

# MELBOURNE OLYMPIA

## 2017



# OLYMPIA

CHEER + DANCE SERIES



# TOUR INFORMATION PACK

## MELBOURNE ACCOMMODATION BOOKINGS

### Competition Information

#### Competition Saturday 26th & 27th August

Hisense Arena, Melbourne

#### Tentative Schedule

**Saturday:** Cheer All Levels 1-6, Scholastic Divisions & Cheer Specialties  
Cheer Level 1, specialty and all Scholastic divisions compete Saturday only.

**Sunday:** Cheer Level 2-6 followed by All Dance Divisions

#### Competitor Pricing

1 Day Competitor Fee \$145 AUD (Converted to \$160 NZD) – Princesses

Includes: Reduced comp fee \$40, 3 days insurance \$25, Tshirt & Bow \$35, Coach Fee \$40, taxes & merchant fees.

2 Day Competitor Fee \$170 AUD (Converted to \$185 NZD)– Rockstarz, Idols & Envy

Includes: Reduced comp fee \$55, 4 days insurance \$35, Tshirt & Bow \$35, Coach Fee \$40, taxes & merchant fees.

#### TWO NIGHT PACKAGE (1 Day Competition – Princesses ONLY)

Check in Friday 25th August, Check out Sunday 27th August

Competition Saturday 26th August

Quad (4 per room sharing 2 double beds) .....	\$185 AUD (Converted to \$205 NZD) PER PERSON
Triple (3 per room sharing 2 double beds).....	\$220 AUD (Converted to \$245 NZD) PER PERSON
Double (2 per room) .....	\$295 AUD (Converted to \$330 NZD) PER PERSON
Single (1 per room) .....	\$515 AUD (Converted to \$575 NZD) PER PERSON

#### THREE NIGHT PACKAGE (2 Day Competition)

Check in Friday 25th August, Check out Monday 28th August

Competition Saturday 26th and Sunday 27th August

Quad (4 per room sharing 2 double beds) .....	\$270 AUD (Converted to \$300 NZD) PER PERSON
Triple (3 per room sharing 2 double beds).....	\$325 AUD (Converted to \$360 NZD) PER PERSON
Double (2 per room) .....	\$435 AUD (Converted to \$485 NZD) PER PERSON
Single (1 per room) .....	\$765 AUD (Converted to \$850 NZD) PER PERSON

Under 5's using existing bedding & share parent seat transport ..... Free

*Extra Hotel Nights:* \$215 AUD (Converted to \$240 NZD) per room (for up to 4 persons in the room).  
Subject to availability.

#### Packages Include:

- Accommodation at the Novotel Melbourne on Collins Hotel 4 Stars  
<http://www.novotelmelbourne.com.au/>
- Tickets for spectators.
- Transport to the competition at the set specified times
- All taxes, bank and merchant fees, admin and booking fees.

Please note there are no refunds for any unused portions of the package.

## **PAYMENT DATE & REFUND POLICY**

### **PAYMENT DATES**

Booking form and payment due: 5 July 2017

*Please note a credit card is required at the time of booking. If you have any issues with payment please contact us in advance so that we can assist.*

### **REFUND POLICY**

**Changes:** If you need to make changes to your booking, there is a \$25 service fee plus any extra fees charged by our suppliers.

**Cancellation before 5th July 2017:** All money will be refunded with the exception of \$100AUD per person that will apply to cover hotel, competition and entertainment guarantees.

**Cancellation after 5th July 2017:** Cancellations received after 5th July 2017 will result in a full forfeiture of all money paid.

**How to Request a Refund:** All refund requests must be submitted in writing by email to [accounts@cheerbrandz.com](mailto:accounts@cheerbrandz.com). Include the gym, team name and athlete name amount requested, to whom the refund is for and the reason, plus full bank account details. All refunds will be processed AFTER the event is completed.

## **PAYMENT & BOOKING FORM INSTRUCTIONS**

*Booking Form and Payment Due 5 July 2017*

For ease of administration we require the deposit and booking to be made via our online booking form. Please go to the below link and complete all the required information, you will be directed to pay your deposit and enter your credit card details.

<https://form.jotform.co/71307412982859>

Once we receive all the booking forms we will be in touch and send through your confirmed itinerary and tour invoice. If you have any questions or booking issues please email [accounts@cheerbrandz.com](mailto:accounts@cheerbrandz.com) and we will be happy to answer any and all questions.

### **CHAPERONES**

All Cheerleaders aged 17yrs & under must have a chaperone!

