

Congratulations on winning your sectional!

Please review all the information in this document including State Final Instructions, emergency procedures, state site information, brackets, press release, team photo information and state t-shirt pre-order information.

In addition, please do the following:

1. New this year, your regional entry form now serves as the pass gate form. This was generated when your coach completed their roster information prior to the regional. Those not listed on the regional entry form will not be admitted for free into the State Tournament.
2. Please complete and fax the Emergency Contact Sheet for your team to the IESA as soon as possible to 309-829-0625.
3. It is also possible for you to sign-up for text alerts regarding the status of the tournament. To do this, you will need to log-in to the IESA Member Center and click on the "Register for IESA Text Alerts" link.



# ILLINOIS ELEMENTARY SCHOOL ASSOCIATION

## 2017-2018 INSTRUCTIONS TO GIRLS BASKETBALL STATE TOURNAMENT TEAMS

**FAX THE EMERGENCY CONTACT INFORMATION TO THE IESA AS SOON AS POSSIBLE.**

### I. Tournament Schedule

- A. The top team in the bracket is the home team.
- B. Games will be played according to the schedule. A copy of the schedule has been included with this email. The schedule is also posted to the IESA website at [www.iesa.org](http://www.iesa.org). Games will not be played ahead of schedule.

### II. Team Uniforms

- A. The top team in the bracket is the home team and ***will wear white jerseys***. However, it is recommended that you bring both your home and away jerseys to all games that you will be playing.
- B. Do not use string, ribbon, or yarn to make adjustments to your playing jerseys. Tape or Velcro closures are acceptable.
- C. If your team wears shirts under their jerseys, please make sure that the undershirts are the same color as the predominant color of the uniform.
- D. Review the Headband/Wristband and arm/leg sleeve rules with your team.

### III. Tournament Information

- A. For each game that you play in the state tournament, please go on-line to complete the Rating of Contest Officials and the Sportsmanship Rating forms.
- B. Set a good example for player and spectators to follow.
- C. Respect the integrity and judgment of game officials, and accept their decisions graciously.
- D. Respect the integrity and personality of the individual athlete.
- E. **The head coach and captains are required to attend the pre-game meeting with the officials.**
- F. **It is recommended that coaches appear at all state series contests in appropriate attire. Baseball hats, jeans, sweatpants/yoga pants, etc. are not appropriate.**
- G. Any player ejected from a contest for unsportsmanlike conduct shall be ineligible for the next interscholastic contest at that level of competition, and all other interscholastic contests at any level in the interim, in addition to other penalties the IESA or school may assess. Any coach ejected from a contest shall be ineligible for the next two interscholastic contests at that level or competition, and all other interscholastic contests at any level in the interim.
- H. The IESA and its Board of Directors strongly suggest an administrator or school representative (other than the coach) be in attendance at all contests.
- I. **Player Introductions:** For quarterfinal contests, all players will be introduced. For all remaining games, only starters will be introduced.

### III. Player Introductions

#### A. Quarterfinal Contests

1. For quarterfinal contests, all players- starters and non-starters- will be introduced. The PA announcer will ask you to submit both your starters and non-starters prior to your contest.
2. Visiting team will be introduced first with non-starters being introduced prior to the starters. After each non-starter's name is announced, they should shake hands with the officials and opposing team head coach and then assemble in the free-throw circle in front of their team bench. They should remain in that area until all non-starters for their team have been introduced. After all non-starters have been introduced, the non-starters should return to the team bench for the introduction of the starters. The starters will then be introduced by G-G-F-F-C. After each starter's name is announced, they should shake hands with the officials and opposing team head coach and then assemble in the free-throw circle in front of their team bench. They should remain in that area until all starters for their team have been introduced. After all starters have been introduced, the starters should return to the team bench.
3. Home team will then be introduced and should follow the above procedure for their introduction.
4. After both teams have been introduced, teams will line up across the free throw line extended and walk forward to meet their opponents at half-court. At half-court, teams will shake hands and wish each other good luck. Head coaches will also meet at half court to shake hands. After shaking hands, both teams will return to their benches.

