

CONGRATULATIONS

Your team has been invited to compete in the 2017 USA Ultimate Western Youth Regional Championships in Spokane, WA. The best youth Ultimate teams in the region will converge on the fields of the Plante's Ferry Park on November 4-5, where Mixed and Boys Division champions will be crowned.

This should be a great experience for all involved. A dedicated event staff will be on-hand to help make this a memorable tournament. The 2017 USA Ultimate Western Youth Regional Championships [website](#) will be updated with information regarding the tournament in the coming weeks.



Site Info: Plante's Ferry Sports Park
12308 E Upriver Dr, Spokane, WA 99206

Airport: Fly in to [Spokane International Airport](#)

Lodging: The tournament hotel will be the Mirabeau Park Hotel and Convention Center (see attached flyer). Registration will take place here on Friday night.

Transportation: Teams should arrange their own ground transportation for the tournament.

Pre-Registration: Your team manager will receive an invitation to the Regional Championship in his/her member account. This invitation must be accepted by **October 11th**. If you are NOT accepting your bid, please contact joy@hq.usultimate.org ASAP.

If you have not yet created a team account in the USA Ultimate system, please follow [these instructions](#) ASAP to receive your invitation. Do not create a duplicate team if your team has already been created.

Upon accepting the invitation, the team manager will be able to add personnel to the event. More information can be found [here](#). Teams must complete their event roster by **5pm MT Friday, October 27th** by logging into the USA Ultimate membership page and then clicking on the [My Team Manager Account](#) button. Teams must also submit their Medical Authorization Forms to joy@hq.usultimate.org by this date.

Please see the [Chaperone page](#) for chaperone procedures. Note that for Youth Regionals two chaperones 25 or older are required. The team manager will not be able to add team personnel to the event roster until complete chaperones are added to the event roster.

Medical Forms: A [Medical Authorization form](#) is required for all players under 18 and must be given to the team chaperone. The team chaperone must keep the form on site with them throughout the event in case of an emergency (please note that medical authorization forms are not submitted to USA Ultimate). **We will verify the presence of this form for every minor at registration.** Bring them with you to registration!

Team Info: **DEADLINE: 5pm MT Friday, October 27!**

<p style="text-align: center;"><u>Team Info Form</u></p>

Please complete the team info form and email it to media@usultimate.org.

The form asks a lot of questions about team history, rosters, jersey numbers, team contact info, and other important information for tournament organizers. Please get to work on this right away, as it may not be easy to dash off this info at the last minute. Please make this process easier for everyone by doing your best to complete the information accurately.

Spirit Awards Nominations: Every year, each team at USA Ultimate championship events gets to nominate a player the team feels is its best representative of Spirit of the Game. SOTG can mean a lot of things to a lot of people, but it's clear that the concept includes at its core respect for the game and all players. Please include your team's nomination on the Team Info Form.

Mixed teams: Please nominate one male **and** one female from your team.

Tourney Fee: The tournament fee is \$43.50 per player. Please see calendar below for payment deadlines.

By October 11, the accepting team owes a deposit of 12 player fees (\$522.00). This payment is non-refundable unless another team is found as a replacement; in that case, the deposit is refunded less a \$50 administrative fee.

Payments for all players must be received by the final payment deadline on Friday, October 27th.

Calendar:

Friday, September 15 – Acceptance notices sent out to teams

Wednesday, October 11 – Deposit due

Friday, October 27 – Final payment due

Friday, October 27 – Requests for refunds will no longer be accepted after this date

Friday, November 3 – Registration/Check In

You must pay the fee for all players listed on your online event roster for the Western Youth Regional Championships (in addition to being a current USA Ultimate member).

After the final player fee deadline (10/27), please contact Ethan at ethan@hq.usultimate.org regarding any player substitutions.

Payment Methods:

Checks – Checks should be made out to “USA Ultimate” and mailed to USA Ultimate Headquarters at the address below (**received no later than the due date**). Any player or team who has not paid by the captain’s meeting will not be allowed to play in the tournament. Contact Ethan Taylor-Pierce at ethan@hq.usultimate.org if you have any questions.

Mail entry fee to:

Western Youth Regionals Tourney Fee
(Your Team Name & Division)
USA Ultimate
5825 Delmonico Drive, Suite 350
Colorado Springs, CO 80919

Credit Card/PayPal - If you would like to pay using a credit card or PayPal, you can **either**

1. Send an email to Ethan at ethan@hq.usultimate.org and include the following information:

1. **Event:** Western Youth Regionals
2. **Team Name:**
3. **Division (Boys/Girls):**
4. **Number of Players that You Are Paying For:**
5. **Email Address for the Payment Request Email:**

He will send you a PayPal request email that you can use to pay (you can pay with a PayPal account or you can pay without logging in to PayPal and enter your credit card information without saving it).

2. You can pay the full amount directly to info@hq.usultimate.org and include the following information:

1. **Event:** Western Youth Regionals
2. **Team Name:**
3. **Division (Boys/Girls):**
4. **Number of Players that You Are Paying For:**

Uniform

Requirements: Please read carefully. If you have questions, please contact USA Ultimate Headquarters to clarify any issues BEFORE you get to the tournament.

