

2005 NCAA Division I

**Women's Softball
Regional Tournament**

May 20 - 22, 2005



**University of Florida
Softball Stadium
Gainesville, Florida**

Tournament Participant Manual

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CHAMPIONSHIP ADMINISTRATIVE TEAM
(ALL PHONE NUMBERS ARE 352 AREA CODE)

Director of Athletics:	Jeremy N. Foley 375-4683, ext. 6000
Associate Director of Athletics/SWA:	Lynda Tealer 375-4683, ext. 6051 339-4289 (m)
Florida Softball Coach:	Karen Johns 375-4683, ext. 5533
Tournament Director:	Skip Foster 375-4683, ext. 4455
Ticket Manager:	Mark Gajda 375-4683, ext. 6855
Marketing Director:	Lauren Perkins 375-4683, ext. 6604
Operations & Facilities:	Jack Pfaff 375-4683, ext. 6033
Sports Information:	Heidi Johnson 375-4683, ext. 6128 339-4360 (m)
Training Room:	Adam Horseman 375-4683, ext. 5131
Gift Shop Merchandise:	John Sullivan 375-4683, ext. 6514
Equipment Manager:	Jay Kee 375-4683, ext. 4310
Concessions:	Charlie Maloney 375-4683, ext. 6566
Maintenance:	Bo Lauramore 375-4683, ext. 6291
NCAA Representative:	Margie Sullivan Florida State University

SCHEDULE OF EVENTS

Thursday, May 19th:

Noon – 1:00 p.m.	Practice-Central Florida	Soccer Practice Field Softball Stadium Batting Cage
1:00 – 2:00 p.m.		
2:00 – 2:30 p.m.		
1:30 – 2:30 p.m.	Practice-South Florida	Soccer Practice Field Softball Stadium Batting Cage
2:30 – 3:30 p.m.		
3:30 – 4:00 p.m.		
3:00 – 4:00 p.m.	Practice-Florida	Soccer Practice Field Softball Stadium Batting Cage
4:00 – 5:00 p.m.		
5:00 – 5:30 p.m.		
4:30 – 5:30 p.m.	Practice-BCC	Soccer Practice Field Softball Stadium Batting Cage
5:30 - 6:30 p.m.		
6:30 – 7:00 p.m.		
7:30 p.m.	Mandatory Coaches' Meeting	Conf. Rm, Lemerand Center

Friday, May 20th:

11:00 a.m.	Hospitality Opens	Softball Stadium
1:00 p.m.-Game 1	UCF v USF	
3:30 p.m.-Game 2	UF v BCC	

Saturday, May 21st:

11:00 a.m.	Hospitality Opens	Softball Stadium
TBA-Game 3	Winner Game 1 v Winner Game 2	
TBA-Game 4	Loser Game 1 v Loser Game 2	
TBA-Game 5	Winner Game 4 v Loser Game 3	

Sunday, May 22nd:

TBA	Hospitality Opens	Softball Stadium
TBA-Game 6	Winner Game 3 v Winner Game 5	
TBA-Game 7	Winner Game 6 v Loser Game 6 (if necessary)	

ADMINISTRATIVE/COACHES' MEETING

A mandatory meeting of the coaches, directors of athletics/senior woman administrators, and sports information directors of the competing teams is scheduled on Thursday, May 19, 2005, at 7:30 p.m., in the second floor Conference Room, of the Lemerand Center (please see Appendix "C"). A \$200 fine will be assessed for noncompliance with this policy.

Administrators are requested to bring to the meeting typewritten lists of the following (please see Appendix "B"): (1) players names; (2) coaching staff names; (3) remaining individuals names comprising the 28 who should receive credentials; and, (4) the number not names of band members/mascots, including the band director.

AWARDS

An All-Tournament Team comprised of twelve (12) players, including the most outstanding player, will be named at each regional site. No awards will be presented at the regional site.

ALL-TOURNAMENT TEAM

A regional All-Tournament Team will be selected. Twelve (12) players, including the Most Outstanding Player, will be selected at-large with no specific regard to position (i.e., a certain number of outfielders, infielders, etc.). The All-Tournament Committee comprised of a NCAA representative, sports information personnel, selected members of the media, and any others deemed appropriate by the NCAA representative will do the balloting. The committee will be designated by writing and members notified by the start of competition.

The All-Tournament Team will be announced at the conclusion of the championship. Heidi Johnson, Florida softball SID, will fax the All-Tournament Team selections to Sharon Cessna, at the NCAA, following the championship.

