

## CHAMPS INFORMATION for **CHAMPS Coordinators**

- **See the GRAL Website** (<http://gralva.com/champs>) -click on CHAMPS in the navigation bar for important documents and information
- If you have questions, email [champs@gralva.com](mailto:champs@gralva.com)
- General Schedule
  - **Final time schedule will be sent once registration is complete.**
- Checklist of what is needed at registration
  - Document will be emailed to all CHAMPS reps and available on CHAMPS website page
  - **Please bring it to registration so that you can check off as you register**
  - Entries Verification Form signed by head coach. If no issues with entries, coach does not need to come to registration but **MUST** sign the form saying they understand their entries are accurate.
- Jobs assigned to teams
  - Will be based on number of swimmers registered
  - **Sent out after registration on Tuesday, July 20th**
- Bleacher Monitors and Locations
  - Will be based on number of swimmers registered
  - **Sent out after registration on Tuesday, July 20th**
- Relay Helpers
  - 2 for each 8&U relay – not mandatory; only if you need them
  - 1 for each 9-10 relay – not mandatory; only if you need them
  - Can be same person for each relay on your team as long as not in same heat
  - Must be 15 or older
- **Must have a badge to be on deck.**
- **Note that the spectator stands will no longer be monitored.**
- Heat Sheets and Meet Mobile
  - We will run Meet Mobile for results but everyone must buy a heat sheet (or share) to know what heat and lane for swimmers
  - **Each team will get one heat sheet without ads for free**
  - Extra can be ordered for coaches without ads at a reduced price
  - Pickup on Sunday, July 25th before CHAMPS
- Heat Sheet Ads
  - For parents to celebrate their swimmers
  - For teams to congratulate
  - For sponsors to advertise
  - Formats: Word, Publisher, PDF
  - **Send electronically to Christy Evanko at [Christy@gralva.com](mailto:Christy@gralva.com) by 10:00PM on Monday, July 19th.** Team ads should NOT be sent prior to the end of the 6<sup>th</sup> meet.
- Seniors for Heat Sheets
  - Send to [Champs@gralva.com](mailto:Champs@gralva.com) by Thursday, July 15th.

- GRAL CHAMPS T-Shirt
  - Order form & image on [gralva.com/champs](http://gralva.com/champs)
  - **Order forms due at Registration on Monday, July 19th**
  - T-Shirts will be available for pickup with heat sheets on Sunday, July 25th before CHAMPS
  - **Teams may do their own shirts as they please**
- CHAMPS Video
  - No longer than 90 seconds (1 minute 30 seconds)
  - File Name: TEAM INITIALS 2021
  - Video format: WMV(Windows Media Video)
  - **Need this on flash drive by Registration on Monday, July 19th**
- Team Banners
  - Please **bring them to registration on Monday, July 19th** and arrange to take them home on Tuesday, July 27th after CHAMPS is done.

Still have questions? Visit <http://gralva.com/champs> or email [champs@gralva.com](mailto:champs@gralva.com)