Championship Operations Packet
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# Contact Information

**Girls Volleyball Committee**

<table>
<thead>
<tr>
<th>Section</th>
<th>Coordinator</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Diane Swertfager</td>
<td><a href="mailto:Diane.swertfager@henhudschools.org">Diane.swertfager@henhudschools.org</a></td>
</tr>
<tr>
<td>2</td>
<td>Amy Simmons</td>
<td><a href="mailto:asimmons@chittenangoschools.org">asimmons@chittenangoschools.org</a></td>
</tr>
<tr>
<td>3</td>
<td>Mary Jo Cerqua</td>
<td><a href="mailto:mcerqua@bville.org">mcerqua@bville.org</a></td>
</tr>
<tr>
<td>4</td>
<td>Patti Perone</td>
<td><a href="mailto:Noops32@hotmail.com">Noops32@hotmail.com</a></td>
</tr>
<tr>
<td>5</td>
<td>Dave Tytler</td>
<td><a href="mailto:dtytler@rochester.rr.com">dtytler@rochester.rr.com</a></td>
</tr>
<tr>
<td>6</td>
<td>Deb Schruefer</td>
<td><a href="mailto:dschruefer@frontiercsd.org">dschruefer@frontiercsd.org</a></td>
</tr>
<tr>
<td>7</td>
<td>Victoria McMillan</td>
<td><a href="mailto:mcmillv@gmail.com">mcmillv@gmail.com</a></td>
</tr>
<tr>
<td>8</td>
<td>Cathleen Dnyprowsky</td>
<td><a href="mailto:cdnyprowsky@greatneck.k12.ny.us">cdnyprowsky@greatneck.k12.ny.us</a></td>
</tr>
<tr>
<td>9</td>
<td>Stephen Boucher</td>
<td><a href="mailto:sboucher@rhinebeckcsd.org">sboucher@rhinebeckcsd.org</a></td>
</tr>
<tr>
<td>10</td>
<td>Sue McLean</td>
<td><a href="mailto:smclean@ogdensburgk12.org">smclean@ogdensburgk12.org</a></td>
</tr>
<tr>
<td>11</td>
<td>Dan Butler</td>
<td><a href="mailto:dutlerd@hauppauge.k12.ny.us">dutlerd@hauppauge.k12.ny.us</a></td>
</tr>
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</table>

**NYSPHSAA Staff**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Director</td>
<td>Robert Zayas</td>
<td><a href="mailto:rzas@nyshsaa.org">rzas@nyshsaa.org</a></td>
</tr>
<tr>
<td>Assistant Director</td>
<td>Todd Nelson</td>
<td><a href="mailto:tnelson@nyshsaa.org">tnelson@nyshsaa.org</a></td>
</tr>
<tr>
<td>Assistant Director</td>
<td>Joe Altieri</td>
<td><a href="mailto:altieri@nyshsaa.org">altieri@nyshsaa.org</a></td>
</tr>
<tr>
<td>Assistant Director</td>
<td>Kristen Jadin</td>
<td><a href="mailto:kjadin@nyshsaa.org">kjadin@nyshsaa.org</a></td>
</tr>
<tr>
<td>Director of Sales &amp; Marketing</td>
<td>Chris Joyce</td>
<td><a href="mailto:cjoyce@nyshsaa.org">cjoyce@nyshsaa.org</a></td>
</tr>
<tr>
<td>Director of Communications</td>
<td>Chris Watson</td>
<td><a href="mailto:cwatson@nyshsaa.org">cwatson@nyshsaa.org</a></td>
</tr>
<tr>
<td>Director of Finance</td>
<td>Lisa Hand</td>
<td><a href="mailto:larnold@nyshsaa.org">larnold@nyshsaa.org</a></td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>Sandy Schanck</td>
<td><a href="mailto:sschanck@nyshsaa.org">sschanck@nyshsaa.org</a></td>
</tr>
<tr>
<td>Distribution Coordinator</td>
<td>Jill Gregorius</td>
<td><a href="mailto:jgregorius@nyshsaa.org">jgregorius@nyshsaa.org</a></td>
</tr>
</tbody>
</table>
Welcome Letter

Dear State Semifinalist Coach:

Congratulations on advancing to the Final Four.