All cheerleaders aged 11 & under (at time of travel) MUST be accompanied by a parent/guardian. Cheerleaders aged between 12 and 17 (Inclusive) if travelling without a parent MUST appoint another adult aged 21 years or older as a responsible carer. Please note if you agree to Chaperone we recommend that you chaperone no more than 3 cheerleaders.

### **FAMILY & FRIENDS**

Are definitely welcome – the more the merrier!

We have been asked whether Mums, Dads and grandparents can come and the answer is a definite yes! Parents, supporters, family and friends are all welcome to come and stay with us. Please include all names of extra travelers on the booking form.

### **TOUR PACKAGE COMPULSORY FOR CHEERLEADERS & CHAPERONES**

Cheerleaders must travel on the tour package, if you do not travel on the tour you cannot compete with the team. There are a number of reasons for this rule from health & safety, practice scheduling to team bonding. Chaperones must also travel with the team.

## **DO NOT MISS PRACTICE TO FLY EARLY**

The week before we leave will be critical for routine practice. Please **DO NOT** book your flights to Australia to leave before your usual team practice. That is if you practice on a Wednesday then you must book to leave Thursday, thank you we appreciate your support with this.

## **PREPARING FOR TRAVEL**

We are excited to have you represent our program and New Zealand in Australia, welcome onboard! Please make sure to read our below information to ensure you are properly prepared for your tour.

## **PASSPORTS & VISAS**

All travelers must have a valid passport for international travel. Visa and entry permits may be required if you are not travelling on a NZ or Australian passport. If you are not a NZ or Australian passport holder you may need a Visa to travel to Australia. When applying for your passport, visa or entry permit, ensure you allow plenty of time for this prior to travel. Please note that passport, visa and entry permits are always the final responsibility of the traveler, and we cannot be held liable for any loss or expense due to the failure to comply.

## **INSURANCE**

The competitor fee includes ACE travel insurance for competitors only, spectators will need to obtain their own insurance for the duration of travel. A copy of the full Policy Document and wording for the competitor insurance is available on request. Below is the policy number and emergency contact number should you need this.

Policy Number: AGRG390663

Contact Number from anywhere in the world: (0064) 9 374 1775 - available 24 hours a day, 365 days a year

**IMPORTANT:** There is no cover for personal liability arising from your cheerleading activities as this has been specifically excluded by ACE. There are some other limitations to the travel cover which relate to your cheerleading activities – please read the attached schedule for details. Our Insurance agent has advised that athletes are not to engage in any cheerleading activities (instructing, stunting, tumbling pyramids etc.) with anyone outside of the All Star Cheerleaders program. If they do and it results in an injury to the other party they will be uninsured for any resulting liability. In New Zealand the ACC legislation means that you cannot sue for personal injury. Unfortunately in other parts of the world this is not the case. In countries like the US and Australia where someone is injured as a result of the actions of another party they may try to hold that party liable for costs and damages which could include medical bills, loss of income, loss of enjoyment of life etc.

## **CHAPERONE CONSENT FORM**

If you/your athlete is travelling with a chaperone you are required to provide us with an emergency contact and permission to seek/receive medical attention in the event your athlete is injured or becomes unwell whilst on tour. Please ensure you have completed this information correctly on your booking form. It is very important that we can contact you should there be an emergency.

## **PACKING LIST & INFORMATION**

What to wear to the airport:

Tour t-shirt, tour bow, gym tracksuit & white shoes.

Hair in high pony tail slicked back, no fly-aways with tour bow.

### *All Star Gear:*

Elite Gear Pack including 2x gear pack bows

Tour t-shirt & tour bow

All Star gym tracksuit

White cheer shoes (Please ensure they're clean!)

No show white ankle socks

Competition uniform and bow

Competition make-up

**IMPORTANT:** Pack uniform/s, bows and cheer shoes in your carry-on bag. Please make sure you have correct bras to wear under both your uniform and crop set. No bra straps are to be showing at any time!

### *Medical Items:*

Please ensure you bring with you your own basic medical supplies. We will have a first aids kit on tour, but with so many cheerleaders it is important that each bring the following:

Paracetamol or Nurofen  
Travel sickness pills - especially if prone to sickness  
Antihistamines - if prone to allergies  
Strapping tape if needed or tubu-grip if you have pre-existing injuries.  
Lozenges  
Sunblock

### *Other items:*

Make sure you have your passport accessible to you at the airport.  
Bring toiletries, your own soaps, deodorant, toothpaste and brush etc.  
Please pack plenty of hair ties, bobby pins and hair spray.  
Bag allowances, prohibited items & restricted items:  
Please refer to your specific airline or travel agent.

### **CELL PHONES**

Please check with your service provider on costs for calls and texts.

### **MONEY**

How much to take?

