



AA RINGETTE CALGARY Tournaments, Travel and Accommodations

Tournament Applications and Allocation

The AA Ringette Calgary Tournament Coordinator (travel@aringettecalgary.ca) applies for Session 1 tournaments within Alberta and Saskatchewan on behalf of all teams during the pre-season period. This is to assist team staff who are new to the association, reduce team staff out of pocket costs for registration fees prior to team formation, and allow coaches to focus on team formation rather than application logistics. This approach also permits equitable allocation of tournament opportunities to all teams within a division for the first half of the season.

The AA Ringette Calgary Board will determine a process for allocation of tournaments each season. The process will take into consideration any scheduling conflicts affecting individual teams (e.g., Ringette Canada or International Ringette Federation events, Canada Winter Games camps, etc.) and seek to balance out travel distances and costs across teams. The allocation process for the season will be communicated to all coaches during the pre-season coach meetings.

Team staff are responsible for any applications to tournaments as follows:

- occurring prior to and including Thanksgiving weekend (e.g., Turkey Ring)
- tournaments held outside of Alberta or Saskatchewan in Session 1
- all Session 2 tournaments (including Esso Golden Ring)

Note that U14AA teams are not permitted to travel east of Manitoba for tournaments during the regular season.

Notify the Ice Allocator (iceallocator@aringettecalgary.ca) with any tournaments you have applied for, and once they are confirmed, so that the ice requests are adjusted accordingly. It is the responsibility of the team staff to be aware of any league restrictions affecting tournament attendance such as available reschedules and tournament blackout dates.

AA Ringette Calgary is a Community: Respect, Rules and Reputation

- When several teams stay in the same hotel, we need to be respectful and supportive, despite often competing against each other in tournaments.
- Teams have different schedules and need to be mindful of noise created in hallways that may disrupt other team members, especially those with very early games.
- AA Ringette Calgary Teams are expected, at all times, to conform to hotel rules and regulations, to ensure that our program's excellent reputation remains intact.

Team Tournament Buses

The AA Ringette Calgary Tournament coordinator will arrange for a bus contract to tournaments in Saskatchewan in Session 1. Bus reservations for other tournaments are at the team's discretion.

- The Team Manager/Tournament Coordinator will work with the AA Ringette Calgary Tournament Coordinator and the selected bus company to determine the departure location



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and time based on the expected itinerary. The AA Ringette Calgary Tournament Coordinator will inquire about vehicle parking possibilities at the pick up/drop off location. The Team Manager/Tournament Coordinator will advise parents of the location and any parking instructions that need to be adhered to.

- Each Team Manager/Tournament Coordinator will provide the team's itinerary for the tournament to the bus company, typically 14 days in advance.
- Each Team Manager/Tournament Coordinator is responsible for their team's bus payment. In addition, the team is responsible for paying for the bus driver's hotel room (generally comped by hotel) and tip. The team is not responsible for the bus driver's meals, but may invite the driver to share in team meals.
- Please be aware of the driving time allowed for the bus driver each day (in the contract). **Note: The maximum hours the driver can be in service is usually twelve hours on the travel days and ten hours while in Saskatoon. Ensure the driver does not begin working too early on the departure day, so as to not exceed the service hours.** This may require having to use taxis or vans to travel to/from the rink, in order to keep within the driving time allowed for the bus driver, especially if teams are in playoffs. However, one of the primary reasons we use one bus company when all teams are travelling to the same tournament, is that the drivers will generally work together to help transport teams so that no driver exceeds their hours and the use of additional taxis or vans is avoided (if at all possible). There is typically a lead driver that will assist Managers/Tournament Coordinators should this be necessary.

Accommodations

The AA Ringette Calgary Tournament Coordinator will pre-book hotels for Session 1 Tournaments and assign teams to them, to address the following factors:

- **Siblings** – We try to put teams with siblings in the same hotel, particularly for U14 and U16 siblings, for parent convenience. As well, parents coaching two teams are given priority.
- **Hotel Room Cost** - We try to balance differing hotel prices by giving teams that paid more for one tournament the less expensive hotel on the next tournament, or assign that team complimentary team rooms.
- **How Nice is the Hotel?** If a team is in an inferior hotel for one tournament, then next tournament we will try to make sure they are in the better hotel.
- **Hotel Breakfast** – If a team is staying in a hotel that offers breakfast and the other hotel does not include, we try to ensure those teams get the hotel breakfast next time.
- **Complimentary Rooms** – These rooms are often offered because of the number of hotel rooms we book. At U16/U19 levels, some teams will room four players together, not with parents, so these teams incur higher expenses than U14 teams. Therefore, complimentary rooms may be allocated first to the U16/U19 teams and then to the U14 teams.
- **Hotel Friendliness to Teams** – Many hotels do not tolerate ringette teams making meals or storing smelly equipment in the rooms, and we select ones that happily accommodate team needs.



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Number of Rooms and Type Requested – Adjustments are made in consideration of age-level, rooming approach for the team, and the number of non-parent coaches.

- **U14** – Parent(s) and athlete share a room
- **U16 and U19** – Variable, but up to four players may share a double queen room; and parents room separately (extra rooms needed for these divisions)
- **Parent Rooms** - When possible, parents are asked to stay in a King room, as only so many double queen rooms are typically provided in a booking. Parents may be asked if they are willing to stay in a different room type or are interesting in sharing with another parent, if staying alone.
- **Team Rooms** – These rooms are paid for by teams to provide a space for athletes gathering, and meal preparation and eating.
- **Non-Parent Coach Rooms** – These rooms are paid for by teams to provide accommodation for non-parent coaches. Where possible, non-parent coaches are requested to share rooms to minimize team costs.
- **Additional Rooms** – If additional/different configuration rooms are needed, please first check with the other AA Ringette Calgary teams in your hotel, to see if they have any available that your team can have or will trade.

Rooming Lists – Team Managers/Tournament Coordinators will receive room allotments for their team from the AA Ringette Calgary Tournament Coordinator and confirm parents/team staff attendance before forwarding the completed team rooming list to the **hotel by the deadline provided**. Managers/Tournament Coordinators should pay particular attention to the hotel contract sent to them, to ensure that rooms aren't released before they've confirmed them.

Cancellation Policies – Managers/Tournament Coordinators will confirm the hotel contract for cancellation policies, some are 24-hour, some are 72-hour; parents will be advised of this policy, to avoid being charged for rooms/nights they don't need (assuming they give the hotel the required advance notice).