

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. 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
 - 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 reschedule 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: Normal Parkside Junior High
IESA Contact: Chris Frasco
Phone: 309/829-0114 Contact: Mrs. Jennifer McCoy
Fax: 309/829-0625 Phone: (309) 557-4408

8-4A Girls State Basketball Tournament

Pairings are released for the twelfth Illinois Elementary School Association 8th Grade Girls' Class 8-4A State Basketball Tournament to be held at Parkside Junior High School in Normal 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).

Saturday, Dec. 9 (Quarterfinals)

Game 1 10:00 a.m. Effingham JHS (15-7) v. Shorewood Troy (18-5)
Game 2 11:30 a.m. Normal Parkside (24-0) v. Chatham Glenwood (19-4)
Game 3 1:00 p.m. Mokena (24-2) v. Arlington Heights (16-0)
Game 4 2:30 p.m. Edwardsville Liberty (23-0) v. Flossmoor Parker (22-1)

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

Flossmoor Parker def. Frankfort Summit Hill , 39-15
Normal Parkside def. Dunlap MS , 42-29
Chatham Glenwood def. Clinton , 47-32
Edwardsville Liberty def. Bethalto Trimpe , 27-22

Shorewood Troy def. New Lenox Liberty , 42-32
Effingham JHS def. Champaign Jefferson , 28-17
Mokena def. Lansing Memorial , 39-31
Arlington Heights South def. Rockford Kennedy , 37-23



2017
CLASS 8-4A GIRLS STATE BASKETBALL
TOURNAMENT PAIRINGS

Effingham JHS

Game 1
10:00 a.m.
December 9

Shorewood Troy

Normal Parkside

Game 2
11:30 a.m.
December 9

Chatham Glenwood

Mokena

Game 3
1:00 p.m.
December 9

Arlington Heights South

Edwardsville Liberty

Game 4
2:30 p.m.
December 9

Flossmoor Parker

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

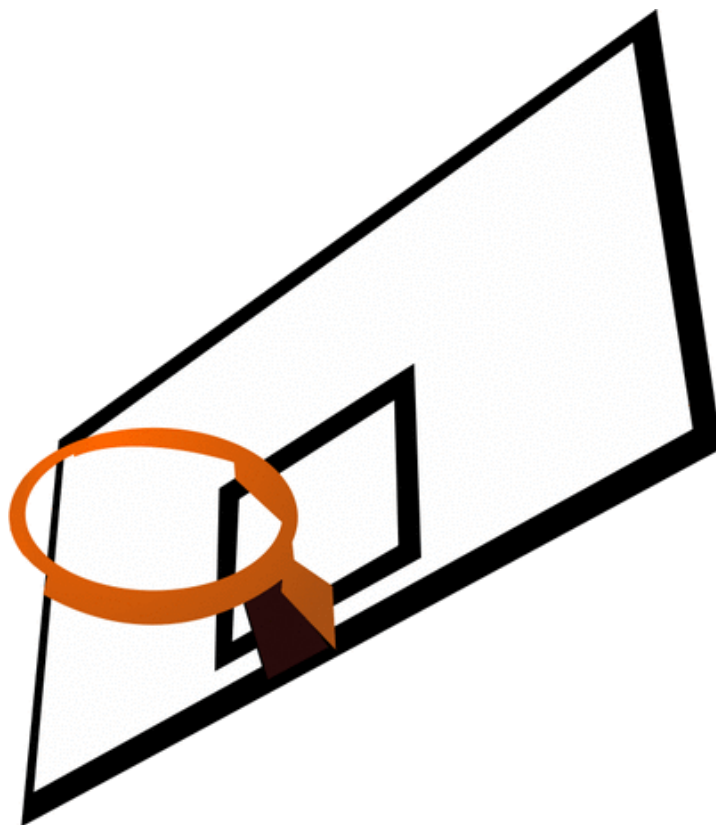
Hair must be worn in a manner that does not interfere with the safe execution of a stunt or tumbling. Long hair that is not secured presents significant risk during partner stunts, pyramids, tosses and airborne tumbling. Hair devices and accessories must be secured out of a cheerleader's face and appropriate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

