



2009 WOMEN'S RUGBY CHAMPIONSHIP

Date: November 6-8, 2009
Site: University of British Columbia
Thunderbird Park

CHAMPIONSHIP INFORMATION BULLETIN #1 - September 2009

SECTION 1

1. ORGANIZING COMMITTEE

Address: UBC Department of Athletics and Recreation
272 – 6081 University Boulevard
Vancouver, BC V6T 1Z1
Fax: (604) 822-6011
Phone: (604) 822-5631
E-mail: thanson@interchange.ubc.ca
Web Site: www.gothunderbirds.ca

Position	Name	Telephone	E-mail
Convenor / Finance:	Theresa Hanson	(604) 822-5631	thanson@interchange.ubc.ca
Administrative Coordinator/ Athlete Services:	Stephanie Quinn	(604) 822-2503	quinns@interchange.ubc.ca
Event Management:	Brad Thomas	(604) 827-4547	bradthomas1@interchange.ubc.ca
Sport Marketing	Stan Wong	(604) 822-8337	wongstan@interchange.ubc.ca
Promotion / Volunteers / Hospitality:	Megan Robinson	(604) 822-3094	megrobin@interchange.ubc.ca
Press / Information:	Ben Schach	(604) 822-9115	varsity@interchange.ubc.ca
Facilities:	Dan Cooper	(604) 822-1540	fields@interchange.ubc.ca
Medical Staff:	Scott Fraser	(604) 822-2641 (604) 836-5565 (cell)	footphysio@hotmail.com
CIS Manager of Events:	Sheila-Ann Newton	613-562-5670 ext. 23	snewton@universitysport.ca



2. SCHEDULE OF EVENTS

Wednesday, November 4, 2009

Teams Arrive
9:00 pm

Technical Meeting, Holiday Inn Hotel & Suites

Thursday, November 5, 2009

10:30 am – 2:30 pm
6:00 pm

Team Practices, Thunderbird Park
Championship Banquet, UBC

Friday, November 6, 2009

10:00 am – 5:00 pm

Round Robin Play, Thunderbird Park (Schedule Below)

Saturday, November 7, 2009

11:00 am – 3:00 pm
6:00 pm

Semi-Finals, Thunderbird Stadium (Schedule Below)
Coaches Association Meeting, Holiday Inn Downtown

Sunday, November 8, 2009

10:00 am – 4:00 pm

Championship Finals, Thunderbird Park & Thunderbird Stadium

3. COMPETITION SCHEDULE

Friday, November 6, 2009 – Preliminary Round

	<u>Pool A</u>	<u>Pool B</u>
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

Saturday, November 7, 2009 – Championship Round

11:00 am	Semi Final 1	#1 from Pool A vs. #2 from Pool B
1:00 pm	Semi Final 2	#2 from Pool A vs. #1 from Pool B

Sunday, November 8, 2009 – Championship Finals

10:00 am	5 th Place	#3 from Pool A vs. #3 from Pool B
12:00 noon	Bronze Medal Game	Loser Semi #1 vs. Loser Semi #2
2:00 pm	Gold Medal Game	Winner Semi #1 vs. Winner Semi #2

4. PRACTICE SCHEDULE

Thursday, November 4, 2009, Thunderbird Park

<u>Time</u>	<u>Field #1</u>	<u>Field #2</u>
10:30 am – 11:30 am	Seed #1	Seed #6
12:00 pm – 1:00 pm	Seed #2	Seed #5
1:30 pm – 2:30 pm	Seed #3	Seed #4

DETAILED INFORMATION – PARTICIPANT SPECIFIC

4. PARTICIPATING TEAM INFORMATION / SPECIAL EVENTS

PLEASE NOTE: Welcome packages will be given to the head coach of each team upon check in to the Holiday Inn, Downtown. Parking passes for the UBC campus will be included in the package along with appropriate maps. Please review important parking information in the package.

