

LION FOUNDATION

NETBALL CHAMPS

Event Guidelines
Round Robin Games

As at 5 August 2011

2011 Lion Foundation Netball Champs

Round 1– 4 Games

Event Guidelines

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Event Timeline

JULY

- NNZ Send team entry forms/relevant documentation to Regions
- NNZ Send Event Services Agreement and Event Guidelines to Regions
- NNZ Finalise Competition Rules – distribute to Regions
- REGION Team Entry forms due

AUGUST

- NNZ Confirm Event Sponsor Leverage
- NNZ Confirm Event Marketing initiatives
- NNZ Confirm Communications Plan
- NNZ Send Risk Management template to Regions
- NNZ Confirm Umpires appointed to games
- NNZ Confirm NNZ Officials attending games
- NNZ Book Accommodation & Travel requirements – NNZ Officials & Umpires
- NNZ Organise delivery of match balls, game resources, signage, goalpost pads
- REGION Event Services Agreement signed and returned by [Region]
- REGION Advise NNZ of Region Event Convenor and Bench Officials
- REGION Advise NNZ of ticket/entry fee prices
- REGION Team Lists, Team Management Forms, Player Profiles due

SEPTEMBER

- NNZ Media guide available / Media Release by NNZ
- Round 1 Games** **3rd/4th**
- Round 2 Games** **10th/11th**
- Round 3 Games** **17th/18th**
- Round 4 Games** **24th/25th**

- OCTOBER **Championship Week** **28th Sept – 30th Sept** **[1st Grade Only]**

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Event Guidelines

Contacts

[Region]

Event Convenor -[Name]

- Phone:
 - Mob:
 - E-mail:
-

Venue Name

[Name and address of Venue]

Venue Contact

[Name]

- Phone:
 - Mob:
 - E-mail:
-

NNZ Personnel

Events

Event Administrator – Sara Farr

- Phone: 09 374 0119
- Mob: 021 689 233
- E-mail: saraf@netballnz.co.nz

Marketing and Event Manager – Rachel Barr

- Phone: 09 374 0117
- Mob: 021 464 468
- E-mail: rachelb@netballnz.co.nz

Media

Communications Manager – Alex Spence

- Phone: 09 374 0100
- Mob: 021 388 921
- E-mail: alexs@netballnz.co.nz

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Roles and Responsibilities

The overall management of the event is the responsibility of Netball New Zealand. NNZ will work with the Region to ensure the event is managed and delivered successfully and that each party is clear of their responsibilities as outlined below:

	NETBALL NEW ZEALAND	REGION
Event Operations	Overall management and format of the LFNC event	Delivery of the home games and liaison with the Venue provider
	Issue Event Services agreement and Event guidelines to the Region and confirm associated responsibilities	Compliance with Event Services agreement and Event guidelines issued by NNZ
	Issue competition draw, rules and regulations	Liaise with visiting team re: game time, training facilities, post-match catering
		Confirm and payment of venue hire / operational costs. Liaise with venue re: venue setup as per required specifications.
		Coordinate ticket sales/entry fee for each home game. Regions to forward proposed entry fee/ticket prices to NNZ for approval.
	Production of Umpire guidelines	Provision of Hot/Cold recovery facilities and Ice
		Invite NNZ & Region Life members (resident in the area) to attend the event
	Provide Game resources as designated and other such tasks as designated to NNZ in the Event guidelines	Organisation and delivery of all game related functions for the event such as signage and venue set up, and such other tasks as are designated to the Home Region in the Event guidelines and as otherwise required by NNZ from time to time