#### B. Semi-final/Consolation/Championship Contests

1. For semifinal/consolation/championship contests, only starters will be introduced. The PA announcer will ask you to submit your starters prior to your contest.
2. Visiting team starters will then be introduced first by G-G-F-F-C. After each starter's name is announced, they should shake hands with the officials and opposing team head coach and then assemble in the free-throw circle in front of their team bench. They should remain in that area until all starters for their team have been introduced. After all starters have been introduced, the starters should return to the team bench.
3. Home team will then be introduced and should follow the above procedure for their introduction.
4. After both teams have been introduced, teams will line up across the free throw line extended and walk forward to meet their opponents at half-court. At half-court, teams will shake hands and wish each other good luck. Head coaches will also meet at half court to shake hands. After shaking hands, both teams will return to their benches.

### **IV. Tournament Policies**

- A. In regional, sectional, and state final tournament play, the host school shall not make its gymnasium or playing fields available to the visiting teams for practice sessions. Teams will be allowed 15 minutes of warm-up prior to the start of your game.
- B. During IESA state series tournament (regional, sectional, state finals) games, the displaying of signs, banners, placards, balloons, or constructed frames through which players run is prohibited. Such devices obstruct the view of spectators, are unsightly, and in many instances may become safety hazards. Local tournament managers should not permit these devices to be brought into the playing areas. (By-law 3.142)
- C. All noise-making devices shall be excluded from playing areas for all IESA state series tournament play. Tournament managers should not permit spectators to bring megaphones, radios, or tape players into the playing area of any IESA state series tournament contest. (By-law 3.143)

- D. **NEW** Only those listed on the regional entry form will be allowed into the IESA State Basketball tournament for free. Only teams participating in the State Tournament will receive free admission to the tournament contests in which they are participating. For example, your 7th grade team will receive entrance to the 7th grade tournament, but your 8th grade team would be required to pay the admission charge. As a reminder, IESA Activity Passes are **NOT** accepted during any level of state series play.
- E. All tournament play shall be single elimination with the winning team advancing from regional to sectional and from sectional to state level competition.
- F. **Crowd control.** While the host school for any activity must assume primary responsibility for the physical management of the activity, including providing for crowd control, this is a mutual responsibility. Visiting schools must also take such measures as necessary to ensure proper behavior on the part of their own students and spectators.
- G. **The Mercy Rule will be used in state tournament play.**
- H. Review the pre-game run-out policy.

#### IV. Tournament Extras

\*\*\*Please refer to the state tournament packet information given to you by your sectional host for site specific information.\*\*\*

- A. Please make your parents aware of the FanZone area on the IESA website. This area contains all the information that they will need when attending the state tournament.
- B. Your school may be contacted by Royal Publishing for solicitation information within your community.

**IN CASE OF EMERGENCY OR INCLEMENT WEATHER DURING THE TOURNAMENT, CONTACT CHRIS FRASCO AT 309-706-3953. THIS NUMBER IS FOR COACHES AND ADMINISTRATORS ONLY.**

**PLEASE NOTE: OFFICIALS WILL BE STRICTLY ENFORCING RULES PERTAINING TO THE COACHES' BOX. PLEASE REVIEW ALL NFHS RULES REGARDING THE USE OF THE COACHES' BOX.**



# ILLINOIS ELEMENTARY SCHOOL ASSOCIATION

## INCLEMENT WEATHER INSTRUCTIONS STATE TOURNAMENT TEAMS

### I. Tournament Schedule- Delays and Rescheduling

- A. The status of all tournaments will be posted on the IESA website. Please check the IESA website before leaving for the tournament with your team.
  - a. If changes have been made to the playing schedule, they will be listed on the homepage of the IESA website- [www.iesa.org](http://www.iesa.org)
  - b. Additionally, check the scoreboard for your tournament. If game times or dates have been changed, those changes will be reflected in the tournament scoreboard.
- B. It is possible to sign up for text alerts from the IESA. Coaches and administrators may sign up for text alerts through the Member Center.
  - a. Text alerts will be used to communicate any weather delays.
  - b. Messaging fees may apply.

### II. Prior to the Tournament

- A. Complete the enclosed form and return it to the IESA no later than **9 am on Friday.**
  - a. This is the information that will be used to contact your team regarding weather/tournament updates. IT IS CRITICAL THAT YOU COMPLETE AND RETURN THIS INFORMATION.

