



2019 GIRLS BASKETBALL QUALIFYING TEAM MANUAL

GIRLS SEMIFINALS - Thursday & Friday, March 21-22, 2019

Session 1 Division 3 Noon and 2:00 p.m., Thursday
Session 2 Division 4 5:30 p.m. and 7:30 p.m., Thursday
Session 3 Division 1 Noon and 2:00 p.m., Friday
Session 4 Division 2 5:30 p.m. and 7:30 p.m., Friday

GIRLS FINALS - Saturday, March 23, 2019

Session 5 Division 4 and 1 10 a.m. and 12:15 p.m.
Session 6 Division 3 and 2 4 p.m. and 6:15 p.m.

THIS IS THE COMPETING SCHOOL GUIDE FOR COMPETITION AT
QUARTERFINAL, SEMIFINAL, AND FINAL GAMES.

VanNoord Arena PARKING PASSES, TEAM AND CHEERLEADER
ENTRANCE FORMS WILL BE GIVEN TO QUARTER FINAL AND
SEMIFINAL MANAGERS TO GIVE TO QUALIFYING TEAMS.

REMINDERS

- Semifinal ticket prices \$10 per session
- Review and pre-plan for Semifinal and Final ticket purchase and distribution.
- Coaches box will be enforced.
- Only team members in uniform (listed on roster, 15 maximum) and coaching staff (no more than 7) will be allowed in the bench area.
- Ball persons are not needed.
- **Respect for the National Anthem is a must. No celebrations until the Anthem is concluded.**
- Practice balls will be provided.
- Towels will not be provided or available.
- All spectators, including student cheer sections, attending an MHSAA tournament must wear shirts at all times.
- **Image-taking devices (including camera phones) of any kind are not to be used in the locker rooms during MHSAA tournaments.**
- **Coaches – No spiked heels allowed on the playing surface or bench area.**

Athletic Directors:

Please copy and post THE FOLLOWING PAGE as a reminder that certain items are not permitted and the restrictions on other items. Thank you



ITEMS PERMITTED AND RESTRICTIONS

Security measures will be in place to help assure spectator safety. Fans will be subject to a visual search, and arena personnel will reserve the right to request that patrons open their coats, purses, bags and other personal totes for visual inspection; and deny entrance to individuals who do not cooperate.

Prohibited Items: Items which fans will be prohibited from bringing into the building include, but are not limited to, the following: Aerosol cans; alcoholic beverages; animals (except assistive animals for people with disabilities); bags (grocery, duffle, backpacks, luggage, large purses, etc.) 8 1/2" x 14" x 10" is maximum size for entry; balloons (air & helium); balls (beach balls, footballs, baseballs, etc.); banners; beverages; cameras (professional) or cameras with lenses over five inches long and/or 50mm and above; cans & bottles; confetti or glitter; coolers of any kind, including small soft pack coolers; fireworks; food; hard objects that can be used as missiles or projectiles; illegal substances; large camera cases; liquids (bottled or boxed); laser pointers; **noisemaking devices (bells, horns, kazoos, thunder sticks, whistles, etc.); sticks, bats or clubs; strollers; tripods; umbrellas; and weapons.**

Costumes, mask and political references: Students are NOT permitted entry while wearing animal costumes or mask (ie. Monkey or gorilla.) No hang mans noose. No political statements or costumes.

Permitted after Inspection: The following items are permitted after inspection: Binoculars and cases; small still cameras and small camera cases (must comply with the camera/lens limits); diaper bags (only if accompanied by a child); hand held signs; purses and fanny packs (must comply with the above bag limits); small radios (must be used with an earpiece); and small video cameras, no tripods. All spectator videotaping and still photography must be done for private use - any reproduction, sale or retransmission of the images is prohibited.