BALLS

The Wilson NCAA Championship Softball (A9010-SST) will be used for the NCAA Division I Softball Championship. Game balls will be available two hours prior to each game, for each team. Each team will be asked to "scuff" game balls during practice. The balls to be scuffed should not be used for hitting practice. Scuffed balls will be returned to the NCAA representative prior to the teams leaving the field. One new game ball will be given to each team prior to the start of each game. The game ball should be returned to the umpire.

BANDS/MASCOTS

Bands shall be limited to 25 members, including one director, who are in uniform and performing at the regional. They will be admitted via the gate list, furnished to the Tournament Director. Bands will be assigned a designated seating area with the approval of the Games Committee. The seating will not interfere with spectators, photographers or dugouts. Band members must wear their institutional band uniform.

Bands shall not play while the ball is live. Bands may play immediately prior to the team's offensive half inning (concluding with the fifth warm-up pitch), during their teams' seven-minute warm-up period and for 10 seconds after a run is scored. Before the respective seven-minute warm-up period, bands and the announcer will alternate playing music.

Institutions not represented by a band can provide the Tournament Director with taped music to be played by the announcer during the appropriate times.

Mascots are allowed in the outfield area, not on the infield, before the seven-minute warm ups begin for each team. Once the game begins, the mascot and/or flag bearer must stay within/near their fan base area and not obstruct the view of spectators.

CREDENTIALS

The 28 members of the institutions traveling party will receive credentials. Anyone traveling with a team over 28 must purchase a ticket.

DRUG TESTING

Drug testing will be conducted at selected championships. Student-athletes who compete in this tournament may be subjected to drug tests in accordance with NCAA rules.

DUGOUTS AND DETERMINATION OF HOME TEAM

All teams are limited to 27 people plus the sports information director in the dugout. A bat handler is allowed if supplied by the host. In the case of an "if" game, it may become necessary to change dugouts, if the home team changes. **No exceptions.** The home team will bat last, occupy the third base dugout, and take the infield warm-up first.

Please see the NCAA Division I Women's Softball Championship Handbook, at: http://www.ncaa.org/library/handbooks/softball/2005/2005_d1_w_softb_all_handbook.pdf for specific information on determination of the home team.

GAME SCHEDULES

The regionals will be conducted over a three-day period beginning on Friday, May 20th. Please see the Schedule of Events for times of games.

In all four-team regional tournaments, Games 1 and 2 will be played on the first day. Games 3, 4, and 5 will be played on the second day. Games 6 and 7 (if necessary) will be played on the final day.

HOSPITALITY

A Player/Coaches/VIP Hospitality tent will be set up on the grass along the first base side. Light snacks will be provided at appropriate times of the day. The hospitality tent will open at 11:00 a.m., on Friday, May 20th, and remain open until the end of the regional championship.

HOST HOTELS INFORMATION

Sixteen rooms have been reserved for each visiting team, and each team is responsible for contacting the hotel to confirm their reservations and provide a rooming list no later than Tuesday, May 17th, by 5:00 p.m. (EDT). If a team prefers to stay at another hotel, it must contact the hotel by 2:00 p.m. (EDT), on Tuesday, May 17th, and obtain a written release of the reserved rooms from the hotel management or utilize the rooms for persons accompanying the official traveling party. Failure to do so will result in the cost of the rooms being taken out of the institution's per diem.

Each participating institution is responsible for making its own special arrangements for meeting rooms, meals and other functions.

Paramount Resort & Conference Center

2900 SW 13 Street
Contact: Holly Paszko
Phone: 352/240-0162
Fax: 352/371-1159

Directions from I-75 to Paramount Resort & CC: Exit I-75 at Exit number 382/Williston Road and travel east on Williston Road until you come to SW 13 Street/US 441 and turn left. The Paramount Resort is on the left.

Directions from Gainesville Airport to Paramount Resort & CC: Turn right on 39th Avenue/State Road 222 as you leave the airport. Continue west until you come to NW 13 Street/US 441 and turn left. Stay on 13th Street/US 441 and travel south approximately six miles. You will pass by UF on your right. The Paramount Resort is on your right.

Cabot Lodge

3726 SW 40 Blvd.
Contact: Theresa Peters
Phone: 352/375-2400
Fax: 352/335-2321

Directions from I-75 to Cabot Lodge: Exit I-75 at Exit number 384 SW Archer Road/State Road 24 and travel east on SW Archer Road approximately 2/10 mile to SW 40 Boulevard and turn left. The Cabot Lodge is right behind McDonald's Restaurant.