### III. Day of Tournament

- A. Evaluate the road conditions and travel route.
- B. If you will be unable to reach the tournament site due to weather/road conditions, please contact Nicole Schaeftbauer at 309-310-7305. This number is for coaches and administrators only.
  - a. IF YOU WILL BE UNABLE TO REACH THE TOURNAMENT, PLEASE CONTACT NICOLE AS EARLY AS POSSIBLE.
- C. Check the IESA website for updates on the status of your tournament.

### IV. Tournament Policies

- A. By-law 5.074: No state tournament series contest shall be forfeited due to weather conditions. If the administrator of any participating school determines the team can not reach the tournament site due to weather conditions, the tournament game(s) shall be rescheduled as soon as possible. Other contests scheduled on that particular date may still be held.

CHRIS FRASCO, IESA ADMINISTRATOR FOR BASKETBALL  
CELL# 309-706-3953



# ILLINOIS ELEMENTARY SCHOOL ASSOCIATION

## EMERGENCY CONTACT INFORMATION

FAX THIS FORM TO 309-829-0625

**School Name:** \_\_\_\_\_ **School Phone:** \_\_\_\_\_

**Athletic Director**  
**Name:** \_\_\_\_\_

**School Phone:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_

**Coach Name:** \_\_\_\_\_

**School Phone:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_

**Principal Name:** \_\_\_\_\_

**School Phone:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_

**Bus Departure Time:** \_\_\_\_\_

**Estimated Time of**  
**Arrival:** \_\_\_\_\_

**Bus Cell#:** \_\_\_\_\_



# PRESS RELEASE

## Illinois Elementary School Association

1015 Maple Hill Road, Bloomington, IL 61705

Date: December 7, 2017 Host School: Macon Meridian Middle School  
IESA Contact: Chris Frasco  
Phone: 309/829-0114 Contact: Mrs. Mary Jane Hayes  
Fax: 309/829-0625 Phone: (217) 764-3367

## 8-2A Girls State Basketball Tournament

Pairings are released for the twelfth Illinois Elementary School Association 8th Grade Girls' Class 8-2A State Basketball Tournament to be held at Meridian High School in Macon on December 9 and December 14, 2017. This is the 39th year of the IESA girls' basketball state tournament series. Scores will be posted on the IESA website ([www.iesa.org](http://www.iesa.org)).

### Saturday, Dec. 9 (Quarterfinals)

Game 1 10:00 a.m. Bourbonnais St. George (15-1) v. Winchester (21-1)  
Game 2 11:30 a.m. Lewistown Central (23-2) v. Effingham St. Anthony (21-2)  
Game 3 1:00 p.m. Champaign St. Matthew (19-6) v. Decatur Hope (24-1)  
Game 4 2:30 p.m. Carthage (25-0) v. Princeville (18-2)

### Saturday, Dec. 14 (Semifinals)

Game 5 5:00 p.m. Winners of Games 1 & 2  
Game 6 6:30 p.m. Winners of Games 3 & 4

### Thursday, Dec. 14 (Finals)

Game 7 6:00 p.m. Losers of Games 5 & 6 (Third Place)  
Game 8 7:30 p.m. Winners of Games 5 & 6 (State Championship)

+++++

## Sectional Scores

Bourbonnais St. George def. Lockport Kelvin Grove, 50-26  
Princeville def. Roanoke-Benson, 52-24  
Lewistown Central def. Peoria Heights GS, 43-11  
Effingham St. Anthony def. Paris Crestwood, 27-25

Decatur Hope def. Altamont, 37-24  
Champaign St. Matthew def. LeRoy, 29-25  
Carthage def. Mendon Unity, 32-30  
Winchester def. Greenfield, 41-32