I.E.S.A. 8-4A STATE BASKETBALL TOURNAMENT

2017

Hosted by:

Parkside Junior High School



December 9 & 14, 2017

TOURNAMENT HEADQUARTERS:

- Tournament headquarters will be located in the Main Office.
- Tournament Manager is Jennifer McCoy, the Associate Principal and Athletic Director at Parkside Junior High School.
- If you have any questions concerning this tournament, please call Jennifer McCoy at 309-557-4408 or at 309-212-1760.

TEAM/FAN BUSES:

- Team and fan buses should drop-off and pick-up in the Bus Lane of Parkside Junior High School. Buses must then park at the far end of the **Bus Lane** and be pulled over to the right-hand side so others may pull through. Please **DO NOT** park buses in the north parking lot.
- Ask any tournament personnel if you have questions or to assist with your needs.
- Chaperones are asked to have students' admission money prepared in advance and ready to submit at the admissions table.
- Bus drivers should enter and check-in at the admissions table located at the main entrance. It is imperative that tournament officials know where to find this person in case of an emergency.



PASS GATE:

- The pass gate is at the admissions table in the hallway prior to entering the gym.
- I.E.S.A. identification cards will be not honored at the admissions table.
- The regional entry form is now the pass gate list; only those people listed on the regional entry form will be admitted for free.
- Coaches, remember, only 15 players are allowed to dress for this tournament.

LOCKER ROOM ASSIGNMENTS:



- Locker rooms are located in the gym area. Assignments will be designated by signs posted outside each locker room.

- Reminder...each team should have some means of protecting their valuables as the I.E.S.A. and host school will not be responsible for their losses. You will be sharing your locker room with other teams.

HOME & VISITING TEAMS:

- The top team in each tournament bracket will be considered the home team and the bottom team will be considered the visiting team.

CHEERLEADERS:

- Cheerleaders are assigned to Room 96. They may store their personal and school belongings in this room.
- Reminder... each team should have some means of protecting their valuables as the I.E.S.A. and host school will not be responsible for their losses.

PHOTOGRAPHER:

- There will be a professional photographer present on Saturday, December 9th to take team pictures.
- The I.E.S.A. requires all teams to have their pictures taken.
- Pictures will be taken during the 1st quarter of the game prior to your scheduled game.
- Teams scheduled to play the first game on Saturday, December 9th will have pictures taken 30 minutes prior to the start of their contest.

GENERAL PARKING:

- General parking will be available in the parking lots on the north and south end of Parkside Junior High School.
- Please obey parking signs that are posted regarding parking along our sidewalks and on side streets.
- Fans should NOT park in the Bus Lane.
- Buses should NOT park in the north parking lot.

FAN SEATING:

- Bleachers will be marked to establish fan sections.
- Tournament personnel will be available to assist.
- I.E.S.A. rules prohibit the display of signs, banners, etc. or the use of mechanical noisemakers.
- School administrators and chaperones should remind their fans of these rules.

ADMISSION:

- Tickets will go on sale 1 hour prior to the start of the first scheduled game.
- There will be no advanced ticket sales or reserved seating.
- We ask that **fan bus chaperones** collect student ticket money ahead of time and present it at the admissions table. This procedure will be more efficient and faster than selling individual tickets.

All ticket prices are established by the I.E.S.A. Board of Directors

Saturday, December 9th (All Day Pass)

Adults	\$7.00
High School Students	\$7.00
K-8 Students	\$3.00
Senior Citizens	\$3.00

Thursday, December 14th

Adults	\$5.00
High School Students	\$5.00
K-8 Students	\$2.00
Senior Citizens	\$2.00



WARM-UPS:

- Teams will not be allowed on the court prior to their warm-up time.
- Teams will be allowed a 15 minute warm-up time.
- To prevent the added burden and responsibility of each team bringing their own practice balls, Parkside will furnish them for you. Please do not bring your own.