Food: We recommend \$10 - \$20 AUD for lunch/breakfast and \$15 - \$25 AUD for dinner

Transport: Transfers to and from the competition venue are included. If you are wanting to go sight seeing or shopping then you may need taxi money or money for public transport.

Spending Money: We are reluctant to say a figure as theoretically no extra beside food and transport money is needed. However, as a guide shops are in a similar price range to New Zealand and you may wish to allow for items from any competition cheerleading shops.

### **CONTACT LIST**

#### **Novotel Melbourne on Collins**

270 Collins Street  
3000 MELBOURNE - AUSTRALIA  
Tel (+61)3/96675800 - Fax (+61)3/96675805  
Email H1587@accor.com

#### **Jaz Smith**

Fame Gym Manager  
M: +64 21 119 1352

### **PREPARING FOR COMPETITION**

Proper preparation is the key to success. Please:

1. Reserve the day before your competition exclusively for team practices.
2. Book any sight-seeing opportunities or shopping trips for after competition.
3. Keep athletes in the usual routine they would follow at home in terms of meals, sleep and drinking water.

Why?

Making changes ie walking everywhere when you are not used to this, eating different foods at different times and going to bed late has a detrimental impact on athlete performance.

## TOUR RULES

### 1. SAFETY FIRST:

- a. We don't want anyone to be stolen, lost or left behind. So always let someone know where you are going & when you will be back – even if it is just to go to the toilet, or to buy a drink.
- b. Remember Stranger Danger, don't take candy from strangers and watch out for the Big Bad Wolf lurking in the shadows. So always travel in a group of 3 – even if you are moving from room to room within the hotel.

### 2. CURFEW:

- a. Curfew time is set by team management and will be advised at the team meeting/on the team notice board.
- b. You must be in your room at curfew time, rest and bed times are important especially prior to competing.
- c. Room checks are done and if you are not in your assigned room this is cause for a disciplinary warning.

### 3. UNIFORM AND CLOTHING:

- a. You are required to wear the correct attire when advised – this is to represent your Gym with pride, to also look like a professional team and be easily recognizable.

### 4. BE ON TIME:

- a. Be on time for everything, as we are traveling as a group it is important to respect other peoples time.
- b. The tour is planned to a strict timetable so please be aware of timings for transport, meals, meetings and practices.

### 5. CHAPERONES:

- a. All Athletes aged 17 or under (at time of travel) MUST be accompanied by a parent or chaperone.
- b. If a parent is not travelling then it is the Athletes responsibility to find an adult chaperone (21years or older) who is travelling and agrees to take full responsibility for the Athlete.
- c. Chaperones agree to take full responsibility for the athletes in their care and understand that The Gym assumes no responsibility and holds them faultless for any tour mishaps.
- d. Athletes please respect and be courteous to your chaperone, remember it is their tour too.
- e. Chaperones if you have any behavior trouble with any athlete please advise management, we will handle the discipline and it is typically better coming from us.
- f. Prior to competing the focus needs to be solely on the competition. So we ask that chaperones supervise athletes and ensure they avoid excessive walking and running around. Shopping, siteseeing and day trips need to be left till after competition.
- g. Chaperones we also ask that you avoid drinking and smoking while you are with your athletes.

### 6. ATHLETE ATTITUDE:

- a. Athletes prior to competing please get plenty of sleep, do not stay up talking as this will affect your performance ability.
- b. The Athletes attitude will play the biggest part in the success of the team. Be positive, supportive and be prepared to work hard with a can do attitude. Remember attitudes are catchy and is yours worth catching.
- c. Be respectful and courteous to others: coaches, competition staff, hotel staff & guests and most importantly your teammates.  
While on a tour you are in close quarters so be aware that other team members will have opinions, problems and needs as well.
- d. Remember you are representing your country & your Gym so do them proud.

### 7. GENERAL RULES:

- a. No swearing or use of any derogatory language.
- c. No alcohol, smoking, drugs or any illegal substances are to be taken or consumed at any times.
- d. All athletes must observe all laws, customs and culture of the country we are in, for example the drinking age.
- e. No opposite or same sex fraternizing. This is taken seriously, this is an athletic tour so remember why you are here.
- f. No playing in the hallways, elevators etc. They are designed for moving from one place to another, not for running around in.
- g. Keep rooms & common areas tidy.
- h. Damage caused directly or indirectly in your room or other property by you will be covered at your own expense.

### 8. COMPETITION ETIQUETTE:

- a. You are your countries Representative, so act like one. All eyes will be on the teams so be on your best behaviour. You are representing your Gym and your country so be proud.
- b. Be Respectful to other competition officials, judges and athletes.
- c. Be competitive but do it with style, grace and exemplary sportsmanship.
- d. Clap and support all teams and be a gracious winner/loser.