**2017**  
**CLASS 8-2A GIRLS STATE BASKETBALL**  
**TOURNAMENT PAIRINGS**

Bourbonnais St. George

*Game 1*  
10:00 a.m.  
December 9

Winchester

Lewistown Central

*Game 2*  
11:30 a.m.  
December 9

Effingham St. Anthony

Champaign St. Matthew

*Game 3*  
1:00 p.m.  
December 9

Decatur Hope

Carthage

*Game 4*  
2:30 p.m.  
December 9

Princeville

*Game 5*  
5:00 p.m.  
December 9

*Game 6*  
6:30 p.m.  
December 9

*Game 8*  
7:30 p.m.  
December 14

*Game 7*  
6:00 p.m.  
December 14

**CHAMPIONSHIP**

**THIRD PLACE**



# **IESA Cheerleading Rules**

## **Girls' and Boys' Basketball Seasons**

Please share this information with your school's cheerleading coach as these rules apply to all performances during regular and post-season basketball games.

### **NFHS rules must be followed.**

1. During play, only 12 cheerleaders may be cheering on the sideline/end line at one time provided the space can safely accommodate 12 cheerleaders. A game official may always ask for the sidelines and/or end lines to be kept clear and this number may be reduced for the safety of the players. During full timeouts, between quarters, and at halftime, more than 12 cheerleaders may perform provided the squad can complete their performance without stopping or delaying play.
2. Squads may not perform basket tosses or double full twisting dismounts.
3. Officials must be given room to move along the sidelines and baselines.
4. Athletic shoes must be worn; gymnastics slippers or shoes rated for gymnastics floors are not permitted.
5. Flyers may not have signs with sharp corners or be made of solid material.
6. A twist to a cradle (including log rolls) must not involve more than one rotation - this is permitted only on appropriate mats, grass, and rubberized/soft-yielding surfaces.
7. Stunting while the basketball is in play is not permitted; this includes free throws.
8. The free throw line extended must remain clear of cheerleaders.
9. Head-over-heels stunts are not permitted except as outlined in NFHS Rules 2-9-1 and 3-6-3.

#### **NFHS Rule 2-1-10**

Cheerleaders must remain outside the playing area during a 30-second or less time-out and whenever the ball is in play.

#### **NFHS Rule 2-1-12**

Cheerleaders may not stand behind the free throw lane extended during a basketball game - THIS APPLIES FOR THE ENTIRE GAME. Cheerleaders are permitted to stand on either side of the free throw line extended.

#### **NFHS Rule 2-3-1**

Jewelry may not be worn.  
Religious or medical medals must be taped to the body.

#### **NFHS Rule 2-3-3**

Hair must be worn in a manner that does not interfere with the safe execution of a stunt or tumbling. Long hair that is not secured presents significant risk during partner stunts, pyramids, tosses and airborne tumbling. Hair devices and accessories must be secured out of a cheerleader's face and appropriate for the activity.

MERIDIAN MIDDLE SCHOOL  
728 S. Wall St, P.O. Box 198  
Macon, IL 62544-0380  
(217) 764-3902 Fax

Andy Pygott, Principal  
(217) 764-3367

Suzie Bloomfield,  
Secretary  
(217) 764-3367  
(217) 764-3936



Daniel R. Brue,  
Superintendent  
(217) 764-5269

Mary Jane Hayes,  
Asst. Athletic Director  
(217) 764-3367

December 2017

On behalf of the Meridian Community Unit School District #15, I would like to congratulate you on winning your IESA Sectional. We wish you the best of luck in the 2017 "2 A" 8th Grade Girls' State Basketball Tournament to be held at Meridian High School in Macon, IL on Saturday, December 9 and Thursday, December 14. We are pleased to have been chosen to host this tournament and we hope your visit to our town and our school will be a positive experience.

Enclosed you will find a copy of the Tournament Handbook. The Handbook contains detailed information about the Tournament. We hope the Handbook will answer most of the questions you may have concerning this tournament. Please take the time to read it carefully. If you have any questions, please do not hesitate to contact me at any time.

Our Principal, Andy Pygott and I want to wish you and your team the best of luck in the State Tournament.

