

# 2012 NATIONAL CLUB CHAMPIONSHIP HANDBOOK (NCCH)



Each year, Water Polo Canada provides teams with the opportunity to compete in National Club Championships. Water Polo Canada is committed to offering quality events with the objective of fostering growth in the number of participating teams. By so doing, we are helping our sport to grow, and providing the participants with positive and rewarding experiences.

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**The Focus of the National Club Championship is to be the  
PREMIER club event in Canada.**

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**N.B. All changes from the 2011 NCCH are written in red.**

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**2012 National Club Championships Costs and Deadlines**

The Host is exempt from paying the entry fee for one (1) team/event. Registration fees are due on the registration deadline. Registration will not be approved without the accompanying fee. **Late registrations will not be accepted. Teams not submitting payment on time will be fined \$CAD100 per seventy-two (72) hour period after the payment deadline (excluding weekend and holidays). Clubs must pay fee by credit card. Please [click here to download](#) the Water Polo Canada credit card authorization form or contact [office@waterpolo.ca](mailto:office@waterpolo.ca) for more information.**

Event	Event Date	Location	Registration Deadline	Roster Deadline	Registration Fees
Senior Men	March 23-25, 2012	Montreal, QC	January 11, 2012	March 1, 2012	\$CAD1, 700
Senior Women	March 23-25, 2012	Montreal, QC	January 11, 2012	March 1, 2012	\$CAD1, 700
18U Men	April 19-22, 2012	Ste-Foy, QC	February 15, 2012	March 28, 2012	\$CAD1, 700
18U Women	May 3-6, 2012	Kamloops, BC	February 15, 2012	April 18, 2012	\$CAD1, 700
22U Men	May 4-6, 2012	Calgary, AB	February 15, 2012	April 18, 2012	\$CAD1, 700
16U Boys	May 18-21, 2012	Victoria, BC	February 15, 2012	April 26, 2012	\$CAD1, 700
16U Girls	May 18-21, 2012	Winnipeg, MB	February 15, 2012	April 26, 2012	\$CAD1, 700
22U Women	May 25-27, 2012	Saskatoon, SK	February 15, 2012	May 3, 2012	\$CAD1, 700
Masters	TBC	TBC	TBC	TBC	TBC

Please note:

Staff changes will be allowed up to and including the Pre-Competition Technical meeting, provided they are registered and activated in the correct member category, member in good standing, and proper coaching certification.

For clubs with more than one team in the same event, a maximum change of two (2) players from one roster to another will be allowed up to and including the Pre-Competition Technical Meeting.

All registrations and rosters must be submitted online using the Water Polo Canada Event Management System at [www.waterpolo.ca](http://www.waterpolo.ca). Registrations and rosters will not be accepted if faxed or emailed to the Water Polo Canada office. Please consult the *Membership Registration System Club User Guide* and *Event Management System Club User Guide* for details on how to register club members, teams, and rosters. All user guides can be found online at [www.waterpolo.ca/userguides.aspx](http://www.waterpolo.ca/userguides.aspx).

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**SECTION A**  
**Governance, Categories, Definition, and Registration**

**1. Governance**

- 1.1. Rules within the National Club Championship Handbook (NCCH) apply to all National Club Championships.
- 1.2. All National Club Championships are governed by Water Polo Canada in accordance with the By-Laws, rules and regulations set forth by the General Assembly, the Water Polo Canada Board of Directors, **Executive Directors Working Group**, and National Teams Committee.

**2. Categories of Play**

- 2.1. National events will be played in the following Categories, unless otherwise specified in the letter of invitation:
  - 2.1.1. 16U Boys and Girls                      **Born in 1996 or later**
  - 2.1.2. 18U Men and Women                      **Born in 1994 or later**
  - 2.1.3. 22U Men and Women                      **Born in 1990 or later**
  - 2.1.4. Senior Men and Women                      **Born in 1996 or earlier**
  - 2.1.5. Masters Men and Women                      **Born in 1982 or earlier (30+) & Born in 1972 or earlier (40+)**

**3. Definition**

- 3.1. National Club Championships are open to citizens or permanent residents of Canada that are registered members. A “Member” is defined as any individual, club, Provincial/Territorial Section who has paid the National membership fee and is otherwise in good standing for the current year and appears in the Water Polo Canada Membership Registration System at [www.waterpolo.ca](http://www.waterpolo.ca).
- 3.2. Participants in a National Club Championship shall be understood to include: Players, coaches, referees, managers, chaperones, medical personnel, minor officials and volunteers. All participants must be registered members in good standing with Water Polo Canada.
  - 3.2.1. Referees, coaches, and athletes must be registered in the “Competitive” membership registration category, and listed on the Water Polo Canada Membership Registration System at [www.waterpolo.ca](http://www.waterpolo.ca);
  - 3.2.2. All other participants – chaperones, team managers, non-paid minor officials, or general volunteers – must be registered in the “Volunteer” membership registration category, and listed on the Water Polo Canada Membership Registration System;
  - 3.2.3. Paid minor officials must be registered in the “Provincial” or “Competitive” membership registration category, and listed on the Water Polo Canada Membership Registration System.