The tournament committee has worked very hard to make this state championship competition the best experience possible for your student-athletes and to provide them with an experience they will long remember. Please make sure your players are fully aware of the Sportsmanship Policy.

* Please bring your own warm up balls to Glens Falls.
** Please remind players that according to NYSPHSAA rules there is no changing of jerseys on the court.

This information packet is to help you plan your trip to Cool Insuring Arena in Glens Falls, NY. For additional information, please contact your sectional representative or the State Tournament Director, Peggy Seese.

Peggy Seese, Tournament Director
Cell phone: 518-222-3401

This year’s tournament will again be six (6) rounds of pool play for Saturday’s semifinals. The top two (2) teams in each class advance to Sunday’s Finals.

** TEAM RESERVATIONS can be handled through your school representative or your section rep. If your school is handling the reservations, please keep your section rep informed.

*** Please bring warm up balls with you as there are not enough spare balls for all teams.

The tournament teams will be staying at the Quality Inn, The Queensbury Hotel, and Country Inn and Suites.
Coach/Section Coordinator Checklist

☐ Submit Roster & Team Photo by using instructions included in this packet by November 4.
☐ Submit Hotel Reservation Form by November 18.
☐ Complete and submit banquet form by November 19.
☐ Hotel Check In on November 22
☐ Coaches meeting will take place on November 22
Tournament Information

**Championship Dates**
Semifinals – Saturday, November 23, 2019  
Finals – Sunday, November 24, 2018

**Championship Sites**
Cool Insuring Arena  
1 Civic Center Plaza  
Glens Falls, NY 12801

**Admission & Ticket Sales**
Admission is $10 cash at the gate. Tickets are general admission. Bus drivers with proper ID will be admitted to regionals, semifinals and finals free of charge. There are no discounts for senior citizens or students. Children age 5 and under are free. Only NYSPHSAA passes will be honored at the championship site. No Section Lifetime, Service or other passed will be accepted. Regional ticket prices are determined by the host section.

**Advance Sale**
$8 online (plus service fee) at [www.gofan.co/nysphsaa](http://www.gofan.co/nysphsaa)

**CP Sportswear – Official NYSPHSAA Merchandiser**
CP Sportswear, NYSPHSAA Official Merchandiser, will be selling T-shirts, championship programs, and other products at the throughout the tournament. Use the following link to access Championship merchandise: [http://shop.cpsportswearonline.com/default.asp](http://shop.cpsportswearonline.com/default.asp)

**Transportation**
Transportation expenses at the rate of $1.35 per mile, per grid chart, for competing NYSPHSAA member schools will be paid by NYSPHSAA upon submission of a State Voucher by the participating Section Treasurer, directly to NYSPHSAA, 8 Airport Park Boulevard, Latham, New York 12110, Attn: Assistant Director.

- Regionals: All on-site expenses will be paid by the treasurer of the host section. All profit or loss at this level will be the responsibility of the competing sections.
- Semifinals and finals: All on-site expenses will be paid by NYSPHSAA after submission of approved vouchers. Travel vouchers are available at nysphsaa.org.