Sincerely,

Mary Jane Hayes  
Athletic Director  
Tournament Director

# **IESA “2A” 8th Grade Girls’ State Basketball Tournament Information**

## **Tournament Contact Information**

Tournament Director: Mary Jane Hayes  
Athletic Director  
Meridian Middle School

Meridian Middle School: (217) 764-3367  
Meridian Middle School Fax: (217) 764-3902  
Mary Jane Hayes cell phone (217) 433-9960

## **School Location & Directions**

- The address for the Meridian High School/Middle School is:  
728 S. Wall St.  
Macon, IL 62544
- Meridian High School is located on Rte. #51 on the south side of Macon. If you are coming from the North or South, exit on Wall Street. Continue on Wall St. until you arrive at the Meridian Campus, which will be on the east side of Wall St. When you arrive at the school, pull in to the driveway on the south side of the buildings.

## **Pass Gate**

- The pass gate will be generated from information submitted on the regional entry form. No changes are permitted to the Regional Entry Form after the Roster Closed deadline. Cheerleaders (max. of 12) are admitted free, if in uniform. Those on the pass gate will be admitted at the general admission gate just inside the east entrance to the school.
- All other individuals will be required to pay for admission.
- IESA passes are no longer valid for the IESA state tournament series

## **Team & Fan Buses**

- All buses should unload and pick up on the east side of the high school by the main doors.
- Bus parking will be directed to park in the small parking lots north of the Middle School.
- Bus drivers who want to attend the game will need to walk around to the main entrance as there will be no entry through any other entrances.
- Schools bringing fan buses are asked to collect admission fees prior to arrival. Please place admissions money in an envelope, and write the number of paid admissions on the outside of the envelope. This will speed up your entrance to the gym.

## **General Parking**

- All spectators should park in the main parking lot of the High School.

## **Game Schedule**

- All games will be held in the Meridian High School Gymnasium.
- A copy of the schedule of games can be found on the IESA website.

## **Certified Trainer**

- Meridian's certified trainer, Ann Hargrove, from Decatur Memorial Hospital in Decatur, will be available throughout the tournament.

## Teams

- Each team will be met at the Main Entrance by a team host. This person will direct your team to your assigned locker room and will take you to get your team photo. This person will also be available for any questions or concerns you may have during your time at Meridian.
  - \*Your team has been assigned a host who will be there 90 minutes before your game time. They are excited about being with you during the tournament and plan to help you with your needs, so please ask them if there is anything you need.
- Each team will be assigned to a locker room. Since games are back-to-back, teams from different games will have to share the same locker room (example---team from 10:00am game and a team from 11:30 game will use the same locker room. It is suggested that each team designate a female staff member to supervise their team while in the locker room. Meridian Schools will not be responsible for any lost, stolen or damaged items in the dressing room areas.
- We encourage each team to adopt some method for caring for the team's money, electronics, and other valuables.
- The top team in each bracket will be considered the "home" team on the scoreboard. They will occupy the south bench and use the girls' locker room. The bottom team in each bracket will be considered the "guests" team on the scoreboard. They will occupy the north bench and will use the boys' locker room.
- Meridian Schools do not have towel service, so please plan accordingly.

## Warm-Ups

- Warm-ups will begin 15 minutes before introductions of the scheduled game time. Players may not enter the court prior to the official warm-up time.
- If a game finishes early, we will not begin the next game until its originally scheduled time.
- Meridian will provide basketballs for warm-ups. **Do not bring your own basketballs!**
- Near the scorer's bench, Meridian will provide a Slipp-Nott. Players may use this, but please do not abuse it.

## **Player Introduction**

- Before the first game a team plays on Saturday, all the players will be introduced beginning with the non-starters followed by the starters.
- During the semi-finals on Saturday evening and the Finals on Thursday, only starters will be introduced.

## **Team Scorer**

- The team score must sit with the team at their respective bench.

## **Tournament Officials**

- All tournament officials have been assigned by the IESA office.

## **Water for the Bench**

- At the end of your bench, Meridian will provide drinking water and cups.

## **Cheerleaders**

- Only twelve (12) cheerleaders in uniform will be allowed on the court at any time.
- There will not be any locker room facilities available for the cheerleaders, so they will need to be responsible for their belongings.

## **Photographer**

- The IESA has arranged for Event Pro Photographer to serve as the state photographer. Your team host will escort your team and coaches to the photo area.
- Pictures must be taken PRIOR to your first scheduled game, so please plan your arrival time accordingly.

