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USA Tour
Information, Procedures and Rules

2011

Jacksonville, Florida

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www.ustwirling.com

2011 Tour Officials

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General Information

Congratulations on choosing to travel on the USA Tour. Participation in this event is an exhilarating experience, whether you travel as an athlete, coach, official, parent, and/or spectator. To help you prepare for your trip, we are providing you with the following information.

All Team members must have a primary coach in attendance at the Championships. This primary coach must travel on the USA Tour Package and becomes the responsible party for said athlete, if no other responsible adult attends. All team members, Coaches, Responsible persons are required to purchase the USA Tour ground package.

USA Tour Meeting

A USA Tour meeting will take place as soon as possible after the selection of the U.S. Team. All persons planning to travel to the Championships must attend. At this meeting, we will go over all necessary paperwork for booking your trip. USA Tour information and updates are available at ustwirling.com/events/usatour.

Communication

Our main source of communication with you over the next year is through email, and the U.S. Twirling website. Our email list for you is generated from the USTA database and all communications will be directed to the athlete, coach or spectator on the tour package – so if there is ever an update or change to this email address, please contact the Team & Tour Coordinator to update your information. Continually watch the ustwirling.com/events/usatour website for postings throughout the year. All tour and team related documents as well as communications will always be posted online. We do reserve the right to make adjustments to tour packages throughout the year when deemed necessary.

- Airfare is NOT INCLUDED with the USA Tour package
- Event tickets ARE NOT included in the package but can be purchased on your tour registration form
- Travel confirmations should be sent to callene@ustwirling.com by June 1, 2011. Send either flight information or date of arrival via vehicle

Financial Information

A $150.00 DEPOSIT IS DUE DECEMBER 15, 2010.
FINAL PAYMENT IS DUE MARCH 15, 2011.

Cancellation of the Tour Package will result in the loss of the deposit.
Non-refundable deposit must be submitted by money order or credit card.

Policy:
Payments made for the USA Tour (Non-refundable deposit and Tour Balance) must be made using a credit card, money order, cashier's check or cash. If submitting a credit card, the following information must be included: name [as it appears on the credit card], expiration date [mm/dd/year] total amount to be charged, and zip code associated with the billing address and an email address.

Required Tour Documents & Deadline

Document	Deadline Date	Athlete	Coach	Spectator /Booster	Officials
Badge Photo	Nationals 2010	X-KS	X-CD	na	X-CD
USA Tour Reg. Form with deposit $150.00	Dec. 15, 2010	X-CD	X-CD	X-CD	
USA Tour FINAL PAYMENT	Mar. 15, 2011	X-CD	X-CD	X-CD	X-CD
Code of Conduct	June 1, 2011	X-KS	X-CD	X-CD	X-CD
Passport Copy	June 1, 2011	X-KS	n/a	n/a	XCD
Airline/Travel Confirmations	June 1, 2011	X-CD	X-CD	X-CD	X-CD
Spectator Tickets - order deadline	June 1, 2011	na	na	X-CD	na

Personal checks will not be accepted for any payments associated with the USA Tour.

KS=Koralea Slagle –Team Coordinator koraslagle@yahoo.com
CD=Callene Derrick – Tour Coordinator callene@ustwirling.com

Athlete Expectations

All athletes on the USA Tour are to have a Responsible Person. All athletes on the USA Tour under the age of 18 years are required to have a chaperone at all times and are indicated on the Responsible Person form. Please refer to the U.S. Team Member Manual for all team member responsibilities, obligations, required forms and the specific deadlines for submission. The U.S. Team Member's Manual can be found on the USTA web site in the "Members Only" section in the "Elite" area.

Code of Conduct

The United States Twirling Association has established the following guidelines as the Code of Conduct for all athlete's participating in the World/International Cup Championships.

Major Offenses

- ***ALCOHOL & DRUG***: Possession of, use of, under the Influence of alcoholic beverages, narcotics and/or drugs.
- ***WEAPONS****:* Possessing, using, threatening to use, or transferring any weapon capable of inflicting harm or considered dangerous and/or illegal.
- ***TOBACCO***: Possession or use of tobacco in any form is prohibited.
- ***FLAGRANT VIOLATIONS OF POLICIES*** (listed below)

Major offenses will be dealt with by the Team Coordinator in conjunction with other Tour Officials as necessary.