**Press**
Chris Watson, NYSPHSAA Director of Communications, will accept media credential requests at the tournament. The Director of Communications must be satisfied that the request for a credential is made by a bona fide member of the working press (daily/weekly newspaper, broadcast/community television station, and/or broadcast radio station). Bona fide members of the working press must contact Chris (cwatson@nysphsaa.org) prior to Thursday, November 21 at NOON to assure a credential(s) will be available for them and that seating arrangements can be provided. ALL MEDIA REQUESTS will be reviewed prior to the tournament.
Any requests for radio coverage of the state quarterfinals, semifinals or championship game must be handled through the NYSPHSAA office one week prior to the contest. For radio contracts, visit nysphsaa.org and click on Media to download a tournament contract. Print and complete the contract and then fax (518-690-0775) or email to Chris Watson, Director of Communications, at cwatson@nysphsaa.org. He will approve all radio requests and forward an approved contract back to you with site information. The radio broadcasting fee is $250 per contest for semifinals and finals. A radio broadcasting agreement must be completed for EACH game. For any questions, contact Chris at 518-690-0771.

**Broadcasting/Streaming**

The NFHS Network has exclusive rights to stream NYSPHSAA Regional and Championship events. No other streamed broadcast of a NYSPHSAA Regional and/or Championship event will be permitted.

Spectrum (Charter Communications) has exclusive rights to televise NYSPHSAA Regional and Championship events. No other televised broadcast of a NYSPHSAA Regional and/or Championship event will be permitted.

Schools who wish to have a school photographer or videographer attend a NYSPHSAA Regional or Championships, must contact Chris Watson, NYSPHSAA Director of Communications. Videotaping, for instructional purposes only, by the two schools playing in each contest will be permitted with approval by the NYSPHSAA office. Such permission must be obtained at least three days prior to the contest.

There will be a media coordinator on site. They will have a sign-in sheet for all press and temporary press credentials.

**Team photographers, fans and parents will not be permitted access to media areas, the playing surface, locker rooms or other restricted areas**

If you are planning to videotape you will need prior approval from the NYSPHSAA Director of Communications, Chris Watson.

**Results**

For any information on the tournament - schedule, results, hotel info, downtown parking maps, parking info, etc.—please visit the official tournament web site at http://nysphsaa.org/Sports/Volleyball-Girls.

**School Gate Lists/ID Badges**

ID badges will be provided for participants, coaches and support staff. Fifteen participants and six team personnel (coaches, statisticians, managers, etc.) will comprise the traveling squad and will be admitted to the tournament site. Bus drivers are provided entrance free to the facility with proper ID.

Each championship team is required to submit a School Gate List (attached) to the NYSPHSAA office two days prior to the championship event. Athletic Directors and school administrators should be listed on the School Gate List. Keep in mind, this list ONLY provides entry into the facility. It does NOT provide floor access.
Athletic Directors should submit the School Gate List to Kristen Jadin at the NYSPHSAA office by **Thursday, November 21.** Individuals listed on the School Gate List must check in at a ticket sales gate for admittance to the tournament.

**Adults are not permitted to wear athlete badges. If it is determined they are, the badge will be confiscated and they will be removed from the game site.**

**Team Entrance to Facility**
Teams and bench personnel will be able to use their admittance badge to enter the arena. In addition, teams and bench personnel **MUST** enter at either the **Church Street Entrance or Locker Room Entrance.**

**Awards**
For NYSPHSAA championships, champion, finalist and semifinalist plaques will be awarded to teams in all five classifications, plus individual medals to members of the champion and finalist teams. Only 15 individual awards are authorized for each team. Each state champion team will also receive 15 champion T-shirts. Awards will be presented at the conclusion of the final match in each class. Teams are to remain on the floor for the presentation of awards. If you have more than 15 athletes, a blank award will be handed out and will be collected at the conclusion of all photo opportunities. You may order additional awards & t-shirts with a form from the NYSPHSAA office.

**Sportsmanship Award**
One student-athlete from each team during the opening ceremony will be selected to receive a Sportsmanship Award and receive a T-shirt. The award will be given based on the sportsmanship policy with input from the State Committee and Officials. The promotion of sportsmanship is a priority for the New York State Public High School Athletic Association. Student-athletes, coaches and fans are encouraged to give your best and be a great sport!

**Submitting Team Roster/Photo**
Section coordinators/schools/coaches must follow the roster submission procedure to ensure their roster appears in the program. This should have been completed at the beginning of the season. However, if not, it needs to be complete at the completion of Section Finals.