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**4. Entry Format**

- 4.1. A team wishing to enter a National Club Championship must be affiliated with a registered Canadian Club in good standing with their PSO and Water Polo Canada. A Club may register more than one (1) team per event.
- 4.2. Registration for a National Club Championship must be submitted online using the Water Polo Canada Event Management System at [www.waterpolo.ca](http://www.waterpolo.ca). Registrations will not be accepted if faxed or emailed to the Water Polo Canada office. **Late registration will not be accepted.** Please consult the *Membership Registration System Club User Guide* and *Event Management System Club User Guide* for details on how to register club members, teams, and rosters. All user guides can be found online at [www.waterpolo.ca/userguides.aspx](http://www.waterpolo.ca/userguides.aspx).
- 4.3. Entry fees must be received on or before the registration deadlines outlined on page 1 of this Handbook. **Teams not submitting payment on time will be fined \$CAD100 per seventy-two (72) hour period after the payment deadline (excluding the weekend and holidays).** Clubs must pay entry fee by credit card only. **Please [click here to download](#) the Water Polo Canada credit card authorization form or contact [office@waterpolo.ca](mailto:office@waterpolo.ca) for more information.**
- 4.4. Rosters for a National Club Championship must be submitted online using the Water Polo Canada Event Management System at [www.waterpolo.ca](http://www.waterpolo.ca). Rosters will not be accepted if faxed or emailed to the Water Polo Canada office. Please consult the *Membership Registration System Club User Guide* and *Event Management System Club User Guide* for details on how to register club members, teams, and rosters. All user guides can be found online at [www.waterpolo.ca/userguides.aspx](http://www.waterpolo.ca/userguides.aspx).
- 4.5. A team that needs to make a roster correction after the roster deadline has passed must have the Club President send an official letter to the Water Polo Canada office ([office@waterpolo.ca](mailto:office@waterpolo.ca)) explaining the reason(s) for the roster amendment, which must include a \$CAD100 administrative fee payable by credit card only. Water Polo Canada will require, at a minimum, one (1) business day to process and evaluate the request. Certain requests may take longer to process. **Please [click here to download](#) the Water Polo Canada credit card authorization form or contact [office@waterpolo.ca](mailto:office@waterpolo.ca) for more information.**
- 4.6. All personal information of members selected for a roster must be accurate, or rosters with incomplete or inaccurate information may be declined.
- 4.7. Staff changes will be allowed up to and including the Pre-Competition Technical meeting, provided they are registered and activated in the correct member category, member in good standing, and proper coaching certification. For clubs with more than one (1) team in the same event, a maximum change of two (2) players from one (1) roster to another will be allowed up to and including the Pre-Competition Technical meeting.
- 4.8. All participants must be registered in the appropriate membership category (section A – 3.2.1, 3.2.2, and 3.2.3), and in good standing with their Club, PSO, and Water Polo Canada. Individuals or teams not abiding by this rule will not be permitted to participate in a national event.

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- 4.9. Any protests, and or conflicts, should be forwarded to Water Polo Canada at least ten (10) days prior to the respective National Club Championship, so that a ruling can be made prior to the respective event.
- 4.10. If a player/team becomes in bad standing prior to the Championship, the PSO staff or Board member may request to the Water Polo Canada Office, in writing, that the player/team in question not be permitted to compete. The Water Polo Canada **delegate** at the event shall be responsible for enforcing the ruling.

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**SECTION B**  
**General Rules**

**1. Rules of Play**

1.1 The rules of play for all categories shall be in accordance with the Fédération Internationale de Natation (FINA) 2009-2013 rules, except where specified elsewhere in this document.

**2. Team Eligibility**

2.1. A club must be a member of their Provincial Water Polo Organization to be eligible to compete at a National Club Championship.

2.2. Teams/clubs must be Canadian based. No foreign teams may register for a Championship with the exception of the Masters category.

2.3. Any team taking minor age players (as per the provincial regulations of the location of the event must bring, at its own expense, a chaperone other than the Head Coach and/or a Championship referee, who will be responsible for the team.

2.3.1. The selected chaperone must be at least twenty-five (25) years of age;

2.3.2. Be a registered member in good standing with their Club, PSO, and Water Polo Canada;

2.3.3. Must be at least registered as a “Volunteer” on the Water Polo Canada Membership Registration System;

2.3.4. **In the event that multiple Championships are being played in the same city on the same dates, each team that a club registers must have their own Chaperone;**

2.3.5. For the Senior Men’s and Women’s Championship an athlete can be listed as the chaperone, and will need to conform to the Chaperone Code of Conduct (section E 2.0).

2.4. One of the members of the team staff must be of the same gender as the team competing, which can include the Head Coach. Chaperones, or team staff, of the same gender is not required for teams playing in their home town with all their players staying at home.