Code of Conduct Policies

It is very important that we all demonstrate habits of personal behavior which will enable us to represent the United States Twirling Association and this activity in a manner which will merit the respect of the World Baton Twirling Federation and fellow athletes. These policies have been mutually established for your own welfare and the good of your fellow athletes. Using common sense will avoid all problems with this document.

- **Chaperones**: Athletes under the age of 18 are to be chaperoned at all times by his/her appointed guardian, coach or parent.
- **Curfew:** Curfews will be established on site with regards to hotel, competition and USTA policies and procedures. Tardiness will not be accepted.
- **Profanity:** Profanity or obscenity of any kind will not be tolerated.
- **Insubordination:** Insubordination of any kind to coaches, International/U.S. team officials and/or WBTF officials will not be tolerated.

It is the policy of USTA and the USA Tour anyone traveling on the US Tour/IC Tour will sign an agreement adhering to the Code of Conduct.

Athlete's Attire Most of the trip athlete's are to use their own discretion in attire. There will be times, however, when the team will be asked to dress a certain way. Dress for comfort on the airplane. Pack your USA sweat, compulsory leotard, costume, and shoes in the carry-on you will have on the plane in case of the loss of your luggage.

The USA has a Welcome Party when we get to the host country that is nice, casual clothing. Most of the other times on this trip, you will be in practice clothing. The U.S. Team traditionally dresses up for the host country Welcome Party. Your Official USA Warm-up Suit (and possible team T-shirt) will be required at:

-music tests

-opening ceremonies
-closing ceremonies
-other times, as requested.

At the times when we require you, to wear your Official USA Warm-up Suit all pins and extra buttons will need to be removed. Attire under the sweat will be designated.

Social Activities

USA Tour Welcome Party - Sometime after arrival in the host country, the U.S. sponsors a Welcome Party for everyone on the USATour. This is usually a gathering at our hotel and fairly casual. It is an opportunity to start building team spirit and to get to know others on the tour. This party is included in the price of your tour and has food and beverages provided.

Host Country Welcome Party - Before the start of the competition, the host country usually hosts a Welcome Party for every country's delegation. This is a fun time for athletes to meet each other and renew old friendships. Traditionally, the U.S. Team likes to put on their finest for the other countries. This is also the time when some of the countries start to exchange small items of good luck or souvenirs of their country. Athletes should plan on bringing small items to exchange (pins, postcards of their state, trinkets, USA items) with other teams throughout the competition.

USA Closing Reception - The U.S. hosts a USA Closing Reception. All tour participants are invited to this celebration to recognize our team and participation in the World/IC Championships. This celebration will follow the Closing Ceremonies at the hotel. Athletes should bring any awards they may have received. This is also a great photo opportunity.

Spectators

Activities

One of the most exciting roles to have on the USA tour is as a parent or supporter. Unlike the athlete, coaches and officials, you are free to enjoy the sites and surroundings of the host country. In addition, during the competition, you can enjoy the true spirit of international sport with colors flying, flags waving, drums beating and fans yelling. You have a terrific vantage point from which to view the activities. From Opening Ceremonies, to Closing, you will be part of the proud American fan club.

During the days preceding the competition, you will be able to visit and tour at your leisure. The information board in the hotel lobby will keep you informed of the team's activities and events included for everyone.

As part of your USA Tour Package, you are invited to take part in the U.S. Welcome Party, specific tours designed for the whole group, the competition, Opening and Closing Ceremonies (extra fees may apply) and the USA Closing Reception. Other activities may be included in your trip as specified by each individual tour package.

With more time available to you than other tour participants, you may wish to gather some people together to take a special day trip or tour. The Tour Coordinator specific job is to administer the USA Tour as it was designed for everyone, but he/she will be happy to help you get in touch with

the proper people or organize a day's activities, as time permits. Some of the best memories and adventures of a trip abroad are those spontaneous excursions or hidden tour finds. Do not be afraid to try new things or take an unexpected side trip.

Transportation for any side trip outside the USA Tour Package will be at your expense. Check with the information board or the Tour Coordinator for the days that will be most free for activities outside the tour package. As a parent or supporter, you are able to choose the tour package activities you wish to participate in. If you wish to deviate from the posted transportation schedule, you will need maps and/or transportation information to operate more freely and design your own schedules. During the first days of the trip, the bus priority will be for team transportation to and from the practice gyms. After that time, tour package participants will be accommodated as conveniently as possible for the time and expense of the entire group.

Code of Conduct Policies

It is very important that we all demonstrate habits of personal behavior which will enable us to represent the United States Twirling Association and this activity in a manner which will merit the respect of the World Baton Twirling Federation and fellow participants These policies have been mutually established for your own welfare and the good of all. Using common sense will avoid all problems with this document.

