

## Proof of Eligibility / Age & Proof of Enrollment and Process 2023

**This is for Allstar (Age Eligibility) and University/College/CEGEP (Enrollment) teams only**

Process at CheerExpo:

1. After leaving the warm up area you will proceed to the area behind the cheer floor to line up in performance order. 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. When the team switches to "ON DECK", the coaches of the team will head out on the right side of the curtain to the coaches hold area (just in front of the VIP line off to the right side from the judges' point of view). Essentially, they are heading to the front with the team that performs BEFORE their team (coaches will be out there one team ahead of time).
3. The "Head Coach" (or designate) of each team will be responsible to have all verification papers (see requirements below) with them when the team is competing.
4. When the team is called to the floor, the athletes will come through the centre of the backdrop. The coaches will come from the coaches hold area to the centre. 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.
5. NEW - Who can be in the Coaches viewing area:
  - up to 8 coaches per team (with coach credentials)
  - any injured athletes from that team
  - any listed spares for that team
  - any athlete (or non-athlete) who is a CHILD of a coach/athlete competing (this is mainly for Open teams who have adults competing and coaches).

In ANY combination of the above, **no more than 10 people** will be permitted.

6. 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) back behind the backdrop to 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 CheerExpo staff.
7. 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.
8. **NOTE: ALL WORLDS ELIGIBLE TEAMS WILL BE CHECKED** (no need to roll).
9. 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 a second performance is permitted).
10. 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.
11. 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 foul play and penalty number 1 (see below) will apply.
12. 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.
13. University/College/Cegep teams are NOT being checked for ages. The staff will simply confirm that the people who just competed on the floor have ID that matches the names that are on the official student list on school letterhead to confirm that all athletes are registered students.
14. All others will be checked to ensure that the age of the participant matches the age specifications of the division. Please refer to the CheerExpo division list on our website to review ages. Worlds teams must match the age specifications for Worlds

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

## **PENALTIES:**

1. If the 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, 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 and plenty of room in general seating.

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 balance owing at the close of the event will subject to the conditions set out in the coaches' agreement. No team with fees owing will be awarded placements at the awards ceremony.

## **VERIFICATION REQUIREMENTS:**

### **Per Team:**

- Allstar Teams: Copy of CheerExpo 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 may not have this on hand so please ensure that the head coach has a copy of this to present. Photocopies are sufficient.

### **Per Athlete\*:**

- 1 Piece of government issued ID with picture, name and date of birth. Clear legible full color photocopy, clear full color scan or original. Examples include Passport or Drivers License.
- OR
- 2 Pieces of ID: one of which shows a minimum of picture & name and the other shows minimum of name & date of birth. Examples: Legible photocopy (clear scan or original) of birth certificate, health card, hospital card, etc. showing name and date of birth, AND Clear photocopy (full color scan please) or original Photo ID showing name. Names must match on IDs. Acceptable options include 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.

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/file. In all cases the actual ID / document rather than a photocopy or scan, is also permitted. However, it would be unadvisable, especially for children, to carry these documents.

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

\*If you have a special circumstance for a particular athlete, please let us know (child who does not have any ID due to being abandoned, removed from parents, orphaned or refugee from war, etc). This process is not meant to prevent children from being able to participate in cheerleading.

Questions? Contact us at [info@cheerexpo.net](mailto:info@cheerexpo.net)