

2005 State Farm Missouri Valley Conference Volleyball Championship

Hosted by the
University of Northern Iowa

November 25-26, 2005

West Gym
Cedar Falls, Iowa



2005 State Farm
Missouri Valley Conference
Volleyball Tournament
Hosted by: University of Northern Iowa

November 25-26, 2005
West Gym
Cedar Falls, Iowa

| | | <u>Office</u> | <u>Cell Phone</u> |
|---|-----------------------|---------------|-------------------|
| Tournament Director | Dr. Sandra Williamson | 319-277-1633 | 415-9333 |
| <u>University of Northern Iowa Administration</u> | | | |
| Director of Athletics | Rick Hartzell | 319-273-2470 | 415-9330 |
| Senior Assoc AD/SWA | Julie Bright | 319-273-2475 | 415-9331 |
| Associate AD | Justin Sell | 319-273-3647 | 415-9332 |
| Asst AD/Marketing | Leon Costello | 319-273-7044 | 415-9340 |
| Asst AD/Development | Steve Gearhart | 319-273-7817 | 415-9334 |
| Asst AD/Operations & Game Management | Heather Tousignant | 319-273-6636 | 415-9338 |
| Asst Equipment Manager | Dennis Anderson | 319-273-2459 | 232-4424 |
| Athletic Club Director | Kelly Bockenstedt | 319-273-2471 | 415-9339 |
| Asst Athletic Trainer | Megan Brady | 319-273-6476 | 415-9164 |
| Asst Marketing | Nate Clayberg | 319-273-3680 | 415-9341 |
| Asst Facility Director | Brent Knutson | 319-273-3603 | 504-1700 |
| Media Relations | Josh Lehman | 319-273-3642 | 415-1703 |
| Asst Ticket Manager | Lindsay Nolan | 319-273-5400 | 415-0976 |

Missouri Valley Conference Administration

| | | |
|---|-----------------|--------------|
| MVC Senior Associate Commissioner | Patty Viverito | 314-660-6821 |
| MVC Asst Director of Communications | Dave Biancamano | 314-435-4780 |
| MVC Coordinator of Officials | Wally Hendricks | 217-390-4951 |
| MVC Assoc Commissioner/Marketing & Television | Jack Watkins | 314-486-6363 |

For Missouri Valley Conference Tournament Information call:

| | |
|-----------------------------|----------------------------|
| University of Northern Iowa | Missouri Valley Conference |
| UNI-Dome | 1818 Chouteau Ave |
| Cedar Falls, Iowa | St Louis, Mo. |
| Phone: 319-273-DOME | Phone: 314-421-0339 |
| Fax: 319-273-5966 | Fax: 314-421-3505 |

Fax Numbers:

UNI Athletics 319-273-5966
UNI Ticket Office 319-273-6565
UNI Media Relations 319-273-3602

TEAM Hotel:

A block of rooms has been reserved for each team participating in the conference tournament. Please call to reserve your specific number of rooms by Monday, November 21, 2005 by 10 AM. Be sure to mention you are obtaining rooms from the MVC Volleyball Championship block.

Ramada Inn Convention Center
4th Street and Commercial Street, Waterloo, Iowa
319-233-7560
Fax: 319-233-8908

FRIENDS/FAMILY Hotel:

A block of rooms has been reserved for family and friends for the conference tournament. This block of rooms will be released three weeks prior to the tournament.

Holiday Inn
University Ave, Cedar Falls, Iowa
319-277-2230

Schedule of Events

All times listed are local (CST).

Tuesday, November 1

Noon Information for tournament program due
(fax to Josh Lehman 319-415-3602)

Tuesday, November 8

Forms due

Noon Merchandise order request (fax to Heather Tousignant at 319-273-5966)

Monday, November 21

Pre-tournament and all-conference selection teleconference call

9 AM The first portion of the call is for the coaches to discuss all-conference selections. An athletic administrator and sports information director of each participating institution will be asked to join the call to discuss tournament issues. Additional information from the MVC will follow.

Forms due *Please fax all forms to Heather Tousignant at 319-273-5966

5 PM Banquet Reservation Form
Hotel Rooming List & Special Request Form
Ticket Request List ***ticket cost invoiced to school***
Official Travel Party Pass List
Courtesy Vehicle Form
Media/SID Pass Credential Request List
Cheerleader/Mascot Pass List
Band Pass List

Thursday, November 24

Open team practices

9 AM – 5 PM Practices will be in the West Gym in one-hour increments assigned by the MVC. There will be a ½ hour warm up period prior to floor practice time in the West Gym Wrestling Room. The Physical Education Center available upon request. PEC usage must be requested during Monday's conference call..

Tournament Banquet

6:30 PM Ramada Inn Convention Center

Friday, November 25

Practice Schedule

| | | |
|-------------|-------------------------|----------|
| 8 – 8:30 AM | Lower seed match #1 | West Gym |
| 8:30 – 9 AM | Higher seed match #1 | West Gym |
| 9 – 10 AM | Match #1 shared warm-up | West Gym |

| | | |
|----------------------------|-------------------------|------------------|
| 10:30 – 11 AM | Lower seed match #2 | PEC (if desired) |
| 11 – 11:30 AM | Higher seed match #2 | PEC (if desired) |
| 45 min. following match #1 | Match #2 shared warm-up | West Gym |
| Upon request | Lower seed match #3 | PEC (if desired) |
| Upon request | Higher seed match #3 | PEC (if desired) |
| 4 – 5 PM | Match #3 shared warm-up | West Gym |
| Upon request | Lower seed match #4 | PEC (if desired) |
| Upon request | Higher seed match #4 | PEC (if desired) |
| 45 min. following match #3 | Match #4 shared warm-up | West Gym |

Game Schedule

| | | | |
|----------|----------|---------------|----------|
| 10 AM | Match #1 | Quarterfinals | West Gym |
| 12:30 PM | Match #2 | Quarterfinals | West Gym |

Note: If host team is playing in the quarterfinals, it will be scheduled as Match #2.

| | | | |
|---------|----------|------------|----------|
| 5 PM | Match #3 | Semifinals | West Gym |
| 7:30 PM | Match #4 | Semifinals | West Gym |

Note: If host team is playing in the semifinals, it will be scheduled as Match #4.

