

Proof of Age/Eligibility & Proof of Enrollment and Process

*****This is for All-Star (Eligibility) and University/College (Enrollment) teams only.**

Process at CheerExpo:

1. After leaving the practice area you will proceed to the area behind the cheer floor to line up in performance order. Only one team will be permitted in the stretching area at any one time. You will be greeted by a CheerExpo director who will verify that you are in the correct order. He/She will request to know the correct number of athletes that will be competing on the floor. This information will be relayed to the judges if it differs from our count.
2. The "Head Coach" (or designate) of each team will be responsible to have all verification papers (see requirements below) with them when the team enters the stretching area behind the main competition floor.
3. When the team is called to the floor, the athletes will come through the centre of the backdrop. The coaches will come from the right hand side (if looking at the front of the backdrop from the judges stand) to avoid collisions with the team exiting the floor. Anyone in the Coaches area will kneel on the floor, as far back as possible so as not to block the judges' view, during the performance. After the routine is finished, the coaches and the team will exit the floor area on the left hand side (again, from the judges vantage point).
4. NEW - Who can be in the Coaches viewing area:
 - up to 10 coaches per team
 - any injured athletes from that team
 - any listed spares for that team
 - any athlete (or non-athlete) who is a CHILD of an athlete competing (this is mainly for Open teams who have adults competing)

In ANY combination of the above, no more than 15 people will be permitted. This has been updated to reflect the limitations of the regular fan zone VIP line created by the limited amount of time between teams (athletes in uniform are encouraged to watch from the stands and any program with more than 3 teams will not be permitted to have athletes in uniform in the VIP line on Sunday. This may also be enforced on Saturday should it become necessary.

5. Immediately after your teams' performance, you will go with the team behind the floor to the left hand side. You will all go to the holding area, which we call the "Lucky Dice Area". Only team members and coaches who were sitting in the coaches seating will be permitted in this area and everyone must remain in this area until they are dismissed by the CheerExpo director.
6. The head coach of the team will roll a dice. If they roll a pre-determined number (let's say 6), all of the teams' paperwork will be checked. If they roll anything other than 6, they will not be checked and are free to go.*
7. ALL WORLDS ELIGIBLE TEAMS WILL BE CHECKED (no need to roll).
8. All teams will roll the dice once per performance, even if their paperwork has already been checked. Teams subject to deduction/fee on day one may be subject to double the penalty (fees and points) if the situation is not corrected for the second performance (if permitted).
9. Coach(s) will be asked to arrange the group in a line that coincides with the order of the paperwork to make the verification as efficient as possible.
10. The CheerExpo director will first verify the number of competitors. Anyone with a matching uniform (or who obviously competed with the team) will be counted. Anyone seen leaving will constitute cheating and penalty number 1 (see below) will apply.
11. Next the director will compare the paperwork and pictures with each athlete in order. Once everyone is checked and everything has been verified you may exit the area. If you have crossovers it is advisable to have their paperwork ready first if they need to leave quickly. They will not be permitted to leave until the director says it is OK.

*CheerExpo reserves the right to verify any teams' eligibility at any time without warning.

PENALTIES:

1. If number of participants does not match the number of participants that was given to the CheerExpo director just before competing, the team may be assessed a \$250 fee and a maximum 50 point deduction.
2. If the number of participants is more than the number of participants registered and paid for with CheerExpo, the team may be assessed a \$100 fee plus the late registration fee for each athlete not accounted for.
3. If a coach does not have the paperwork **in hand** there may be a \$300 fee. If they do not have the paperwork at all, or the paperwork is incomplete, there may be a \$500 fee and a maximum 50 point deduction.

4. Any team who is found to have members who are ineligible will be assessed a \$500 fee and may be disqualified and will be ineligible for Bids.
5. Teams with more than 15 people in the coaches' seating area may be assessed a \$300 fee. This is a restricted area. Please make sure that the parents, fans, and members of "sister" teams understand this. There is a separate VIP viewing area for parents and fans.

The CheerExpo director will inform the head tally judge of any deductions.

ALL FEES ARE PAYABLE AT THE INFORMATION BOOTH IN **CASH ONLY**. ALL PAYMENTS ARE REQUIRED BY THE END OF THE EVENT. Receipts will be provided. Any outstanding payments at the close of the event will immediately incur a late fee of \$100 and will accrue 5% interest monthly. After 90 days of non-payment the file will be sent to the collection agency. No team with fees owing will be awarded placements at the awards ceremony.

PAPERWORK REQUIREMENTS:

Per Team:

- All-star & School Teams: Team list
- OR
- University/Collegiate Cheer Teams: A copy of the Registrars' Letter or Athletic Department Letter on school letterhead listing all athletes' names and confirming them as students of the school. CheerExpo will have a copy on record but the director will not have this on hand so please ensure that the head coach has a copy of this to present. Photocopies are sufficient.

Per Athlete:

- Legible photocopy (clear scan) of birth certificate, health card, hospital card, etc. showing name and date of birth, AND
 - Clear photocopy (full color scan please) of Photo ID showing name. Name must match name on birth certificate). Acceptable options include drivers license, health card (in provinces where pictures are on cards), and school ID. For athletes who are younger than school age (or who attend a school that does not do School IDs) a recent photograph with the athlete's name and parent signature will be sufficient.
- OR
- Clear photocopy (full color scan please) of passport showing picture, date of birth and name.

Please keep all of these in a binder or folder ready to present if required or saved in an efficient format on a thumb drive. Once the competition schedule has been set it is advisable to put crossovers that may need to leave quickly at the front of the binder. In all cases the actual document rather than a photocopy or scan are also permitted.

DO NOT EMAIL, MAIL OR SUBMIT THESE DOCUMENTS TO ANY CHEEREXPO REPRESENTATIVE. WE NEED TO **SEE** THEM, WE DO **NOT** WANT TO TAKE THEM.

Questions? Contact us at info@cheerexpo.net