NATIONAL ANTHEM:

- The National Anthem will be played prior to the start of the first game each day of the tournament.

SCORER'S BENCH:

- Team scorers may sit at the scorer's table during their team game, but they may not interfere with the official scorer in any way.

VIDEO EQUIPMENT:

- You may video **your game only**.
- Please plan on using batteries for your video equipment. Extension cords will not be used.

PLAYER INTRODUCTIONS:

- At the conclusion of the required warm-up time and just prior to the start of each game, there will be player introductions.
- On Saturday, December 9th, all players, including non-starters will be introduced for each team's first game.
- On Thursday, December 14th, only starters from each team will be introduced.

SECURITY & SUPERVISION:

- Security will be provided throughout the tournament.
- The Unit 5 School District and Normal Police Department will provide supervision and all spectators are expected to adhere to their requests.
- Each school is also expected to have their own administrator and/or supervisor to administer their own district policies.

SMOKING:

- No smoking (including ecigarettes, vaping devices, etc.) is not permitted in the school building or on school grounds.

HOSPITALITY ROOM:

- There will be a hospitality room located in the teacher's workroom in the hallway between the gym and cafeteria.
- I.E.S.A. personnel, tournament officials, administrators, coaches, officials, media, bus drivers, and spouses only will be allowed in the hospitality room.
- All food and drinks should remain in this area.



PROGRAMS:

- Tournament programs will be sold for \$5.00 each during the tournament.

STATE TOURNAMENT SOUVENIRS (T-SHIRTS):

- All state tournament souvenirs will be sold in the cafeteria.

CONCESSIONS:

- Concessions will be sold in the cafeteria.
- Please help supervise your area to make sure all empty soda bottles and trash has been picked up.

AWARDS:

- Awards will be presented immediately following the 3rd place and championship games.

NO GAME WILL BEGIN BEFORE ITS SCHEDULED, ASSIGNED TIME.

TOURNAMENT OFFICIALS:

- All tournament officials are contracted and assigned by the I.E.S.A. office.

Date	Time	Referees	Games
Sat. 12/9/17	10:00 A.M. 11:30 A.M.	1 Dan Weber 2 Scott Homa 3 Doug Shaw	Games 1 & 2
Sat. 12/9/17	1:00 P.M. 2:30 P.M.	1 Shawn Wright 2 Kywan Edmonson 3 Jerry McDowell	Games 3 & 4
Sat. 12/9/17	5:00 P.M. 6:30 P.M.	1 Ed Alexander 2 Randy Clark 3 Carl Medley	Games 5 & 6

Date	Time	Referees	Games
Thurs. 12/14/17	6:00 P.M. 7:30 P.M.	1 Rich Doman 2 Tim Birch 3 Carl Jones	3 rd Place Game Championship

DIRECTIONS

Parkside Junior High School is located at 101 N. Parkside Rd. Normal, Illinois.

- If traveling from the North please travel down 55 South to the US-51, exit 165. Turn left onto N. Main St. Turn Right onto Raab Rd. Turn left onto Parkside Rd. Parkside Jr. High School will be the 2nd school on your right. (Normal West High School is first.)
- If traveling from the East, you will come via I – 74 West. Take the US-150/Market St. exit 160. Keep right at the fork to go on to US-150/Rt. 9/W. Market St. Turn left onto Martin Luther King Dr. Turn left again onto S. White Oak Rd. /CR – 70. Turn right onto West College Ave. Turn left onto Parkside Rd.
- If traveling from the South take US 51 North until you are able to merge onto I-74, then you may follow the directions above from the East.
- If traveling from the West, take I-74 East towards Bloomington. Take the US-150/Mitsubishi Motorway exit 125. Keep right at the fork to go on to US-150/N. Mitsubishi Motorway. Turn right onto Mabel Rd. /CR-70; continue to follow CR-70. Turn left onto West College Ave. Turn left onto Parkside Rd.



***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 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 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