Saturday, November 25

Practice Schedule

| | | |
|----------------|-------------------------|----------|
| 1:30 – 2:00 PM | Lower Seed | West Gym |
| 2:00 – 2:30 PM | Higher Seed | West Gym |
| 2:30 – 3:30 PM | Match #5 shared warm-up | West Gym |

Additional practice time is available upon request.

Game Schedule

| | | | |
|---------|----------|--------------|----------|
| 3:35 PM | Match #5 | Championship | West Gym |
|---------|----------|--------------|----------|

Note: Doors will open one hour prior to each session.

1. **Administration of the Tournament.** The administration and conduct of the MVC championships are under the joint jurisdiction of the MVC Championships Committee and the Conference staff. Championship duties shall specifically include:
 - a. Approval of practice schedule and oversight of practice sessions
 - b. Oversight of event management
 - c. Oversight of media operations, including press conferences, post game interviews and awards ceremony
 - d. Authority to handle incidents of misconduct, including criticism of officials
 - e. Authority to suspend and/or reschedule games due to inclement weather

2. **Admittance/Pass List.** The 22 members of the official travel party (student-athletes, coaches, etc., who require bench access) will be admitted to the playing facility via the NW Entrance (off of 23rd Street Parking Lot) by presenting a participant credential. Credentials must be worn at all times by all members of the official travel party. Only uniformed players and individuals with bench credentials will be permitted in the team bench area.

3. **Athletic Training/Medical Information.** All training services will take place in the West Gym Athletic Training Room located in the north hallway of the facility (just inside the team entrance). This facility will be open one hour prior to the scheduled practices and match warm-up times. A certified athletic trainer will be available at all matches. A physician and EMS Services will be on call. Please contact Megan Brady, Assistant Athletic Trainer at 319-273-6476, if you have any special needs. Available equipment: whirlpool, muscle stim, ice/heat, ultrasound. Other equipment available at Physical Education Center (by appointment only).

4. **Awards**
 - a. **Tournament Banquet.** The MVC will provide awards to be presented at the tournament banquet including regular-season trophy, all-conference awards, specialty awards, and Coach of the Year award.

 - b. **All Tournament Selection.** Participating coaches will select the all-tournament team members based on the following formula:
 - First place team: three (including MVP)
 - Second place team: two
 - Third and fourth-place teams: one each

Following a team's final tournament match, a member of the Conference staff will meet with the head coach to obtain the names of his/her all-tournament team members.

c. Post Tournament Awards Ceremony. The following awards will be presented at an awards ceremony held on the court immediately following the conclusion of the championship match:

- T-shirts for the tournament champion's travel party
- All Tournament Team, including MVP
- Second place tournament team trophy
- First place tournament team trophy
- First place tournament team individual watches

5. **Balls.** Tachikara will provide the host institution 18 game balls, two ball carts and small souvenir balls for promotional purposes to be used during the tournament matches. UNI will provide additional Tachikara balls for practice.

6. **Bands.** At all tournament sessions, bands in attendance shall be limited to thirty (30) members, including one director, in strict accordance with NCAA policies and procedures. The band members will be admitted for the session in which their team is competing by a pass list which must be faxed in by 5 PM on Monday, November 21 to Heather Tousignant at 319-273-5966.

Bands will not be permitted to use the facility public address system or any portable system to amplify sounds. Per NCAA rules, bands are allowed to play only during time-outs, between games, and before and after matches, NOT during match action.

7. **Banquet.** A tournament banquet will be held at the Ramada Inn Convention Center on Thursday, November 24 at 6:30 PM. The all-conference awards will be presented at the tournament banquet.

Participating teams will share banquet expenses. Additional tickets are available to the general public at \$20 per person. Complete the Banquet Reservation Form and return to Heather Tousignant at 319-273-5966 (fax) by 5 PM on Monday, November 21. Members of the official travel party and additional guests (parents, administrators not included in the official travel party, etc) should be included on the form. Please indicate any special dietary requests on the form, as well.

Institutions will be billed for the banquet based on the number of reservations indicated on the Banquet Reservation Form.

8. **Bench/Uniform Assignments/Squad Limit.** The higher seeded team in each match of the tournament shall wear the light-colored jerseys. Benches and jerseys shall be assigned by the Conference office. UNI will occupy its home bench regardless of seed. Competing teams shall have both light-and dark-colored uniforms available.

All conference schools are required to wear a MVC patch on both the home and away game jerseys.

Individuals not in uniform must wear their credential to allow them team bench access.

The NCAA squad size restrictions shall not be applied to conference tournament teams (MVC 4.2.4).

9. Cheerleaders/Mascots. Cheerleaders are not to exceed twelve (12) per team, plus the costumed mascot and advisor. Cheerleaders/mascots will be admitted via a pass list that must be faxed Heather Tousignant at 319-273-5966 by November 21 by 5 PM. Additional cheerleaders will be allowed to perform, but they must purchase tickets and sit in their seats during game action. Twelve cheerleaders and the mascot will be located on the floor closest to their respective team bench. Artificial noisemakers, air horns, etc. are not permitted. AACCA cheerleading guidelines are to be followed.

10. Coaches' Obligations. A pre-tournament teleconference will be held Monday, November 21 at 9 AM (CST) for participating teams. Wally Hendricks, coordinator of officials, will be on the call to address officiating questions.

