



# Championship Information Package



## 2007 CCAA BADMINTON CHAMPIONSHIPS

**Date:** March 8-10, 2007

**Site:** Richmond Pro Badminton Centre  
Unit 130 – 5800 Minoru Blvd.  
Richmond, BC V6X 2A9

**Email:** [info@richmondprobadminton.com](mailto:info@richmondprobadminton.com)  
[www.richmondprobadminton.com](http://www.richmondprobadminton.com)

### SECTION 1

#### PRE-CHAMPIONSHIP GENERAL INFORMATION

#### 1. ORGANIZING COMMITTEE

Name	Tournament Responsibility	Telephone #	Cell	<a href="#">email</a>
Lou Rene Legge	Tournament Coordinator	604-527-5043	604-616-6185	<a href="mailto:leggel@douglas.bc.ca">leggel@douglas.bc.ca</a>
Al Mawani (Dave Cruthers)	Technical Coordinator	604-435-2770	604-786-0345	<a href="mailto:technical@badmintonbc.com">technical@badmintonbc.com</a>
Brian McLennon Sean Velasco	Website/Media Results/Souvenirs	604-527-5005	604-683-6341 604-561-0161	<a href="mailto:mclennonb@douglas.bc.ca">mclennonb@douglas.bc.ca</a> <a href="mailto:velascos@douglas.bc.ca">velascos@douglas.bc.ca</a>
CMO - Douglas	Program/Poster			
CLS - Douglas	Accreditation			
Elise LeBrun	Hospitality	604-599-2005		<a href="mailto:Elise.lebrun@kwantlen.ca">Elise.lebrun@kwantlen.ca</a>
Tasnim Mawani Besnik Mece Brad Davis	Opening/Closing Ceremonies/ Transportation/ Volunteers/ Banquet/	605-435-2770		
Therapy Services	Dr. Mo Baloo	604-430-1525		<a href="http://www.metrochiro.ca">www.metrochiro.ca</a>
Alf McGuire	CCAA National Convenor			

Sandra Murray-MacDonell	CCAA Executive Director	613-937-1508	613-360-2409	<a href="mailto:sandra@ccaa.ca">sandra@ccaa.ca</a>
Stéphanie Legault	CCAA Coordinator of Marketing and Media Relations	613-933-6080 ext 2211		<a href="mailto:Stephanie@ccaa.ca">Stephanie@ccaa.ca</a>

**Address:** Douglas College, 700 Royal Ave., New Westminister, BC V3L 5B2  
**Fax:** 604-527-5032  
**Phone:** 604-527-5043  
**E-mail:** [leggel@douglas.bc.ca](mailto:leggel@douglas.bc.ca)  
**Web Site:** [www.douglas.bc.ca/csrw](http://www.douglas.bc.ca/csrw)

<b>2. SCHEDULE OF EVENTS</b>
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**Participants will be shuttled from the airport to the hotel upon arrival.**

**Wednesday, March 7th**

- Arrival of teams at Vancouver International Airport
  - ACAC – approximate 2:30pm arrival
  - ACAA – approximate 1:30pm arrival
  - OACC – approximate 3:30pm arrival
- Practice times available
  - ACAA 3pm - 8pm
  - BCCAA 1 & BCCAA 2 (host) 3:30pm – 5:00pm
  - ACAC & OACC 5:00pm – 6:30pm
  - 6:30pm – 8:00pm
- Accreditation will be conducted @ Executive Airport Plaza
- **8:30pm Coaches meeting @ Executive Airport Plaza**
- Coaches Hospitality Room open at the hotel from 9:00pm – 12:00am (Wed – Sat)

**NOTE:** 1 Tube of 12 shuttles will be provided to each team for their practice sessions. Additional shuttles will be available @ Richmond Pro at a cost of \$22/dozen. Black Knight 6600 – 78 speed birds will be used throughout the competition.