2.4.1. The selected same gender staff person must be at least twenty-five (25) years of age;

2.4.2. Be a registered member in good standing with their Club, PSO, and Water Polo Canada;

2.4.3. Must be at least registered as a “Volunteer” on the Water Polo Canada Membership Registration System;

2.4.4. For the Senior Men’s and Women’s Championship an athlete can be listed as the same gender staff person.

2.5. A chaperone and same gender staff person may appear on only one (1) team roster per event.

2.6. A participant may only appear as a Head Coach on one (1) roster per event.

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- 2.7. All coaches, Head Coach and all Assistant Coaches, must have successfully completed the online evaluation of Making Ethical Decisions (MED). Workshops are held by the Provincial Sport Organization, while the evaluation must be done online at [www.coach.ca](http://www.coach.ca). It is not necessary to register for the workshop, coaches whom feel confident enough may take the online evaluation directly.
- 2.7.1. All coaches, Head Coach and all Assistant Coaches, attending the 16U male and female events must be certified Competition – Introduction “The Practice Coach” **or** Level 1 certified + Level 2 Technical for the 2011 Championship season and beyond;
- 2.7.2. All coaches, Head Coach and all Assistant Coaches, attending the 18U, 22U, and Senior male and female events must be trained in two (2) out of the six (6) NCCP Competition – Development multi-sport modules, **or** Level 3 certified for the 2011 Championship season and beyond. Training workshops are organized and held by the Provincial Coaching Associations. Details about the NCCP Competition – Development coaching program can be found at [www.waterpolo.ca/development.aspx](http://www.waterpolo.ca/development.aspx).
- 2.8. As a result of not having the proper coaching certification, or a Head Coach present (player/coach is not permitted), the Water Polo Canada **delegate** will enforce the following penalties and sanctions:
- 2.8.1. The game will not be forfeited;
- 2.8.2. The club will pay a fine of \$CAD200 per game (max \$CAD500/day) which will be paid to the Water Polo Canada **delegate** by cash or credit card;
- 2.8.3. If the certified coach does not attend any games during the Championship, an additional \$CAD500 will be paid to the Water Polo Canada **delegate** by the club;
- 2.8.4. **If a coach has completed the NCCP certification above, but cannot provide written confirmation from the Coaching Association of Canada (CAC), or their Provincial affiliate, the coach will have five (5) business days to provide the appropriate confirmation. The coach will have their fine reimbursed minus a \$CAD100 administration fee;**
- 2.8.5. The above rules are not applicable for the International Masters Water Polo Festival.
- 2.9. Provinces with more than one (1) team entered must hold a Provincial Championship or suitable playdown in order to determine the seeding of teams from that province. Teams not attending their Provincial Championship or sanctioned playdown are not eligible to participate at the respective National Club Championship.
- 2.9.1. The suitable playdown or Provincial Championship results must be submitted to Water Polo Canada on, or before, the respective Championships’ roster deadline, otherwise, provincial rankings will be determined by a random draw conducted by Water Polo Canada.

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- 2.10. A maximum of fifteen (15) players and three (3) staff are permitted to sit on the team bench, all of whom must appear on the online team roster form.
- 2.10.1. Each athlete must wear similar attire, which includes the following: water polo caps; bathing caps; player's clothing; and bathing suits. Athlete attire must be blank or contain the club's logo or name. Water Polo Canada/National Team clothing, or clothing from another country, is prohibited;
- 2.10.2. All bench staff (coaches and other staff) must wear similar attire, which includes the following: pants, **caprice**, shorts, t-shirt, golf shirt, and dress shirt:
- 2.10.2.1. Pants, **caprice** or shorts cannot contain camouflage, racing stripes, pin stripes, or any other design other than the club's logo or team name. All bench staff must wear the same pants, **caprice**, or shorts;
- 2.10.2.2. T-shirt, golf shirt, or dress shirt must be blank or contain either the club's logo or team name. All bench staff must wear the same t-shirt, golf shirt, or dress shirt;
- 2.10.2.3. Baseball caps are permitted provided that they contain either the club's logo or team name;
- 2.10.2.4. Water Polo Canada/National Team clothing or clothing from another country is prohibited;
- 2.10.2.5. No jeans or baseballs caps are permitted.
- 2.10.3. Failure to do so will result in a \$CAD25 sanction per game. The Water Polo Canada **delegate** or a **Water Polo Canada staff member** will not advise teams of a uniform violation, and will provide a bill to the team's Head Coach after each game that a violation has occurred. A team will not be permitted to play their next game until the sanction is paid in full by credit card or cash.

**3. Player Eligibility**

- 3.1. Teams, in all categories, are permitted to select twenty (20) players, all of whom must be registered "Competitive" members in good standing with their Club, PSO, and Water Polo Canada, and must appear on the Water Polo Canada Membership Registration System at [www.waterpolo.ca](http://www.waterpolo.ca). Please consult the *Membership Registration System Club User Guide* for details on how to register club members. All user guides can be found online at [www.waterpolo.ca/userguides.aspx](http://www.waterpolo.ca/userguides.aspx).
- 3.1.1. Athletes may only appear on one (1) roster per event;
- 3.1.2. Athletes may not be listed as a Head Coach or Assistant Coach;
- 3.1.3. Teams are permitted to dress fifteen (15) athletes per game;
- 3.1.4. Teams are permitted to rotate athletes during a National Club Championship from their approved twenty (20) person roster.

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- 3.2. Players on Canadian teams must be Canadian Citizens or Residents of Canada in good standing with their Club, PSO and Water Polo Canada.
- 3.3. At each National Club Championship, athletes must compete with the club with which they are registered as a **primary, secondary, tertiary or fourth club member** as of the respective Championships' roster deadline. The following exceptions will apply:
  - 3.3.1. Only the "Developing" registered PSOs, and their clubs, that are in good standing with Water Polo Canada may accept inbound transfers from other "Developing" PSOs in good standing with their Club, PSO, and Water Polo Canada;
    - 3.3.1.1. Water Polo Canada defines "Developing" as Saskatchewan, Manitoba, Newfoundland & Labrador, Nova Scotia, New Brunswick, and Prince Edward Island.
  - 3.3.2. The Player Loan/Transfer form is found in the appendix of this Handbook or online at [www.waterpolo.ca/nccresources.aspx](http://www.waterpolo.ca/nccresources.aspx), and must be submitted to the Water Polo Canada office a minimum of seven days (7) prior to the roster deadline so that loaned/transferred members will appear in the club's database of eligible members for the respective National Club Championships.
- 3.4. All athletes receiving funds under the Sport Canada Athlete Assistance Program (AAP) must compete at a minimum of one (1) National Club Championship; certain exceptions will apply based on the 2011-2012 AAP National Team Athlete Agreement.
  - 3.4.1. All athletes receiving funds under the Sport Canada Athlete Assistance Program must complete the Water Polo Canada AAP National Team Member Club Declaration form, which is found in the appendix of this Handbook or online at [www.waterpolo.ca/nccresources.aspx](http://www.waterpolo.ca/nccresources.aspx), and submit to Water Polo Canada on or before February 1<sup>st</sup> of each season;
  - 3.4.2. AAP athletes must first declare a club within their province of registration. If in the event, their province of registration is not sending a team to a National Club Championship, the athlete in question must declare an out-of-province team to compete with if they have not already fulfilled the NT Athlete agreement.
- 3.5. **For each roster within their jurisdiction, each Provincial Association is to provide confirmation that each participant has signed the Water Polo Canada Release and Code of Conduct form, which is found in the appendix of this Handbook or online at [www.waterpolo.ca/nccresources.aspx](http://www.waterpolo.ca/nccresources.aspx).**
- 3.6. Water Polo Canada will post Team Rosters online at [www.waterpolo.ca/2012ncc.aspx](http://www.waterpolo.ca/2012ncc.aspx) a minimum of fourteen (14) days prior to the Championship. **Team Rosters may also be found online at [www.waterpolo.ca](http://www.waterpolo.ca) under the Events heading.**