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	NETBALL NEW ZEALAND	REGION
Catering		Arrange Post-match refreshments for players, umpires, volunteers and NNZ officials
Media, Marketing, PR, Sponsorship	Production of a Media Guide and managing national media interest in the event	Liaise with local media to provide coverage of the event
	Marketing of the Round robin games – initiatives to be confirmed	Home Regions entitled to produce a flyer/poster and/or programme to promote Round robin games. It must include the Event logo and NNZ logo.
	All sponsorship liaison with Event Partners/Sponsors	Assist with implementation of Event Partner/Sponsor leverage
	Development of Signage delivery schedule	Set up LFNC signage as supplied
	In 2010 NNZ provided each team with 3 x Lion Foundation A-Frames. These will be used in 2011 unless prior notice to NNZ.	The home team is entitled to sell the remaining signs (excluding 2 x visiting team as sponsorship opportunities. The A-Frames must adhere to NNZ restrictions (2.4 m x 0.6 m, core flute material only to be used).
	Netball New Zealand's sponsors will not leverage during the Round robin games.	Home Regions entitled to sell sponsorship for Round robin provided there are no clashes/conflicts with Netball New Zealand partners. Opportunities for regions include but are not limited to; A-frame signage, drink bottles, second tier signage etc. Must obtain prior approval from NNZ.
Financial	Payment of Event services fee @ \$800 per home game + GST to each Home Region	Region to submit GST invoice for Event services fee
	Payment of Regional Support @ \$3,000 + GST to each Region.	Region to submit GST invoice for Regional Support payment.

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	NETBALL NEW ZEALAND	REGION
Personnel	Appointment and notification of Umpires for each home game. Notification of NNZ officials attending any home games.	Source and train personnel to undertake all event-related functions as required by the Event guidelines; to ensure a high standard is maintained for the event
Travel and Accommodation	Book and pay for all approved air travel and rental vehicle bookings for NNZ officials and Umpires	Liaise with NNZ Officials and Umpires where required
	Book and pay for all approved accommodation for NNZ officials and Umpires	
Apparel	Procurement, branding and payment for Umpire and NNZ official apparel.	Procurement of apparel for Region appointed event personnel.

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Event Management

The purpose of the event management section is to provide easy reference for the organisation and delivery of the 2011 Lion Foundation Netball Championship – Round robin games.

This section has been broken down into several areas of administration, and these areas are detailed in alphabetical order. We hope the guidelines will assist in your planning and implementation of the event.

1. **Administration**
2. **Apparel**
3. **Catering**
4. **Finance**
5. **Game Administration**
6. **Game Equipment and Resources**
7. **Health and Safety**
8. **Marketing & Sponsorship**
9. **Media**
10. **Personnel**
11. **Ticketing and Accreditation**
12. **Umpires**
13. **Venue Management**

2011 Lion Foundation Netball Champs

Round 1 - 4 Games

Event Guidelines

Administration

NNZ will provide Regions with the following forms required for the event:

- NZ Domestic score sheet pad
- Team list forms
- Substitution forms

For other documentation required, please see the Game Equipment & Resources section

Apparel

Umpires

NNZ will provide all appointed umpires with an event branded shirt.

Region Event Personnel

The Region may provide a Region-branded or sponsor branded shirt and/or jacket for all Region event personnel, including ball personnel.

Catering

Post-match Refreshments

The Home Region is responsible for providing post-match refreshments for the players, umpires, volunteers and NNZ officials. In keeping with the healthy image of netball, please try to incorporate a variety of food, including healthy options.

Water Requirements

The Host Region to supply 1 x water barrel for each Team bench

Game day Ice requirements

The following ice supplies must be placed in changing rooms for use following the game:

- Each team – 6 x bags
- Umpires – 2 x bags
- Courtside – 1 x bag

Ice bins to be provided by the home region (for teams and umpires).

Finance

Event Services Fee Payment

The Home Region will receive a one-off Event services fee @ **\$800 + GST** per home game towards home game costs. This payment is designed to assist with costs the Region will incur in delivering the areas outlined in these Event Guidelines. Regions are to submit an invoice to NNZ for the Event services fee by 5 August, 2011. Upon receipt of the GST invoice and signed agreement, payment will be paid by 19th September.

Regional Support Payment

Each Region will receive a one-off Regional Support Payment @ **\$3,000 + GST** towards travel & accommodation costs for this event. Regions are to submit an invoice to NNZ for the Regional Support payment by 5 August, 2011. Upon receipt of the GST invoice and signed agreement, payment will be paid by the 1st week of September 2011.

