

SAMPLE XC SECTIONAL HOST LETTER TO PARTICIPATING SCHOOLS

Date:	Saturday, October XX		
Time:	Coaches' Meeting at Starting Line: 11:30 AM Girls' Race 12:00 PM Boys' Race 12:45 PM Awards 1:45 PM		
Location:	Parkside Junior High School (Maxwell Park) 101 N. Parkside Rd Normal, IL 61761		
Schools:	Bloomington Champaign Franklin Danville North Ridge Mattoon Normal Parkside	Bloomington Evans Champaign Jefferson Effingham Normal Chiddix Urbana	Champaign Edison Charleston Mahomet-Seymour Normal Kingsley
Entries:	Must be entered online by noon on Wednesday, October XX. Teams may not make changes to their entries after that date.		
Directions:	Please refer to the IESA State Meet Information as this is the same course as state.		
Awards:	The Awards Ceremony will be outside at the Starting Line. If weather is inclement, we will hold the awards in the Parkside Junior High School Gym. Plaque: 1 st place for both boys and girls Medals: Awarded to the top 10 in the boys division and for the girls division		
State:	The top three teams will advance to the IESA State Meet on Saturday, October XX. The top seven individuals not on one of the top three teams shall advance to the state meet.		
T-Shirts:	Sectional T-shirts provided by the Cubby Hole will be on sale at the concession stand. Please check www.CubbyHoleOnline.com for pre-order information.		
Concessions:	Concessions will be available at the meet.		
Parking:	Reserved parking for team buses will be located in the bus lane at Parkside Junior High School. Spectator parking is available at Parkside Junior High, Parkside Elementary, Maxwell Park, Champion Fields, and Normal Community West High School.		
Restrooms:	Maxwell Park		
Check-in:	Upon arrival, coaches should report to the main entrance at Parkside Junior High for packet pick-up.		
Questions:	Contact Jennifer McCoy, Associate Principal/Athletic Director, at 309-XXX-XXXX		
Timing:	River City Race Management		