

Gymnastics Ontario and our Member Clubs are Proud to Host

*“Pursuing the Dream,  
Puisuivre le reve”*



May 31<sup>st</sup> – June 6<sup>th</sup> 2004

**DELEGATES HANDBOOK**

**Table of Contents**

1. Welcome – Administration & Committee Contacts .....	2
2. Official Venues .....	3
3. Transportation .....	4
4. Check-In & Accreditation .....	5
5. Accommodation .....	6
6. Meals/Food Services .....	7
7. Medical Services .....	7
8. Canadians Merchandise .....	8
9. Special Social Events .....	8
10. Meetings Schedule .....	9
11. Competition Schedule .....	11

**2004 Canadian Gymnastics Championships  
The Mississauga Hershey Centre  
May 31 – June 6**

**Bienvenue/Welcome**

The Organizing Committee welcomes you to the City of Mississauga, Ontario. Gymnastics Canada, Gymnastics Ontario, and Gymnastics Mississauga, along with the City of Mississauga and our member clubs are proud to be hosting this exciting event.

**If You Need Assistance Who's In Charge?**

Co-Chairperson .....	Dr. Gene Sutton
Co-Chairperson .....	Holly Abraham
Women's Technical .....	Tracey Murphy
.....	Tracey Robertson
Men's Technical .....	Dave Lockington
.....	Lianne Burtinsky
Judging Liaison .....	Diane Durette
Accreditation .....	Ruth Simpson
Transportation .....	Lori Casella
Hosting Services .....	Angel Crossman
Delegate Services .....	Pat McKinley
Volunteers .....	Ruth Uren
Security .....	George Curran
Finance .....	Jim Chung
Administration .....	Lynne Smiley

**For Assistance**

On Site:                    Administration Office  
                                  *(For Organizing Committee, GCG Delegates, Delegation Chefs and Managers)*

May 31<sup>st</sup> to June 6<sup>th</sup>  
8 a.m. to 10 p.m. Daily

Located outside the training gym entrance on the lower level  
of the Hershey Centre.

Assistance Provided By:    Lynne Smiley  
  Linda Whitfield  
  Maxine McKenzie

This on-site Office will serve as:

- Message and Mail Centre for Staff & Chefs only
- Communications Centre
- Transportation Centre
- Volunteer Accreditation Centre
- Lost & Found

Prior to May 31<sup>st</sup> All questions or inquiries can be addressed to:

Holly Abraham, 416-426-7095  
CEO Gymnastics Ontario [habraham@ogf.com](mailto:habraham@ogf.com)

Kellie Hinnells 416-426-7098  
Technical Director Gymnastics Ontario [kellie@ogf.com](mailto:kellie@ogf.com)

If required, the GO office can direct you to the appropriate volunteer.  
Gymnastics Ontario: Phone Number – 416-426-7100

Important Websites: [www.ogf.com](http://www.ogf.com)  
[canadianchampionships@ogf.com](mailto:canadianchampionships@ogf.com)  
[www.gymcan.org](http://www.gymcan.org)  
[www.hersheycentre.com](http://www.hersheycentre.com)  
[www.avis.com](http://www.avis.com)  
[www.tourismontario.com](http://www.tourismontario.com)

Toronto Transit [www.ttc.ca](http://www.ttc.ca) (416-393-INFO)

## OFFICIAL VENUES

Competition/Training Site  
The Mississauga Hershey Centre  
5500 Rose Cherry Place  
Mississauga, Ontario L4Z 4B6  
905-502-9100 Fax: 905 615-3301  
**Complimentary Parking**

Athletes Village  
(Athletes, Coaches, Managers, Chefs)  
Humber College Residence  
205 Humber College Blvd  
Toronto, Ontario  
416-675-6622 Ext: 7200  
**Parking Charge for Visitors**

Officials/Host Hotel  
(Judges)  
Radisson Hotel-Mississauga  
2501 Argentia Road  
Mississauga, ON L5N 4G8  
905-858-2424  
**Complimentary Parking**

## ***Complimentary Parking for Delegates***

### **TRANSPORTATION**

All Arrival and Departure information is due to Gymnastics Ontario by **May 15<sup>th</sup>, 2004**. **If you have not done so, please contact Holly Abraham (habraham@ogf.com) immediately with the following information: date of arrival/departure, time of arrival/departure, departure airport, flight number, airline terminal.**

Transportation between the airport and residences/hotel will be provided between May 31<sup>st</sup> and June 7<sup>th</sup> for all delegates who have submitted their travel plans to the Organizing Committee. Delegates are responsible for their own travel outside of these dates.