Head coaches must attend and briefly speak at the tournament banquet on Thursday, November 24.

Following matches, head coaches must grant interviews in the main interview room before going to their radio or TV shows with the exception of the championship match.

Following the semifinals on Friday, the winning coaches will be advised of practice times, jersey colors, and bench assignments for Saturday. In addition, the winning head coaches must be available for one-on-one interviews with broadcast talent.

Both participating coaches in the championship match are required to do an interview with MVC-TV between games two and three. The head coach of the team leading following game two, or the higher seeded coach if tied, will be interviewed leaving the court and the head coach of the trailing team, or the lower seeded coach if tied, will be interviewed prior to the beginning of the third game.

11. Courtesy Cars. The host institution will provide one courtesy car for local use for each participating team. Individuals who will be driving must complete the courtesy vehicle form and return to Heather Tousignant at 319-273-5966 by Monday, November 21 at 5 PM. All vehicles may be picked up at the Ramada Inn Convention Center. Keys will be at the front desk. Following the tournament, all courtesy cars must be returned to the Ramada Inn and keys left at the front desk in the envelope provided.

12. Credentials. The following credentials will be used for the tournament.

MEDIA: Allows members of the news media (press, radio, television) access to the West Gym, interview rooms, press row, working press room and hospitality room. No game ticket is needed for admittance to the West Gym as long as the individual presents this credential.

STAFF: For event personnel and volunteers (athletic trainers, ushers, security, concession, etc.)

PARTICIPANT: For team personnel (school specific athletic trainers, coaches, etc.) not in uniform. This pass allows access to locker rooms and playing court.

VIP: Non-bench members of the institutional travel parties.

MVC: Missouri Valley Conference personnel.

13. Directions. Maps are located in the back of this manual for your reference. The West Gym is located on the University of Northern Iowa campus. Directions are also included from the team hotel to the facility.

14. Eligibility. Each participant must be eligible under the rules of the institution, MVC and NCAA.

15. Facility/Site Information. The West Gym serves as the home floor for UNI volleyball. The 2,100 seat gymnasium includes a two-court volleyball/basketball practice area converted into a full size court, an athletic training room, a wrestling practice room and weight room, three visiting team locker rooms, hospitality room, and athletic coaches offices.

16. Film/Video. UNI will videotape each match and provide a copy of the match to the participants. If a team is not participating in a given match, video will not be provided to that team, as scouting of the match is an option. Participating teams are permitted to record their own matches during the tournament.

Please notify fans that no other videotaping will be allowed during the tournament.

17. Game Management Staff. UNI will provide all game management staff including official scorer, libero tracker, scoreboard operator, statistics crew, tournament announcer, ushers, ticket sellers, merchandise sellers, program sellers and other game management personnel (i.e. facility management, ball persons, speed wipers, etc).

18. Gifts. Participants' gifts will be provided by the MVC for student-athletes (15) and coaches (3) of each participating team. To purchase additional participant gifts contact Carla Fight (314-421-0339) at the conference office.

19. Hospitality. On site hospitality for VIPs shall be provided by UNI for all tournament matches. The hospitality room will be located in the West Gym, second floor in the Fireplace Room. The room will be available for media, coaches, officials and VIPs. Student-athletes will not be allowed to use the room.

There will be a hospitality room at the hotel, hosted by UNI and the MVC staff. The room will be open Thursday night following the banquet and Friday night after the semifinal matches. The location will be announced at the banquet.

20. Hotel/Lodging. Teams are required to stay at the designated headquarters hotel, Ramada Inn Convention Center, Waterloo. Rooms have been reserved for each participating team Thursday, November 24 through Saturday, November 26 at a rate of \$72/night plus tax. Please make reservation directly with the hotel.

Each team must complete the special request form and rooming list and fax it to Heather Tousignant at 319-273-5966 by 5 PM on Monday, November 21.

TEAM: Ramada Inn Convention Center, Waterloo 319-233-7560 \$72

FANS: Holiday Inn, University Ave, Cedar Falls 319-277-2230 \$69

21. Laundry. Arrangements for the laundering of team uniforms can be coordinated through Steve Nurse, UNI Equipment Manager at 319-273-2459. Arrangements must be made prior to your team's arrival in Cedar Falls.

22. Locker Room. Locker rooms will be available for practice and competition. Locker room assignments will be made by the MVC staff in consultation with the UNI staff.

23. Merchandise. The MVC will provide merchandise for sale at the tournament site. The host will be paid 15% and will provide sellers at the facility during all tournament matches. A merchandise area will be located in the east hallway of the West Gym. Contact Carla Fight at the conference office regarding tournament merchandise.

Individual team tournament T-shirts will be available for participating teams by completing the Order Request Form. The form must be faxed to 319-273-5966, Attn: Heather Tousignant by Noon on Tuesday, November 8, 2005.

24. Microphones. The placement of microphones on a coach or in a team huddle and a bench area for television, radio, or motion picture purposes is prohibited.

25. National Anthem. The host will make arrangements to have the National Anthem sung or played prior to the first match of the session or before the match that the host participates.

26. Officials. The MVC will provide all game officials including first and second referees, an alternate, line judges and officials' coordinator.

27. Parking. Team buses will unload on the west side of the West Gym at the NW entrance of the facility. Buses and coaches' vehicles may remain parked in the west lot. Parking passes will be provided via the University Police. Five parking passes will be provided for each team – these should be used for courtesy cars, administration and team vehicles (buses/vans).

28. Photography. Only authorized photographers with proper credentials are permitted to work on the floor during tournament matches. Photographers must shoot from designated areas on the court, as determined by NCAA rules. Hand held strobes, flashes, tripods and attachments to the standards are not permitted. Contact Josh Lehman, UNI Media Relations (319-273-3642) to coordinate.

