

# Coach Agreement & Event Details

## CheerExpo 2023

(Updated July 30, 2022)

- Two-Day Championship
- ALL teams receive banners & athletes receive individual awards. Also awarded: Judges Choice Level Champions, MAXOUT Champions (Allstar), Grand Champions (Scholastic), [Coach of the Year](#), Best Fans in the Stands, [MB Heart & Soul Awards](#), and various specialty awards (awesome jumps, stunts, etc.,).
- Bids to the 2024 Cheerleading Worlds (up to 2 Partial Paid Bids and 6 At Large Bids). For more information visit: <http://www.cheerexpo.com/WorldsBids.htm>
- Earn credits to The OPEN Cheer and Dance Championships location of your choice! For more information visit: <https://openchampionshipseries.com>
- Full production event with professional lighting, sound, spring floor and stadium seating. Warm up room includes stunting mats, tumbling strip and two spring floors to allow warm up of multiple teams.
- Using Cheer Canada / Cheer Nova Scotia divisions, rules and scoring with a triple judging panel and score check
- Educational opportunities for coaches and athletes
- NEW! [CheerExpo Junior Judges Program](#)
- NEW! Stunt Battle: Stunt Group & Partner Stunt divisions

### Registration Process

Your full agreement to the information/conditions below is legally assumed upon registering (payment, sending in team information to be added to the competition schedule at the event, etc.).

This is what you will need to send in to be registered:

1. Completed Registration Pack(s). You will need to fill out one excel file PER TEAM you are registering. Please email the EXCEL file to [info@cheerexpo.net](mailto:info@cheerexpo.net). Note: If you choose to mail in your package or send in any other format (PDF, Word, etc) there will be a \$100 per team processing fee.
2. If you prefer to skip Friday night check-in, you can opt to have your passes shipped if you have your registration 100% completed by March 4<sup>th</sup>.
3. Programs are responsible to ensure that parents and participants are directed to read the Terms and Conditions of Participation document prior to registration / participation. The document may be distributed electronically as a PDF file, sent as a link to the page on the CheerExpo website or printed as a hard copy for distribution.
4. University/College/CEGEP teams require an official roster of team members from the registrars' office. They'll need to sign off verifying that all team members are students of the school or an affiliated school to participate at CheerExpo. Minimum number of courses a student must be registered in to be eligible is 1 (one). Work terms also qualify.
5. Nova Scotia Junior and Senior High School teams will need to have an SSNS Sanction form signed by the school submitted by February 14<sup>th</sup>.
6. Grade school teams (junior high, high school, etc.) from outside of NS will require a letter of permission from the school principal or athletic department recognizing that the team is participating at the event.
7. Crossovers – there is no crossover rate. Athletes must pay the full rate for each team/group they compete with.
8. Payment (ONE certified cheque, Email Money Transfer, or bank draft per program/gym):
  - a) Cheques/Bank Drafts will be accepted only if received prior to February 14<sup>th</sup>. Make payable to CheerExpo and mail to 16 Liberty Crescent, Trenton, Ontario, Canada K8V 0G2
  - b) Email Money Transfer should be payable to [info@cheerexpo.net](mailto:info@cheerexpo.net)
  - c) Credit Card payments via PayPal only. A 4% convenience fee must be added to your total. To join PayPal go to [www.paypal.com](http://www.paypal.com). It's free to join PayPal and it's probably the most secure way to pay online since your banking details are not disclosed with payment.

### Additional Registration Information:

1. Two (2) FREE coaches per competing team. Clarification: A club with 6 teams competing is entitled to 12 free coaches. Coaches may be listed on multiple teams from the same without extra fees as long as each coach fills a "free" spot for at least one team within the program. Athletes who also coach in the same program will pay to compete but are not required to pay an extra coach fee.
2. Coaches are responsible to have all eligibility and medical information pertaining to the competitors including health card numbers, insurance companies (if applicable), any allergies or potential health considerations, proof of age and all

emergency contact information. If the group or individual is part of a team, this/these coach/helpers must be the actual coach(es) of the team. Additional coaches may come at the discounted rate.