## **Admission Prices**

- There will be no advanced ticket sales.
- All tickets are general admission (no reserved seating).
- Ticket prices are established by the IESA and are as follows:
  - \*Saturday
    - + \$7.00—Adult and High School Student—All-Day Pass.
    - + \$3.00—Sr. Citizens (62+) and K-8th Students—All-Day Pass
    - + Individual game tickets are the same price as an All-Day Pass.
    - + Wrist bands will be issued with a paid admission on Saturday.  
= Wrist bands constitute an All-Day Pass
  - \*Thursday
    - + \$5.00 Adult and High School Student
    - + \$2.00 Senior Citizen and K-8th Grade Student
- Doors will open one (1) hour before the scheduled time of the first game.

## **Programs**

- Programs will be sold in ‘The Great Hall’ throughout the tournament. The price per program is \$5.00

## **Outside Food and Drink**

- No coolers, food, or drinks will be allowed into the building
- There will be a concession stand available.

## **Fan Seating**

- There is no reserved seating.
- Fan sections will be identified to establish fan cheering sections for each school. Please sit in your designated fan section.
- IESA rules prohibit the displaying of signs, banners, etc. and the use of mechanical noise makers.
- IESA rules state that fans must remain fully clothed during the tournament. Boys may not remove their shirts to reveal painted symbols on their bodies.
- School administrators should remind their fans of these rules, as well as maintaining good sportsmanship at all times.
- Fans may video their team's game, but this must be done from the stands or the balcony. No one may stand on the floor for any reason at any time. Also, there are no power outlets available in the stands.

## **Supervision**

- Supervision will be provided by Meridian School Staff Members. All spectators are expected to adhere to their requests.
- Visiting schools must take such measures as necessary to insure proper behavior on the part of their fans.
- **Each school is also expected to have an administrator or supervisor on hand to maintain their own district policy regarding fan behavior.**
- Any spectator who does not follow the instructions of a Meridian School Staff member may be asked to leave for the remainder of that day. (No refunds will be given.)
- All fans must stay off the gym floor. Fans can meet their team after the game in 'The Great Hall'. Meridian appreciates your help in keeping your fans off the playing surface.

## **Smoking**

- In accordance with State Law, the use of any tobacco product is not allowed anywhere on the Meridian High School/Middle School campus.



## **State Tournament Apparel**

- State Tournament apparel will be sold throughout the tournament. Apparel will be sold in 'The Great Hall' just outside the gymnasium.

## **Hospitality Room**

- There will be a Hospitality Room for administrators, coaches, bus drivers, game officials, IESA personnel, media and their spouses.
- Please do not take food or drink from the Hospitality Room.
- No players or children are allowed in the Hospitality Room.

## **Awards**

- Awards will be presented immediately following the 3rd Place and the Championship games.

## **Media**

- Media will be admitted at no cost with proper credentials.
- Photographers will be asked not to use their flash during any game.
- Media sources will have access to all game scores via the IESA website.

## **Sportsmanship**

- At Meridian, we believe that sportsmanship is of the utmost importance. We feel that through the proper leadership from coaches, parents, and school officials, we can set the kind of example that is necessary and critical for today's student-athlete. At the beginning of each game, a message reflecting proper sportsmanship will be read prior to the introduction of the players. We hope this will help set the tone for what we anticipate will be an outstanding state basketball tournament

## HOTELS

### Decatur Hotel and Conference Center

4191 US 36 WEST (WYCKLES RD.) DECATUR, IL 62522 • PHONE: +1-217-422-8800 - FAX: +1-217-422.9690 Distance to Meridian High School 14.4 miles/15min

### Hampton Inn Decatur/Forsyth

1429 Hickory Point Drive, Forsyth, Illinois, 62535, TEL: +1-217-877-5577 FAX: +1-217-877-9963 Distance to Meridian High School 20.7 miles/20 min

### Country Inn and Suites Decatur

5150 Hickory Point Frontage Road Decatur IL 62526,  
Tel: +1-217-872-2402, Fax: +1-217-872-2403 Distance to Meridian High School 20.7 miles/20 min