Toronto Pearson International Airport is approximately 15 minutes from the Humber College Residence- Athletes Village and the Radisson Hotel.

#### **General Information**

- **Arrivals** a) Delegations will be met at the airport and transported to Humber College for residence check-in and accreditation.  
b) All judges will be transported to the Radisson Hotel by the hotel shuttle bus.

Please watch for the 2004 Canadian Gymnastics Championships welcome volunteers and signage at your airport arrival gate.

- **Departures** All delegates will be transported to the airport for departure.  
  
Chefs, Provincial Staff or Team Managers should confirm their team departure information with the Transportation Coordinator, Lori Casella.
- **Daily Transportation**
  - a) For All Delegates: Will be offered from Humber College to the Hershey Centre and return. The bus schedule information will be available on your arrival. Bus Pick-up times have been set to accommodate the competition and training schedule. Details will be provided to the Chefs/Team Managers.
  - b) For Judges: Will be available to the Hershey Centre. Transportation details will be in your information package upon arrival to the Radisson Hotel.

## **For Personal Transportation Rentals**

The Official Car Rental Agency of the 2004 Canadian Artistic Championships

Avis Rent a Car  
1-800-331-1600  
[www.avis.com](http://www.avis.com)

Please mention code C330499 for special rates  
(Mini-van - \$275.99/wk, unlimited free km's)

- The Humber College campus is well serviced by Toronto Transit. For schedules and routes call: 416-393-INFO or <http://www.ttc.ca>

## **ACCREDITATION**

### **CHECK IN & ACCREDITATION**

- Check-in and accreditation for athletes, coaches, Chefs and Team Managers will take place in the front foyer of the Humber College Residence on Monday, May 31<sup>st</sup> and Tuesday, June 1<sup>st</sup>.
- Judges will be accredited at the Radisson Hotel. Diane Durette is responsible for hosting of the officials and will provide judges with their information/accreditation package.
- After June 1<sup>st</sup>, accreditation packages can be picked up at the Canadians Administration Office at the Hershey Centre
- Upon arriving at the Humber College Residence, the Chef de Mission/Provincial Staff Representative or Team Manager of each delegation should report immediately to the Accreditation Desk to receive their team information/accreditation package
- Accreditation must be worn at all times. Access to the Training and Competition Gyms and Humber accommodation and meals will be denied without accreditation.
- Lost accreditation should be reported immediately to the Chef, Provincial Staff or Team Manager. The Accreditation Co-ordinator, Ruth Simpson, must be contacted to secure replacement accreditation.

### **ROOM KEYS/MEAL CARD**

- Upon arrival, all Provincial Chefs/Staff/Managers will be notified of the procedure for distribution of the Room Key/Meal Cards.

Lost Keys:

- a) There will be a \$10 charge per key for replacement
- b) The Provincial Chef/Staff/Manager must notify Ruth Simpson and Humber College residence to obtain a replacement key.

**ACCOMMODATION**

All Provincial delegations will be housed in the residences at Humber College. Accommodation will be based on **single occupancy** for all participants.

**Each individual athlete / coach / manager staying in residence must check in upon arrival with the front desk at residence and check out upon departure. There is a zero tolerance policy regarding “extra” people staying in residence. The residence is an alcohol free zone. Anyone involved will be asked to leave the campus immediately without any refund for meals or accommodation. This is a rule of Humber College and the Organizing Committee.**

**Upon Arrival:**

- Each Provincial Chef/Staff/Manager will be given their Team's rooming list and floor plan. Floors will be designated WOMEN or MEN, when possible. Every effort will be made to keep teams together. ***Changes must be communicated to the Humber College Staff by the Provincial Chef/Staff/Manager.***
- Each Chef will be asked to verify rooms for damage upon arrival and before departure. Expenses for damages will be billed to the concerned Province.

**Linens & Towels**

- Bed made upon arrival.
- Bi-weekly linen change, daily towel change and daily housekeeping service.
- Linen must be left in rooms.
- Missing linen will be billed to room daily at a rate of \$10 per towel or sheet and \$40 per blanket.

