



Coaches and Team Representatives:

We look forward to the meet this weekend and thank you ahead of time for attending. Below is some helpful information about this meet. Please inform your parents and guardians about the "Parking", "No Chair Policy" and "TOPS is Going Green" items below. Please let us know if you have any questions.

Parking: Parking is controlled by the UIC Parking Office, which establishes all fees associated with parking. There is no free parking. The primary parking lot for all events in the UIC Athletic Facilities is Lot 5, located just north of the Physical Education building. The entrance to this lot is located on Morgan Street between Roosevelt Road and Taylor Street. In the event Lot 5 is not available, UIC Athletics and the UIC Parking Office will open the next closest available lot.

No Chair Policy: Due to safety concerns at UIC Natatorium, chairs of any type (lawn chairs/folding chairs/etc.) WILL NOT BE ALLOWED into the facility. This has been deemed a security concern, as it would create an evacuation hazard if a problem should arise. **There are no exceptions to this rule.** Spectators refusing to cooperate will be asked to leave the premises. If you require special seating then please inform the person at the ticket table and they will be able to assist you. Only coaches will be allowed to bring chairs on deck pending approval from the safety marshal.

Also, please remind swimmers to not bring their swim bags on deck. For purposes of the Bull Pen in the afternoon sessions, we ask that you keep clear of the wall benches on the starting blocks end.

TOPS IS GOING GREEN – Reduce, Reuse, Recycle: easy as 1, 2, 3.

- 1) WATER – Ban The Disposable Bottle
 - NO sale or distribution of disposable water bottles at our meets
 - Bring your own reusable bottle to the meet
 - Reusable sports bottles for sale, \$5
 - Large orange jugs of water throughout venue for refills
 - **Take water bottle to volunteer post**, TOPS will refill bottles for timers & officials
- 2) PAPER – Save the Trees
 - Heat sheets posted throughout venue
 - Share heat sheets with fellow spectators
 - Coaches & officials please take only as many as needed
- 3) RECYCLING – Decrease Landfill
 - Paper: heat sheets, newspapers, magazines & unsoiled paper plates
 - Cans & plastic bottles

Additionally, Bring in a reusable mug and you will receive a discount on coffee from our concession volunteers.

Psyche Sheets: In an effort to reduce paper usage, the psyche sheets are available online at www.topswim.org. Heat sheets will be posted throughout the venue and provided to coaches and officials (we will sell a minimal number of heat sheets for spectators who need them).

Timers: We ask that each team be prepared to provide timers for sessions in which you have swimmers entered. They can sign-up to time at the admissions table. Lane timer assignments will be provided to you under separate cover.

Warm-ups: Friday warm-ups will begin at 4:30 pm. Saturday and Sunday afternoon warm-ups will begin at the conclusion of the morning sessions, but not before 11 am. Warm-up assignments will be provided under separate cover and will be posted on the pool deck. Each team will have 25 minutes in their assigned lane(s).

Concessions: Concession stand will be available just outside the pool balcony. Again, there will be NO sale of disposable water bottles and patrons will receive a discount on coffee for bringing in his/her own reusable mug.

Hospitality: Hospitality for coaches and officials will be available in the room off-deck at the southeast end of the pool.

If you have any questions, please contact either one of us. Thanks again!



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