Rosters should only be submitted via MaxPreps website. Instructions are below:

1. After you sign into [maxpreps.com](http://maxpreps.com) with your email and password, hover over the "head and shoulder" icon in the upper righthand corner to access your admin account. Click on your team admin under "Admin Accounts."
2. Once you go to your team page you can upload your roster by clicking “Roster” in the horizontal menu bar.
3. From the Roster page, you have a few options to update your roster: a. You may "Import" a roster b. To add individual athletes, select “+Athlete” c. You may also email your roster (Word or Excel file) to rosters@maxpreps.com and MaxPreps team will load them in three to five business days.
4. To load your team photo, go back to your team admin homepage by clicking “HOME” in the horizontal menu bar.
   a. Then click on “Photo” in the “Mascot & Team Photo” section in the lower right-hand section of the admin homepage.
b. From there simply click “Choose File” and select the file from your computer, then click “Submit” and you are done! NOTE: The photo file must be a .jpg image no larger than 5MB in size. Image must be in square or landscape orientation.

For detailed questions about MaxPreps partnership with the NYSPHSAA you may contact MaxPreps New York Representative Eric Frantz at 937-554-0477 or efrantz@maxpreps.com. FOR INQUIRIES WITH THE NYSPHSAA OFFICE, CONTACT Chris Watson at cwatson@nysphsaa.org.

***The photo/roster from MaxPreps are used in the Championship program. Upload the photo/roster into MaxPreps by Monday, November 5, 2019***

If your roster/photo has not been entered onto MaxPreps by the date above, please visit http://nysphsaa.org/ADs-Coaches/Submit-Information-Online/Roster1 to submit your roster online. To submit photo, email Todd Nelson directly at tnelson@nysphsaa.org ***

**Team Hotel**

All teams will be assigned to the Quality Inn, Country Inn and Suites, or Queensbury Hotel. Please see your team’s hotel assignments below:

**Quality Inn ($80 per night)**
57 Canada Street
Lake George, NY 12845

The Quality Inn will host all four Class C teams and three of the Class B teams. The Section 5 and 6 Class B teams will **NOT** be housed here.

**Country Inn and Suites ($85 per night)**
1130 U.S. 9
Queensbury, NY 12804

The Country Inn and Suites will host all four Class AA teams and all Class D teams.

**Queensbury Hotel ($93 per night)**
88 Ridge Street
Glens Falls, NY 12801

The Queensbury Hotel will host all four Class A teams and the Section 5/6 Class B teams.

*All hotels offer a hot breakfast as a part of the room rate.*

Tournament Director Peggy Seese WILL CALL EACH HOTEL TO CONFIRM ALL RESERVATIONS WERE MADE BY NOVEMBER 19. All rooms that were blocked for teams will be released by 2pm on November 19. You will need the following information when your School or Section representative calls the hotel:
1. Team name and classification
2. Tentative rooming list
3. Date and approximate time of arrival
4. A tax-exempt form to be faxed with the rooming list
Upon checking in, please inform the hotel of your plans. REMEMBER, the hotel rooms are contracted for two nights, with the assumption if you lose you go home. If you plan on staying regardless of win or lose, you will need to make those arrangements with the hotel. **Rooms are reserved for all teams the first night and half the amount of rooms the second night.**

**Team Supervision**
We require athletes and coaches to conduct themselves in a sportsmanlike manner consistent with the principles of NYSPHSAA athletic participation. Each individual spending the night in a tournament hotel shall be responsible for any vandalism done to the room, including theft. Coaches are specifically responsible for the conduct of their respective teams throughout the tournament including when their team is not competing and when they are traveling to and from the event.

**Hotel Accommodations for Fans/Parents**

NYSPHSAA is proud to announce a partnership with the IHG Hotels of Upstate New York as the Official Hotel Partners of the NYSPHSAA Championships. Tell your fans, families, and friends to contact the Holiday Inn Express location for their tournament accommodations.