**2019 GIRLS BASKETBALL
TOURNAMENT INFORMATION**

1. **TOURNAMENT HEADQUARTERS** --

GIRLS SEMIFINALS - Thursday & Friday, March 21-22, 2019

- 1) MHSAA Offices, 1661 Ramblewood Drive, East Lansing,
Phone 517-332-5046, 8 a.m. – 9:30 a.m. on Thursday and Friday
- 2) Calvin College – VanNoord Arena

2. **PAIRINGS** -- Quarterfinal, Semifinal, and Final pairings, game locations and times will be found on the MHSAA Web Site: www.mhsaa.com.

TOURNAMENT FORFEITURE POLICIES - Individuals or teams that are defeated by an ineligible opponent or teams that allowed one or more ineligible students to participate do not advance in MHSAA tournaments.

If placements in MHSAA tournaments are vacated as a result of an individual being ineligible or a team allowing one or more ineligible students to participate, other individuals or teams neither advance to those placements nor receive awards for those places.

3. **PRACTICE - QUARTERFINAL FLOORS** -- If one of the competing teams won their District or Regional on that floor, Quarterfinal Managers **may** permit the opponent one practice session on that floor.

NOTE: *The MHSAA reserves the right to relocate a Quarterfinal Basketball site if a qualifying Regional Winner will be playing a Quarterfinal game on it's own home floor.*

4. **UNIFORMS** -- Each school will bring two sets of jerseys, white and dark, numbered front and back, in the event there is a similarity in team colors. The team on the top line of a bracket will wear white colored jerseys and the opponent will wear the opposite color unless mutually agreed otherwise prior to the start of the game.

5. **CLOCK** – A running clock will be used at MHSAA tournament games when point differential games are involved.

6. **CUTTING OF NETS** -- By action of the Representative Council, nets are not to be cut down after tournament Games. You are asked to advise your teams of this action by the Council. Tournament Managers shall not waive this rule.

7. **LODGING AND EXPENSE ALLOWANCES FOR TEAMS** -- Generally, arrangements for lodging teams for Tuesday Quarterfinal games, where it is necessary, should be made in the cities where these games are played. Lodging allowance is the current hotel rate for a maximum of fifteen individuals and meal allowance is \$3 for breakfast and \$4 for lunch and \$6 for dinner for the same number of individuals.

Transportation allowance is one-way mileage with a 75-mile deductible from the home city of the school to the Quarterfinal Center or to Semifinal and Final Centers, (see chart below). Schools defeated in Quarterfinal or Semifinal Games will be allowed expenses from their home cities to Centers where they play, but not to succeeding tournament rounds. Because Regional winners play other Regional winners on a geographical basis, it is not expected that lodging will be necessary for many teams due to their proximity to the Quarterfinal locations.

75 to 100 miles - \$1 per mile	251 - 350 miles - \$2.50 per mile
101 - 150 miles - \$1.50 per mile	351 miles & over- \$3 per mile
151 - 250 miles - \$2 per mile	

Teams playing in Semifinal Games must email the Hotel Reservation Form included in this document to Nate@mhsaa.com of the Michigan High School Athletic Association and to

rmoses@champsportstravel.com, Rick Moses of Strategic Partners by 9 a.m., Wednesday, March 20, whether they plan to stay or not in Grand Rapids. Teams are asked to indicate plans for travel and housing needs on Thursday, Friday and Saturday. Housing for all Semifinal and Finalist teams staying overnight will be arranged at area facilities.

Overnight lodging can be arranged through Strategic Partners but WILL NOT be reimbursed for schools located within 75 miles of the tournament site, unless competition begins before 10 AM the next day.

Please ensure that you have approval from your Board of Education before confirming rooms. You will be held responsible for rooms that you request! There are no "if win" requests! Competing teams are to make arrangements to pay for all hotel and meal costs. The MHSAA will reimburse per established formula at a later date. **(Have available school tax ID information)**. All room rates are per night and require double occupancy. Reimbursement is based on 15 individuals. For example \$119 room rate, divided by 2 = \$59.50 x 15 = \$892.50 reimbursement.

A team is limited to a maximum of 22 people (15 team members, 7 coaching staff adults). Please do not bring any more. Schools must make their own arrangements for cheerleaders, bands, etc at a different location.