**Messages**

The front desk is open 24 hours a day at the residence. Incoming messages will be posted on the main lobby bulletin board.

Messages can be left at: (416) 675-6622 x7200

## Parking

There is no charge for parking at the college for delegates staying in the residence. A parking permit will be available at check-in; your vehicle's license number is required.

A parking area is conveniently located near the residences.

Humber College will charge \$6 per day (Monday to Friday) for visitors vehicles. There is no weekly pass available.

## MEAL/FOOD SERVICES

- All delegates must have their Accreditation AND Meal Card to Access the Dining Area.
- If meal card/room key is lost, the Chef or Team Manager must immediately notify Ruth Simpson (her contact number will be given to you at arrival check-in) to receive a replacement card.
- All lost cards will be cancelled to eliminate any further use.
- The replacement cost for a lost card is \$10. **Payment for the new card must be made prior to the issuance of a replacement.**
- All meals will be in the Humber College Student Centre  
(Located across the Parking Lot from the Residences)
- Hours Are As Follows:

Breakfast	6:30 am to 9:00 a.m.
Lunch	11:00 am to 2:00 pm
Dinner	4:30 pm to 7:30 pm
- Provincial Chefs/Staff/Managers are asked to peruse the competition and training schedule to determine the need for Boxed Meals. Requests Must be Submitted Prior to Your Arrival by contacting Ruth Simpson at [buyoo@rogers.com](mailto:buyoo@rogers.com)

## MEDICAL SERVICES

- Medical services will be provided at the Hershey Centre during all training and competition sessions by the Canadian Therapeutic College, under the leadership of John Smyth.
- **Please make sure that delegates have their provincial health cards with them at all times.**
- Taping services will be available but please bring taping supplies
- Emergency treatment will be available at the local hospital. Etobicoke General Hospital is located directly across from Humber College

Etobicoke General Hospital: General Inquiry 416-747-3400

### **2004 CANADIAN GYMNASTICS MERCHANDISE**

- Gymnastics Ontario is pleased to have ROOTS, the official supplier of our tracksuits, provide some of the Canadians Championship apparel.
- Limited quantities of this exclusive merchandise will be available at the “Games Athletics Booth” located at the front entrance of the Hershey Centre.
- GAMES ATHLETICS will also be providing additional merchandise with the official Canadian Artistic Gymnastics Championship logo and other sport related products.

### **Support our Canadian Gymnastics Olympic Team**

- Donate a loonie in support of the Canadian Gymnastics Olympic Team and sign the banner located at the front entrance.
- This banner will be traveling to Athens with the athletes as a memento of Canada’s support.
- All proceeds will help our Olympic athletes pursue their dreams and achieve their best.

### **SPECIAL SOCIAL EVENTS**

**All delegates MUST wear their accreditation badges to gain access to all competitive and social events.**

#### **Tuesday, June 1<sup>st</sup>**

- Opening Gala Celebration at the Hershey Centre – 7:00 to 8:30 pm

Free General Admission for all to enjoy and celebrate Gymnastics and the pursuit of the Olympic dream. More information will be available at the Provincial Chef’s Meeting which takes place Tuesday June 1 at 10:00am.

#### **Wednesday, June 2<sup>nd</sup>**

- Athletes Welcome – B.B.Q Dinner at Humber College Residence Patio  
5:30 to 8:00 pm

### **Thursday, June 3<sup>rd</sup>**

- Athletes Social at Humber College – 7:30 to 9:00 pm  
All Provinces are encouraged to bring a special game to share with the other athletes.
- Adults Social for Chefs, Judges, Managers, Coaches  
***Co-hosted by Gymnastics B.C. - Hosts for the 2005 Canadian Gymnastics Championships***

8:30 p.m. to 12:00 a.m. in the Seventh Semester Room at Humber College. Refreshments & Cash Bar

### **Saturday, June 5<sup>th</sup>**

- VIP's & Sponsor's Social in the Hospitality Room at the midclub lounge at the Hershey Centre – 4:00 to 8:00 pm during and following Saturday's competition

### **Sunday, June 6<sup>th</sup>**

- Closing Party at the Playdium Mississauga – 8:00 pm

The Playdium is an 11 acre indoor and outdoor playground and arcade with 200 games and attractions. (A limited number of play cards will be distributed per province which provide free access to the activity area.)

