Four Points by Sheraton Hotel.

12.7 TICKET INFORMATION:

Weekend Pass (includes parking pass)	Adult - \$25.00	Student - \$15.00
Day Pass (includes parking pass)	Adult - \$12.00	Student - \$7.00

12.8 TRAVEL INFORMATION:

As per CIS Championship Travel policies:

- 20.40.3.2.1 In order to access CIS Travel Pool Funding (See Policy 20.50), each Member flying to a CIS Championship must use the Canadian Interuniversity Sport central travel agency to book their flights.
- 20.40.3.2.2 For 2006-2007 the central travel agency is Carson Wagonlit Travel in Ottawa (1-800-465-4040, 613-238-4040 Jill Lane, extension 235 jlane@carlsonwagonlit.ca).
- 20.40.3.2.3 The travel agent will block book seats for potential participants in advance of the National Championships. By September 8 (January 15 for winter championships), the travel agent will inform Members who are (or who may be) traveling to the National Championship what their optimal flight dates and times are, and will request confirmation or changes by September 23 (January 31 for winter championships).
- 20.40.3.2.4 In the event of any discrepancies or problems with the flight arrangements, the Canadian Interuniversity Sport Manager, Events and Programs should be contacted.
- 20.40.3.2.5 Each participating Member will be responsible for providing the Host with their arrival date, time and place in order to give the Host the opportunity to a prepare a welcoming committee.

- 20.40.3.2.6 After the National Championship, every participating member must submit a completed “National Championship Travel Information and Reimbursement Claim Form” (20.40.4). Forms and original invoices/vouchers must be received by the Canadian Interuniversity Sport Office (Not Post-Marked) within fifteen (15) working days of the event.

13. SPORT INFORMATION REQUIREMENTS

13.1 HOST

Below is a list of items the championship host sports information office must receive from participating schools.

a) PRESS KIT

CIS Policy 20.40.3.1.1 e) Failure of the participating team to comply with policy 20.40.3.1.1 will result in an assessment of a \$500.00 fine per instance of non-compliance.

- Send electronic copy of press kit to the host university sports information department to the attention of Andy Watson at awatso47@uwo.ca

Deadline: Monday, October 30th by 5pm

- bring 20 hard copies of your press kit to the Technical meeting on Wednesday, November 1st.

Deadline: A press conference is scheduled for November 2nd at 5pm before the banquet, hard copies of press kits will be available for the media at this event

b) TEAM INFORMATION

The host requires the items listed below for use in the championship program and/or PowerPoint presentation. **All teams still competing for a berth on October 28th** must meet these minimum requirements and the host may request additional information to be provided (e.g. video footage).

- team roster
- season highlights (write-up)
- team photo – must include names (left to right)
- action photos (at least 3-4) – host requests that these be used for media purposes
- head shot and action photo of potential all-Canadians
- thumbnail sketch of potential all-Canadians

Deadline: Monday, October 23rd by 5pm for all teams still qualifying.

Note: Desired format/resolution of photos (must be print quality and 300 dpi, 200 minimum).

13.2 CIS OFFICE

Below is a list of items the CIS office must receive from participating schools. The electronic copy of press kit will be posted in “participating teams” section of the championship website immediately upon reception by the CIS office.

a) PRESS KIT

Send electronic copy of press kit to:

CIS Communications Manager: belanger@universitiesport.ca

CIS Web & Statistics Manager: TBD

Deadline: Monday prior to championship.

Note: the CIS office does NOT require a hard copy of press kit either by courier or fax.

b) TEAM INFORMATION

The CIS Communications Manager requires the following team information for participating teams.

Complete the following and return via email to belanger@universitysport.ca:

Head Coach (name, # of seasons, career record):

Team regular season record:

Team regular season standing:

Team playoff record:

Team playoff finish:

CIS championship, total # of appearances:

CIS championship, year of last appearance:

CIS championship, result last appearance:

CIS championship, sequence (e.g. 5th straight, 9 of last 10, first in 10 years):

CIS championship, best result (with year(s)):

Conference award winners (current season):

Conference all-stars (current season):

Additional, interesting, human interest facts about your team (indicate 5-6) e.g.:

- Team qualified with OT win in conference final
- Team still looking for first win in fifth appearance at nationals
- Coach is 3-time conference coach of the year, former national team coach
- Player X had 10 multi-goal games
- Player X is son/daughter of
- Player X brother/sister played for school

Deadline: Sunday prior to championship

c) MAJOR AWARD WINNERS

If your school has one or more CIS major award winners (player/rookie/coach of the year, etc.), bios must be prepared and submitted to the CIS Communications Manager to be used for CIS major awards and all-Canadians press release. Send via email to belanger@universitysport.ca.

Deadline: Sunday prior to championship

Sample of bio:

Joanna Niemczewska of the Calgary Dinos is the 2004-05 recipient of the Mary Lyons Award as CIS player of the year. She becomes the first back-to-back winner of the award since Jenny Cartmell of Alberta in 1998-99 and 1999-00.

The 5-foot-10, fourth-year right-side hitter finished second in the Canada West conference this season with 276 kills, 3.54 kills per game, and 4.10 points per game. The 21-year-old led the Dinos to a perfect 20-0 regular season record and the Canada West playoff title, one year after helping the Dinos capture their first CIS banner in 10 seasons. In 2003-04, Niemczewska was named CIS player of the year, CIS female athlete of the year, first team All-Canadian, and CIS championship all-star.

A native of Warsaw, Poland who moved to Calgary at the age of four, the social science student comes from an athletic family. Her father played on the Warsaw University basketball team, while her mother was a member and captain of Poland's national student volleyball team. Niemczewska joined the U of C directly from St. Mary's High School where she led her team to the City championship in both volleyball and basketball earning MVP honours in both sports.

d) PHOTOS

Upload a high resolution head and shoulders shot of CIS major award winner(s) to CIS FTP site at <ftp://stewie.griffin@universitysport.ca>

Photo size of 4 inches wide x 5 inches high at 300 dpi is preferred as it is suitable for print and can be easily downsized for web usage.

Deadline: Sunday prior to championship (for head shots of major award winners)

Note: please feel free to upload any additional photos from your team (action shots, etc.) to the CIS FTP site.

If you require any additional information after reading this sports information bulletin, please contact:

Michel Bélanger
CIS Communications Manager
Tel. (613) 562-5670 ext. 25
Cell. (613) 447-6334
belanger@universitysport.ca



CIS Women's Rugby All Canadian Banquet / 2006 Championship Dinner

REQUEST FOR DINNER FORM

DATE: Thurs. November 2nd, 2006, 5:00 pm Reception, 6:00 pm Banquet
Hosted by: The University of Western Ontario
Location: Four Points by Sheraton Hotel, Bristol C Room
1150 Wellington Rd. S, London Ontario

University: _____

Coach (name): _____

Number of people attending: _____

Cost: _____ X \$30 person = \$ _____ (for first 28)

Cost: _____ X \$40 person = \$ _____

Total Cost: \$ _____

Your institution will be invoiced.

RSVP: Please return your request for dinner form by Monday October 30th 2006.

*To: Sherri Castrilli
sherri.castrilli@uwo.ca
Fax: (519) 661-3937*

Meal: *Hors D'oeuvres & Buffet*