- **Chaperones**: Athletes under the age of 18 are to be chaperoned at all times by his/her appointed guardian, coach or parent.
- **Profanity:** Profanity or obscenity of any kind will not be tolerated.
- **Insubordination:** Insubordination of any kind to coaches, International/U.S. team officials and/or WBTF officials will not be tolerated.

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Tickets for the Championships

Tickets are not included in your Tour Package. World/IC coaches and athletes, your badge will allow you to enter the venue free.
The USA Tour provides the convenience of being able to order your spectator tickets directly on your tour payment form. This is one of the many perks of being on the USA Tour. You will avoid paying the transfer fees assoicated with sending money via bank transfers when overseas.
Deadline for ticket orders is June 1, 2011.
It is expected that you will support each and every one of our USA athletes equally.

Tour Activities

Parents and supporters are able to enjoy the USA Welcome Party, USA Closing Reception and any tour activities that are part of the tour package. In addition, you may find interesting things to do away from the entire group. Feel free to enjoy a night away or a side-tour of a more lengthy nature. Priority transportation is provided for the team and officials, but will be available for everyone on the tour during the Championships and all group activities. Possible ideas for your recreational entertainment: a train ride to a nearby venue or city, a hiking expedition in a natural setting, beach or water activities if an ocean is nearby, church and museum tours, local flavor visits (perfume or chocolate factories, shopping, specialties of the region). The most adventurous

people usually experience the best tour. Traveling abroad means opening yourself to new experiences in new surroundings. Observe and respect the differences in culture and develop an appreciation for other countries and our own.

Parents and supporters are welcome and encouraged to visit with the Tour Coordinator or Technical Advisor regarding any concerns or questions on the trip.

Social Activities

USA Tour Welcome Party

Sometime after arrival in the host country, the U.S. sponsors a Welcome Party for everyone on the USATour. This is usually a gathering at our hotel and fairly casual. It is an opportunity to start building team spirit and to get to know others on the tour. This party is included in the price of your tour and has snacks and beverages provided.

USA World Celebration

Following the completion of the competition, the U.S. will host a USA World Celebration. All tour participants are invited to this celebration to recognize our team. Athletes should bring any awards they may have received. This celebration is the final tour gathering prior to departure and is also a great photo opportunity.

Officials

Trip Responsibilities

The trip to the Championships for officials is not leisurely or full of sightseeing until the competition is done. Most officials on the trip have the responsibility of being in meetings or the gym and stay very busy until after Closing Ceremonies. The responsibilities of officials range from judging or coaching to administering the actual Tour or Competition.

As an official on the trip and representative of the U.S. Twirling Association, you should offer help when needed and guidance for other tour participants and athletes. Officials may use their leadership abilities to boost team spirit and camaraderie while supporting the philosophies of U.S. Twirling Association and the WBTF. Each official's responsibility is more defined by, but not limited to, his/her job description.

Code of Conduct

We expect that all persons selected to attend The Championships in an official capacity will use their discretion in regards to behavior while on the trip. Unacceptable behavior includes the abuse of drugs or alcohol, disrespect of other U.S. Twirling Association or WBTF officials and public display of immoral conduct. It is paramount to remember that we are conducting a youth sporting activity and must maintain standards for ourselves and others to abide by.

It is the policy of USTA and the USA Tour anyone traveling on the US Tour/IC Tour will sign an agreement adhering to the Code of Conduct.

Spectator's/Official's CODE OF CONDUCT

Deadline - June 1, 2011

2011 International Cup – Jacksonville, Florida

Date: _____

(circle one) ***Athlete*** ***Spectator*** ***Coach*** ***Official***

Name: _____

We expect that all persons attending the World or International Cup championships in any capacity will use their discretion in regards to behavior while on the trip. Unacceptable behavior includes the abuse of drugs or alcohol, disrespect of the United States Twirling Association or World Baton Twirling Federation officials and public display of immoral conduct. Supporters will be respectful and gracious regarding all judges' decisions. It is paramount to remember that we are conducting a youth sporting activity and must maintain standards for ourselves and others to abide by.

Signature: ***X***_____

Scan or Fax to Tour Coordinator:
Callene Derrick
callene@ustwirling.com
fax – 440.233.4150

EMERGENCY CONTACT INFORMATION

Stateside Contact
Name_____Phone_____

Your cell phone number while in Norway_____