Participating Team Information Form - All participating teams are asked to submit the attached form (Appendix I) by **November 2, 2009** to:

Stephanie Quinn: quinns@interchange.ubc.ca

CIS Championship Banquet

Event: CIS All-Canadian Championship Banquet
Date: Thursday, November 5, 2009
Site: UBC Campus (more information to follow)
Cost: \$45 per person
Dress: Semi-Formal, no jeans please

R.S.V.P. Monday, November 2, 2009 – 1:00 pm (PST)
RSVP to **Stephanie Quinn:** quinns@interchange.ubc.ca
(604) 822-2503

Participating teams will be invoiced following the championships.

Universities with award nominees / winners must confirm their athlete(s) attendance. Please RSVP to Stephanie Quinn by **Monday, November 2, 2009**.

5. MEETINGS

TECHNICAL MEETING

Team accreditation passes will be given to head coaches at the technical meeting.

Date: Wednesday, November 5, 2009
Site: Holiday Inn Hotel & Suites
Schedule: 9:00 pm – 10:30 pm
Room: TBA

Complimentary refreshments will be provided.

COACHES ASSOCIATION

Date: Saturday, November 7, 2009
Site: Holiday Inn Hotel & Suites
Schedule: 6:00 pm – 8:00 pm
Room: TBA

Complimentary dinner will be provided.



6. MEDIA CONFERENCE & ACCREDITATION

MEDIA CONFERENCE:

There will be no scheduled media conference prior to the championships. **Ben Schach, UBC Sports Information Director** will be in contact with participating teams for specific media requests. Media kits will be available at the event for all media.

Six (6) media kits are required for distribution at the championship site. **Ben Schach** will be in contact with each participating university with further information.

MEDIA ACCREDITATION:

Institutions with school or local media attending the championships are asked to submit information including name, type of media, contact name and phone.

Send information to: **Ben Schach**, Sports Information Director
Phone: (604) 822-9115
Email: varsity@interchange.ubc.ca

7. 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.

The **Holiday Inn Hotel & Suites** has been designated as the Host Hotel for the **2009 CIS Women's Rugby Championship** and all teams will stay there during the championships. Conference room blocks have been set aside for participating teams.

Hotel Rooms must be booked immediately following conference championships and no later than Monday, November 2, 2009. Rooms will be released after this date.

Hotel: **Holiday Inn Hotel & Suites**
Address: 1110 Howe Street
www.holidayinnvancouverdowntown.com
Phone: (604) 623-6894 (Direct) / (604) 684-2151 (Main)
Fax: (604) 684-4736
Contact person: **Angela van den Byllaardt, Sales Manager**
angela@hivancouverdowntown.com

Room rates: \$109 per night (Single/Double/Triple/Quad)
Cots: Complimentary for first 20; additional costs \$20;
Available on a first-come, first-serve basis
TV/VCR: Complimentary, based on availability
Meeting Rooms: Complimentary, based on availability
Other: Sport Team Menus available

Parking is available at a minimum charge, per vehicle.

Distance from competition site: 20 km **Shuttle service to / from airport :** Yes No



8. VEHICLE RENTAL

Enterprise Car Rental is the preferred car rental company for the 2009 CIS Women's Rugby Championship.

To book vehicles please use the following link:

http://www.enterprise.com/car_rental/deeplinkmap.do?bid=002&cust=4CAC029

To book your vehicles:

Make a booking select location, ex: Vancouver airport, fill in the appropriate information and use the drop down menu and select Women's Rugby.

Note: Enterprise Vancouver Airport location

VANCOUVER AIRPORT (OFF SITE)

3231 NO. 3 ROAD

RICHMOND, BC V6X2B6

Tel.: (604) 303-1117

The Enterprise Car Rental Shuttle Picks Up Every 15-20 Minutes. Exit The Domestic Or International Terminal And Enter Level P1 In The Three Level Parking Lot Directly Across The Street. Follow The Car Rental Shuttle Signs To The Far Side Of The P1 Lot And You Will See A Glass Tent Labeled "Enterprise" And "Car Rental Shuttles".