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Event Guidelines

Game Administration

Umpires

NNZ will appoint 3 x umpires to officiate each game. Names will be forwarded to Regions once appointments are confirmed.

Home Regions are responsible for appointing a stand-by umpire for each game.

Score Sheets

The NNZ domestic score sheet and a running score sheet will be used for all games.

NNZ will supply each Region with 1 x NNZ Domestic Scoresheet pad which will be sent out prior to the commencement of the 1st Round.

Team Sheets

Team sheets must be submitted to the Home Region Event Convenor no less than 30mins prior to the game start. Team lists will become public from this point onwards and distributed to the Bench Referee and media etc. Teams may request to view the opposition team sheet.

NNZ will supply each Region with Team Lists and Sub Forms which will be sent out prior to the commencement of the 1st Round.

Allocation of Benches/Seats

To avoid confusion, team benches will be allocated on the following basis:

- Home team will take the bench to the right of the scorer desk (as facing out to court)
- Visiting team will take the bench to the left of the scorers desk (as facing out to court)

Two umpire chairs should be seated to the left of the score bench, between the bench and the Visiting team bench.

A suspended player chair should be seated to the left of the umpire chairs, between umpires and the Visiting team bench.

Duration and Intervals

- Quarters – 4 x 15 minutes
- Intervals – 3 minutes, 5 minutes, 3 minutes

These games may result in a draw at the end of regulation time.

Curtain-raiser Games

Home Regions may hold curtain-raisers prior to the scheduled games; however a requirement is that the curtain-raiser must finish in time to allow a minimum 30 minute warm-up for both First grade teams before the commencement of their game.

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Balls

Gilbert match balls must be used for all games.

NNZ will supply each Region with 4 x match balls which will be sent out prior to the commencement of the 1st Round.

The Home Region is required to inflate the match balls no less than 48 hours prior to the game start time. Match balls should be $\frac{3}{4}$ inflated initially and then left for approximately 12 hours before the inflation is completed. It may be necessary to wipe the balls and it is desirable to pass the balls and/or bounce them after full inflation to "break" them in prior to match usage.

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Event Guidelines

Game Equipment and Resources

Those areas that are the responsibility of the Home Region have been highlighted (please note, this list may be updated, NNZ will advise).

Courts	Court, correctly measured and marked as per the venue specifications document in the appendix	Venue
	3.05m clear court run-off area before signage or team benches (where possible)	Venue
	Off-court warm up area and practice goal posts (where possible)	Venue
	Goal posts with white nets	Venue
	Goalpost pads	Region
	Netball line markings may be any colour. Other line markings to be covered, especially lines close to baselines, sidelines, transverse lines (where possible)	Venue/Region
	2 x Gilbert balls	NNZ
	Courtside signage	NNZ/Region
Score bench	1x trestle table (for score bench personnel)	Venue
	5x chairs	Venue
	Electronic scoreboard (where available)	Venue
	1 x manual/flip chart score board (if electronic scoreboard not available)	Region
	Team signs for manual score board	Region
	Umpire Alert units	NNZ
	Domestic Score sheets	NNZ
	Team sheet template	NNZ
	Substitution template	NNZ
	Running score sheets / Suspension forms / Stats forms	Region (BO Manual)
	Pens/Pencils/Calculator	Region
	Time clocks – at least 4	Region
	Spare batteries (9volt and AAA)	Region
	Air horns	Region
	Ball pump	Region
	Hand towels for ball girls	Region
	2 x water barrels	Region