29. Post-Match Procedures and Interview Policy. In order to maintain security in the locker room area, security guards will be instructed not to allow family members and friends to enter the locker room areas. All dressing rooms shall be closed to the media throughout the tournament.

Following the match there shall be a 10-minute cooling off period, which begins when the coach enters the dressing room immediately after the match. The coach must proceed directly to the dressing room after the match unless requested to remain for a short interview (not to exceed four minutes) by media that has purchased rights to the match.

The interview room will be in the Room 206 of the West Gym (on the upper level). The coach shall bring a minimum of two players to the interview area immediately after the 10-minute cooling off period. The media coordinator also may request the coach to include additional players should the player's performance merit it. The post-match press conference format shall specify that the losing coach and players shall be scheduled in the interview room before the winning coach and players. The interview with the losing coach and players generally should not exceed a maximum of 10 minutes. Should the losing coach fail to appear in the interview room within a reasonable period of time after the match (10-15 minutes), the winning coach and players will appear in the interview room first.

Regardless of any personal regular-season radio and television contracts, the coach is obligated to the entire media staffing the tournament and must report to the interview room immediately after the 10-minute cooling off period. The coach cannot delay a post-game interview with the covering media to conduct a program for a single newspaper, radio or television reported unless requested to grant a short interview (not to exceed four minutes) by the television network that has purchased the rights to the tournament. After fulfilling the commitment to the press staffing the tournament, the coach may participate in a special interview.

Coaches shall not make themselves available to selected media representatives prior to the conclusion of the 10-minute cooling off period. They may, however, immediately report to the interview room and make themselves available to all media representatives staffing the championship.

30. Practice/Warm-up. Team practice times will be scheduled the day before the tournament on the competition facility game floor. Practice times are noted on the schedule of events or may be scheduled at a mutually agreeable alternate time.

- a. Day preceding competition. Practice times shall be assigned subject to approval by the Conference Office using the following guidelines (not listed in priority order):
 - Time on the championship court shall be divided equally among participating teams
 - Arrival time shall be the first consideration in assigning practices
 - The host team should be assigned to practice at a time that will permit student-athletes to attend classes
 - Team(s) traveling greater distance(s) shall be given priority in assigned practice times
 - Higher seeded teams shall be given priority in assigned practice times
- b. Day of competition. For practice times the day of competition, those teams participating in the first scheduled match shall be assigned in the first two practice times with the lower-seeded team assigned the earlier period. Those teams participating in the second match shall be assigned the last two practices with the lower-seeded team practicing first.

31. Press Conference/Interviews – Pre-Tournament. A pre-tournament press conference will not be held the day preceding the quarterfinals. However, each head coach is required to be available for media interviews 15 minutes prior to and subsequent to scheduled practice on the day preceding the tournament. One-on-one interviews will be conducted in the West Gym.

32. Pre-Tournament Conference Call. The pre-tournament conference call will take place on Monday, November 21 at 9 AM. The first portion of the call is for the coaches to discuss all-conference selections. An athletic administrator and sports information director of each participating institution will be asked to join the call to discuss tournament issues.

33. Programs. Tournament programs will be provided by the host institution. Each participating team will receive 18 copies of the program. Media relations personnel from each participating school will be required to provide information and photos for the tournament program to Josh Lehman (319-273-3602), UNI Media Relations by Tuesday, November 1.

34. Radio/Television. The MVC retains the exclusive rights for radio and television for all tournament matches. On-site radio broadcast accommodations shall be provided for visiting teams when requested. No rights fees will be charged for tournament matches. Please contact Josh Lehman, UNI Media Relations, at 319-273-3642 by Monday, November 21 by 5 PM if you will need phone lines for radio.

35. Revenue Distribution. Tournament revenues shall be distributed as follows:

- a. The host shall receive 25% of net income over guarantee.
- b. The host will pay guarantee plus 75% of net income to the conference office for distribution as follows:
 - Reimbursement of actual transportation expenses or at a rate of \$2.25/mile round trip, whichever is less, or % thereof, to the visiting teams using NCAA transportation guidelines,

- Payment of per diem to visiting teams (not to exceed \$30 per diem for travel party of 22), and unreimbursed expenses of host, including per diem when necessary, or % thereof; [If a sports information director does not travel with the team to the MVC championship, the institution shall be reimbursed for one less person in the travel party.]
- Payment of Conference Office tournament expenses
- Balance to be divided equally amount sponsoring members plus Conference Office (MVC rules 8.2)

36. Scouting Seats. MVC teams still active in the tournament shall be entitled to two (2) scouting seats for all sessions in which they are to scout their next opponent. Only official members of the coaching staffs of the participating teams may occupy these seats.

37. Signage. Hand-held signs are permitted at the discretion of the tournament director. Inappropriate signage or items that may interfere with or obstruct spectators' view will be removed.

38. Sports Information. Each participating team is required to bring a member of the sports information staff to the tournament. In addition, the sports information contact should be available to meet with broadcast talent should their team advance to the championship match.

Contact Josh Lehman, UNI Media Relations, at 319-273-3642 by Monday, November 21 at 5 PM to request phone lines.

Please note that the sports information contact may be asked to assist with official scoring during the tournament.

The media relations directors of the competing institutions shall fax to UNI prior to the tournament a list of media (Media/SID List) attending the tournament (including all phone numbers and fax numbers needed for the tournament). Media relations directors are required to provide 30 copies of their team stats, notes, media guides, post-season guides and any additional material they would like included in the tournament media packet. The requested materials should be provided no later than Wednesday, November 23.

39. Sportsmanship. Attention to the MVC Code of Sportsmanship will continue to be a point of emphasis. As visible representative of our institutions, the student-athletes and head coaches' of the championship match will conduct a pre-game handshake to exhibit the principles of good sportsmanship.