**Thursday, March 8th**

**8:00am - 9:30am Welcome Breakfast Buffet @ Executive Airport Plaza**

- Practice
  - ACAC 1 & OACC 9:30am – 10:15am
  - BCAA & BCAA 2 10:15am – 11:00am
  - ACAA 11:00am – 11:45am

**12:00 noon Opening Ceremony @ Richmond Pro**

Round 1  
 1:00pm- 3:00pm  
 ACAA vs. BCCAA  
 ACAC vs. BCCAA (host)  
 OCAA – bye

Round 2  
 3:00pm – 5:00pm  
 ACAC vs. OCAA  
 BCCAA vs. BCCAA (host)  
 ACAA – bye

Round 3  
5:00pm – 7:00pm

ACAC vs. ACAA  
OCAA vs. BCCAA (host)  
BCCAA – bye

**Friday, March 9th**

Round 4  
9.00am -11.00am

BCCAA vs. OCAA  
ACAA vs. BCCAA (host)  
ACAC – bye

Round 5  
11.00am- 1:00pm

ACAC vs. BCCAA  
OCAA vs. ACAA  
BCCAA (host) – bye

Semi Finals  
4:00pm – 7:00pm

(4 courts)  
Order of Play:  
WS, MS, WD, MD, MX

**Saturday, March 10th**

8:00am – 9:00am  
9.00am - 12:00pm  
12:00 – 12:30pm  
12:30pm – 4:30pm  
4:30pm – 5:00pm

Practice time  
Bronze medal matches  
Chinese Dancers  
Gold medal matches  
Medal Presentations

**6:00pm – 8:00pm**

**All Canadian Awards Banquet  
@ Executive Airport Plaza**

8:00 – closing

Participants Social hosted by Sleemans  
at the Foggy Dew. Championship ID  
& Picture ID required for entry.  
For those under 19, movie tickets will  
be available.

**Sunday, March 11th**

- Transportation of Participants, Officials and VIP's to Vancouver International Airport (Schedule to be confirmed).

## SECTION 2

### DETAILED INFORMATION – PARTICIPANT SPECIFIC

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#### 3. PARTICIPATING TEAM FUNCTION/SPECIAL EVENTS

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##### *Coaches Meeting*

**Date:** March 7, 2007  
**Site:** Hospitality Room at Executive Airport Plaza  
**Time:** 8:30 – 9:30PM

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##### *Participants Welcome Breakfast*

**Date:** March 8, 2007  
**Site:** Executive Airport Plaza Hotel  
**Time:** 8 – 9:30AM

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##### *Opening Ceremonies*

**Date:** March 8, 2007  
**Site:** Richmond Pro Badminton Centre  
**Time:** 12:00 Noon

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##### *Championship Banquet*

**Date:** March 10, 2007  
**Site:** Executive Airport Plaza  
**Cost:** Covered by Accreditation Fee  
**Schedule:** 6-8pm  
**Dress:** Casual to semi-formal  
**Additional Tickets:** \$30.00

**R.S.V.P. before: February 30, 2007**

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##### *Athletes Social*

**Date:** March 10, 2007  
**Site:** Foggy Dew Pub (attached to hotel)  
**Time:** 8:00PM (must have Tournament Accreditation to attend)

#### 4. MEETINGS

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##### **CCAA policy A8, S10, 10.8:**

It is required that colleges attending the event stay at the designated host hotel. Coaches must insist on being assigned to the same floor as their team when booking rooms. Bookings must be done before Host's established deadline date. Unless there is no vacancy before the established deadline, teams, which do not stay at the host hotel shall be subject to a fine of \$500/ team.

### **COACHES MEETING**

**Date:** March 7, 2007  
**Site:** Executive Plaza Hotel – Hospitality Room  
**Schedule:** Coaches Meeting 8:30 – 9:30pm

### **OFFICIALS MEETING**

**Date:** CCAA Convenor to call  
**Site:**  
**Schedule:**

### **5. MEDIA CONFERENCE**

#### **CCAA policy A8, S10, 10.13:**

Teams and/or team representatives, as per host's request, are required to attend the media conference and/or any other tournament-related media events. Failure to do so will result in a fine of **\$200** assessed to the offending team(s).

#### **MEDIA CONFERENCE:**

**Date:** Media invited to attend Welcome Breakfast  
**Site:** Executive Airport Plaza Hotel  
**Schedule:** 8 – 9:30Am

### **6. CHAMPIONSHIP HOTEL**

#### **CCAA policy A8, S10, 10.6:**

It is required that colleges attending the event stay at the designated host hotel. . Coaches must insist on being assigned to the same floor as their team when booking rooms. Bookings must be done before Host's established deadline date. Unless there is no vacancy before the established deadline, teams, which do not stay at the host hotel shall be subject to a fine of \$500/ team.