An email is to be sent whether the team is staying overnight or not. Lodging allowance will be the current hotel rate. As in the past, schools will pay their own lodging and meal costs while at Tournament Centers, and reimbursement per the prescribed formula will be made to them. Teams failing to check out of the hotel by noon must make arrangements with the hotel for late check out.

An allowance of \$100 per day will be paid to each school for the number of days its' team competes in the Final Tournament, in addition to mileage one way, lodging at current hotel rate, and the necessary meals per day (\$13 maximum) for each of the fifteen individuals.

8. **EXPENSE ACCOUNT CHECKS** -- Expense checks will be mailed to schools competing in Quarterfinal, Semifinal and Final Tournament Games directly from the MHSAA following the tournament.

9. **ASSIGNMENT OF OFFICIALS** -- Officials will be assigned for Quarterfinal, Semifinal, and Championship games by the Tournament Officials Assignment Committee. They will work through the tournament as named.

10. **TICKETS FOR COMPETING SCHOOLS NOTICE: MHSAA ticket prices are \$10 for each Semifinal session (2 games) and \$10 for each Final session (2 games).**

TICKETS FOR COMPETING SCHOOLS - Semifinal and Final tickets are general seating. Please notify your fans. Cheer sections will be allowed to stand only in designated areas. Each person must have a ticket.

QUARTERFINAL TICKETS - (All tickets \$7) - (General Seating) Tickets may be obtained directly from the manager of the Quarterfinal Center. An allotment of tickets - approximately one-half the house for each competing team.

SEMIFINAL TICKETS - All tickets \$10 - (parking not included). Schools may pick up their initial allotment of 200 tickets from their Quarterfinal Manager following the Quarterfinal contest on consignment. All tickets are to be paid for at least 1½ hours prior to your Semifinal game. Allotment of tickets - ALL classes 600 for each team plus a portion of the allotment not requested by other schools participating in that session. If a school plans to pick up (from the **Calvin Ticket Office**) additional Semifinal tickets on Wednesday or Thursday the Ticket Request Form, included in this document, must be scanned and emailed to Calvin College ticket office in advance to make arrangements with VanNoord Ticket Office –email Amy Hermen alh59@calvin.edu at Calvin College AND Nate Hampton at the MHSAA Nate@mhsaa.com . YOUR EMAIL MUST BE RECEIVED

BEFORE 10 a.m. WEDNESDAY. Do not start your travel for pickup of tickets until your request has been made. Checks must be made payable to Calvin College.

FINAL TICKETS - All tickets \$10 - Allotment of tickets - ALL classes may receive 400 for the specific designated spectator section. All tickets are general admission.

Schools - Winners of Semifinal Games on Thursday or Friday may purchase allotted tickets for the Final games. The school administrator should go directly to the Ticket Office as soon as their Semifinal game is completed for purchase of their allotted Finals tickets. Finals tickets are to be paid for by the competing school when purchased at the Ticket Office and are NOT returnable after purchase. Schools are to advise students and team followers of the procedure they will follow in distributing tickets. Example: Sell tickets in home community after the game or sell them at designated areas that will be determined and announced.

11. CONTESTANTS, CHEERLEADERS AND PEP BAND'S AUTHORIZATION FORMS (SEMIFINALS AND FINALS) - (See Team arrival at Semifinals and Finals) all individuals attending or playing in Semifinal and Final Games must have appropriate forms to be admitted to the games. Authorization forms for coach, contestants, cheerleaders, and pep bands for competing Semifinal teams will be given to them by Quarterfinal Managers. Authorization for coach, contestants, cheerleaders, and pep band for the Final morning, afternoon, and evening games will be issued by the Semifinal Managers or a representative from the MHSAA.

12. CONTESTANTS' TICKETS FOR DEFEATED TEAMS -- Teams defeated in Quarterfinal or Semifinal Games of the Final Basketball Tournament may attend the Championship games at their own expense in all classes, or selected classes. In order to avoid some previous abuses of this privilege, and to be equitable to those entitled to it, the following procedures for admission to games will be in effect:

SEMIFINAL GAMES - Defeated Quarterfinal teams will not be admitted free of charge at Semifinal games. This policy has been in effect since 1975.