Directions from Airport to Cabot Lodge: Turn right on 39th Avenue/State Road 222 as you leave the airport. Continue west until you come to NW 34 Street/State Road 121 (approximately seven miles) and turn left. Stay on 34th Street for approximately seven-eight miles until you come to SW Archer Road/State Road 24 and turn right. Go approximately one mile to SW 40 Boulevard and turn right (light is between McDonald's Restaurant & Target Store). The Cabot Lodge is on the

left behind McDonald's Restaurant.

Courtyard by Marriott

3700 SW 42 Street

Contact: Kristina Ivanova Roberts

Phone: 352/335-9100

Fax: 352/335-1502

Directions from I-75 to Courtyard: Exit I-75 at Exit number 384-SW Archer Road/State Road 24 and travel east on SW Archer Road approximately 2/10 mile to SW 40 Boulevard and turn left. The Courtyard is right behind McDonald's Restaurant and Cabot Lodge.

Directions from Airport to Courtyard: Turn right on 39th Avenue/State Road 222 as you leave the airport. Continue west until you come to NW 34 Street/State Road 121 (approximately six miles) and turn left. Stay on 34th Street for approximately seven miles until you come to SW Archer Road/State Road 24 and turn right. Go approximately one mile to SW 40 Boulevard and turn right (light between McDonald's and Target Store). The Courtyard is on the left behind McDonald's Restaurant and Cabot Lodge.

LAUNDRY

Laundry facilities are available. It is located in the Lemerand Center. Please contact Jay Kee at 352/375-4683, ext. 4310(w) or 352/284-0244(m).

LOCKER ROOMS

Teams should come to the field dressed in their uniforms. The facility does not have visiting team locker room or shower area.

MEDIA/CREDENTIALS

Credential requests can be made through Heidi Johnson. E-mail is preferred at HeidiJ@Gators.uaa.ufl.edu. Credential requests can also be faxed to 352/375-4809. For further information contact Heidi Johnson, at 352/375-4683, extension 6128.

All credential requests should be made by Wednesday, May 18th, at 5:00 p.m. (EDT). No credentials will be mailed out. Credential pick-up will begin on Thursday, May 19th, and continue each day of competition.

If schools Sports Information Departments need to send information in advance, they can overnight information to: Heidi Johnson, Florida Sports Information, North-South Drive, Stadium West, Third Floor, Gainesville, Florida 32611.

MERCHANDISE

Limited officially licensed NCAA merchandise will be available at the souvenir shop, at the softball stadium, during the games. If you would like to place an order in advance, please contact John Sullivan at 352/375-4683, extension 6514.

PARKING

Team parking will be located at the back of the softball complex and can be accessed off of Hull Road on the west side of the stadium. Each team will receive two parking passes for this area (please see Appendix "A").

Spectator parking will be located at the Harn Museum/Performing Arts Center parking lot located off of Hull Road to the West of the Softball Complex (please see Appendix "C").

PRACTICE

Please see the Schedule of Events regarding practice times. Team practices on the competition field will be limited to one hour. If travel arrangements cause a problem with your practice schedule, please contact Skip Foster at 352/375-4683, extension 4455. **Please note: A team may not arrive at a site a day early due to its practice time (see NCAA reimbursement policies).** Practices are open to the general public and media. Representatives of other participating institutions official traveling party may **not** attend.

PROTESTS

Protest procedures are outlined in the NCAA Division I Women's Softball Championship Handbook and the NCAA Softball Rules book. Protest forms will be available at the scorer's table in the press box (please see Appendix "E").

SPORTS INFORMATION

Softball sports information departments, at the participating schools may bring or ship their material to the University of Florida for the media area. All information should be made available by 3:00 p.m., on Thursday, May 19th.

Participating schools are asked to overnight five media guides (for immediate local use) to Heidi Johnson to arrive no later than the morning of Wednesday, May 18th. Please send these to: Heidi Johnson, Florida Sports Information, North-South Drive, Stadium West, Third Floor, Gainesville, Florida 32611. Upon your arrival in Gainesville, either bring or overnight 25 media guides and 50 sets of notes. Please bring your roster for the automated scorebook to practice on Thursday, May 19th, rather than e-mailing it in advance.

Please e-mail the following items to HeidiJ@Gators.uaa.ufl.edu.

