



The Jingle Bell Beach Party
Saturday December 5, 2009
Norfolk Christian School
Norfolk, Virginia

Event Guide

*All Times Listed in this Event Guide are Tentative based on Team Enrollment.
Please check back for all updates.*

Venue:

Norfolk Christian School
Upper School Campus
255 Thole Street
Norfolk, Virginia 23505
www.norfolkchristian.org

Parking: Parking is free in the adjacent school lot.

Entrance Location for Participants/Spectators: Spectators will enter through the main doors, which are located at the FRONT of the facility. Coaches and participants please enter through the doors marked for "Team Registration". Coaches should have a preplanned meeting area to meet with younger participants. Please allow plenty of time for parking. American Cheer & Dance is not responsible for missed performance times.

** The facility will not open any earlier than the designated time. Please remain in your vehicle if you arrive early to the facility. Bathroom facilities will not be available until the facility is open.*

Venue Concessions: Concessions will be available for purchase.

Performance Order: A tentative order of performance will be emailed to registered coaches only on Monday, November 30th after 5:00 PM. The order in which a team performs is chosen by random order. Teams with cross over participants may have to bear the burden of conflicting warm-up times. If you do not receive this email from kim@acdaspirt.com please call the office or email and let us know. We could be having difficulties with your email address. You may need to check your spam account. Once the performance times have been posted there will be no division or level changes. The final schedule will be posted on our website on Wednesday, **December 2nd after 5 pm.**

Registration Times/Policies: Specific team registration times will be posted on the final schedule. Directors may register all of their teams at the first designated time if they prefer. Please do not bring participants to the registration table. Any balances must be paid by cashiers check, money order or cash. Organization checks or credit cards will not be accepted. Any or all outstanding medical release forms will be due at this time.

Any changes made the day of the event, only if approved by American Cheer & Dance Senior Staff, will be subject to a \$200.00 administrative fee.

Coaches Meeting: It is highly advisable that at least one coach/director attends the coaches meeting. Coaches meeting times will be posted on the final schedule. Please check with the registration staff for specific location.

Main Floor & Warm-up Areas: Cheer & Dance teams will compete on a 54'x 42' spring floor. The Warm-up area will be located in the auxiliary gymnasium. Each team will have a designated time to warm-up their tumbling and their team performance. A tumble track and a standard cheer floor will be provided for warm-ups. Please check in at the warm-up area at least 10 minutes prior to your scheduled warm-up time. You **will not** be escorted.

Cross Over Policies: American Cheer & Dance allows cheer and dance participants to perform for more than one team and/or additional performances. Each participant will pay full registration fee for the first performance and \$14 for each performance thereafter. Registration forms must denote all flip flop/crossover information and payment. American Cheer & Dance Academy will do its best to allow time in between performances **but cannot guarantee the same for warm-up times.**

Spotters: ACDA may not be providing spotters at this event. If necessary, teams may supply their own spotters. Team spotters must be dressed appropriately and follow all safety guidelines (example: no jewelry, no gum, proper tennis shoes and clothing. Penalties may be assessed for spotters who are not in accordance with all safety rules).

Rules & Time Limits:

All Star Teams will follow the USASF rules & guidelines

School and Rec teams will follow US Finals rules & guidelines

All Dance teams will follow the US Finals rules & guidelines for dance

The max time limit for all cheer and dance routines is two minutes, thirty seconds (2:30)

** Dance teams may request more time for performances, please note any dance teams performing at US Finals will not be allowed this courtesy.*

Music/DJ: Music can be on CD (in the CDR format only) or on an MP3 player. Music should be recorded at medium volume. The music should stop at the end of the musical portion of your routine. **PLEASE label all CDs with the team/organization information. Be sure to have backup copies of your music, as well.**

A coach or team representative must report to the music table when your team/organization is called by the announcer to the 'on deck' area. This representative must stay at the DJ station throughout your team's routine and is responsible for stopping and starting the music. To avoid any problems, teams should bring two CD's (original and back up) to the music table.

Legality Verification: It is the coach's responsibility to be current on all level and safety guidelines. If you have questions concerning any legality please videotape the stunt or element in question and send to American Cheer & Dance home office at least two weeks prior to the event. Videos can also be emailed to rules@acdaspirt.com. Legalities will not be reviewed the day of the event.

First Aid: American Cheer & Dance will not provide trainers for this event. EMT services will be on site for medical emergencies.

Awards/Giveaways: Team Banners: All teams will receive a team banner. Teams will be placed out 1st thru 5th place. Honorable mention banners will be awarded to teams who do not place. A Judge's choice award will be presented to a team who shows, not necessarily the highest score, but to the team who presents Great Spirit, sportsmanship and use of choreography.

Score Sheets: Score sheets will be available for pick up at the conclusion of each session award ceremony.

Refund Policy: No refunds will be permitted within 3 weeks of the event.

Inclement Weather Policy **If the facility is open the competition will take place. If the facility is closed the competition will be rescheduled. No refunds will be given if a team cannot make an event due to weather. No refunds will be given if the event is rescheduled. Full refunds will only be given if the event is cancelled and NOT rescheduled.

Fees and Admissions:

Participant Fees: \$28.00

Coaches Fees: Coaches attend this event for FREE!

Cross Over Fees: \$14.00

Spectator Fee: No Spectator Fees

Event Summary (Tentative): All times are subject to change based on team enrollment.

Please check final performance schedule for confirmed times.

10:30 AM Team Registration Begins

11:00 AM Spectator Doors Open

11:15 AM Coaches Meeting

11:30 AM Warm-up Begins

12:00 PM Competition Begins

The Jingle Bell Beach Party is an official American Cheer & Dance Fundraiser Event.

This event will be staffed with many volunteers. Your patience and cooperation is greatly appreciated!