40. Statistics and Reports. UNI will be responsible for the statistics operations, which will provide NCAA-approved box scores. A copy of the official box score and game statistics of each tournament match will be provided to competing institutions and members of the media in the most expedient manner possible. Copies of all statistics and other media material will be available in the media room in the south hallway of the West Gym, Room 121.

41. Tickets. Ticket prices shall be the same for all students, home and visiting. All seats are general admission. Ticket prices are as follows:

| | | | |
|-------------------------|------|----------------------|-----|
| All-Tournament Package: | | Single Session: | |
| Adult | \$15 | Adult | \$8 |
| Student/Senior/Youth | \$10 | Student/Senior/Youth | \$6 |

The UNI ticket office will administer team pass lists for teams who wish to purchase tickets for student-athlete guests. Institutions will be billed for the number of tickets utilized. Lists should be submitted to Lindsay Nolan, UNI Assistant Ticket Manager, no later than team practices on the day of the match.

No complimentary tickets shall be provided for tournament matches (MVC rule 4.2.8). However, if a school chooses to provide a pass list please use the Ticket Request Form. The school will be invoiced for the cost of the tickets.

42. Time between Matches. There shall be a three-minute intermission after games one, three and four, and a 10-minute intermission (7 min for promotions, 3 min for warm-up) after game two.

43. Travel Party. The official travel party list must be completed and returned to Heather Tousignant at 319-273-5966 by Monday, November 21 at 5 PM.

2005 State Farm Missouri Valley Conference Volleyball Tournament Cedar Falls, Iowa

Quarterfinal

Semifinals

Championship

Friday, November 25

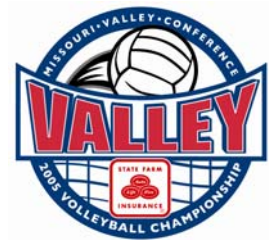
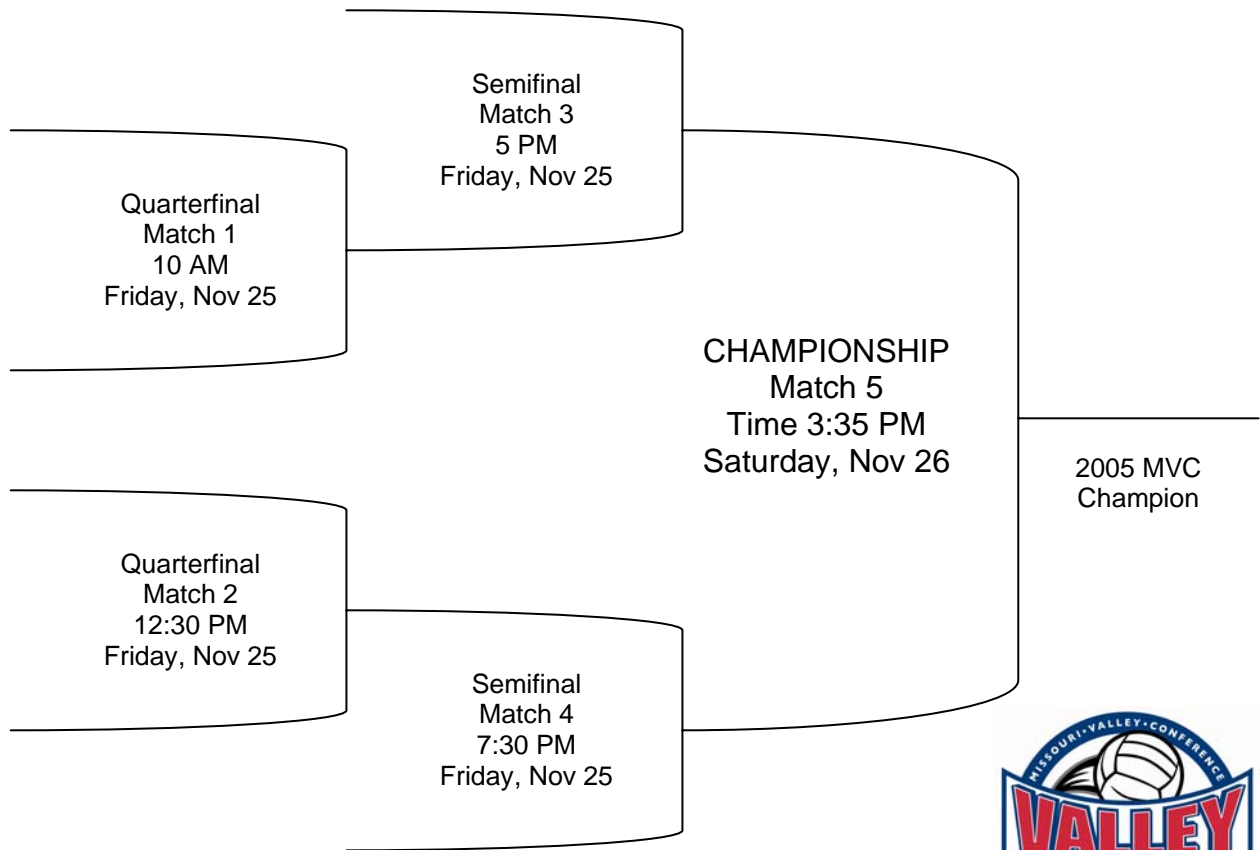
Friday, November 25