FINAL GAMES - Defeated Quarterfinal Teams - The MHSAA office (Area Code 517 332-5046) is to be contacted before Noon, Wednesday, March 20 if tickets are to be reserved for Final games.

Tickets are to be picked up at the VanNoord Arena Box Office between 9:30 a.m. and 4 p.m. on Saturday, March 16

Defeated Semifinal Teams - Contact Nate Hampton at VanNoord Arena immediately following the Semifinal contest if tickets are to be reserved for Final Games.

The general plan will provide that not to exceed one adult will be admitted for each five (5) student team members. It will be expected that defeated Quarterfinalist schools attending the Championship games, generally, will be limited to a maximum of fifteen (15) individuals, fewer if possible, and in accordance with the above ratio between adults and players (1-5).

It is important to understand that the coach or one adult school representative must come to the Tournament Headquarters as indicated if members of the defeated school team are to be admitted to Final basketball games.

13. SEMIFINAL GAME INFORMATION AT VANNOORD ARENA, CALVIN COLLEGE --

(A) ADMISSION - All managers, participants, and coaches must enter designated doors and are limited to 22 (maximum 15 players, 7 non-players, and one (1) video person) unless otherwise approved.

All cheerleaders must enter as a group via North Entrance off Lot 7. (maximum 12 and 2 coaches). Stragglers will not be admitted. Admission forms will be in the packets given to competing schools by Quarterfinal Managers after their Quarterfinal games.

All spectators attending a MHSAA tournament must wear shirts at all times.

(B) VANNOORD ARENA RESERVED PARKING FOR COMPETING TEAMS - Competing teams will be issued a "Courtesy Parking" card for the bus used in team transportation. The cards will only be for the session at VanNoord Arena during which a team plays. The reserved parking area will be at the south end of the building. "Courtesy Parking" cards must be shown to the officer on duty when the area is entered. Cards will be sent to Quarterfinal Managers to give to winning teams.

(C) PARKING FOR STUDENT BUSES (Not Automobiles) - Traffic police will direct buses to appropriate parking areas.

(D) CONDUCT IN HOTEL - Teams will be housed at Grand Rapids Area hotel properties. Security people will not be employed, so schools will be held responsible for conduct of team members in hotel rooms and for any destruction or theft of property. In the event it is necessary, rooms assigned to a school will be checked before a team is allowed to leave the hotel. No outside telephone calls are to be made from team members' rooms. It will be the coach's responsibility to check with the hotel to determine the check-out time, so the school is not charged for an additional night's lodging. (Teams who are playing late contests are to make arrangements with hotel management for late check out if necessary).

(E) CROWD MANAGEMENT - Teams playing at VanNoord Arena are expected to bring 10 persons (chaperones-adults only) to help with crowd management. Appropriate pass & ticket will be given to each school that will admit these individuals to their designated game. Coaches have the responsibility to maintain control of their teams. MHSAA staff members will meet with chaperones prior to the game. ***All persons attending a MHSAA tournament must wear shirts at all times.*** Please do not allow standing cheer sections to stand on seat rest – foot platform only. See prohibited items page 2.

Chaperones - Standing cheer sections are only permitted at the VanNoord Arena in designated reserved seating areas (bleachers only).

(F) FILMING - Arrangements for filming should be made with Nate Hampton, (517-332-5046), by Noon on Wednesday, March 20.

14. FINAL GAME INFORMATION -

(A) TEAM WARM UP - (See attached information for Semifinals) - When time permits teams may enter onto the championship floor for warm up not more than 60 minutes (1 hour) prior to game time. Teams must be in uniform (no street clothes allowed).

Team arrival at Final site - Locker rooms for competing teams will not be available for team use earlier than 90 minutes (1½ hours) prior to Game time.

Time schedule for team arrival:

Division 4 - Game time - 10 a.m. - Teams may not enter locker rooms before 8:30 a.m. Warm up will begin at 9 a.m.