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**4. Duration of the Game**

- 4.1. 16U, 18U, 22U, and Senior male and female National Club Championships shall consist of four (4) periods of eight (8) minutes stop time with a two (2) minute break between. Time shall commence at the start of each period when a player touches the ball. At all signals for stoppages, the recording watch shall be stopped until the ball is put back into play by the ball leaving the hand of the player taking the appropriate throw or when the ball is touched by a player following a neutral throw. The teams, including the players, coaches and officials, shall change ends before starting the third period and the second period of any extra time.
- 4.1.1. In the event registrations, and the total number of games exceed the four (4) day limit – including the Pre-Competition Technical Meeting – the respective Championships’ games shall consist of (4) periods of seven (7) minutes stop time with a two (2) minute break between periods;
- 4.1.2. The decision on game time length will be made by Water Polo Canada after the registration deadlines and once all the variables have been accounted for.
- 4.2. The Masters event shall consist of four (4) periods of five (5) minutes stop time with a two (2) minute break between periods. Time shall commence at the start of each period when a player touches the ball. At all signals for stoppages, the recording watch shall be stopped until the ball is put back into play by the ball leaving the hand of the player taking the appropriate throw or when the ball is touched by a player following a neutral throw. The teams, including the players, coaches and officials, shall change ends before starting the third period and the second period of any extra time.
- 4.3. If a game requires overtime, there shall be a two (2) minute break between the end of regulation and the beginning of overtime;
- 4.3.1. Overtime will not be played during the round robin portion of any Championship;
- 4.3.2. Overtime will only occur during the qualification round of any Championship;
- 4.4. Overtime will proceed as outlined by the FINA 2009-2013 rule book **with exception to the length of the interval break:**
- 4.4.1. Two (2) periods each of three (3) minutes actual play with an interval of two (2) minutes for the teams to change ends.
- 4.5. If at the end of the two (2) periods of extra time the score is equal, a penalty shootout will take place as outlined by the FINA rule book:
- 4.5.1. If it involves the two teams having just completed a game, the shootout will begin immediately and the same referees will be used;
- 4.5.2. Otherwise, the shootout will occur thirty (30) minutes following the completion of the final game of that round, or at the first practical opportunity. The referees involved in the most recent game of that round will be used, provided they are neutral;

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- 4.5.3. If two teams are involved the respective coaches of the teams will be requested to nominate five players and goalkeeper who will participate in the penalty shootout; the goalkeeper may be changed at any time provided the substitute was listed amongst the team list in that game;
  - 4.5.4. The five players nominated will be required to be listed in order and that order will determine the sequence in which those players will shoot at their opponents goal; the sequence cannot be changed;
  - 4.5.5. No players excluded for the game are eligible to be listed amongst those players to shoot or substitute as goalkeeper;
  - 4.5.6. If the goalkeeper is excluded during the penalty shootout, a player from the nominated five players may substitute for the goalkeeper but without the privileges of the goalkeeper; following the taking of the penalty shot, the player may be substituted by another player or alternate goalkeeper. If a field player is excluded during the penalty shootout, the player's position is removed from the list of the five players participating in the penalty shootout, and a substituted player is placed in the last position on the list;
  - 4.5.7. Shots will be taken alternately at each end of the field of play, unless conditions at one end of the field of play advantage and/or disadvantage a team, in which case all shots may be taken at the same end. The players taking the shots will remain in the water in front of their bench, the goalkeepers will change ends, and all players not involved must sit on their team bench;
  - 4.5.8. The team to shoot first will be determined by toss of a coin;
  - 4.5.9. Should teams still be tied following the completion of the initial five penalty shots, the same five players shall then take alternate shots until one team misses and the other(s) score;
  - 4.5.10. If three or more teams are involved, each team will shoot five penalty shots against each of the other teams, alternating at each shot. The order of the first shot will be determined by draw.
- 4.6. Any visible clock shall show the time in a descending manner (that is, to show the time remaining in a period).
  - 4.7. If a game (or part of a game) must be replayed, then goals, personal fouls, and timeouts that occurred during the time to be replayed are deleted from the game score sheet, however brutality, misconduct, and any red card exclusions are recorded on the game score sheet.
- 5. Pool Specifications**
- 5.1. The distance between the goal lines shall be thirty (30) metres for games played by men. The distance between the goal lines shall be twenty-five (25) metres for games played by women. The width of the field of play shall twenty (20) metres. The boundary of the field of play at each end shall be zero point three (0.30) metres behind the goal line. The depth of the field of play shall be three (3) meters. Exceptions shall be made for the following age groups:

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- 5.1.1. For each National Club Championship there will be a 10% allowable variance in length, width, depth. The minimum length of 16U boys is twenty-five (25) meters goal line to goal line;
- 5.1.2. The distance between the goal lines for the Masters categories of play shall be no more than twenty-five (25) meters and no less than twenty (20) meters. The width of the field of play shall be no more than twenty (20) meters and no less than fifteen (15) meters.