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Team Benches	17 x chairs per team, on either side of score bench	Venue
	1x table at end of each team bench, for water barrel	Venue
	1x rubbish bin per team bench	Venue
Other Seating	Umpires/suspended player – 3 x chairs on left side of score bench	Venue
	Standby umpire - Region to allocate seat within stand	Region
	Spectator seating	Venue
PA System	Microphone / Sound equipment (where possible)	Venue/Region
Medical	First aid (St Johns or similar) on site	Region
	5 x tall heavy duty plastic bins for hot and cold recovery <ul style="list-style-type: none"> • 2 x home team • 2 x visiting team • 1 x umpires 	Region
	15 x bags of ice: <ul style="list-style-type: none"> • 6 x bags per team • 2 x bags for Umpires • 1 x courtside during game 	Region
Facilities	Change room facilities for umpires with toilet and shower facilities	Venue
	2 x change rooms for teams, with toilet and shower facilities	Venue
	Toilets for spectators	Venue
	Parking: <ul style="list-style-type: none"> • Team parking – minimum 4 x carparks • Umpire parking – minimum 1 x carpark • Public parking – as many as possible 	Venue
	Signs for: <ul style="list-style-type: none"> • Dressing rooms – teams & umpires • Drug testing 	Region
Other	8 x hand towels for ball personnel	Region

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Event Guidelines

Health and Safety / Risk Management

The Health and Safety in Employment Act 1992 plus amendments imposes legal obligations on people who control places of work, including employers, principals, and self employed persons to ensure the health and safety of everyone at work and other people in and around places of work. Those who do the work must also take steps to ensure their own safety and that of others.

Volunteers are also covered under the Act and there is a general duty of care to take all reasonably practicable steps to ensure the health and safety of volunteers as well.

As a result it is important that all those involved with organising this event are aware of their obligations in terms of overall safety of the workplace, for example the venue where the event is held, and hazard identification.

Register of Incidents

Under the Act the following people are required to maintain a register of accidents and incidents resulting in 'serious harm' from hazards at work.

Employers

Record all events that harm, or might have harmed, employees and other people in the place of work.

Principals

Record all events that harm, or might have harmed self-employed people at work and contracted to the principal, and other people as a result of the work of the self-employed person.

Self-employed people

Record in an accident register all events that harm, or might have harmed themselves or any other person while the self-employed person is at work.

The register should be written but can be your own forms or photocopies of OSH accident form..

Notification and Reporting

Employers, principals and the **self-employed** are required to:

- Notify OSH as soon as possible (by phone or fax) of any of the above events that resulted in serious harm, and
- Provide OSH written notice (using the form of register) of the circumstances within 7 days.

What is serious harm?

Refer to the definition of serious harm on the OSH website:

<http://www.osh.org.nz/report/accident/>

Actions following accidents and serious harm

When events result in serious harm you should:

- Make sure anyone injured or suspected of injury has received medical attention if necessary
- Not interfere with the accident scene without permission of a health and safety inspector
- Advise your local OSH regional office as soon as possible by phone or fax
- Complete your own investigation and take steps to eliminate, isolate or minimise any identified significant hazard
- Mail or fax a written notice to the nearest OSH office within 7 days, copying NNZ

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Event Guidelines

Health and Safety / Risk Management

- Keep the original (or a copy) of the written notice in your register. If you keep an accident register in a different form, you must record the same details.

Recording accidents and incidents that don't result in serious harm

When events do not result in serious harm, complete your own accident investigation and take whatever steps are needed to eliminate, isolate or minimise any identified significant hazard. Then record the details in your accident register, using your own form or the OSH accident form included in the appendices. A copy must be provided to NNZ as soon as possible.

Additional NNZ recommendations – venue hire and risk management

When initiating the hire of the venue, it is advisable to obtain the full health and safety details for the venue from the Venue Manager. Ensure you have documentation outlining your responsibilities and liabilities as the hirer of the venue.

It is advisable that you also obtain full details of the evacuation procedure for the venue. If possible, arrange for a run through of the procedures or have the Venue Manager brief your volunteer personnel on the day. NNZ will forward an outline of a risk management plan to assist you in developing your own risk management and health and safety plans.

Smokefree

As per the NNZ Charter, all court areas must be smokefree.

We are smokefree because:

- It's a positive health choice for each of us to make
- It helps us to feel good, socially, emotionally and physically
- It supports our friends who want to give up smoking
- It supports our friends who don't smoke, providing healthy environments for all to enjoy
- It encourages our tamariki (children) to choose not to smoke
- It protects our tamariki from the harmful effects of people smoking around them.

