



INFORMATION PACKAGE

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Competition Information

Event Title	:	Cheerleading Association (Singapore) Cheerleading Championships (CASNCC) 2017
Date	:	1 st April, 2017 Saturday
Time	:	Morning (exact timing to be released in early March)
Venue	:	D'Marquee, Downtown East 1 Pasir Ris Close, Singapore 519599

CAS Cheerleading Championships "CASNCC" is organized by Cheerleading Association (Singapore) "organizer" and managed by Active Sport Enterprise "event management". Cheerleading Association (Singapore) "CAS" is a member of the International Cheer Union "ICU" and Asian Cheer Union "ACU".

The organizer shall have the right to alter the time and location of the competition in the event changes become necessary due to inclement weather, facility problems, television production requirements, or any other situation deemed by the organizer to be essential to the successful execution of the championship.

Competition Fees

Competition Fee Structure			
Registration Phase	Deadline	Competition Fee First Division <i>per participant</i>	Competition Fee Additional Division <i>per participant per division</i>
On-Time	Tue, 28 th February 2017	SGD 25.00	SGD 20.00
Late	Fri, 24 th March 2017	SGD 35.00	SGD 30.00

The competition fee is based on the date payment is received (*Exception: Payment via Gebiz / Vendors@GOV*). Registration will be closed after on-time registration. All changes and additions after on-time registration phase will have to be made by request to cas@cheerleading.org.sg

The additional division fee is applicable only to participants registered under the same organization.

Entitlements, Prizes and Awards

Top 3 Placing Teams and Participants

- Team Trophy
- Individual Medallion
- Individual Certificate of Achievement

Non-Medallist Teams and Participants

- Individual Certificate of Achievement

All Certificates of Achievement (CoA) will be given in digital format and will be downloadable from the event website after the event. This is part of our green effort. With a digital version, you are free to print the certificate as and when you need it. The CoA comes with a unique serial number for authenticity.

Achievement Award Scheme

The Achievement Award is implemented to encourage and reward all athletes' effort and ensure that every athlete who participates in the event goes home a winner!

The Achievement Award honours Gold, Silver, Bronze or Merit award based on the final score achieved. The award score range is as follows:

- Gold: 80% and above
- Silver: 65% to below 80%
- Bronze: 50% to below 65%
- Merit: Below 50%

Divisions

Division	Rules Reference	Age / Grade of Athletes	Team Size
Team Cheer Scholastic Divisions			
Team Cheer Primary School Novice	Level 1	Grade 1 to 6	12 - 24 athletes
Team Cheer Secondary School All Girl Advanced	Level 4	Grade 7 to 12	12 - 24 athletes
Team Cheer Secondary School Coed Advanced	Level 4	Grade 7 to 12	12 - 24 athletes
Team Cheer Tertiary Coed Elite	Elite	17 to 28 years	12 - 24 athletes
Team Cheer Tertiary Coed Premier	Premier	17 to 28 years	12 - 24 athletes
Team Cheer Freestyle Pom Scholastic Divisions			
Team Cheer Freestyle Pom Primary School	Freestyle Pom	Grade 1 to 6	12 - 16 athletes
Team Cheer Freestyle Pom Secondary School	Freestyle Pom	Grade 7 to 12	12 - 16 athletes
Team Cheer Freestyle Pom Tertiary	Freestyle Pom	17 to 28 years	12 - 16 athletes
Team Cheer Open Divisions			
Team Cheer Open Coed Elite	Elite	14 years or older	12 - 24 athletes
Team Cheer Open Coed Premier	Premier	15 years or older	12 - 24 athletes
Team Cheer Freestyle Pom Open Divisions			
Team Cheer Freestyle Pom Open	Freestyle Pom	14 years or older	12 - 16 athletes
Team Cheer Freestyle Pom Masters	Freestyle Pom	30 years or older	12 - 16 athletes
Team Cheer Freestyle Pom Legends	Freestyle Pom	40 years or older	12 - 16 athletes

Master and Legends Divisions

All Masters and Legends divisions will be classified as non-competitive division. All participants of the Masters and Legends division will receive medals corresponding to their award (e.g. gold, silver or bronze medal) during the award ceremony.

Exhibition Division

For teams who do not meet the age, team size or routine requirements of the division will be categorised as exhibition (non-competitive) division. Teams will receive entitlements of a non-medallist team.

Division Minimum Team Requirement

To maintain a competitive atmosphere, the organizer may combine, split or close a division at any time leading up to the event. A minimum of two [2] teams is required to open a division.

For teams participating in division with less than two [2] teams, the division will be classified as non-competitive. The team will have 3 options:

1. Remain in the non-competitive division. The team will receive the entitlements of a non-medallist team.

2. Complimentary change of division to an eligible competitive division
3. Withdraw from competition, refund of 100% of competition fee.

To encourage participation, new divisions will be added if there is a minimum of two [2] teams requesting for the new division.

Division and Routine Requirements

For division and routine requirements, please refer to the Rule Book for details.

Crossovers

Please refer to the Rule Book for more crossover details and limitations.