**6. Competition Format**

- 6.1. All competition formats are not to exceed four (4) days:
  - 6.1.1. No more than two (2) games per team where possible;
  - 6.1.2. Teams to have at least four (4) hours between games where possible;
  - 6.1.3. Exceptions will be made for the double-elimination format.
- 6.2. The Senior Championships cannot exceed three (3) days of competition, not including the Pre-Competition Technical Meeting that occurs the night prior to the Championships' first game. In the event that the format for the amount of registered teams outlined in this Handbook does not permit a three (3) day competition, Water Polo Canada will provide for a new format that may not be described in this Handbook.
- 6.3. See Tournament Format and Seeding in the appendix of this handbook or online at [www.waterpolo.ca/nccresources.aspx](http://www.waterpolo.ca/nccresources.aspx).
  - 6.3.1. In the event a National Club Championship format listed in this Handbook will not fit within the four (4) day limit, Water Polo Canada may select a format that allows the Championship to conform to rule 6.1. above.

**7. Tie Breaking Procedures**

- 7.1. In situations where teams are tied in ranking, FINA 2009-2013 BL 9.6.3 shall apply.
- 7.2. If two (2) teams shall have equal points, further classification shall be established as follows:
  - 7.2.1. The team winning the game between them shall be placed higher;
  - 7.2.2. If the game between them was tied, then the results against the highest placed team(s) in the group shall be considered;
  - 7.2.3. The first comparison shall be based on goal difference, and if still tied, then based on goals scored;
  - 7.2.4. The comparison shall be made first compared to the highest placed team (or teams, if tied) in the group;
  - 7.2.5. If still tied, the results against the next highest placed team (or teams, if tied) shall be used in succession until all results have been considered;

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- 7.2.6. If still tied, the teams shall shoot penalty shots to determine which team shall be placed higher. Each team shall nominate five (5) players and a goalkeeper who will participate in the penalty shootout. The team shall shoot five (5) penalty shots at the goal of the other team, alternating shots. If a tie exists after each team has taken five (5) shots, then teams shall take sets of alternate shots until one team scores and the other does not. The procedure shall be conducted following the final game of the round or at the first practical opportunity;
  - 7.2.7. If there is more than one (1) tie in a group, the highest placed tie shall be determined first;
  - 7.2.8. If it is the situation where there is more than one (1) tie in a group and it is not possible to determine the highest placed team then all results within the group shall be used to determine the highest placed team.
- 7.3. If three (3) or more teams shall have equal points, further classification shall be established as follows:
- 7.3.1. The results among the tied teams shall determine which team is placed highest;
  - 7.3.2. If, at any time during the application of the procedure set out in Section B 7.3, the highest placed team is determined and the number of tied teams is reduced to two (2), then Section B 7.2 shall be used to determine which of the two (2) remaining teams is placed higher;
  - 7.3.3. The comparison shall be made first, upon the points of the games among the tied teams, second, the goal difference, and third, based upon goals scored;
  - 7.3.4. If still tied, the games played against the highest placed team (or teams, if tied) shall be considered;
  - 7.3.5. The first comparison shall be based on goal difference, and if still tied, then based on goals scored;
  - 7.3.6. If still tied, the results against the next highest placed team (or teams, if tied) shall be used in succession until all results have been considered;
  - 7.3.7. If still tied, the teams shall shoot penalty shots to determine which team shall be placed highest. Each team shall nominate five (5) players and a goalkeeper who will participate in the penalty shootout. Each team shall shoot five (5) penalty shots at its opponent's goal in alternate succession. The first team shall take its first penalty shot and then each other team shall take its first penalty shot, etc. If a tie shall exist after that procedure, the teams shall then take sets of alternate shots until one team misses and the other(s) score. The procedure shall be conducted following the final game of the round or at the first practical opportunity;
  - 7.3.8. If there is more than one tie in a group, the highest placed tie shall be determined first.

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**8. Water Polo Canada Tournament Committee**

8.1. Water Polo Canada will assign a minimum of three (3) delegates per event. Each delegate will receive an honorarium of \$CAD200 per event. Their responsibilities will include, but are not limited to, the following:

- 8.1.1. Represent Water Polo Canada and its policies and procedures;
- 8.1.2. Conduct the Pre-Competition Technical Meeting;
- 8.1.3. Conduct the Pre-Competition Referee Meeting;
- 8.1.4. Conduct a pre-event referee meeting;
- 8.1.5. Conduct the pre-event venue environment scan;
- 8.1.6. Application of the FINA rules and other rules outlined in this Handbook;
- 8.1.7. Assign two (2) referees for each game;
- 8.1.8. Assign one (1) referee on the possession clock for each game;
- 8.1.9. Assign two (2) goal judges as needed;
- 8.1.10. Collect fines and impose sanctions;
- 8.1.11. Complete discipline reports and submit to Water Polo Canada within forty-eight (48) hours after the conclusion of the event;
- 8.1.12. Evaluate referees;
- 8.1.13. Handling of all protests;
- 8.1.14. Selecting and announcing all-stars after each game;
- 8.1.15. Ensuring results are posted online and onsite;
- 8.1.16. Selection of the tournament all-star team;
- 8.1.17. Submission of a post-event report to Water Polo Canada within thirty (30) days after the conclusion of the event as per the Water Polo Canada Delegate Handbook.