**Hotel:** Executive Airport Plaza  
**Address:** 7311 Richmond Hwy., Richmond, BC V6X 1A3  
**Phone:** 604-278-5555  
**Fax:** 604-278-5319  
**Contact person:** Bruce Marks  
**Room rates:** \$99 – Quad Room (upgrades available)

### ***R.S.V.P. before **Date February 19, 2007*****

**Parking:** No Charge  
**Distance from competition site:** 2 blocks  
**Hotel Amenities:** As per website

## 7. VEHICLE RENTAL

**Name of Company:** Budget Rent A Car  
**Address:** 7845 Kingsway, New Westminster, BC V3N 3E3  
**Contact Person:** Philip Chan  
**Tel.:** 604-257-8264  
**FAX:** 604-257-8266  
**E-mail:** [Philip\\_mh\\_chan@yahoo.ca](mailto:Philip_mh_chan@yahoo.ca)  
(Philip underscore mh underscore chan at yahoo.ca)  
**Cost:** See attached.

Budget, as a supplier to Douglas College, will honour the provincial government rate for all participants in this event. If you choose to rent a vehicle, Budget will provide all the pick ups and drop offs from the airport to our Richmond location (5mins drive from either the airport of the hotel) at no extra charges. However, there will be a \$35.00 charge if any of the vehicles are returned to the airport location.

## Please see attachment for all prices and taxes.

For all reservations and questions, please contact me at least one week prior to the Championship.

Thank you.  
Philip Chan

*Philip Chan, Manager  
Budget Car And Truck Rental @ New Westminster  
7845 Kingsway,  
New Westminster, BC  
V3N 3E3  
Tel: 604-257-8264  
Fax: 604-257-8266  
Email: [Philip\\_mh\\_chan@yahoo.ca](mailto:Philip_mh_chan@yahoo.ca)*

## 8. REGISTRATION & TEAM ACCREDITATION

### **CCAA policy A8, S10, 10.12:**

Participating teams must bring to the championships, a cheque for their accreditation fees. This cheque is to be given to the host at registration/accreditation if not already received. Failure to do so may result in a fine of \$100 to the offending institution(s).

**Location:** Executive Airport Plaza  
**Time:** Upon arrival Wednesday March 7, 2007  
**Accreditation Fee:** \$40  
***Sport Specific Accreditation – see Sport specific Regulations***

Further information will be provided to the participating teams upon qualification for the championship. For example, Team Host and Hostess information.

## **9. TECHNICAL INFORMATION**

### **9.1 FACILITIES:**

**The competition will take place at:** Richmond Pro Badminton Centre  
Unit-130 – 5800 Minoru Blvd  
Richmond, BC V6X 2A9  
8 dedicated badminton courts  
small showers and change rooms

**Team room details:** hospitality, team rooms, coaches room, medical  
Room, media room, drug testing room

### **9.2 EQUIPMENT:**

**Game ball:** Black Knight Shuttles

### **9.3. THERAPY / MEDICAL SERVICES:**

**Field coverage:** Onsite Chiropractic/Massage

**Clinical coverage:** Walk In Clinic (check location)

### **9.4 LAUNDRY:**

TBD

### **9.5 HOSPITALITY ROOMS (VIP, OFFICIALS, COACHES, ETC.):**

**Date:** March 7-8-9, 2007  
**Site:** Penthouse at the Executive Airport Hotel  
**Schedule:** Evenings

### **9.5 MEDIA & VIDEO SERVICE:**

Streaming Online Video

### **9.6 DRUG TESTING & DOPING CONTROL:**

*As per CCAA Requirements*

### **9.7 SOUVENIRS:**

TBD

## 10. SPORT INFORMATION REQUIREMENTS

Below is a list of items the championship host office must receive from participating schools no later than

**DATE:** *February 28, 2007*

### **CCAA policy A8, S10, 10.4.1:**

Teams who attend national championships and who have not submitted the information by the date required by the host may be subject to a **\$100 fine**.

### **CHECKLIST:**

- Team Photo**  
Team photos must of high quality (.tif or .jpg), black and white preferred.  
E-mail to: [Leggel@douglas.bc.ca](mailto:Leggel@douglas.bc.ca)
- Individual Head Shot for Tournament ID**  
Individual head shots will speed up the creation of tournament ID  
Email to: [Leggel@douglas.bc.ca](mailto:Leggel@douglas.bc.ca)
- Team Logo**  
Team photos must of high quality (.tif or .eps), black and white & colour  
E-mail to: [Leggel@douglas.bc.ca](mailto:Leggel@douglas.bc.ca)
- Team Roster**  
Team roster must be sent electronically to: [Leggel@douglas.bc.ca](mailto:Leggel@douglas.bc.ca)  
Please ensure that roster is formatted as in the example.  
Please Identify on the Team Roster the Head of Delegation for your institution

