

Official Rooming List / Check-In Form

2010 Monument City Classic

This certificate will enable you to register your team for the 2010 Monument City Classic. **You must present one form per team.** Please fill out the information completely and correctly and include all parent's rooms. This information is needed to help reduce convention center costs which in turn will keep entry fees low and allow the tournament become the largest event possible by showing proof that we are making an economic on the city of Richmond. Please take the time to fill this form out accurately and completely. Also, **this information will be used in case of emergency (i.e. last minute schedule change).** Please have the following information used in case of emergency (i.e. last minute schedule change). completed and available for team registration.

Club: _____ **Team:** _____

Rep: _____ **Phone #** _____ **Division:** _____

TO BE COMPLETED BY THE TEAM REPRESENTATIVE

(All lines must be filled out because there are more than one hotel with the same name)

Name of Hotel: _____ **Room Rate:** _____

Hotel Address: _____

Phone # (if not in hotel put a local #): _____

Room Number of contact person: _____

The team has _____ parents and other spectators at the tournament with the team

Please fill in your rooming list below using the following marks.

Mark the Coach with a "C"

Mark Parents with a "P"

Mark Players with an "A"

Room		Fri	Sat	Sun	Mon
Example	Jane Pass (A) / Karen Set / Jenny Spike / Cindy Volleyball	X	X	X	
1	_____				
2	_____				
3	_____				
4	_____				
5	_____				
6	_____				
7	_____				
8	_____				
9	_____				
10	_____				
11	_____				
12	_____				
13	_____				
14	_____				
15	_____				

Total Number of X's Above: **Fri** **Sat** **Sun** **Mon**

You may attach a rooming list if all the information requested above ins included