8.2. One (1) member of the Tournament Committee will be assigned the role of lead delegate. Their responsibilities will include, but are not limited to: chairing the Pre-Competition Technical Meeting, assigning at least two (2) delegates for each game – one (1) of which will be responsible to evaluate referees, conduct a pre-event venue environment scan to ensure the event venue meets the standards outlined in this Handbook and the Host Contract, and collect information from other delegates and submit all reports to Water Polo Canada.

**9. Protests**

9.1. The Tournament Committee shall be responsible for the handling of all protests. When reviewing an onsite game related incident and protest, any member of the Tournament Committee who is perceived to have a conflict of interest with the matter at hand, must be removed from the review panel for that specific incident in question. All decisions of this committee are final.

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- 9.2. All protests must be submitted to a member of the Tournament Committee, up to (30) minutes following the final game time signed by the referees, on the protested game sheet. A fee of one-hundred dollars (\$CAD100.00), in cash, must accompany the protest (the fee shall be refunded if the protest is successful). All monies will be collected by the Water Polo Canada **delegate** and submitted to Water Polo Canada. Protests must be in writing, clearly indicating the nature of the protest, and the following information must be included:
- 9.2.1. What action or person is believed to be at fault;
  - 9.2.2. In what time frame the action occurred;
  - 9.2.3. Names of witnesses (if possible);
  - 9.2.4. Team/game number (provide a copy of the game sheet);
  - 9.2.5. Diagram (if applicable);
  - 9.2.6. Signature of complainant(s).

**10. Conduct/Discipline**

- 10.1. The Tournament Committee (Section B – 8.1) must review incidents in all cases where a tournament participant has been guilty of misconduct, brutality, or issued (signalled) a red card.
- 10.2. A referee who has ejected a participant from a game due to misconduct, brutality, or a red card must provide the Tournament Committee with a written report of the incident within thirty (30) minutes following the game. A decision will be made immediately following review of the report. All findings of this Committee are final and no appeal or protest of its decision may be made.
- 10.3. **The Tournament Committee may recommend a suspension that last longer than the duration of the event, but not more than three (3) games, to the Executive Director of Water Polo Canada.**
- 10.4. The Tournament Committee must make a written report of all incidents and forward it to Water Polo Canada within forty eight (48) hours of the conclusion of the event.

**11. Misconduct/Brutality/Yellow and Red Cards**

- 11.1. For the National Club Championships the following FINA bench control interpretations will apply:
  - 11.1.1. The Head Coach can speak and pass instructions to their team, but cannot shout as if they are a radio commentator;
  - 11.1.2. The Head Coach can stand and advance to their five (5) metre line only when their team is on the attack and must be behind their goal line on defence;
  - 11.1.3. The Head Coach is responsible for the behaviour of all staff and players on the bench;
  - 11.1.4. The Head Coach cannot comment or make any gestures to the game referees and Water Polo Canada delegates;

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- 11.1.5. It is forbidden for the coaches, staff, and players to go on the referees platform during the game;
- 11.1.6. All persons who are authorized to sit on the bench, are obligated to stay seated and not to intervene verbally, with the exception of the Head Coach;
- 11.1.7. In all cases the referee must sanction all persons that do not respect these rules by issuing a yellow (Head Coach only) or red card.
- 11.2. The FINA “Yellow card / Red card system” has been adopted for the control of the water polo bench by the referees:
- 11.2.1. The issuing (signalling) of the yellow card to the Head Coach by the referee, is an “official” warning and does not result in a loss of privilege;
- 11.2.2. The subsequent issuing (signalling) of the red card to the Head Coach by the referee is the signal that the offender must retire to the public area or to such a designated place as determined by the Tournament Committee (the game referee and/or Water Polo Canada **delegate** have the authority to remove a red carded coach from the area around the field of play if behaviour warrants it – i.e.: pool deck, pool side, spectator seating etc.);
- 11.2.3. Once the offender (team staff, player and or head coach) receives a red card, he/she must retire to the public area or to such a designated place as determined by the Tournament Committee and they will also receive an automatic one (1) game suspension (which may be carried from one Championship to another), with review for possible imposition of greater sanction depending on the severity of the incident; a second (2<sup>nd</sup>) red card is an automatic three (3) game suspension (which may carry from one Championship to another);
- 11.2.4. It should be noted, that should the actions of the Head Coach warrant, then the referee may issue (signal) with the red card without having issued (signalled) with the yellow card which in normal circumstances is really an initial warning;
- 11.2.5. If the offender is a team staff or player, it is an automatic red card. If the referee cannot determine who the offender was, a yellow card may be issued to the Head Coach. Coaches may be listed on more than one roster and thus a coach receiving a red card will have applicable sanctions applied to the games of the team coached during the card incident and will have the same sanction applied to all teams coached at the Championship until the original sanction has been satisfied;
- 11.2.6. Play does not have to be stopped to award a yellow card to the Head Coach, but the referee must ensure that the offender, the officials’ bench and the other game referee are aware that the card has been awarded.
- 11.3. If a referee feels that a player has committed misconduct the game officials may issue (signal) a red card to a player for misconduct. The player receiving the red card will be sanctioned according to the standards in 10.2.

