



9 November 2011

Dear Swimming Club

Thank you for expressing interest in providing Basket Handlers for our upcoming 2011 McDonald's Queensland Championships when you were contacted by our office recently.

We require 8 - 10 young members of your club to act as Basket Handlers and an adult to act as Chief Basket Handler and would appreciate your assistance in this regard.

If your club is able to assist us, following is some information:

- Basket Handlers are not required for Relays Day on Saturday, 10 December but are required from Sunday, 11 December until Friday, 16 December.
- We would encourage the children to wear their club uniform, if possible, which is a great opportunity for them to represent your club at our Championships and have a fun experience on pool deck. If some of the children do not have a club uniform, a plain white or dark-coloured T-shirt and shorts would also be acceptable. For safety on pool deck, the recommended footwear is socks and joggers.
- Car parking during the Championships in Car Park P3 is free of charge. Could you please arrange for the Chief Basket Handler and Basket Handler to arrive by 5.00pm on your assigned night and assemble at the ticketing desk at front gate. The ticketing staff will place event wristbands, which will allow access to pool deck, on each Basket Handler and the Chief Basket Handler. A Swimming Queensland staff member or representative will then escort them down to pool deck, where they will be provided with dinner and drinks in the catering area set aside for Technical Officials and volunteers. The Chief Basket Handler and Basket Handlers will then be briefed on basket handling procedures.
- Family members accompanying Basket Handlers will be admitted free of charge. Each Basket Handler will receive a thank-you gift for their generous participation in our event.

- It is anticipated the finals session will conclude at approximately 8:30pm - 9.00pm. If parents will not be staying to watch the finals, could you please advise them to be available to pick up their children by this time. It will be the responsibility of the Chief Basket Handler to ensure that all children have been collected by their parents.

Could you please respond to this email as soon as possible as to whether you are available or not to participate at our Queensland Championships? Could you also please state your preference for which night the Basket Handlers wish to attend?

If you have any queries, please do not hesitate to contact me on 3390 2011 or, in my absence, Vicki Patten.

Thank you for taking the time to consider my request.

Yours sincerely



Katrena Koplick
Administration Officer