Division 1 - Game time 12:15 p.m. - Teams may not enter locker rooms before 10 a.m. Warm up will begin at 11:30 a.m. or immediately following the Division 4 Final game.

Division 3 - Game time – 4 p.m. - Teams may not arrive earlier than 2:30 p.m. Teams may not enter locker rooms before 2:30 p.m. Warm up will begin at 3 p.m.

Division 2 - Game time 6:15 p.m. - Teams may not arrive earlier than 4:30 p.m. Warm up may begin at 5:30 p.m. or immediately following the Division 3 Final game.

- (B) ADMISSION - All coaches, contestants, cheerleaders, and pep bands must have authorization forms to be admitted. The designated maximum number of passes (same as for Semifinals) will be distributed to qualifying teams when entering for Final games. Coaches, contestants, and pep band members are to enter as a group. Cheerleaders and pep band members are to enter as a group. All are to enter VanNoord Arena North Entrance of Lot 7.
Non-Participating Sessions - Final teams desiring to see games other than those during their session are to contact Nate Hampton in advance.
- (C) TRAINERS AND OTHER MEDICAL PERSONNEL - Will be available during all sessions of Semifinal and Final Tournaments.

15. PASSES–

- Enter North Entrance off Lot 7 to receive pass and entry:
BENCH - 7
CHEER COACHES – 2
- Enter any gate
CHAPERONE – 10 (pass and ticket in qualifying team packet issued by Quarterfinal manager)
TEAM VIDEO – 1 (pass included in qualifying team packet issued by Quarterfinal manager)
BUS DRIVER – 2 (pass included in qualifying team packet issued by Quarterfinal manager)

16. FURTHER INFORMATION -- Team administrators needing more information may contact **NATE HAMPTON**, Assistant Director, Michigan High School Athletic Association, Inc., 1661 Ramblewood Drive, East Lansing, Michigan 48823. Telephone: 517/332-5046.

Van Noord Arena Ticket Office, is in charge of arrangements at Calvin College, Grand Rapids.
Telephone: 616-526-6924

SEMIFINAL TICKETS - \$10 (Parking included)

FINAL TICKETS - \$10 (Parking included)

17. Team Bench Chair Limit - Seventeen (17) chairs maximum for players, substitutes, coaches and team statisticians. Only the bench pass is acceptable.

18. PARTICIPATING TEAM/SPECTATOR INTERNET STREAMING - The broadcast and streaming rights of MHSAA post-season tournament events belong exclusively to the NFHS Network and FOX Sports Detroit, which will be televising this event. Teams participating in MHSAA Tournaments are prohibited from streaming live video of any portion of an event over the Internet - including using social media platforms like Periscope and Facebook – or any other method.

Likewise, individual spectators are also prohibited from streaming video through any means.

Participating schools are responsible for informing their students, parents and other fans of this policy and to assist the MHSAA upon request in enforcing it. Participating schools are asked to help promote where their particular game may be viewed, either on the NFHS Network (Semifinals) and/or FOX Sports Detroit (Finals).

19. School Photographer Instructions - A school may receive one photo pass for the MHSAA Basketball Semifinals and Finals. To obtain a pass, the photographer must first purchase a ticket and then be escorted to the platform in the North end zone of the arena by the athletic director. Once the athletic director indicates in person to MHSAA staff who is to receive the pass, it will be provided. The pass is only good for when the school is actually playing games in the event, and the person given the pass is treated the same as other media with regard to MHSAA tournament policy prohibiting photographers in the locker rooms. The images taken by the photographer become the property of the school, and may not be sold by the photographer. The MHSAA has a licensing agreement covering the sale of photos from this event.