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- 11.4. The game referee and/or Water Polo Canada **delegate** have the authority to remove a red carded participant from the event venue if behaviour warrants. In the event such incident occurs, a report shall be filed immediately with Water Polo Canada pending further review.
- 11.5. Water Polo Canada will not tolerate any physical or verbal abuse toward the officials, coaches, Water Polo Canada staff/**delegates**, or the tournament organizers for the duration of any event sanctioned by Water Polo Canada (as defined in this document).
- 11.6. The Tournament Committee will automatically warrant a tournament suspension to the offender guilty of any physical or verbal abuse. Further sanctions could apply pending review of the incident by the National Office.
- 11.7. Brutality is an automatic one (1) game suspension. **A second (2<sup>nd</sup>) brutality within the same event will carry an automatic five (5) game suspension and will be reviewed by Water Polo Canada for further disciplinary action. All automatic suspensions may carry over to another event.**

**12. Forfeits/Defaults**

- 12.1. Any team which forfeits a game will lose by a score of 5-0. Additional action will be based on a review of the circumstances by the Tournament Committee. A forfeit is defined as a "no-show". A default is defined as a team withdrawing. **Defaults will be handled by the National Office.**

**13. Selection of Referees**

- 13.1. National Club Championship referees will be selected by Water Polo Canada, following the entry deadline for the Championships. The Provincial Associations and their Official Working Group (OWG) representatives will confirm which referees are eligible for selection.
  - 13.1.1. Each eligible Championship referee must sign a Code of Conduct with their respective PSO prior to the National Club Championship referee selection call;
  - 13.1.2. Each eligible Championships referee must be a "Competitive" registered member in good standing with their Club and/or PSO and Water Polo Canada.
- 13.2. If a referee has to be replaced, then the replacement will be selected and determined by Water Polo Canada.
- 13.3. Once a referee has been selected, and airfare booked by Water Polo Canada, the respective referee will be responsible for any costs incurred due to itinerary change or cancellation. Extenuating circumstances will be considered.
- 13.4. All Championship referees are expected to be in attendance at the Pre-Competition Technical Meeting and available for the full duration of the event. Extenuating circumstances will be considered. Each referee will also be expected to attend a Pre-Competition Referee Meeting **organized by the Tournament Committee**. An agenda will be provided to each respective **Tournament Committee** by Water Polo Canada.

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13.5. Water Polo Canada has endorsed the referees for all National Club Championships based upon the following criteria:

Event	Referee Certification Level	Upgrade
Senior Men and Women	National B or higher	National A
22U Men and Women	National C or higher	National B
18U Men and Women	Provincial or higher	National C
16U Boys and Girls	Provincial or higher	N/A
Masters Men and Women	Provincial or higher	N/A

13.6. Water Polo Canada will assign **delegates who are certified referees and evaluators. These delegates must be a National B referee or higher. Active FINA and UANA referees, FINA and UANA delegates will be given priority. The responsibilities of these delegates include, but are not limited to, the following:**

13.6.1. **Evaluate and provide feedback to all Championships referees;**

13.6.2. Chair the Pre-Competition Referee Meeting and brief the coaches and other participants at the Pre-Competition Technical Meeting;

13.6.3. Scheduling of referee assignments and possession clock assignments;

13.6.4. Ensuring referees are on deck at least thirty (30) minutes prior to their scheduled game time;

13.6.5. Communication of ground transportation needs for the Championship referees to and from the tournament hotel and event venue with the Host (The Host is required to provide a minimum of three (3) round trips per day).

13.7. The **Water Polo Canada delegates** have the ability to suspend, or relegate a Championship referee to minor officiate, if they deem the referee's behaviour is unethical or violates any rule in this Handbook or the Water Polo Canada Code of Conduct. Additional sanctions may apply.

13.8. Water Polo Canada will attempt to select one (1) referee from each participating province in the event, in addition to a minimum of one (1) neutral referee / event.

13.9. Water Polo Canada will attempt to have at least one (1) FINA or Retired FINA referee at all National Club Championships.

13.10. Water Polo Canada will use the following formula when calculating the number of referees required at each event: **([maximum number of games per day x 3 (2 referees + 1 possession clock)] / 4 (minimum number of games per day per referee))**

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<b>Maximum Number of Games per Day</b>	<b>Recommended Number of Referees</b>
6 and under	5
7	5-6
8	6
9	6-7
10	7-8
11	8-9
12	9

- 13.11. The Host Organizing Committee is responsible for local ground transportation for all Referees (to/from hotel/facility/airport).
- 13.12. Referee assignments (to also include referees assigned to the possession clock each game), shall be appointed by the **Water Polo Canada delegates**. The **Water Polo Canada delegates** will ensure that the most qualified referees are assigned to the respective games, weighing such issues as referee qualifications, ranking, neutrality (by club) and availability in the assignment decision.
- 13.13. A minimum of three (3) games per day will be a reference point for each Championship Referee. Referees will be assigned to the possession clock for each game throughout the Championship.
- 13.14. Team members and game referees may not discuss the game in any detail for at least a thirty (30) minute “COOLING OFF” period after the game. Of course a simple thank you or acknowledgement is acceptable and encouraged, but neither party (team members and/or game referees) may engage in any form of criticism/advice until the “COOLING OFF” period has elapsed. A breach in this policy could result in an event related sanction.
- 13.15. The Water Polo Canada **delegates** may assign referees as a minor official at any period in time throughout the event.
- 13.16. In selecting referees for the medal round, the **Water Polo Canada delegates** are allowed to consider a veto from each coach for the game in question. However, final selection should be based on performance at the event, not history or qualifications.