1. Final statistics;
2. Game by game results;
3. Updated numerical and alphabetical rosters; and,
4. Logo.

PRESS CRITERIA

A "press agency" for purposes of the press criteria shall mean an authorized representative of a single daily, weekly or monthly publication. More than one representative, per publication, may be

authorized by the host media coordinator. Subject to limitations of space, credentials shall be assigned to the working media in accordance with the following priorities:

1. Two individuals, certified by the director of athletics and/or the sports information director of each participating and host institution, who will represent all campus-related publications and departments.
2. A press agency at the site of competition that has staffed the games of the host institution on a regular basis throughout the season.
3. A press agency in the geographical area and/or locale of a participating institution that has staffed its competition on a regular basis throughout the season.
4. The designated representative of a national television, cable system, radio network or a radio station that originates a daily "sports talk" program and daily circulation of newspapers that do not otherwise meet the aforementioned criteria.

Credentials will not be issued to representatives of any organization that regularly publishes, broadcasts, or otherwise promotes the advertising of "tout sheets" or "tip sheets" or other advertising designed to encourage gambling on college sports events.

MEDIA CREDENTIALS ARE SUBJECT TO LIMITATIONS OF SPACE AND SEATING PHOTOGRAPHY CRITERIA

Subject to the limitations of space, photography credentials shall be assigned in accordance with the following priorities:

1. One photographer, certified by the director of athletics and/or the sports information director of each participating and host institution, who will represent all campus-related publications and departments.
2. A press agency or a television station at the site of the championships.
3. A daily press agency or television station from the locale of a participating institution that has staffed its competition on a regular basis throughout the season and tournament.
4. Other press agencies or an individual or crew designated by a national television network or cable system.

PHOTOGRAPHERS AND VIDEOGRAPHERS WILL NOT BE PERMITTED IN LIVE BALL AREA. THIS RULE WILL BE STRICTLY ENFORCED.

The following areas may only be used by photographers and videographers:

1. Photographer area adjacent to the first and third base dugouts.
2. Designated photo areas behind the fences of the bullpens down the right and left field lines.
3. Two seats in the stands directly behind each dugout.

No photographers or videographers will be allowed in the backstop area behind home plate.

PRESS CREDENTIAL PICK-UP/WILL CALL

Press credentials and complete media packets for the tournament will be available for pick-up beginning at 3:00 p.m., on Thursday, May 19th, at the softball complex.

RADIO BROADCASTS

Space will be reserved for each participating institution's home radio station for a crew of two as designated by that institution. Broadcasts must conform to the general broadcasting policies established by the NCAA.

Official college or university non-commercial stations of the host institution and competing institutions will not be charged a rights fee. All commercial stations must pay a rights fee. The rights fee per game for all championship broadcasts is \$75.00 for originating or Internet streaming and \$25.00 for feeder. Payments for rights fees must be made by check, made payable to the NCAA. The NCAA broadcast services group will invoice commercial stations for rights fees.

Institutions may stream their own games on the internet only under the following circumstances:

- ◆ May stream post season content only if they also internet stream their regular season games.
- ◆ May stream content only on their institution's own athletic or institution website.
- ◆ May not be aggregated by any third party including but not limited to search engines, content providers, ISP's, web designers, hosts or marketing partners.
- ◆ May not authorize any third party to link to their streaming content.
- ◆ May not archive any post season Championship video or audio content.
- ◆ Must include on the same page as the streaming content a prominent link to NCAASports.com.
- ◆ May not promote the availability of a streaming offering on any location, online or off, other than own athletic or institution site.
- ◆ May not depict graphically current game actions (e.g., real time scoring, real time stats) while in progress except under the same guidelines as noted above for streaming content except when specifically granted by the NCAA broadcast staff (please see Appendix "I").

A telephone line will be available in each of the radio booths in the press box with locations to be determined each game by the higher seed. THERE WILL BE ONLY TWO BROADCAST BOOTHS ON THE SITE, teams will be required to rotate booths.

PRE-TOURNAMENT INTERVIEWS

Practice sessions will be open to the media on Thursday, May 19th, at the Florida Softball Stadium. Each team should make the head coach and 1 or 2 players available for possible interviews upon request for 10 minutes following the conclusion of practice. There will be no formal press conference prior to the tournament.

POST-GAME PRESS CONFERENCES

All coaches and student-athletes shall be available for interviews. At the conclusion of the NCAA's mandatory 10-minute cooling off period, the winning coach and two players will be brought to the interview area, located in the media tent on the concourse level on the left field side). Immediately following, the coach of the losing team will be made available, as well as designated players.