Together we are committed to removing smoking from our sport, meaning netballers can breathe easy!

Outdoor smokers' area

It is important to provide an outdoor area for smokers. It is at your discretion what type of facility you choose to provide, but we recommend something a suitable distance from the main entrance (not too far away that people will smoke elsewhere, but not too close that it impacts those people entering the venue).

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Marketing and Sponsorship

It is important to Netball New Zealand that all events are successful and well promoted locally.

Regions are encouraged to promote this event through their local networks. NNZ invites Regions to discuss any local contacts/media they may be able to assist with promoting the event and is keen to work together to ensure that all possible opportunities are explored.

Flyers/Poster/Programme

Regions are entitled to produce a flyer/poster and/or programme to promote the Round robin games. It must however include the Lion Foundation Netball Championship event logo in its entirety and the Netball New Zealand logo.

Merchandise

At this stage there will be no official event merchandise will be sold at Round robin games

Courtside Signage

Each Region was provided with x 3 Lion Foundation A-Frames in 2011. These will continue to be used in 2011. If signs are not in a condition to be used please report this to Sara immediately.

The LFNC A-frames must be placed in front of the score bench. Regions are responsible for transporting of their A-frames and goal post pads if they are utilising multiple home game locations.

Home team Signage

The home team is entitled to sell signage space (excluding x 2 for visiting team – see below) as sponsorship opportunities. The A-Frames must adhere to NNZ restrictions (2.4 m x 0.6 m, core flute material only to be used).

Visiting team Signage

The visiting team is entitled to x 2 A-frames in front of their team bench if they wish. If they do not want to take up this opportunity we ask that you clarify this with the Home Region. The visiting team is responsible for the cost of travelling signs.

Venue Signage

Home teams are entitled to dress the venue, provided no conflict of interest with Netball New Zealand partners (see Schedule A for a full list of NNZ partners).

NNZ reserves the right to remove signs that conflict with NNZ sponsors or do not meet the above specifications.

SPONSORSHIP OPPORTUNITIES

Whilst the Lion Foundation Netball Championships is an event owned by Netball New Zealand, it is understood that this event is an opportunity for Regional sponsors to leverage their involvement within the netball community.

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NNZ welcomes any submissions from the Region as to how Regional sponsors may wish to leverage. Ideas of how they may wish to leverage include:

- Sampling
- Stands
- Hand-outs
- Team gifts
- Prizes for the public (i.e. prize draws)

All sponsors and any activity they may wish to engage in, is at the discretion of Netball New Zealand and the Region must seek written approval before confirming back to the sponsor.

Extra Opportunities

NNZ has released two further opportunities for the 2011 event only.

Bib Branding – Round Robin and Finals Week

- NNZ must approve any company whose logo will appear on the team bibs
- The companies who sponsor must not be in competition with any NNZ sponsors/partners
- The size of the logo must fit into a space no larger than 15cm wide x 3.2cm high
- Logos may appear in colour
- You can sell both bibs (front and back of a player) but only to one company
- Understand that this offer is relevant only to the 2011 Lion Foundation Netball Champs tournament

Goal Post Pads - Round Robin Matches only

- NNZ must approve any company whose logo will appear on the Goal Post Pads
- Both two Goal Post Pads must be identical and only one company is to appear on the pads
- The companies who sponsor must not be in competition with any NNZ sponsors/partners
- Logos may appear in colour
- Understand that this offer is relevant only to the round robin matches of the 2011 Lion Foundation Netball Champs tournament.

Sponsors for both opportunities need to be submitted to Sara Farr at saraf@netballnz.co.nz no later than 19 August.

Sponsor Opportunities – the process:

Please discuss any opportunities for existing Regional sponsors with the NNZ Event Administrator Sara Farr. The Event Administrator will advise whether you are able to progress with the sponsor (in most instances any Regional sponsor in conflict with a NNZ sponsor will be denied).