3. Athletes / teams from outside of Canada will be required to have medical insurance.
4. **Non-Payment Policy:** Teams with a balance due will not be permitted to participate. Cheques must clear PRIOR to the event. Any bounced cheques, non-payment, or amount due after the competition will accrue 5% interest every 30 days starting from the Friday (check in) of the event. If the amount due is not paid in full after 90 days an extra 30% of the total will be added to the amount owing and the file will be sent to the collection agency (the 30% is a recovery charge to cover collection agency fees). In the event of litigation, the Program (aka the team, school, club, gym, owner, head coach, etc) will be responsible for all legal fees.
5. **Performance Only / Demo teams** will receive a 1-day spectator pass and be escorted through the warm-up space during their scheduled time. These teams will not have access to classes or the warm-up space outside of their scheduled warm-up time. Should a performance only / demo team wish to attend classes they will be required to pay the "Watch & Learn" rate.
6. **Cheer-Abilities teams** who choose to be exhibition/performance only are free of charge and will not be scored, ranked or rated. They will receive a 1-day spectator pass and will not have access to classes. Cheer Abilities teams who wish to compete will pay the same rate as Prep teams and will be scored according to the Cheer Canada scoring system.
7. **Changing divisions** after the February 14th deadline will cost \$250 per division switch. The schedule may or may not change. Further, divisions may or may not change if minor changes affect the team composition after the schedule has been created (i.e., a coed team loses its only male athlete, a team adds or loses athletes).
8. There are no refunds after February 14th (awards have already been purchased) but you may transfer your credit (i.e., if Sally Sue was removed from your team, you can replace her with someone else at no extra cost, or transfer her paid amount to someone else in the form of watch & learn passes or spectator passes for family members/fans). Credits must be used for the same event.
9. After February 14<sup>th</sup>, there are no refunds for fees paid to CheerExpo unless the event is canceled by CheerExpo (for a reason other than a Force Majeure Event). In the event that the competition is canceled, all attempts will be made to reschedule the Event. Those unable to attend will not be refunded. In recognition of the fact that most expenses for the Event occur well before the Event, if a Force Majeure Event occurs which prevents CheerExpo from completing the Event, CheerExpo will not be held responsible to refund programs. For purposes of this clause, a Force Majeure Event means any cause not entirely within the control of CheerExpo and which it could not by exercise of reasonable diligence have avoided such as the result of fire or other act of God / Nature, riot, labour strike, national or local emergency. Credits or partial credits may be issued towards future events in some cases and will be pro-rated based on when credit is used. CheerExpo reserves the right to re-schedule, postpone or make adjustments to events if necessary.
10. Credits issued from the 2020 event may be used towards future events and will be pro-rated based on when credit is used (see chart below).

Credits Issued from 2020		EXAMPLE: Value Credit of \$1000
If used in 2020	100% Credit	\$1000
If used in 2021	100% Credit	\$1000
If used in 2022	80% Credit	\$800
If used in 2023	60% Credit	\$600
If used in 2024	40% Credit	\$400
If used in 2025	20% Credit	\$200

### General Event/Competition Rules

1. Final scores will be a combination of day one and day two; each performance worth 50% of final score (except teams that are 1 day only)
2. **Proof of Eligibility:** See Document entitled "[Proof of Eligibility](#)" on our website to ensure you have the documentation prepared for eligibility checks during the event.
3. Coaches / team designated adults (over the age of 21) are responsible for the conduct and safe participation of participants at all times during the CheerExpo, including during classes. You know the ability level of your athletes; we do not.
4. Read the **Age Grid document** fully ([Allstar](#) or [Scholastic](#)) for the rules, time limits, and all details concerning your division.
5. Although efforts will be made to prevent conflicts in the schedule, the flow and proper judging of the event are the priorities. Although CheerExpo will always try to leave at least 10 minutes between performances of crossover athletes, there are no guarantees. Only conflicts (crossovers, athletes on school and allstar teams, coaches that coach more than one team, coaches

who are athletes, etc.) that have been indicated to CheerExpo on the team list prior to the February 14th deadline will be considered for scheduling purposes. Conflicts during awards ceremonies cannot be accommodated.