Saturday, November 26

10 AM & 12:30 PM

5 PM & 7:30 PM

3:35 PM



2005 State Farm Missouri Valley Conference
 Volleyball Championship
 Match #1 - Quarterfinal

| <u>Actual Time</u> | <u>Time On Clock</u> | <u>Action</u> |
|--------------------|----------------------|--|
| 9:00 am | 60:00 | Court available for shared warm-up |
| 9:30 am | 30:00 | Coin toss with captains |
| 9:34 am | 26:00 | Lower-seed court – Four minutes |
| 9:38 am | 22:00 | Higher-seed court – Four minutes |
| 9:42 am | 18:00 | Lower-seed court – Five minutes |
| 9:47 am | 13:00 | Higher-seed court – Five minutes |
| 9:52 am | 8:00 | Court is cleared/National Anthem |
| 9:57 am | 3:00 | Introduction of non-starters and starters Sportsmanship Announcement Handshake |
| 9:59 am | 1:00 | Referee signals captains to the net Then signals rest of players |
| 10:00 am | 0:00 | Match Begins |

2005 State Farm Missouri Valley Conference
 Volleyball Championship
 Match #2 - Quarterfinal

| <u>Actual Time</u> | <u>Time On Clock</u> | <u>Action</u> |
|--------------------|----------------------|--|
| 11:30 am | 60:00 | Court available for shared warm-up |
| 12:00 pm | 30:00 | Coin toss with captains |
| 12:04 pm | 26:00 | Lower-seed court – Four minutes |
| 12:08 pm | 22:00 | Higher-seed court – Four minutes |
| 12:12 pm | 18:00 | Lower-seed court – Five minutes |
| 12:17 pm | 13:00 | Higher-seed court – Five minutes |
| 12:22 pm | 8:00 | Court is cleared/National Anthem |
| 12:27 pm | 3:00 | Introduction of non-starters and starters Sportsmanship Announcement Handshake |
| 12:29 pm | 1:00 | Referee signals captains to the net Then signals rest of players |
| 12:30 pm | 0:00 | Match Begins |

2005 State Farm Missouri Valley Conference
 Volleyball Championship
 Match #3 - Semifinal

| <u>Actual Time</u> | <u>Time On Clock</u> | <u>Action</u> |
|--------------------|----------------------|--|
| 4:00 pm | 60:00 | Court available for shared warm-up |
| 4:30 pm | 30:00 | Coin toss with captains |
| 4:34 pm | 26:00 | Lower-seed court – Four minutes |
| 4:38 pm | 22:00 | Higher-seed court – Four minutes |
| 4:42 pm | 18:00 | Lower-seed court – Five minutes |
| 4:47 pm | 13:00 | Higher-seed court – Five minutes |
| 4:52 pm | 8:00 | Court is cleared/National Anthem |
| 4:57 pm | 3:00 | Introduction of non-starters and starters Sportsmanship Announcement Handshake |
| 4:59 pm | 1:00 | Referee signals captains to the net Then signals rest of players |
| 5:00 pm | 0:00 | Match Begins |

2005 State Farm Missouri Valley Conference
 Volleyball Championship
 Match #4 - Semifinal

| <u>Actual Time</u> | <u>Time On Clock</u> | <u>Action</u> |
|--------------------|----------------------|--|
| 6:30 pm | 60:00 | Court available for shared warm-up |
| 7:00 pm | 30:00 | Coin toss with captains |
| 7:04 pm | 26:00 | Lower-seed court – Four minutes |
| 7:08 pm | 22:00 | Higher-seed court – Four minutes |
| 7:12 pm | 18:00 | Lower-seed court – Five minutes |
| 7:17 pm | 13:00 | Higher-seed court – Five minutes |
| 7:22 pm | 8:00 | Court is cleared/National Anthem |
| 7:27 pm | 3:00 | Introduction of non-starters and starters Sportsmanship Announcement Handshake |
| 7:29 pm | 1:00 | Referee signals captains to the net Then signals rest of players |
| 7:30 pm | 0:00 | Match Begins |

2005 State Farm Missouri Valley Conference
Volleyball Championship
Match Protocol

| <u>Actual Time</u> | <u>Time On Clock</u> | <u>Action</u> |
|--------------------|----------------------|--|
| 2:35 | 60:00 | Court available for shared warm-up |
| 3:05 | 30:00 | Coin toss with captains |
| 3:09 | 26:00 | Lower-seed court – Four minutes |
| 3:13 | 22:00 | Higher-seed court – Four minutes |
| 3:17 | 18:00 | Lower-seed court – Five minutes |
| 3:22 | 13:00 | Higher-seed court – Five minutes |
| 3:27 | 8:00 | Court is cleared/National Anthem |
| 3:32 | 3:00 | Introduction of non-starters and starters Sportsmanship Announcement Handshake |
| 3:34 | 1:00 | Referee signals captains to the net Then signals rest of players |
| 3:35 | 0:00 | Match Begins |

There shall be a three (3) minute intermission between games 1 & 2, 3 & 4, and 4 & 5, while there will be ten (10) minute intermission between games 2 & 3.

Television Timeouts: There will be two television timeouts in games 1, 2, 3, and 4. Television timeouts will be called when either team reaches 10 and 20 points. Television timeouts are one minute in duration. Teams will have two timeouts to utilize in games 1, 2, 3, and 4. In game 5, timeouts only will be taken when a team takes a timeout, and teams will have two timeouts to utilize. In game 5, timeouts are one minute in duration.

2005 State Farm Missouri Valley Conference
Volleyball Championship

OFFICIAL TRAVEL PARTY PASS LIST

Institution: _____ Coach: _____

The NCAA squad size restrictions shall not be applied to conference tournament teams.
Please designate non-playing personnel with each person's title.

NOTE: This list will also serve as the reservation lists for the tournament banquet.