The Event Administrator can then guide the Region on how to proceed with the sponsor and what specific opportunities there are available.

In the instance when an event is being held at a Centre, it is at the Regional Manager's discretion as to whether or not to offer opportunities to Centre sponsors. Again all sponsors and activity needs to be discussed and approved by Netball New Zealand.

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Media

Netball New Zealand Media Management

Netball New Zealand will implement a media programme leading up to and throughout the event including the Round robin games and Championship week.

Media Guide

The NNZ Communications team will produce an electronic media guide to be distributed to all key media throughout New Zealand. A copy of the media guide will also be forwarded to Regional Managers.

Media attendance at Round 1-4 games

Home Regions are encouraged to liaise with their local media to provide coverage of the games.

Media Accreditation/Facilities

Accreditation will not be produced for the Round robin games. Home Regions are encouraged to allow all identified media personnel access into the venue, however are not required to provide any internet or media table facilities.

Post-game Results

A NNZ communications team member will contact the Home Region Event Convenor after each game (via phone) to obtain the official score and shooting statistics.

Where a NNZ official is not in attendance at any of the Round robin games, the Home Region is responsible for posting all game-related documents (incl domestic sheet, running sheet, stats form, team lists, sub lists, discipline form) to the NNZ Office by the Tuesday after each game.

Broadcasting Rights

The Broadcast Partner for the Lion Foundation Netball Championships is still to be confirmed. Details will be forwarded to Regions once confirmed.

If Home Regions wish to arrange live TV coverage of their Round robin games by any Broadcaster apart from SKY, they must first seek approval from NNZ.

Other broadcasters are however allowed to bring recording equipment into the venue to film news footage, up to a maximum of 1min 30sec footage.

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Event Guidelines

Personnel

The key responsibilities of the Home Region are to ensure the venue is correctly set up for the games, to liaise with the visiting team and umpires, and to ensure that the requirements of Netball New Zealand and Event sponsors are met.

KEY PERSONNEL

- Host Region Event Convenor
- Floor Coordinator
- Change Room Coordinator
- Bench Referee / Bench Officials
- Umpire Liaison
- Visiting Team Liaison
- Catering Coordinator
- Manual Scoreboard Operators (if required)
- Ball Personnel x 6 minimum and Coordinator (optional)
- Ticket Personnel (if required)
- Ushers (if required)
- First Aid Officer

Host Region Event Convenor

Before each game, the HREC should work out in detail all roles and responsibilities, and develop action item checklists. Other key officials should then be appointed and, prior to each game, the HREC should ensure they are fully informed of the duties of all personnel involved. The work of the HREC should be mainly in directing and co-ordinating the work of all other officials.

Floor Coordinator (may be the Venue Operations Staff Member in some cases)

The responsibilities of the Floor Coordinator include ensuring, amongst other things:

- The court surface has been cleaned and clearly marked prior to the commencement of each game. Where possible, other line markings must be covered up if they are in close proximity to any baselines, sidelines or transverse lines.
- Scorebench is set up correctly including electronic scoreboard or manual scoreboard
- Team benches are set up properly and have a supply of water and ice

Please refer to the Game equipment/resources section for a full list of court resources that must be supplied and monitored.

Change Room Coordinator

The Coordinator is responsible for all change room setup and requirements, including ice and water. Ice buckets should be filled towards the end of the game – please work with the team physio and/or team liaison for exact timing.

Bench Officials

The Home Region is to appoint Bench Officials for each game. The Scorebench is to include Bench Referee, Scorer 1 (NNZ domestic score sheet), Scorer 2 (running score sheet), and Timekeepers 1 and 2. The umpire alert system will be used for the each game whereby the umpire closest to the scorebench will wear the umpire alert.

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Personnel

It is very important that appointed Bench Officials have had adequate practice on local games and ideally be accredited with a minimum of the NNZ Regional Bench Officials qualification. For reference purposes, please submit the names of appointed Bench Officials to NNZ prior to each game.