### Fairfield Inn and Suites Decatur/Forsyth

1417 Hickory Point Drive Forsyth, IL 62535 Tel: +1- 217-875-3337  
Distance to Meridian High School 20.7 miles/20 min

### Homewood Suites/Hilton /Decatur/Forsyth

333 West Marion Avenue, Forsyth, IL, 62535 Tel: 1+217-877-0887 FAX: +1-217-0287 Distance to Meridian High School 21.1 miles/21 min

## RESTAURANTS

### Whit's End

181 N Wall St Macon, IL 62544 Tel: +1-217- 764-5453

### Kreckels

299 Merchant St Macon, IL 62544 Tel: +1-764-5218

### Mama Chan's

105 N Main St Moweaqua, IL 62550 Tel: +1-217-768-3888 Distance from Meridian High School 5.6 miles/6 min

### Crawford's Pizza

200 S Main St Moweaqua, IL 62550 Tel: +1-217-768-3255 Distance from Meridian High School 5.6 miles/6 min

### Monical's Pizza South

348 W 1st Dr Decatur, IL 62523 Tel: +1-217- 423-2333 Distance from Meridian High School 9.3 miles/11 min

### Dairy Queen South

230 1st Dr. Decatur, IL 62521 Tel: +1-217-428-1014 Distance from Meridian High School 9.3 miles/11 min

### Guadalajara Mexican Restaurant

351 W 1st Dr, Decatur, IL 62521 Tel: +1 217-423-9724 Distance from Meridian High School 9.3 miles/11 min

### The Wharf

201 1<sup>st</sup> Drive W. Decatur, IL 62521 Tel: +1-217-423-5450 Distance from Meridian High School 9.3 miles/11 min

### Texas Roadhouse

1155 S. Route 51 Forsyth, IL 62535 Tel: +1-217-876-7380 Distance from Meridian High School 21 miles/21 min

### Cheddars Forsyth

1340 Hickory Point Dr, Forsyth, IL 62535 Tel: +1-217-877-3100  
Distance from Meridian High School 21 miles/21 min

### Cracker Barrel

5120 Hickory Point Frontage Rd ... Rd I-72 & US 51 Decatur, IL 62526  
Tel: +1-217-876-8036 Distance from Meridian High School 21.3 miles/23 min





**\*NEW Pre-Orders are now open to individuals for ordering**

## **GOOD NEWS! Pre-Orders are now open to individuals.**

The Cubby Hole is happy to announce that we are now opening up the pre-order process for individuals. Our goal in doing this is to make it easier for you, the coach, and making pre-ordering more accessible for the parents of your students. We appreciate all of your help over the years with the pre-ordering process as it was, but we feel like this new process will ultimately mean less work for you and easier access to our products for your students and their parents.

### ***How will it work?***

1. Parent / Student will go to The Cubby Hole website [www.cubbyholeonline.com](http://www.cubbyholeonline.com) and go to the pre-order section. They will select the sport in which they are pre-ordering items for and click the link.
2. There will be a specific buying window prior to the event that will allow people to purchase. The store will close a few days prior to the event so that there is time to fulfill the orders. At that time, no more pre-orders will be accepted. They will have the opportunity to buy at the event or at the online store after the event is over.
3. Once in the store, they will select the items they wish to purchase and check-out of the store. They will be required to pay with a credit / debit card at the time of purchase.
4. At events where The Cubby Hole is present, the parent / student will pick up their order from The Cubby Hole. At events where The Cubby Hole is not present, orders will be picked up as a team, by a team representative in the same manner as years past.

### ***How will this affect me? What will be asked of you?***

1. For most, helping us get the word out to your students about the new procedure and pointing them to our website is all that you will need to do. We will no longer have a need for the printable PDF or the form that you enter orders into. People will use the store to purchase and those orders will be processed from there.
2. For those that host events that we are not onsite for, there will still be the need to distribute the pre-ordered merchandise. We will have them grouped in teams and they will still be picked up by a team representative, as in years past. The only change is that there will be no money collected for these orders since they are pre-paid.

If you have any questions about how the process works or how you will be affected, please contact Paul Boente at [paul@cubbyholeonline.com](mailto:paul@cubbyholeonline.com) or call 800-235-2071.