Rehearsal and Warm-Up

To accommodate the growing number of teams, an extra day before the competition will be allocated to teams who wishes to practice on the competition mats. The time allocated to the practice will be longer, allowing teams to have a proper rehearsal on the mats. The rehearsal is optional. Teams who wish to have a rehearsal on the mats must indicate during registration submission.

On the actual day of the competition, there will be no rehearsal on the actual competition mats. An extra set of mats will be made available at the warm-up area for teams to warm up prior to their performance.

Registration Policy

Terminology

Athlete	The participant who is registered on the team roster as a competing member.
Organizer	Organizer(s) of the competition
Organization	The account which all the participants register under.
Participant	Refers to registered athletes and substitutes
Staff	Refers to registered coaches and officials
Substitute	The participant who is registered on the team roster as an alternate.

Registration Phase Deadline

The deadline of each registration phase will be strictly adhered to and is based on the date (time based on GMT +8) the payment is received. Organizations are advised to submit the registration and make the payment in good time before the deadline.

Registration of Teams and Participants

Registration of teams is not allowed after on-time registration phase. Organization may email a request to the official event email but exceptions will only be granted at the discretion of the Organizer.

Registration of additional Participants to existing event-registered team(s) is allowed at any point up to the competition and the competition fee is applied according to the registration phase. Registration of additional Participants will have to be done by request via email to the official event email.

Registration of Substitutes

Substitutes may be registered and competition fee is applicable. Substitutes will enjoy the entitlements, prizes and awards as an Athlete.

Each team is allowed a maximum of four [4] Substitutes.

Completion of Registration Process

The registration process is completed only when ALL required information is submitted and the full payment of the registration-related fees is received. Participants who have not completed the registration process, including the submission of the Participant Agreement, will not be eligible to compete in the competition.

The Organizer reserves the right to assess a penalty, disqualify, reclaim any and/or all awards and remove television appearance (if applicable) for any team found to be in violation of fielding ineligible athlete(s), whether before, during or after the event.

Registration Process

Step One: Submission of Registration Package

Please complete all of the forms in the registration package and submit the excel document via email to cas@cheerleading.org.sg

Please use the following subject header "<Your Organization Name> CASNCC Registration 2017" for the email.
E.g. Gym ABC CASNCC Registration 2017

All participants are required to submit the Participant Agreement ([link: cheerleading.com.sg/participantagreement](http://cheerleading.com.sg/participantagreement)) in order to be eligible to compete for the competition. For participants aged below 18, the Participant Agreement is to be submitted by a parent/legal guardian.

Step Two: Payment

An e-invoice will be issued to you once the registration package has been received and processed.

All payments must be made and received within the payment deadline stated on the e-invoice date (Exception: Payment via Gebiz / Vendors@GOV). Payments that are not received by the payment deadline will incur an additional late payment fee of 10% of the total payment amount. You are not required to transfer any payment prior to receiving the e-invoice in the contact person's email. To avoid any unnecessary hiccups, we highly advise all registrants to check with your local banks or postal service on the processing period to ensure that all payments are submitted in a timely fashion.

Instructions for the various payment methods are available in the Payment Advice Form ([link: cheerleading.com.sg/paf](http://cheerleading.com.sg/paf)). Submission of Payment Advice Form is required after payment is made to facilitate tracking of payment. Submission of Payment Advice Form is not considered payment received.

For payment via gebiz / Vendors@GOV, please submit the Payment Advice Form after the teams are registered. Please submit the Payment Advice Form within the deadline of the registration phase to be eligible for the applicable competition fees.

Changes to Registration

All changes, edits and deletions done via official event email are subjected to processing fee of SGD10.00 per item changed. Addition of Participants is not subjected to administrative fee.

Changes made after on-time registration may not be reflected in event collaterals due to operational deadlines.

Withdrawal

The Participant can cancel his or her participation at any point during the competition. An Organization may withdraw a registered team at any point during the competition. A cancellation fee is chargeable.

If withdrawal is made during...	Cancellation Fee
On-Time	None
Late	100% of Competition Fee

If participant of the withdrawn team is participating in additional division(s)/team(s), the refund will be based on the additional division competition fee.

Bank fees or other charges incurred during the registration will not be refunded. Bank or other admin charges incurred during the refund process are to be undertaken by the Participant or Coach.

Disqualification

In the event a Participant is disqualified, no refunds will be given.

Invoice Issuance

Once e-invoice is issued, the organization is required to make the full payment of the e-invoice.

In the event of a no-show by the participants, the e-invoice amount is still payable to the Organizer.

Agreement of Compliance

By submission of the registration, on behalf of the team, the registrant (coach, gym owner, person in-charge) accept and agree to abide by the policies and procedures listed in the Information Package and the rules and regulations of the Rule Book.

Contact and Social Media Information

Official Website	:	www.cheerleading.org.sg
Email Address	:	cas@cheerleading.org.sg
Facebook Page	:	www.facebook.com/cheersingapore
Official Event Hashtag	:	#casncc2017