*Please note that your team may have room blocks arranged at different hotels for this event.*

Holiday Inn Express Queensbury
216 Corinth Road
Queensbury, NY 12804
(518) 415-1888
Championship Banquet
A banquet will be held for athletes and their coaches on Friday, November 22 at Cool Insuring Arena (Heritage Hall). The dinner will begin at 5 pm and conclude at 8 pm. The cost of the dinner will be $17 per person paid in cash or check made payable to NYSPHSAA. You may pay at the door that evening. Reservations must be made by 10am on Tuesday, November 19.

Plated Preset:
Caesar Salad

To be served Buffet Style:
- Penne Marinara
- Fettuccine Alfredo
- Bermuda Vegetables
- Meatballs in marinara
- Rolls and Butter
- Soda and Water

Plated and Served Dessert:
Brownies

Coaches Meeting
A MANDATORY COACHES MEETING WILL BE HELD IMMEDIATELY AFTER THE DINNER.

Please email the following information to Peggy Seese: seese_p@argylecsd.org

Name of Team______________________________

School Colors________________________________

Classification_________

Number attending the Banquet__________

Name of the player representative____________________

Food allergies______________________

We ask that each tournament team to select a student-athlete who will come forward and tell us a little about their team and hometown.

* This is the start of our tournament. Please make sure your athletes are dressed appropriately. We do not encourage jeans or t-shirts. Please also approve what your speakers are saying before they present.
REGIONAL VOLLEYBALL

CLASS AA
Section 1 @ 9 winner @ 4
Section 8 @ Section 11
Section 5 @ Section 6
Section 2 @ Section 3

CLASS A
Section 1 @ Section 9, winner @ 4
Section 8 @ Section 11
Section 5 @ Section 6
Section 10 @ Section 2, winner @ 3

CLASS B
Section 1 @ Section 9, winner @ 4
Section 8 @ Section 11
Section 5 @ Section 6, winner @ 3
Section 10 @ Section 2, winner @ 7

CLASS C
Section 1 @ Section 9, winner @ 4
Section 8 @ Section 11
Section 5 @ Section 6, winner @ 3
Section 10 @ section 2, winner @ 7

CLASS D
Section 4 @ Section 3
Section 1 @ Section 11, winner @ 9
Section 5 @ Section 6
Section 10 @ Section 2, winner @ 7
STATE VOLLEYBALL
Sunday, November 24, 2019
Class A @ 10am

Class C @ 12pm

Class D @ 12pm

Class B @ 2pm

Class AA @ 2pm

Championship Format
Opening ceremonies will start at 7:45am. Pool Play will begin at 8:30 am and run to approximately 7:30 pm. Pool play will be done in waves with Classes A, C, and D in the morning. Classes AA and B will begin with opening ceremonies around 2pm. Play will begin approximately 3pm. There will be two opening ceremonies, one for each wave of games.

Pool Play Information
The NYSPHSAA Girls Volleyball Championship Tournament will use Pool Play for the Semifinal competition in all classifications:
1. There will be six (6) rounds of pool-play
2. Each round will consist of two (2) twenty-five rally games.

Officials
Individual Sections have nominated the officials who will work the tournament. Sally Wise, State President of Volleyball Officials, will coordinate the assignment of all officials at the State Tournament. Whenever possible, no official will be assigned as 1st or 2nd official to a match involving any team served by the local board of officials. An official may work a match involving a team from their Section, as long as that official does not cover the team’s regular season contests. Lines people will be rated officials provided by Section 2.

Tie-Break Procedure
IF TWO TEAMS ARE TIED FOR 2ND:
1. Game record head to head
2. If still tied, one 25-point rally playoff game. NO CAP –MUST WIN BY TWO to decide finalist.