Umpire Liaison

Responsible for liaising with the Umpires and if required, available to meet the umpires at the airport, and transfer them to their accommodation, as well as being available to assist with local information etc.

Visiting Team Liaison

Responsible for liaising with the visiting team and assist with any local information as required.

Catering Coordinator

To oversee the Post-match refreshments for players, umpires, volunteers and officials.

Manual Scoreboard Operator (if Electronic scoreboard unavailable)

The Home Region is to supply 1 x manual scoreboard operator to operate the manual scoreboard (if electronic scoreboard unavailable). Team name signs for these boards to be provided by the Home Region.

Ball Personnel & Coordinator

It is recommended that Regions provide a minimum of 6 x ball personnel – one for each corner plus 1 on each side of the court. Ball personnel are responsible for:

- Retrieving the balls when they leave the court
- Wiping the court surface – but only when invited to do so by the umpire
- Fixing signage if it is moved out of place by ball/player/umpire

It is recommended that a Coordinator be appointed to oversee the Ball personnel for each game.

Ticket personnel

Home Regions may need to allocate volunteers to sell/collect tickets if the venue does not provide ticket personnel. This will be dependent on each individual venue.

Ushers

Please work with your venue to determine whether ushers are required and if so, the appropriate number of people required. It will be dependent on the individual venue as to how many (if any) of each position are required.

First Aid Officer

It is necessary to have a St John, Red Cross or other suitably qualified medical officer in attendance during the Round robin games. First aid officials should be aware that the team officials decide if a player should continue or not.

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Ticketing and Accreditation

Ticket Sale/Entry Fee

It is recommended that Home Regions charge an entry fee for each game, with the entry fee prices to be pre-approved by NNZ. The revenue from all ticket sale/entry fees will be retained by the Home Region.

Accreditation

NNZ will not be producing official accreditation for the Round robin games.

NNZ will forward details of any NNZ officials/national media attending games through to the Home Region ahead of each game.

Championship week accreditation will be distributed at the Manager's meetings.

Umpires

Official umpires for each game will be appointed by NNZ and Regions will be advised of Umpire appointments as soon as they have been confirmed.

NNZ will book and pay for all air and road transport arrangements and accommodation for appointed Umpires and NNZ officials.

Travel and accommodation schedules will be forwarded once details are confirmed.

Regions are to appoint a standby umpire.

Venue Management

Home Regions are responsible for managing all venue bookings and arrangements.

To ensure all requirements are available at each venue, Home Regions should complete a venue audit of the stadium, based on the Game equipment/resources section in this document.

Please refer to the NNZ venue specifications on the NNZ website www.mynetball.co.nz

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Event Guidelines

SCHEDULE A

Netball New Zealand Commercial Partners

As at 214 July 2011

New World

Elite Sponsor of Netball New Zealand, Silver Ferns, NZA, NZU21

Fisher & Paykel

Gold Sponsor of Netball New Zealand, Silver Ferns, NZA, NZU21

Adidas

Official Apparel Provider to NNZ, and the Silver Ferns

Holden

Official Vehicle Provider to NNZ and the Silver Ferns

Gilbert (Gray-Nicolls Sports Pty Ltd)

Official Ball Supplier

ANZ Bank

Official Bank of NNZ

Vodafone

Official Telecommunications partner of NNZ

Southern Cross

Official Health and Wellbeing partner of NNZ

Fuji Xerox

Official office technology partner of NNZ

SKY Sport

Official Television Broadcaster

The Radio Network

Official Radio Broadcaster (Newstalk ZB, Classic Hits, Radio Sport)

SILVER FERNS CLUB MEMBERS

Panasonic

Wrigley's

NNZ SUPPLIERS

USL Medical

Official Supplier to NNZ and the Silver Ferns

Pump

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Event Guidelines

SCHEDULE A

NNZ PARTNERS

SPARC / NZ Academy of Sport
Lion Foundation
NZ Community Trust
Y&R
Lion Nathan
Brand Advantage

OTHER EXCLUDED CATEGORIES/BRANDS

Confectionery
Harvey Norman