**PLEASE PASS THIS IMPORTANT TEAM  
PICTURE INFO & ATTACHMENTS TO  
YOUR HEAD COACH ASAP**



### **COACH PICTURE INFO:**

YOUR IESA OFFICIAL PICTURES NEED TO BE TAKEN SHORTLY AFTER YOU ARRIVE AT THE HOST SCHOOL ON SATURDAY. When arriving at the host school, please get dressed and report to the photo room as soon as possible. The team/individual photos take less than 10 minutes. The IESA requires each team to have its photo taken before its first game.

### **PHOTO PLAQUE COORDINATOR (instructions)**

\*Beautiful souvenir photo plaques are being offered and will be made during your game ready to take home.

**\*PLEASE SELECT A COACH OR A PARENT TO BE THE PHOTO PLAQUE COORDINATOR.**

1. There is a parent order form and an official team order form attached to this email.
  2. The coordinator needs to email (or hard copy send) the "Parent Order Form" home with players today.
  3. Instruct parents/players to bring the Parent Form & payment back to the coordinator by Friday.
  4. The coordinator transfers the "Parent" forms to the "official team" order form and hands it in with the payments to the photo room when arriving at the host school for your first game. \*The coordinator should double check with any parents who did not order to make sure they saw the opportunity.
  5. At least 4 fully paid orders must be made to participate. Plaque order will be ready when your game is over
- \*BONUS:** Turning your order in (with at least 4 fully paid orders) at the time of pictures qualifies the head coach for a team plaque for \$10. If a parent was in charge of order he/she can also order either plaque for \$10.

**ENTIRE TEAM ORDER:** Some schools will purchase a plaque for every player and coach. Ask your AD or principal if they wish to do this and pay for order with one school credit card or check before your game. Entire team orders qualify for a free team plaque for the school as well as 10% off entire order. Call 309-689-0299 with questions.





# OFFICIAL TEAM ORDER FORM



SCHOOL NAME: \_\_\_\_\_ Coordinator Name \_\_\_\_\_

## INSTRUCTIONS:

1. Complete this form and bring with payment to the photo room prior to the start of your first game.
2. Individual/Team Plaques cost \$35.. Team (only) Plaques cost \$30.
3. With 4 fully paid orders handed in at picture time, a **head** coach can get 1 **tm** plaque for \$10. Coach needs to complete one of the below lines and indicate \$10 under total paid. If a Parent was the order coordinator, they can also get 1 Ind/Tm plaque for \$10 and should indicate that price on the player's line under total paid.
4. You must have 4 fully paid orders for us print any.
5. Pay by Cash, Credit Card or check to "EVENT PRO" (If using credit card, include cardholder's cell phone # next to name).
6. Please pick up your order after your game at the photo area.
7. Double check spelling of player name and correct uniform#.

PRINT CORRECT PLAYER NAME	UNIFORM #	Qty	Qty	CREDIT CARD #	(on card back)	
					EXP/CVV ^	TOTAL PD
1. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
2. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
3. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
4. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
5. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
6. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
7. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
8. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
9. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
10. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
11. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
12. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
13. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
14. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
15. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
16. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
17. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
18. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____
19. _____	# _____	Ind/Tm _____	Team _____	_____	_____	_____ of _____ cvv# _____ \$ _____

TOTALS: IND/TM (QTY) \_\_\_\_\_ TEAM (QTY) \_\_\_\_\_ TOTAL PAID \$ \_\_\_\_\_





## (PARENT) PLAQUE ORDER FORM



1. Choose product and quantity below.
2. Bring completed form and payment back to coach by Friday.
3. Pictures will be taken prior to your first game. All photo plaques will be delivered by the end of your first game.

Player name \_\_\_\_\_ Uniform # \_\_\_\_\_



6x8 Team photo mounted on wood Plaque = \$30  
Quantity ordered \_\_\_\_\_



6x8 Individual/Tm photo on wood plaque = \$35  
Quantity ordered \_\_\_\_\_

\*Photo plaques will be sold on the day of your first game only

\*Siblings may pose together and purchase one plaque.

\*Questions? Email us at [info@eventprophotography.net](mailto:info@eventprophotography.net)