- | | |
|-----------|-----------|
| 1. _____ | 12. _____ |
| 2. _____ | 13. _____ |
| 3. _____ | 14. _____ |
| 4. _____ | 15. _____ |
| 5. _____ | 16. _____ |
| 6. _____ | 17. _____ |
| 7. _____ | 18. _____ |
| 8. _____ | 19. _____ |
| 9. _____ | 20. _____ |
| 10. _____ | 21. _____ |
| 11. _____ | 22. _____ |

**Please fax list to Heather Tousignant
at 319-273-5966 by Monday, November 21, 2005 at 5:00 PM**

2005 State Farm Missouri Valley Conference
Volleyball Championship

BAND PASS LIST

Institution: _____

Director: _____

- | | |
|-----------|-----------|
| 1. _____ | 16. _____ |
| 2. _____ | 17. _____ |
| 3. _____ | 18. _____ |
| 4. _____ | 19. _____ |
| 5. _____ | 20. _____ |
| 6. _____ | 21. _____ |
| 7. _____ | 22. _____ |
| 8. _____ | 23. _____ |
| 9. _____ | 24. _____ |
| 10. _____ | 25. _____ |
| 11. _____ | 26. _____ |
| 12. _____ | 27. _____ |
| 13. _____ | 28. _____ |
| 14. _____ | 29. _____ |
| 15. _____ | |

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at 319-273-5966 by Monday, November 21, 2005 at 5:00 PM**

2005 State Farm Missouri Valley Conference
Volleyball Championship

CHEERLEADER/MASCOT PASS LIST

Institution: _____

Advisor: _____

Mascot Attending: YES NO

If so, please list name: _____

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

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at 319-273-5966 by Monday, November 21, 2005 at 5:00 PM**

2005 State Farm Missouri Valley Conference
Volleyball Championship

MEDIA/SID PASS CREDENTIAL REQUEST LIST

Institution: _____

Volleyball Media Contact: _____

Broadcast Radio: YES NO

Please list each media representative (include SID, photographers, etc) planning to attend the MVC tournament.

| Name | Representing | Coverage Needs |
|-------|--------------|----------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Fax list for post-match information:

| Name | Fax Number | Coverage Needs |
|-------|------------|----------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

**Please fax list to Heather Tousignant
at 319-273-5966 by Monday, November 21, 2005 at 5:00 PM**

2005 State Farm Missouri Valley Conference
Volleyball Championship

SPECIAL REQUEST FORM

Hotel Information

| | |
|------------------------------------|-------------------------------|
| Team Name | Institution |
| Contact Name | Address |
| Phone | Fax: |
| Email: | Cell Phone: |
| Arrival Date: | Tentative Depart Date: |
| Number of Doubles (Two Queen Bed): | Number of Singles (King Bed): |

Payment Method (Please check one):

| | | | |
|---|---|-----------|---------------|
| <input type="checkbox"/> Credit Card | Type: | Exp Date: | Name on Card: |
| <input type="checkbox"/> Purchase Order | PO # | | |
| <input type="checkbox"/> Direct Bill | A credit application will be sent to you | | |
| <input type="checkbox"/> School Check | | | |

Other Information:

Will you arrive by: Bus Plane Other

Do you need airport transportation? Yes No

No PayTV or Long Distance without a personal credit card may be charged to the hotel room.

**Please fax form with rooming list to Heather Tousignant,
at 319-273-5966 by Monday, November 21 at 5:00 PM**

2005 State Farm Missouri Valley Conference
Volleyball Championship

HOTEL ROOMING LIST

Institution: _____

Team Contact Name: _____ Phone: _____

| <i>Name of First Guest</i> | <i>Name of Second Guest</i> | <i>Confirmation Number (Hotel to provide)</i> |
|----------------------------|-----------------------------|---|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |
| 9. | | |
| 10. | | |
| 11. | | |
| 12. | | |
| 13. | | |
| 14. | | |
| 15. | | |

If a single name is listed, it will be assumed a single room is needed for that individual.

This rooming list must be faxed to Heather Tousignant, WITH THE SPECIAL REQUEST FORM at 319-273-5966 by Monday, November 21 at 5:00 PM.

2005 State Farm Missouri Valley Conference
Volleyball Championship

COURTESY VEHICLE FORM

Institution: _____

Name: _____

State/Driver's License #: _____

Insurance Company/Agent: _____

After completion of the tournament, please indicate the location of the vehicle at the Ramada Inn Convention Center and return keys to the front desk.

**Please fax this form to Heather Tousignant
at 319-273-5966 by Monday, November 21 by 5:00 PM.**

2005 State Farm Missouri Valley Conference
Volleyball Championship

BANQUET RESERVATION FORM

Participating teams will share banquet expenses. Each team will be invoiced for their travel party members and guests attending the banquet. The banquet cost is \$20/person. The banquet is Thursday, November 24 at 6:30 PM at the Ramada Inn Convention Center.

Institution: _____

Travel Party Members Attending Banquet _____ @ \$20/each = _____

Guests Attending Banquet (Need Tickets) _____ @ \$20/each = _____

TOTAL to be invoiced: _____

Each person, guest or member of the official travel party will be given a ticket to be presented for admission at the banquet. Teams are responsible for getting tickets to their guests. Banquet tickets will be distributed at team practices at the West Gym on Thursday, November 24.

The banquet is a Thanksgiving buffet with turkey and the traditional fixings. Special diet accommodations may be made if indicated. Please contact Heather Tousignant at heather.tousignant@uni.edu if you have special requests.