IF THREE TEAMS ARE TIED FOR 1ST.
1. Game record head to head
2. If still tied, point differential will be used to seed teams. The teams with the greatest positive point differential will be named 1st in the pool, and therefore placed in the finals. The other two teams will play a one game playoff- off 25-point rally game. NO CAP-MUST WIN BY 2. The winner will advance.

IF THREE TEAMS ARE TIED FOR 2ND:
1. Game record head to head.
2. If still tied, point differential will be used to seed teams. The team with the greatest positive point differential will be given a bye. The other two (2) teams will play a one game play-off of 25 points (rally scoring) NO CAP–MUST WIN BY TWO. The winner will play the team with the bye in a one game play-off. No Cap, must win by two to advance.

IF FOUR TEAMS ARE TIED:
1. Point differential will be used to seed teams 1-4. Team 1 will play team 4 in a one 25-point rally game with NO CAP –MUST WIN BY TWO play-off. Likewise, team two will play team three in a one game play-off same rules.
2. Top two teams from those playoffs will advance to Saturday’s Championship Match (best of five games).

Championship Schedule
Saturday, November 23
*** Pool Play will begin @ 8:30 AM on Saturday. We will have an opening ceremony to introduce all 12 teams at 7:45 AM. Teams will be allowed to enter the site at 7:00 AM. Warm –ups for the first match will begin at 8:00 am. The first match will begin promptly at 8:30 AM. We will stay as close to the time schedule as possible.

*Starting with the 10:00 AM final, all other finals will take place 30 minutes after the previous match. Be aware your match may start early.

<table>
<thead>
<tr>
<th>Class AA: Arena</th>
<th>Team</th>
<th>Section</th>
<th>Pool Play Format</th>
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<tr>
<td>Team #</td>
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</tr>
<tr>
<td>1.</td>
<td>5-6</td>
<td>All classes will follow</td>
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</tr>
<tr>
<td>2.</td>
<td>1-9-4</td>
<td>the same schedule. Times</td>
<td></td>
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<tr>
<td>3.</td>
<td>2-3</td>
<td>are approximate. Games</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>8-11</td>
<td>will follow the listed sequence.</td>
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<tbody>
<tr>
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<tr>
<td>1.</td>
<td>5-6</td>
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</tr>
<tr>
<td>2.</td>
<td>1-9-4</td>
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<tr>
<td>3.</td>
<td>10-2-3</td>
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<td>4.</td>
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<tr>
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<tr>
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<td>5-6-3</td>
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<tr>
<td>3.</td>
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## Class C: Arena

<table>
<thead>
<tr>
<th>Team #</th>
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<tbody>
<tr>
<td>1.</td>
<td>5-6-3</td>
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<tr>
<td>2.</td>
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<td>8-11</td>
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## Class D: Arena

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<tbody>
<tr>
<td>1.</td>
<td>10-2-7</td>
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<tr>
<td>2.</td>
<td>4-3</td>
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<tr>
<td>3.</td>
<td>5-6</td>
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<tr>
<td>4.</td>
<td>1-11-9</td>
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### SEMIFINAL POOL PLAY SCHEDULE - November 23, 2019

Opening Ceremonies for AM wave – 7:45am - Class A, C & D

<table>
<thead>
<tr>
<th>Time</th>
<th>Court 1</th>
<th>Court 2</th>
<th>Court 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30am</td>
<td>Round 1</td>
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Schedule for AM rounds

- Team 1-4 Round 1
- Team 2-3 Round 2
- Team 1-3 Round 3
- Team 2-4 Round 4
- Team 1-2 Round 5
- Team 3-4 Round 6

Opening Ceremonies for PM wave - 2:00pm - Class B, AA

### SCHEDULE FOR POOL PLAY FOR THE PM WAVE

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<tr>
<th>Time</th>
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<th>Court 3</th>
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<td>2 vs 3 Pool A</td>
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### COURT ASSIGNMENTS/WAVES

- **Class AA**: Court 1
- **Class B**: Court 3
- **Class A**: Court 1
- **Class C**: Court 2
- **Class D**: Court 3
Sunday, November 24
10:00am – Class A – Court 1
12:00pm – Class C – Court 1
12:00pm – Class D – Court 3
2:00pm – Class AA – Court 1
2:00pm – Class B – Court 3
TEAM ROSTERS:

Please fax the team rooming list. State whether it is player, coach or manager next to each name. (P,C,M)

Payment with rooms above___________ other_______________

Hotel Procedures and Policies

Coach(es) must check in with SURVEY FORM at the lobby prior to student leaving bus.