### **CCAA policy A8, S10, 10.1:**

All participating teams must identify a Head of Delegation, who will be an official representative of the College / Conference. The Head of Delegation's responsibilities include but are not limited to:

- Ensuring all traveling representatives have reviewed the CCAA Code of Ethics / Participating Team Responsibilities / and have been made aware of the behaviour / conduct expectations of the CCAA, the PCAA and their institution, both on and off the court (field) prior to, during and following the championship.
  - Attendance, with the coaching staff, at the Coaches Meeting.
  - Providing to the host and host hotel front desk, a cell phone number at which the Head of Delegation can be reached for the duration of the championship.
  - Actively assisting host and CCAA personnel with the orderly conduct of the championship.
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- Accreditation and Banquet Form**  
Form must be typed and faxed to: 604-527-5032  
Attention: Lou Rene Legge  
Please ensure this form is formatted as provided.
  - Medical Form**  
Form must be typed and faxed to: 604-527-5032  
Attention: Lou Rene Legge  
Please ensure this form is formatted as provided.



## Accreditation & Banquet Form Forme D'Accréditation Et De Banquet

Sport (M/F):		
Institution:		
Team Contact/ Contact D'Équipe:		
Phone/Téléphone:		
Fax:		
E-mail/Courriel:		
	Banquet (#)	Accreditation (#)
Total number of players/ Nombre total des joueurs:		
Total number of staff (coaches, managers)/ Nombre total de personnel (entraîneurs, directeurs):		
Total Team Delegates/ Délégués Totaux D'Équipe:		
Additional Guests/ Invités Additionnels:	Banquet	Accreditation
	Banquet (#)	Accreditation (#)
Total Delegates/ Délégués De Total:		
Total number of rooms required/ Nombre total des salles requises:		



## BUDGET CAR & TRUCK RENTALS PROVINCIAL GOVERNMENT RATE

**TO MAKE RESERVATION OR MORE DETAIL PLEASE CONTACT PHILIP CHAN (604) 257-8264**

CAR TYPE	DAILY	WEEKLY	Extra KMS	CODE
	<b>200KM/day or 1400KM/week</b>			
EC - Economy Car	\$ 27.00	\$ 160.65	\$0.15/KM	PG7
CC - Compact Car	\$ 27.00	\$ 160.65	\$0.15/KM	PG7
IC - Intermediate Car	\$ 33.00	\$ 196.35	\$0.15/KM	PG7
FC - Full Size Car	\$ 38.00	\$ 226.10	\$0.15/KM	PG7
MV - Minivan	\$ 59.00	\$ 351.05	\$0.15/KM	PG7
IF - Inter. SUV (Liberty)**	\$ 74.00	\$ 440.30	\$0.15/KM	PG7
FF - Premium (Explorer)**	\$ 74.00	\$ 440.30	\$0.15/KM	PG7
B2 - 15 Passenger Bus	\$ 159.00	\$ 946.05	\$0.15/KM	PG7

- All prices exclude local taxes, fuel surcharges and credit card fees where applicable
- \$5 million Third Party Liability included in rental rate
- Collision Option avail. @ \$24.95/day
- Personal Accident Insurance avail @ \$5.95/DAY
- Coverage is with a \$300.00 deductible

\*\* with the exception of 4 wheel drive units, 15 passengers bus, convertible units and luxury units @ \$1000.00 deductible

	DAILY	WEEKLY	Extra KMS	CODE
	<b>Incl. Unlimited Kms</b>			
EC - Economy Car	\$ 31.99	\$ 189.99		Regular Rate
CC - Compact Car	\$ 33.99	\$ 199.99		Regular Rate
IC - Intermediate Car	\$ 37.99	\$ 219.99		Regular Rate
FC - Full Size Car	\$ 49.99	\$ 259.99		Regular Rate
MV - Minivan	\$ 59.99	\$ 299.99		Regular Rate
IF - Inter. SUV (Liberty)**	\$ 69.99	\$ 299.99		Regular Rate
FF - Premium (Explorer)**	\$ 99.99	\$ 499.99		Regular Rate
B2 - 15 Passenger Bus	\$ 229.99 100km/day	\$ 999.99 1400KM/WEEK	\$0.25/km	Regular Rate

- All prices exclude 7% PST & 6% GST
- All prices exclude vehicle license fee \$1.99/day plus 7% PST & 6% GST
- All prices exclude sur-tax of \$1.50/day plus 6% GST
- Budget will provide all the pick up and drop off at the airport location with no extra fees.
- There will be a \$35.00 drop charge if vehicles return at the Budget airport location.