This evening will also include a DJ and Dance Party for the Athletes.

- Adult Social at the Playdium – 8:00 p.m.  
Hor d' oeuvres & Cash Bar

## **MEETINGS**

### **Legend:**

**R**-residence( Humber College)

**H**-hotel

**G**-gym ( Hershey Centre)- Midclub Lounge

**All Meeting Dates and Times Will Be Confirmed Upon Arrival – As Many Changes Have Been Made Already**

**MEETINGS**

<u>Date</u>	<u>Organizing Committee</u>	<u>Women</u>	<u>Men</u>
Monday May 31 <sup>st</sup>		NTSC – G 12 to 2:30 p.m.  IAWG – H 4 to 7:30 p.m.  BJ and NJ Briefing – H 7 to 8:30 p.m.  Technical Meeting – R 9:30 to 10:30 p.m.	Technical Meeting – R 8:00 to 9:00 p.m.
Tuesday June 1 <sup>st</sup>	Chefs Meeting – G 10 a.m.	P1 Focus Group Selected Judges – G 9 to 10 a.m.  P1 Focus Group Selected Coaches – G 6 to 7 p.m.	
Wednesday June 2 <sup>nd</sup>		BJ and NJ Workshop – H 9 to 11 a.m.  Meeting Selection Process OG – Athletes/Coaches/Parents - G 9 to 10:30 a.m.	Judges – G 9 a.m. to 12 noon
Thursday June 3 <sup>rd</sup>		P1 Interviews - H 12 to 2 p.m.  P1 Impromptu Task 3 to 4:30 p.m.	9:30 a.m. to 12 noon HPCC
Friday June 4 <sup>th</sup>		BJC – H 8 to 10:15 a.m.	Possible Program Meeting of All Coaches – R 9:30 to 11 a.m.
Saturday June 5 <sup>th</sup>		Coaches DeBriefing (La Releve) – G 9 to 10:45 a.m.  OG Selection Working Group Committee – H 8:00 to 10:00 p.m.	HPCC Selection 8:30 to 10 p.m.

Sunday June 6 <sup>th</sup>		CCES and COC Briefing Session for Potential Olympians – G 11 a.m. to 12 noon	Coaches/Judges Briefing – HP 9 to 11 a.m.  CCES and COC Briefing Session for Potential Olympians – G 11 a.m. to 12 noon
Monday June 7 <sup>th</sup>		Coaches of Olympic Pool – R 9 to 11 a.m.	

### SCHEDULE

Monday May 31 <sup>st</sup>	Training	2 to 8 p.m.
Tuesday June 1 <sup>st</sup>	Training Continues Opening GALA	8 a.m. to 7 p.m.
Wednesday June 2 <sup>nd</sup>	Women's Novice Team - Subdivision 1 Women's Novice Team – Subdivision 2*	1 to 4 p.m. 5:30 to 9 p.m.
Thursday June 3 <sup>rd</sup>	Men's Tyro/Novice Men's Jr/Sr Women's Open Team – Subdivision 1 Women's Open Team – Subdivision 2* Women's Junior All Around*  Men's Argo Men's Level 5/6 Team and All Around*	1 to 4 p.m. 6 to 9 p.m. 9:30 to 12:30 p.m. 1:30 to 5 p.m. 7 to 9:15 p.m.  1:30 to 4:15 p.m. 7 to 10:00 p.m.
Friday June 4 <sup>th</sup>	Women's Novice AA and AF* Women's Senior AA*  Men's Tyro/Novice* Men's Jr/Sr	12 to 3:45 p.m. 6 to 9 p.m.  1 to 4 p.m. 6 to 9 p.m.
Saturday June 5 <sup>th</sup>	Women's Junior AF* Women's Senior AF*  Men's Argo AA and AF* Men's Senior AF*	12:30 to 2:45 p.m. 4 to 7:30 p.m.  12:30 to 3:00 p.m. 4 to 7:30 p.m.
Sunday June 6 <sup>th</sup>	Women's Physical Ability Testing*	9 to 11 a.m.

Women's Open AA and AF\*

2 to 5:30 p.m.

Men's Level 5/6 AF\*

1 to 4 p.m.