Girls Coaches

TIMING FORMAT FOR SEMIFINALS & FINALS

Here is the timing format for this year's Semifinals & Finals:

Semifinals

- Blow-off for the National Anthem and player introductions will be as follows for the first game of each session:
Division 3 - 12:03 p.m. (Thursday) Division 1 - 12:03 p.m. (Friday)
Division 4 - 5:33 p.m. Division 2 - 5:33 p.m.
- 20-minute pre-game clock for second game will start once both teams have taken floor for warm-up and have had their official team pictures taken.
- A media timeout will be called each quarter on the first dead ball with 4:00 or less on the clock **IF** a timeout – Full or 30-seconds - has not already been called in that period below the 6:00 mark. TV timeouts will be controlled by the Time Out Coordinator. The team calling a 30-second timeout will only be charged with that.
- **Quarter breaks** are **120 seconds** in length (2:00). **Warning horn** at **105 (1:45) seconds**.
Please stay in huddle until first horn sounds.
- **Halftimes** are **10 minutes**. Coach of team leading at halftime will be interviewed by MHSAA Radio Network as teams leave floor; coach of team trailing at halftime will be interviewed as teams return to floor.
- At game's end, the winning coach may be interviewed on the floor by the MHSAA Radio Network. No other interviews may be conducted on the floor. Coach of winning team and 3 players will be escorted to general press conference first, then to interviews with FOX Sports Detroit. Coach of other team and 3 players will follow winning team to general press conference.

Finals

- Start 20 minute pre-game clock upon cue from TV timeout coordinator.
Approximate clock start times are:
Division 4 - 9:43 a.m. Division 1 – Once teams take floor
Division 3 – 3:43 p.m. Division 2 – Once teams take floor
- 20-minute pre-game clock for second game will start once both teams have taken floor for warm-up, unless directed by MHSAA staff.
- A media timeout will be called each quarter on the first dead ball with 4:00 or less on the clock **IF** a timeout – Full or 30-seconds - has not already been called in that period below the 6:00 mark. TV timeouts will be controlled by the Time Out Coordinator. The team calling a 30-second timeout will only be charged with that.
- **Quarter breaks** are **120 seconds** in length (2:00). **Warning horn** at **105 (1:45) seconds**.
Please stay in huddle until first horn sounds.
- **Halftimes** are **15 minutes**. Coach of team leading at halftime will be interviewed by FOX Sports Detroit as teams leave floor; coach of team trailing at halftime will be interviewed by MHSAA Radio Network. Interview order will be reversed as teams return to floor.
- At game's end, the winning coach may be interviewed on the floor by the MHSAA Radio Network and FOX Sports Detroit. No other interviews may be conducted on the floor. Coach of losing team and 3 players will generally be escorted to general press conference first. Coach of winning team and 3 players will follow winning team to general press conference.

John Johnson, Communications Director

TIME SCHEDULE FOR TEAM ARRIVAL AT THE VANNOORD ARENA FOR SEMIFINALS

Locker rooms for competing teams will not be available for team use earlier than 90 minutes prior to game time.

Time Schedule for Team Arrival Thursday, March 21, 2019

Session 1:

- (Game 1) Division 3 - Game time - Noon - Teams may not arrive earlier than 10:30 a.m. Teams may enter onto the floor for warm up at 11:00 a.m. Official team photos will be taken at 11:25 pm.
- (Game 2) Division 3 - Game time - 2:00 p.m. - Teams may arrive after 12:20 p.m. and may enter onto the floor for warm up at after the floor is cleared. Twenty (20) minutes for warm up will be guaranteed. Official team photos will be taken immediately when you come on the court.

Session 2:

- (Game 1) Division 4 - Game time – 5:30 p.m. - Teams may not enter locker rooms before 3:30 p.m. Warm up will begin at 4:00 p.m. Official team photos will be taken at 4:25 pm.
- (Game 2) Division 4 - Game time - 7:30 p.m. - Teams may arrive after 6:00 p.m. and begin warm up after the floor is cleared. Twenty (20) minutes for warm up will be guaranteed. Official team photos will be taken immediately when you come on the court.

Friday, March 22, 2019

Session 3:

- (Game 1) Division 1 - Game time - Noon - Teams may not arrive earlier than 10:30 a.m. Teams may enter onto the floor for warm up at 11:30 a.m. Official team photos will be taken at 11:25 a.m.
- (Game 2) Division 1 - Game time - 2:00 p.m. - Teams may arrive after 12:20 p.m. and may enter onto the floor for warm up at after the floor is cleared. Twenty (20) minutes for warm up will be guaranteed. Official team photos will be taken immediately when you come on the court.