**Please fax this form to Heather Tousignant,
at 319-273-5966 by Monday, November 21 by 5:00 PM**

2005 State Farm Missouri Valley Conference
Volleyball Championship

MERCHANDISE ORDER REQUEST

ORDER DEADLINE IS TUESDAY, NOVEMBER 8 AT NOON
NO LATE ORDERS WILL BE ACCEPTED

Institution: _____

Contact Person: _____ Phone: _____

Shirts are 100% Cotton

All shirts are white with the championship logo and will have the names of the participating schools.

| <u>Item</u> | <u>Price</u> | <u>Quantity</u> | <u>Total</u> |
|--|--------------|--------------------|--------------|
| Small White Short Sleeve Logo T-shirt | \$10 | _____ x\$10/each = | _____ |
| Medium White Short Sleeve Logo T-shirt | \$10 | _____ x\$10/each = | _____ |
| Large White Short Sleeve Logo T-shirt | \$10 | _____ x\$10/each = | _____ |
| XL White Short Sleeve Logo T-shirt | \$10 | _____ x\$10/each = | _____ |
| XXL White Short Sleeve Logo T-shirt | \$10 | _____ x\$10/each = | _____ |
| Small White Long Sleeve Logo T-shirt | \$15 | _____ x\$15/each = | _____ |
| Medium White Long Sleeve Logo T-shirt | \$15 | _____ x\$15/each = | _____ |
| Large White Long Sleeve Logo T-shirt | \$15 | _____ x\$15/each = | _____ |
| XL White Long Sleeve Logo T-shirt | \$15 | _____ x\$15/each = | _____ |
| XXL White Long Sleeve Logo T-shirt | \$15 | _____ x\$15/each = | _____ |

TOTAL AMOUNT DUE: _____

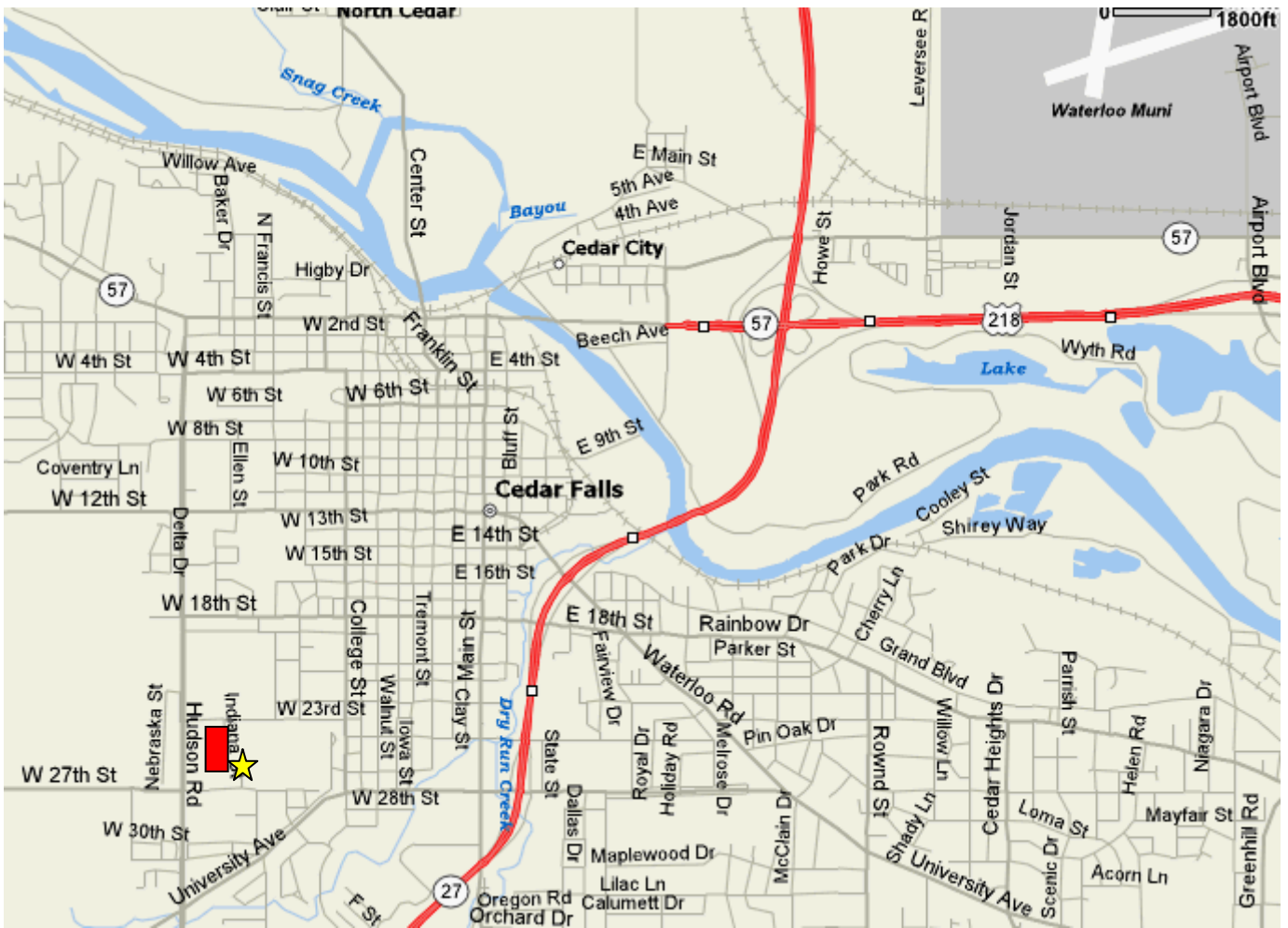
* Make checks payable to UNI

**Fax this form to Heather Tousignant at 319-273-5966
By NOON on Tuesday, November 8th.**

DIRECTIONS FROM RAMADA INN to the WEST GYM

From W. 4th Street, turn left onto Commercial Street. Follow for approximately 5 blocks to US-63 S/W Mullan Ave, turn left. Merge onto 218 N; follow for approximately six miles. Continue on Highway 57 W into Cedar Falls. This will turn into First Street. Turn left onto Hudson Road and follow south to 23rd Street. Turn left onto 23rd Street and take the first right into the Latham Field Parking Lot. The West Gym is located at the SE corner of the parking lot.

CAMPUS MAP



★ West Gym

■ Bus Parking