Hotel Check in time________ Check out time _______ Late check out allowed?_______

Requested late time_______ Date and Day _______ Only if we win _______

Number of rooms allowed for late check out by hotel ___________

Other keys must be turned in by ___________

Late Check out confirmed and approved by hotel___________

Each guest receives 1 set of towels daily. Quiet time is strictly enforced.

Any questions?________________________________________________________

Contact person______________________ Signature__________________________

Phone_________________ Fax _________________ Email_____________________


# HOTEL ROOMING LIST - Country Inn & Suites

Contact Person: Elaine Swain  Fax: 1(518) 745-0181  Phone #: 1 (518) 745-0180

Team______________________________________________

Coaches Name________________________________________

Classification_____________ Phone #______________

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<tr>
<th>Room 1:</th>
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*Please indicate if you want the food, phone and movie service turned off in the room. Also make sure you include your bus driver in on the room.
**2019 Girls Volleyball Championship Operations Packet**

**HOTEL ROOMING LIST - Quality Inn and Suites**  
Contact Person: Scott Coers  
Fax: 1-518 668-3598  
Phone 1-518 668-3525

Team______________________________________________  
Coaches Name________________________________________  
Classification________________ Phone #_________________

**Room 1:**  
1____________________  
2____________________  
3____________________  
4____________________

**Room 2:**  
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**Room 3:**  
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**Room 4:**  
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**Room 5:**  
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**Room 6:**  
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**Room 7:**  
1____________________

*Please indicate if you want the food, phone and movie service turned off in the room. Also make sure you include your bus driver in on the room.*
**HOTEL ROOMING LIST - The Queensbury Hotel**

Sales Manager: Stephanie Howard  
Contact person: Debi Buttino  
Hotel fax: 518-745-5427  
Hotel phone: 518-792-1121 ext. 147

Team  

Coaches Name  

Classification Phone #  

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*Please indicate if you want the food, phone and movie service turned off in the room. Also make sure you include your bus driver in on the room.*
NYSPHSAA Championship
School Gate List

This list is for TEAM SPORTS during the State Semifinals & Finals ONLY.
For information regarding Regional events, contact the HOST Section.

School: ___________________________________________

Championship Event: ________________________________________

Championship Date: ________________________________________

Championship Site: ________________________________________

Please write down the number of players and team personnel your school will be bringing to the Championship event. Please note that each sport has a maximum number of players and team personnel allotted for each school. These individuals will receive credentials to gain access to the facility. Please keep in mind, credentials, awards, and champion t-shirts will be provided only for the maximum number allowed.

# of Student-Athletes: _________ # of Team Personnel: _________

This list below is designated for school administration and appropriate school personnel. The list is limited to a maximum of 8 individuals and is exclusive of the participating student-athletes and team personnel. This list ONLY provides entrance into the facility. It DOES NOT provide field/floor access. If your school wishes to have more than 8, NYSPHSAA will bill the school for the additional individuals. Team photographers and videographers should contact Chris Watson (cwatson@nysphsaa.org) for a media credential PRIOR TO THE EVENT. They do NOT need to be listed below. This list should be faxed to the NYSPHSAA office (518-690-0775) or sent via email to Kristen Jadin at kjadin@nysphsaa.org two days prior to the championship event. Please type or print names and titles below.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Day 1</th>
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NYSPHSAA Staff Approval: ____________________________ Date: ____________

(signature)