## 9. DISCIPLINARY ACTION:

a. If an Athlete disobeys any of the above rules they will be given a disciplinary warning. More than 1 warning and the Athletes parents will be contacted. If after this the athlete still fails to meet the required behaviour they will be sent home at their own cost.

Please ensure you have fully read and understand the above rules. By attending the tour you and or your child agree to the above and understand the commitment and responsibilities of being on tour. You also agree that you/or your parent will be liable for any costs in being sent home and for any damage caused while on tour.

## TERMS AND CONDITIONS

**Passport & Visa Requirements:** You will need to have a current passport. If this is from another country you may need to get a visa as well. It is your responsibility to secure any visas well before your date of travel and to make sure you have the correct documents in place to make sure you can get back home. We can't accept responsibility for any of these items not being organised for your travel.

**Tour Cancellations and Refunds:** Cancellations received on or before 5th July 2017 - All money will be refunded with the exception of \$100AUD per person that will apply to cover hotel, competition and entertainment guarantees. Cancellations received after 5th July, 2017 will result in a full forfeiture of all money paid. All cancellations must be in writing to [accounts@cheerbrandz.com](mailto:accounts@cheerbrandz.com). We will not accept cancellations over the phone.

### Hotel Guidelines:

- (a) NO tape or paint of any kind on any walls, windows or doors. Be sure your team knows to leave the rooms as they find them (furniture) when they check out.
- (b) Illegal substances are prohibited.
- (c) We recommend traveling in groups of three or more.
- (d) All participants will have a midnight curfew, and will be asked to show courtesy in keeping noise levels down.
- (e) Quiet time will be from 10pm-10 am. No practicing is permitted during these times, no parties outside, no loud music, etc.
- (f) Please don't damage the hotel or competition venues. You will be charged for any damage and could be removed.
- (g) REQUIRED: Every team must have at least one coach, gym owner or responsible adult for every seven participants staying at the hotel to supervise their team members.

**Partial Use Refunds:** No refunds will be given for any used portion of the package ie transport, spectator fees or competition fees. Tickets are non-transferable.

**Competition & Event Transport:** Cheerbrandz offers its Accommodation Package customers a complimentary transport service to the competition venue. While all care will be taken to provide the best suited transfer Cheerbrandz will not be held responsible or liable for any missed practices or warmups. Guests are advised to be at pick-up location at least 15 minutes before the bus departs to prevent delaying other guests on the route. We seek your understanding. Please also provide a 10 minute grace period for unexpected traffic conditions. The transport service is a complimentary service offered as part of an overall package and no refunds will be given for missed transfers or non-use of this service.

**Force Majeure:** If by means of any event of force majeure (which shall include terrorism, pandemic or any cause or event outside our control) we shall be delayed in, or prevented from, performing our obligations, then such delay or non-performance shall not be deemed a breach or entitle a damages claim. Our obligations shall be suspended whilst such event of force majeure continues.

**The Fine Print:** Cheerbrandz is instrumental in bringing about a direct contractual relationship between you, the customer, and the "principal" (i.e airlines, transport operators, accommodation suppliers, event managers and other suppliers). We try to do our tasks as best as we can and perform our services with reasonable skill and care. We will not be held liable for any loss, damage or claim arising from acts of defaults outside the control of Cheerbrandz, its employees or agents, including (but not limited to) the acts or defaults of actual travel, accommodation and event organisers.

**Awards:** Cheerbrandz may reward its exceptional athletes with apparel. This is a special service we like to offer and we may not always have the correct size. Cheerbrandz will not be liable or responsible for any costs if the correct size is not available.

**Please Note Hotel Rooms May Fill Up Prior To Published Deadlines:** If hotels do fill up there may be changes in supplier/service costs which means we may have to charge more and or book a different hotel.

**Tour Information:** This tour information was created on 10th May 2017. We've tried really hard to make sure we've given you the right info, but services offered, package availability, prices and event details may be subject to change. Make sure to keep in contact with us so we can keep you up to date with all our tour information.

**Hotel Bond:** Bonds or credit card imprints may be required by accommodation suppliers, where they are providing telephone, mini-bar, in-room movies, laundry and other facilities and services that can be charged to guest rooms. These are usually requested by the hotel at the time of check-in. Don't worry, unless you actually use these services you won't get charged for anything.

**Stuff That's Not Included:** Unless we've said in this booklet, costs of credit card merchant fees, meals, drinks, passports, visas and other personal items are not included in our packages.

**Changes:** If you need to make changes to your booking, there is a \$25 service fee plus any extra fees charged by our suppliers.