(The link above is a quick way to get to our corporate site/rates, but if you end up using www.enterprise.com: Follow link to 'Business Rentals', Click 'Make Reservation', then follow prompts to Enter 'Business Rental Program Number': **4CAC029** Pin: **ubc**. Again, use the drop down list and select Women's Rugby).

Cost: Minivans: \$53.99/day – unlimited km

Charter Bus Rentals:

Quick coach Lines is the preferred charter bus rental company for the 2009 CIS Women's Rugby Championship. To book a bus please contact the following:

Company: Quick Coach Lines
Contact: Jack Craven
Direct line: (604) 940-0123

9. REGISTRATION & TEAM ACCREDITATION

Accreditation

Each team will receive 30 accreditation passes, based on team complement (athletes, coaches, training staff). Any additional accreditation passes must be requested in advance of the championships. Please forward you request to **Theresa Hanson** at thanson@interchange.ubc.ca. Additional passes will cost \$20/ea.

Accreditation passes will be provided to non-participating head coaches upon arrival to the field, in the VIP Tent.

Accreditation passes will be handed out at the Technical Meeting on Wednesday, November 5, 2009. Welcome / information packages will be given to head coaches at the time of check in at the Holiday Inn Hotel & Suites.

10. SPONSORSHIP

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

TBA

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

Mitsubishi, Blackberry, Desjardins, Russell Athletics, Coaches of Canada

12. TECHNICAL INFORMATION

12.1 FACILITIES:

Location:	UBC Thunderbird Park / UBC Thunderbird Stadium are the main sites for the 2009 CIS Women's Rugby Championship.
Lighting:	No lighting at Thunderbird Park; Lighting in the Stadium available if necessary
Scoreboard:	Manual Scoreboard at Thunderbird Park / Electronic Scoreboard in Thunderbird Stadium
Seating capacity:	Thunderbird Park – Standing Room Only Thunderbird Stadium – 3,000
Team rooms:	UBC Rugby Pavilion / Thunderbird Stadium. Additional information will be included at the Technical Meeting.
Parking:	Parking is available along East Mall and behind Thunderbird Arena. Maps will be included in coaches' package upon arrival to the hotel. Parking passes will be included in coaches' packages.



12.2 **EQUIPMENT:**

Game Ball: Size 5 (will be available for practices on Thursday)

12.3. **THERAPY / MEDICAL SERVICES:**

Contact: Scott Fraser, Coordinator of Varsity Training Services / Physiotherapist
Office: (604) 822-2641
Cell: (604) 836-5565
Email: scottfr@interchange.ubc.ca

Facility coverage

On-site student therapists will be available for emergency care at all practices. A certified athletic therapist will be on-site for emergency care during competition with phone access to on-call physicians. 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 **Scott Fraser** at least one (1) week prior to the championship. There will be a charge for this service.

Clinical coverage

For athletes requiring therapy services during the competition, appointments should be scheduled in advance (when appropriate) by contacting Scott Fraser. An appropriate referral including injury description, present treatment and treatment plan are required.

For athletes requiring physician services during the competition, please contact Scott Fraser directly.

12.4 **VIP TENT – ON SITE (VIP, OFFICIALS, COACHES, ETC.):**

Date: Friday, November 6 through Sunday, November 8
Site: UBC Thunderbird Park / Thunderbird Stadium
Schedule: During competition

Refreshments / lunch will be provided each day during competition throughout the Championship.

12.5 **TICKET INFORMATION:**

Admission will be charged for the Semi-Finals / Championship Finals only:
Adults \$10; Students / Youth: \$5; UBC Students, \$2

Programs will be sold for \$2/program. All participating athletes and coaches will receive a complimentary souvenir program.