One-on-one interviews may be conducted AFTER THE PRESS CONFERENCE ONLY at the discretion of the individual school's Sports Information staff.

Regardless of any personal regular season radio or television contracts, the coach is

first obligated to the entire press staffing the tournament and must report to the interview area immediately after the 10-minute cooling off period expires. The coach cannot delay a post-game interview with the covering press to conduct a program for a single newspaper, radio, or television reporter. After fulfilling all commitments to the media staffing the tournament, the coach and players may participate in special interviews.

In the event of drug testing at the regional site, players must complete all media obligations before submitting to drug testing.

NOTE: In games where a team plays back-to-back games, it is not required to attend a press conference in between games and in the regional championship game, the losing team will go first.

MEDIA WORK ROOM

Additional media work space will be available in the Florida Softball Team Room, located down the left field line. Telephone lines and a fax machine will be available along with media hospitality will be located here.

TELEVISION NEWS

At non-televised games, a local television station may be allowed to broadcast a live report and/or game highlights from the side of the competition, not to exceed three minutes in its regularly scheduled sports-news segment.

STATISTICAL SERVICES

Complete box scores and game books shall be provided to the media, along with coach and player quotes from both teams from the post-game press conference.

SCOUTING SEATS

Sixteen seats (two for each team) per session shall be reserved behind home plate for participating teams. Scouts may gain access to the scouting seats with their credential.

TICKET INFORMATION

Ticket packages may be purchased in advance for \$20.00 for adults-all sessions; \$12.00 for students/senior citizens/children under 12-all sessions. Single game tickets are \$8.00 for adults, and \$5.00 for students/senior citizens/children under 12.

A Will Call table for the teams will be located at the main entrance of the softball stadium. Should your university be purchasing tickets for student-athletes' families, our ticket office will handle this at the Will Call table. Please fax your list to Mark Gajda, at 352/372-5801, no later than Wednesday, May 18, 2005 (please see Appendix "F"). Each school will be invoiced after they submit their order form.

TOURNAMENT WEBSITE

All games will be updated live on the Internet through www.Gatorzone.com.

TRAINING ROOM/MEDICAL INFORMATION

A small training room is on site at the softball stadium. The main athletic facility is located at the Lemerand Center. The telephone number is 352/375-4683, ext. 5122. Each team is responsible for their own primary training supplies. Available equipment (electrical stim., ultrasound, hydrocollator, etc.) will be available during the tournament. A University of Florida Certified Athletic Trainer will be on site at all times during practices and competition. Florida's team physicians will be on call at all times during the tournament and will be available to see any of your ill or injured athletes. If you are in need of their services, please notify a UF Certified Athletic Trainer in advance. For any special arrangements, please call Adam Horseman at 352/375-4683, ext. 5131. Shands Hospital is the designated hospital for the event. It is located 1 mile east of the stadium (please see Appendix "G").

TRANSPORTATION

Should you need transportation during the championship, the following is a list of local car rental agencies:

National Car Rental

Location: Gainesville Regional Airport
Phone: (352) 377-7005/(800) 227-7368

Budget Car Rental

Location: Gainesville Regional Airport
Phone: (800) 527-7000

Avis Rent-A-Car

Location: Gainesville Regional Airport
Phone: (352) 376-8115/(800) 831-2847

Hertz Car Rental

Location: Gainesville Regional Airport
Phone: (352) 373-8444/(800) 654-3131

BUS TRANSPORTATION:

Champion Coach

Ask for the Charter Department.
Phone: 1-800-583-7668; (864) 284-9000

UNIFORMS

The uniforms and apparel of all participants in NCAA championships shall conform to appropriate standards of safety and good taste. All student-athletes must wear uniforms that identify their institution by school name or school colors. All student-athletes shall conform to NCAA regulations governing the appearance of commercial identification on uniforms, equipment and apparel. Failure to adhere to this policy may result in ineligibility to continue participation in the sport.

VIDEOTAPES/FILMS/STILL PHOTOGRAPHS

A team may videotape all games at the site in which it is participating.

Institutions are permitted to videotape championship competition by their teams or their individual student-athletes for archival, coaching, or instructional purposes.

WARM-UP AREA

The warm-up area for all participants will be on the soccer practice field adjacent to our softball stadium. Pre-practice running, stretching and throwing can occur on the field.