Session 4:

- (Game 1) Division 2 - Game time – 5:30 p.m. - Teams may not enter locker rooms before 3:30 p.m. Warm up will begin at 4:30 p.m. Official team photos will be taken at 4:25 pm.
- (Game 2) Division 2 - Game time - 7:30 p.m. - Teams may arrive after 5:20 p.m. and begin warm up after the floor is cleared. Twenty (20) minutes for warm up will be guaranteed. Official team photos will be taken immediately when you come on the court.

Team Bench Chair Limit

Seventeen (17) chairs maximum for players, substitutes, coaches and team statisticians. Contestant passes will not be allowed on team bench during contest. Only the bench pass is acceptable.

MICHIGAN HIGH SCHOOL ATHLETIC ASSOCIATION, INC.
2019 Hotel Reservation Request for Qualifying Girls Basketball Teams

All teams qualifying to the Semifinal rounds of the Girls Basketball tournament are **REQUIRED** to email the following information to:

- Rick Moses of Strategic Partners (rmoses@champsportstravel.com)
- Nate Hampton (nate@mhsaa.com) at the Michigan High School Athletic Association
 No later than 9:30 am on Wed., March 20

Note: Several properties in the Grand Rapids Area have been secured for team stay over during our tournament. Teams will be assigned to a specific property after competing teams are known and travel arrangements are made known to the hotel agent in charge.

.....

_____ Cell _____ Email: _____
 (School) (Coach Name) (Phone)
 AD Name: _____ Phone: _____ Cell: _____
 Email: _____ Division: _____

1. We will require lodging. Yes _____ No _____ If so, number of rooms needed
 (10 maximum per team *unless otherwise authorized*) _____ rooms
2. Should your team lose in the Semifinals, will your team desire to stay over through the Finals (at your own expense)? Yes _____ No _____
3. Should your team advance to the Finals, will your team desire rooms on Saturday night?
 Yes _____ No _____

No. of rooms requested (10 maximum per team)	Our Team Will Stay Over On:				CONFIRMATIONS ARE BINDING, NO "IF WIN, WILL STAY" OPTIONS.
	Wednesday Mar. 20	Thursday Mar. 21	Friday Mar. 22	Saturday Mar.23	

Signature _____
 (Coach/Athletic Director)

WHETHER YOUR ARE STAYING OVERNIGHT OR NOT, SCAN & EMAIL THIS FORM TO Rick Moses, Strategic partners
 (rmoses@champsportstravel.com) AND TO NATE HAMPTON OF THE MHSAA (Nate@mhsaa.com)
 PRIOR TO 9:30 a.m. ON WEDNESDAY, MARCH 20

***Your rooms at a designated property cannot be determined until your request
 has been received. We will not hold rooms beyond 9:30 a.m.***

2019 MHSAA Girls Basketball Semifinals & Finals
Grand Rapids, MI
March 21 - 23, 2019
Preferred Hotels

Schools and fans seeking accommodations should make their reservations through Champ Sports Travel. Champ Sports Travel has contracted with local hotels for the teams at a discounted rate. To secure hotel accommodations for this event, the procedures are as follows:

1. Complete rooming list form. **Please print legibly or type.** Credit card number required to hold rooms. All credit card information is kept confidential. You may use one credit card to guarantee all rooms.
2. **Team rate applies to rooms paid for by school check or credit card..**
3. List three hotels you would like to stay in, in order of preference.
4. Fax or email rooming list or individual room reservations to:
Rick Moses, Champ Sports Travel
Fax: 206-339-3898 Phone: 248-813-9770
Email: RMoses@champsportstravel.com
5. You will be notified of the hotel you have been assigned to. The hotel will follow-up with confirmation numbers and cancellation policy.
6. Once you receive confirmation numbers from the hotel, these rooms are considered definite. If a room will not be used, it must be cancelled or the credit card on file will be billed no-show charges.
7. **Cutoff date to obtain reservations at these special rates is NOON Wednesday March 20.**

