



MEMORANDUM

January 27, 2005

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[www.ncaa.org](http://www.ncaa.org)

TO: NCAA Division III Men's and Women's Swimming and Diving Coaches.

FROM: Peggy Carl, Chair  
NCAA Division III Men's and Women's Swimming Committee

Eva Dean Folkert, Championships Meet Director, Hope College.

SUBJECT: 2005 NCAA Division III Men's and Women's Swimming and Diving  
Championships Information.

Hope College looks forward to hosting the 2005 NCAA Division III Women's and Men's Swimming and Diving Championships, held March 10-12 and March 17-19, respectively. We are providing the enclosed information in advance to help teams prepare for the upcoming championships:

- General information.
- Meet information and schedule.
- Hotel list, locations and rates.
- Request for timers and fax form.
- Preorder ticket form.
- Holland Community Aquatic Center information and pool map.
- Medical services letter and medical information sheet.

A list of area hotels along with rate information is included in this mailing. When making reservations, please reference the NCAA Swimming and Diving Championships to receive the special team room rate.

As a reminder, the proof of performance and diving entry forms and the 2005 NCAA Men's and Women's Swimming and Diving Championships Handbook can be found online at [www.ncaa.org](http://www.ncaa.org).

If you have questions, please contact Eva Dean Folkert by phone at 616/395-7694 or via e-mail at [folkert@hope.edu](mailto:folkert@hope.edu). Championships information can also be found by visiting [www.hope.edu/athletics](http://www.hope.edu/athletics) and clicking on the championships logo.

Enclosures

cc: Ms. Michelle Chaffin  
NCAA Division III Men's and Women's Swimming and Diving Committee

National Collegiate Athletic Association

*An association of more than 1,200 members serving the student-athlete*

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**2005 NCAA DIVISION III SWIMMING AND DIVING  
GENERAL INFORMATION**

**SWIMMING POOL**

Holland Community Aquatic Center (HCAC), 550 Maple Avenue, Holland, Michigan, 616/393-7595 (see enclosed diagram).

**TRAINING ROOM/HEALTH SERVICES**

The training station will be located off the pool deck, through the double doors by the play pool area. An athletic trainer will be on hand through all practice and competition sessions to provide first aid and monitor equipment. Student-athletes that require rehabilitation and treatment modalities such as ultrasound and electric stimulation should bring a prescription from their team physician or athletic trainer. Ice will be available on deck throughout the meet. The local hospital is Holland Community Hospital, located at 602 Michigan Avenue, Holland, Michigan, 616/392-5141. It is located across the street from the HCAC.

Coaches are asked to duplicate and provide every student-athlete with the enclosed medical information form. Student-athletes are asked to complete the medical information form and keep them on hand in the event treatment is needed at the championships.

**LOCKER ROOMS**

There will be approximately 200 lockers available in the locker rooms for daily use by student-athletes and coaches. Locks should not be kept on lockers overnight.

**VALUABLES**

Hope College, the Holland Community Aquatic Center and the NCAA assume no responsibility for loss of personal articles. Each competitor and coach will be responsible for his or her own property.

**TICKET INFORMATION**

Tickets for the championships may be purchased at the door. Seating is on a first-come, first-served basis. Reserved seating is not available. **All-session passes may only be pre-purchased by team members' families the Wednesday before the championships with the ticket order form supplied in this packet.** Pre-sales will occur in the lobby of the HCAC.

**ADMISSION**

All-Session Ticket:     \$30 for adults  
                                   \$20 for students and children 12 and under

Individual tickets may be purchased at the following rates:

**Preliminaries**

Adults: \$5  
Students with ID: \$3  
Children 12 and under: \$3

**Finals**

Adults: \$8  
Students with ID: \$5  
Children 12 and under: \$5

Participating coaches and allowable team representatives may be admitted to the pool deck via deck passes. Deck passes must be purchased at the meet registration table. Student-athlete passes will be supplied in the coach's packet.

### **TEAM SEATING**

Team seating will be selected at the coaches meeting (Wednesday at 3:30 p.m.). Each team may place ONE team banner on the wire on the north side of the natatorium.

### **VIDEOTAPING**

Coaches wishing to videotape performances should plan on doing so on battery power only. **Coaches will not be allowed to plug in any cameras or battery chargers in the natatorium.**

### **RESULTS**

Final results of each day's competition will be posted on the pool deck and second floor. A championships Web page will be available with daily results, team scores, and a daily recap. The top three finishers in each event will be sent to the Associated Press along with the top ten team scores.

### **MERCHANDISE**

Souvenir t-shirts and other meet merchandise will be on sale during the championships. The location will be in the front lobby of the HCAC.

### **CONCESSIONS**

A concession stand offering food and beverages will be located on the balcony/spectator level of the HCAC.

### **PRESS**

Press may be admitted by special credentials. These may be secured in advance by writing or calling:

Tom Renner  
Sports Information  
Hope College  
P.O. Box 9000  
Holland, MI 49422-9000  
616/395-7860  
trenner@hope.edu

### **HOTEL HEADQUARTERS**

The Haworth Inn will serve as the hotel headquarters.

Haworth Inn and Conference Center  
225 College Avenue  
Holland, Michigan 49423  
800/903-9142 or 616/395-7200

Several area hotels are located within a 10-15 minute drive to/from the Holland Community Aquatic Center.