6. Coaches will have the opportunity to challenge deductions and / or have an explanation of the deduction.
7. There will be no event spotters for this competition.
8. Only Coaches and their minor children are permitted in the Coaches Room.
9. Note: CheerExpo does not provide drinking water at the event. The warm up room and competition floor are built over platforms covering ice rinks. We are not permitted to have water coolers near the rinks as any spilled water will freeze. There are water fountains in the hallways, vending machines and a concession stand. You should also bring labelled water bottles.
10. **Music:** Once the event schedule is released you will be asked to email in your music file to [klemieuxd@gmail.com](mailto:klemieuxd@gmail.com) and label it with your performance number and team details. We will test it and have it ready for you in the warm up room and competition floor where our technicians will play your music during compete times so all coaches can be front and centre during your team's performance.

Having a back-up copy on a phone or USB is not a bad idea. However, note that any errors in performance due to poor music quality or the team's own equipment, supplies, lack of integration with our sound equipment or mistakes by team personnel will NOT be allowed to repeat their performance.

Music ownership will not be verified for copyright purposes. All teams assume the liability risk if they use copyrighted music. CheerExpo will not be held responsible. Due to copyright laws, CheerExpo does NOT have instant replay for teams and does not sell event videos. Our license with SOCAN provides us the right to play the routine music live for your performance only.

11. When emailing your music, you should also send your programs' choice for the [MB Thompson Heart and Soul Award](#).
12. All participants must enter and exit the performance area in a timely fashion. Placement of props should take place immediately after the previous performance. Formal entrances (from the time your team is announced to perform) or exits involving jumps, tumbling, stunting, or organized motions, cheers or spell-outs are prohibited and may result in a deduction. All competitors should enter onto the floor as quickly as possible and immediately begin their performance when called. Teams who do not enter the floor when called will receive a zero for the performance and will be skipped. Coaches will enter the coaches' viewing area with the team that is scheduled BEFORE their team to ensure that they are in place for the performance start time. Coaches may also quickly place props prior to the team performance.
13. **Warm-Up Times:** Teams will be assigned warm up times but they are not mandatory. All teams must at least warm up their body to prepare for physical activity before competing. All schedules for the event will be posted at least one week before the event. Only coaches and athletes are permitted in the warm up room.
14. **NEW! STUNT GROUP (4-5 members) & PARTNER STUNT (3 members – one is spotter only) DIVISIONS:** Registration spots are limited. All competitors must also be registered with a team or must pay per participant registration fees. Divisions will be split by age and level. Groups must follow the age grid and IASF rules (I.E. No Level 5 U12 stunt groups, etc.). Time limit is 1 min. Scored by the *Junior Judges Program* using the Cheer Canada score sheet. All groups will warm up and perform on the competition floor in scheduled sequence (Clarification: While the current group is performing, the next groups will be warming up in the back / sides of the floor). All stunt groups & partner stunt groups will remain around the competition floor during this portion of the event.
15. **NOTE:** Rated but unranked teams (all Novice, all U6 divisions and U8 Prep) and the Stunt Group / Partner Stunt divisions will be rated / scored by the trainees in the [CheerExpo Junior Judges Program](#). This will give high-level athletes the opportunity to experience judging as a potential way to stay involved in the sport after they retire from competing. Having more local experienced judges is essential for Atlantic Canada. Each Worlds athlete competing at CheerExpo can apply to be in this introduction to judging program. Spots are limit. See details, deadlines and restrictions on the CheerExpo website.

#### Friday Coach Check-In Time:

1. Check in to pick up program bracelets will be on Friday March 24<sup>th</sup> at the venue (Halifax Forum) from 5-7pm. You may skip check-in by having your registration 100% complete by March 4<sup>th</sup> and choosing the option to have your bracelets shipped (cost \$30 per gym/program) for earlier distribution. Lost bracelets will NOT be replaced! Note that each attendee receives ONE pass regardless of the number of teams they are associated with. To choose this option enter a number 1 in the indicated section of the registration package (\$30 per GYM)
2. Tyvek bracelets: These bracelets will allow you into all class spaces (if applicable) and the warm up space for your warm up time. They must be worn on the wrist. They should only come off if ripped or cut off. If this happens, you can get your bracelet replaced at the info booth but you must have the old one to pass in. If the old bracelet is lost, it will have to be re-purchased.
3. All payments made at the event must be cash or cash equivalent only, unless they in the form of a certified cheque/bank draft, or cheque from a school. Personal, non-certified and/or business cheques will not be accepted. That means NO PERSONAL CHEQUES OR GYM CHEQUES.