NORTHEAST

Country Inn – 3251 Deposit Dr. – Grand Rapids (I-96 @ Beltline Ave NE. exit #38)

Free continental breakfast, indoor pool, free wi-fi, fridge & microwave in all rooms
Rate: \$133

SOUTHEAST

Baymont Inn – 2873 Kraft Ave. SE - Grand Rapids - (I-96 @ 28th St. exit #43-B)

Comp Breakfast & wi-fi, business 7 fitness center, refrigerator & microwave in each room.. Rate: \$85

Best Western Hospitality Inn – 5500 28th St. SE – Grand Rapids (I-96 @ 28th St. exit #43-B)

Complimentary hot breakfast buffet, free wi fi, indoor pool, hot tub, garden area with basketball hoop, on-site laundry, workout room, business center. Some rooms have one king bed plus a double size sleeper sofa. Rate: 89.99

Delta Hotel– 3333 28th St. S.E. – Grand Rapids (I-96 @ 28th St. exit #43-B)

Indoor pool with water slide, business center, fitness room, free wireless internet, full service restaurant Rate: \$104

Drury Inn & Suites – 5175 28th St. SE – Grand Rapids - (I-96 @ 28th St. exit #43-B)

Complimentary breakfast, afternoon popcorn & sodas, coffee, free local phone calls, 1 hour of free long distance calls per day.
Rate: \$129

Fairfield Inn & Suites Grand Rapids Airport – 3930 Stahl Dr. - Grand Rapids - (I-96 @ 28th St. exit #43-B)

Free breakfast, free parking, comp wi-fi, pool & spa, market shop in lobby Rate: \$119

Holiday Inn Grand Rapids Airport–3063 Lake Eastbrook Blvd. SE-Kentwood-(I-96 @ 28th St. exit #43-B)

Complimentary breakfast, refrigerator in each room, Indoor pool & whirlpool, 24-hour fitness center. Rate: Team: \$105

MHSAA RESERVATION FORM

- PLEASE FAX ROOMING LIST FORM TO THE ATTENTION OF RICK MOSES AT 206-339-3898 OR EMAIL BELOW INFORMATION TO RMoses@champsportstravel.com. YOU MAY INCLUDE ROOMS NEEDED FOR PARENTS & OTHER FANS ATTENDING TOURNAMENT.
- **TEAM RATES ARE FOR TEAM MEMBERS, SCHOOL COACHES AND STAFF ONLY THAT ARE BEING PAID FOR BY THE SCHOOL.**
- ALL INFORMATION AND CREDIT CARD NUMBERS ARE KEPT STRICTLY CONFIDENTIAL.
- RICK MOSES PHONE: 248-813-9770

SCHOOL: _____

TOURNAMENT/CITY: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____

PHONE NUMBER: _____

FAX NUMBER: _____

COACH NAME: _____

HOTEL SELECTION (List 3 choices) 1. _____

2. _____

3. _____

Name Last, first (Please Print) Use one line for each room	Team Or Fans	# of people in room	Arrival date	Depart Date	King or two double beds	Credit card # with exp. date REQUIRED
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
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WINNING TEAM TICKET REQUEST FOR 2019 SEMIFINAL GAMES

OUR SCHOOL: _____
(School) (City)

won our GIRLS Quarterfinal Basketball Tournament Game. We would like to purchase _____ reserved seat tickets at \$10 each for the Division _____ Semifinal Basketball to be held on: _____ at _____ pm.

Contact name: _____ Phone: _____

Email: _____

*QUESTIONS: Contact Amy Hermen at (616)526-6924 or Nate Hampton at (517)332-5046.

Our school is bringing a performing pep band (circle one): YES NO

Authorized Signature: _____ Title: _____

**This form is to be returned by 9:00 am on
Wednesday March 20
and emailed to alh59@calvin.edu**

**DO NOT TRAVEL FOR TICKET PICK UP UNTIL YOUR
REQUEST HAS BEEN CONFIRMED**