

33rd Annual Edmonton Journal Indoor Games

Hints on Using the Fillable Form

Below are suggestions on successfully using the fillable form (which is on the next page).

- Save the form to your computer (e.g.: to your desktop). (Hint: Save the form when it is displayed, or right-click on the link and choose "Save Target As".)
- When you save the form to your computer, include your school's name in the file name.
- Ensure you are using the latest version of Adobe Reader (i.e.: Adobe Reader Version 9). See <http://get.adobe.com/reader>. (Updating your software may require the involvement of your computer guru.)
- Open the form from your computer's desktop.
- Fill in the information, then review to ensure completeness and accuracy. Please ensure your entry form includes your electronic mail address so we can inform you of any changes to the schedule.
- Save the form. Please do **NOT** use the "Submit" button that may be visible to you. (It does not work consistently.)
- Close Adobe Reader.
- Create an electronic mail message.
- Attach the completed form to the message.
- Address the message to nikki.ellis@telus.net.
- Include the school name in the subject line.
- Send the message.
- Receipt of your entries will be confirmed by electronic mail within 24 hours.
- If you have not received confirmation within 48 hours, please contact the Registration Director (nikki.ellis@telus.net).
- **PLEASE** check the entry list to verify that your entry information is posted correctly. The entry list is available from <http://www.edmontonjournalgames.com>, and is updated at least once every two days.

If you have questions or concerns, please contact the Registration Director (nikki.ellis@telus.net).

Official Entry Form - RELAY TEAMS

Name of School _____

Name of Coach(es) _____

Phone (school) _____ (Fax) _____

Phone (evening) _____

School Address _____

City/Town _____ Postal Code _____

E-mail (Mandatory) _____

Name of adult for assistance with Timing and Judging _____

Circle number of teams to enter.	Type of Relay	For mixed relays please provide the total number of students enrolled in your school in:
0 1 or 2	Elementary Mixed (4 boys/4 girls)	Elementary: Grades 5 & 6 combined _____ Junior High: Grades 8 & 9 combined _____
0 1 or 2	Elementary Girls	
0 1 or 2	Elementary Boys	
0 1 or 2	Junior High Mixed (4 boys/4 girls)	
0 1 or 2	Junior High Girls	
0 1 or 2	Junior High Boys	
0 1 or 2	Senior High Girls	
0 1 or 2	Senior High Boys	
0 1 or 2	Teacher's Match Relay (4 runners: maximum 2 males)	

I would prefer that the Elementary teams compete in:

Note: Dates and Times may change. Schedule will be finalized on February 21.

February 22, 2011:

- Session A (2:00 - 4:30 p.m.)
 Session B (5:00 - 8:00 p.m.)

February 23, 2011:

- Session C (11:50 - 1:45 p.m.)
 Session E (5:00 - 8:00 p.m.)
 Session D (2:00 - 4:30 p.m.)
 Not Applicable

To view the availability of sessions, please visit our web site at <http://www.edmontonjournalindoorgames.com>.

I understand that my school will be contacted if our team is NOT placed in session requested.

Entry Fee: \$20.00 Per Relay Team.

Entry Deadlines: Thursday, February 17, 2011 - Elementary
 Thursday, March 3, 2011 - Junior High
 Thursday, March 3, 2011 - Senior High

Entry Confirmation: It is your responsibility to **confirm your entries and information for your teams/athletes are correct and complete** -- you can check the information at <http://www.edmontonjournalindoorgames.com>. Please inform parents/athletes of the web site (updates will be posted there at least weekly).

Send Entries to: nikki.ellis@telus.net

Payment Options:

- Mail payment to: Nikki Ellis, #10 6815 112 Street NW, Edmonton, Alberta T6H 3K2.
- By credit card (phone 780-429-5175 daytime weekdays, 780-430-0612 evenings until 10 p.m.).
- At registration table on day of first competition.

Permission of the parent/guardian of every athlete must be obtained **before** entering a relay team.

The Release Form is on page 3 of the Registration package, and must be completed for every athlete (including replacements). If any of your athletes are not able to be included, please contact Chris Kostiuik at the Edmonton Journal at 780-429-5175 or ckostiuk@edmontonjournal.com. (See pages 2-3 of the Registration package for more information.)

Relay team lists are only required from Senior High teams, and those Junior High teams that advance from the March 8 preliminaries to the March 19 competition. Relay team lists must be submitted via electronic mail. (Refer to the "Relay Team List" section in the entry package (available from <http://www.edmontonjournalindoorgames.com>).)