## General Info/Rules

1. The Halifax Forum is located at 2901 Windsor Street, Halifax, Nova Scotia, Canada, B3K 1A1. Although there are over 500 free parking spaces, parking is always crazy. Please let your parents know to car pool or get dropped off.
2. At 7:30am each day the vendors will be allowed entrance. General admission (everyone else) will start at 8am. The competition will begin at 8:55am with opening remarks and welcome with the first team taking the floor at approximately 9:00am. The vendor booths do not officially open until 9am on Saturday.
3. If your gym is competing for the BEST FANS IN THE STANDS award, please be advised that the Forum clean up staff are required to remove and trash everything (including all signs & decorations) from the stands on Saturday evening. Please take them with you when you leave on Saturday.
4. During your routine, coaches will have a reserved viewing area. A fan viewing area will be set up in front of the competition floor for parents/fans. If you are coming to the event as a large group, please note that **PARENTS** of the athletes competing will take priority in this area, not the athletes on other teams or the same gym. Unless you are from away with limited fan support, please tell your athletes to watch their sister teams from the stands. There are over 4000 seats in the stands.
5. Parents are welcome to take pictures or video using smart phone or tablet during their child's performance for their own personal use. However, they may not sell or offer free distribution of the photos / videos, or block any thruways, walkways, EMS, judges, spectators, or official event photographers or videographers, if applicable.
6. There will be emergency response personnel available to ensure that athletes and spectators can be well cared for if necessary. Their primary role is to deal with injuries however they can also tape if necessary and if time permits. You may bring your own tape or pay \$5 to use theirs. **DO NOT BLOCK THE VIEW OR EMERGENCY PATHWAYS OF EMS.** Please review the CheerExpo concussion policy posted online prior to the event.
7. You will receive an email from CheerExpo approximately 1 month prior to the event with a list of all teams, divisions, number of athletes, number of males and crossover/scheduling considerations we have on file. You will have 2-3 days to respond and make any changes necessary prior to the schedule being created. Once the schedule is completed, changes will incur a \$250 fee, if the change is permitted. Teams that have changes to their roster after the schedule has been created may be required to make adjustments to accommodate the division/ sub-split they have registered for.
8. Class sizes are limited and filled on a first come first served basis. The class schedule will be online at least 1 week before the event. All competitors and coaches, and anyone who has a Watch & Learn pass can go to any class they choose. You do not have to pre-register for individual classes. CheerExpo assumes NO responsibility in the validity of information taught in classes, or quality of products purchased. Even though companies have booked classes or booths, we cannot guarantee their attendance at the event.
9. Awards ceremonies will take place on Sunday after each block (Saturday for Prep/Novice/Stunt Groups, etc.).
10. Accommodations are your responsibility. CheerExpo assumes no responsibility for the quality of stay at any hotel.
11. The venue will have a concession stand set up and we have no say in what is sold. No outside food or drink is permitted in the building. We are not that picky on this issue but we have to relay the message. That being said, there is absolutely no food or drink (except water) permitted in the warm up space, class spaces or on / around the competition floor.
12. No outside footwear or high heels shoes are permitted on any mats in the class space, warm up room or competition floor.
13. Last but certainly not least...this competition will be run with the spirit of fair-play and sportsmanship in mind. Depending on severity, any participant, coach or spectator causing disruptions will be subject to a team deduction, disqualification, removed without refund and/or possibly banned from future events depending on the timing (I.E. during or after the awards ceremony). Let's teach our athletes to be good sports.

**IMPORTANT:** There will be a coach check-in on Friday March 24th from 5 – 7pm at the venue for anyone who has not yet received their bracelets. Please book your travel arrangements accordingly.

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

Any part, provision, representation or warranty of this Agreement which is prohibited or which is held to be void or unenforceable shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions herein.