Player Uniform Requirements

- All players participating in the USA Ultimate High School Regionals tournament for a given team must wear jerseys of identical color and design.
- Teams must have two jerseys of distinctly different color.
- Jerseys must have numbers on the back. The numbers must be at least 6 inches high and be one or two digit Arabic numerals. No two players on a given team may use the same number or numbers with the same value (e.g. 00 and 0, 01 and 1, etc.).
- Uniform bottoms (shorts, pants, skirts) worn by players on the field must be the same color.
- It is recommended that uniform accessories including tights, undershirts, hats, and socks be of identical or coordinated style and color.
- USA Ultimate reserves the right to disqualify and/or fine players who fail to meet the uniform requirements.
- Names, logos, and graphics on jerseys must comply with USA Ultimate's Name/Logo/Uniform Guidelines:
http://www.usultimate.org/youth/guidelines.aspx#Name_Logo_Uniform_Guidelines

Coach Uniform Requirements

- All coaches participating in the USA Ultimate HS Regional Championships or Youth Club Championships must wear either a uniform of identical color and design as the team, or professional coaching attire as defined below.
- Professional coaching attire is defined as any combination of the following:
 - The team jersey or a sleeved shirt/polo matching the team uniform colors (and/or high school, if the team uses the school colors for their uniforms).
 - Team shorts/skirt or hemmed slacks/shorts/skirt of an appropriate solid color
 - Business casual attire
 - Closed toe shoes such as cleats, flats or athletic shoes. Flip flops, open toed sandals and bare feet are not considered professional coaching attire.
- Coach jerseys and shorts are not subject to the number requirements for players.
- Names, logos, and graphics on jerseys must comply with the Name/Logo/Uniform Guidelines above.
- It is recommended that uniform accessories including weather related gear, tights, undershirts, hats, and socks be of identical or coordinated style and color.
- USA Ultimate reserves the right to remove from the sideline/field and/or fine coaches who fail to meet the uniform requirements.

Coaching

Requirements: Each team is required to have a minimum of one coach listed on the team's online event roster prior to the event. This requires the coach to be over 18 in age, possess a valid NCSI background check and a Coach level membership. This coach can qualify as a chaperone as well, if over 25 in age.

Also, please note that the Coach Sideline Access policy

http://www.usultimate.org/competition/youth_division/guidelines.aspx#coach) may affect your team during this event. Sideline & field access will be restricted for semis and finals for teams without a current Level I or Ethics-Level certified coach. Contact joy@hq.usultimate.org for more information on being listed on the roster or for questions on coaching requirements.

Event

Registration: **Mandatory for all teams - Friday, November 3rd, 7:00-9:00PM**, Mirabeau Park Hotel and Convention center. Check your team in, take care of last minute administrative issues, pick up your player packs, and meet captains from other teams. If travel delays will prevent you from having someone check in for your team at registration, please contact joy@hq.usultimate.org before registration.

Volunteers**Gifts:**

As an optional, but highly encouraged tradition, we are asking that each team bring a gift that will be given to a volunteer at the end of the event. It should be Ultimate-related, preferably something to do with your team (jersey, hat, sweatband, etc.). Don't worry about it being expensive. It's just something to show that the efforts of the folks that help run the event are appreciated. Bring whatever you have to Event Registration. Event staff will collect it when you check in. This is not a requirement, but we hope every team will bring something to contribute. Thanks!

Captain's**Meeting:**

Mandatory for all teams – The captains' meeting will be at USA Ultimate Tournament Headquarters at 8:00am Saturday, November 4th. Tournament info, competition issues, and any last minute changes to pre-tournament info will be discussed.

Team Food:

Please be prepared with your own team food. Team food will NOT be made available.

Site Rules:

No smoking

No alcohol

No glass

Site specific rules for the fields and campus areas will be announced in subsequent communications.

Game Schedule: The game schedule will be released after seeding has been finalized. Pool play will take place on Saturday with elimination rounds and placement games on Sunday. We hope to start finals by 2:00pm and conclude the awards ceremonies by 5:00pm.

Saturday**Evening:**

We will be holding some sort of social event that will include dinner for coaches and players. As details become finalized, we will communicate them.

Video/Media:

There may be photographers and reporters around throughout the event. They know to be respectful of the players and the game, and it is important that you and your team also be respectful of them. Sometimes doing interviews may be difficult, but your cooperation will have a positive impact on the way the sport is presented. Please contact a USA Ultimate representative either before or during the event if you have any concerns about interactions with video personnel or other media.

Contacts:

Tournament Director: Ian Balinsky

td_westerns@usultimate.org

USA Ultimate

Team Info Form

media@hq.usultimate.org

USA Ultimate

Manager – Competition & Athlete Programs (Youth): Joy Ferenbaugh

joy@hq.usultimate.org 719-219-8322 (126)

USA Ultimate

Manager – Finance & Administration: Ethan Taylor-Pierce

Ethan@hq.usultimate.org 800-872-4384 (131)

Deadline Quick Reference Chart

Item	Date	Direct to:
Deposit Due (\$522)	Oct. 11	ethan@hq.usultimate.org
Accepting Event Invite	Oct. 11	Team Manager Account
Event Roster Due (players, chaperones, coaches)	Oct. 27	Team Manager Account
Team Info Form Due	Oct. 27	media@hq.usultimate.org
Logo Due	Oct. 27	media@hq.usultimate.org
Balance of player fees (\$43.50 per person) Due	Oct. 27	ethan@hq.usultimate.org
Mandatory Team Registration	Nov. 3	@ Mirabeau Park Hotel and Convention Center 7:00–9:00 PM
Mandatory Captain/Coach Meeting	Nov. 4	@ Field Tournament HQ. 8:00 AM