**14. Water Polo Caps**

- 14.1. Participating teams are required to bring their own water polo caps for games.
- 14.2. Teams must wear contrasting colors (i.e. dark and light). **Yellow and pink coloured water polo caps are not permitted. Red water polo caps are not permitted for field players.**
- 14.3. If a bathing cap is worn under a water polo cap, it must be the same colour as the water polo cap.
- 14.4. **Goaltenders must wear a red water polo cap and a red bathing cap (if a bathing cap is necessary).**

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**15. Articles Causing Injury**

15.1. FINA WP Rule 6.4 – “Prior to taking part in a match, the players must discard all articles likely to cause injury”. The following objects are not permitted:

15.1.1. Rings;

15.1.2. Necklaces;

15.1.3. Earrings (including visible body piercing);

15.1.4. Bracelets;

15.1.5. Eye-glasses;

15.1.6. Long finger or toe nails;

15.1.7. Swimming goggles, including prescription goggles – soft, safety and prescription glasses are permitted.

15.2. Other objects not listed here will be examined by the Tournament Committee before the event begins.

**16. National Club Championship Appeals**

16.1. Teams may not appeal transfer requests.

16.2. All appeals must be sent to Water Polo Canada **with a \$CAD100 administration fee** by email at [office@waterpolo.ca](mailto:office@waterpolo.ca).

16.3. Appeals will only be reviewed once the credit card authorization form and a formal letter of appeal from the Club President have been received. **Please [click here to download the Water Polo Canada credit card authorization form](#) or contact [office@waterpolo.ca](mailto:office@waterpolo.ca) for more information.**

16.4. Water Polo Canada requires a minimum of ten (10) days to render an appeal decision.

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**SECTION C**  
**General Information**

**1. Pre-Competition Technical Meeting**

- 1.1. The Water Polo Canada **lead delegate** will organize (with support from the host) and chair a Pre-Competition Technical Meeting for coaches, officials and team personnel. This meeting will take place at the event hotel or Championship pool, at 10:00PM local time the night prior to the start of the Championship.
- 1.2. The **Tournament Committee** will host a Pre-Competition Referee Meeting just prior to the Pre-Competition Technical Meeting. The **Tournament Committee** will brief coaches and other participants of the Pre-Competition Technical Meeting of the items discussed at the Pre-Competition Referee Meeting. The agenda for the referee meeting will be provided by Water Polo Canada.
- 1.3. The Host will post the logistic details for the Pre-Competition Technical meeting on the Host web site at least fourteen (14) days in advance of the Championship.
- 1.4. Water Polo Canada will attempt to have the **Water Polo Canada delegates**, Championship referees, and Tournament Director in attendance.
- 1.5. It is the responsibility of each team to ensure that one (1) rep/team is in attendance at the start of the Pre-Competition Technical Meeting with the team roster, which includes cap number for the competition. A club who has more than one (1) team in attendance must have a representative in attendance for each team. A failure to do so will result in a \$CAD500 sanction (cash or credit card) due to the Water Polo Canada **delegate** prior to the respective team's first game of the event. Water Polo Canada will keep the sanction in trust until any appeals are finalized and then return the sanction to the team if the appeal is won. **Teams must follow the appeal process outlined in section B – 16 of this Handbook.**
- 1.6. The following agenda items will be discussed at the Pre-Competition Technical Meeting:
  - 1.6.1. Introduction and role of the Tournament Committee;
  - 1.6.2. Verification of team reps in attendance;
  - 1.6.3. Verification of team rosters: Head Coach, Assistant Coaches, Chaperone, cap numbers and captain;
  - 1.6.4. Tournament procedures: facility, scoreboard, possession clocks, minor officials, bench, exclusion board, team benches, schedule, and any other pertinent information;
  - 1.6.5. Review significant NCCH changes;
  - 1.6.6. Verification of pre-game roster procedure;
  - 1.6.7. Review All-Star selection procedure;
  - 1.6.8. Review coaches concerns;

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- 1.6.9. Tournament Director to provide additional host information;
- 1.6.10. Competition rules and interpretations;
- 1.6.11. First round of referee assignments.

**2. Championship Awards**

- 2.1. A Championship banner and trophy will be provided by Water Polo Canada and presented during the closing ceremony at the conclusion of the Championship.
  - 2.1.1. The prior year's winning team will bring the Championship trophy to the Pre-Competition Technical Meeting, along with the Championship trophy case, in good condition which will involve polishing and an up-to-date engraving. A failure to do so, or if the trophy requires repairs, will result in a \$CAD250 administrative fee plus the actual costs to restore the trophy payable to Water Polo Canada in cash or credit card. The administrative fee must be paid prior to the team's first game of the Championship. If the trophy is lost the team/club returning the trophy must pay an administration fee of \$CAD250 plus the cost of restoring the trophy to current, not to exceed \$CAD1, 000, payable to Water Polo Canada in cash or credit card. The administrative fee must be paid prior to the team's first game of the Championship.
- 2.2. Water Polo Canada will provide, to the host, medals for the players and team staff of the gold, silver, and bronze medal winning teams. A maximum eighteen (18) medals per team will be provided. Each Masters' event age and gender category will receive medals as stated in the latter.
- 2.3. Water Polo Canada will provide to the host:
  - 2.3.1. Six (6) All Star Awards;
  - 2.3.2. One (1) Most Valuable Goalie Award (MVG);
  - 2.3.3. One (1) Most Valuable Player Award (MVP);
  - 2.3.4. One (1) Most Valuable Coach Award (MVC).
- 2.4. Each Masters' event age and gender category will have the following individual awards:
  - 2.4.1. One (1) Most Valuable Goalie Award (MVG);
  - 2.4.2. One (1) Best Offensive Player Award (BOP);
  - 2.4.3. One (1) Best Defensive Player Award (BDP);
- 2.5. All athletes, including the goaltender, have the ability to win the MVP award. In the case the MVP award is given to a goaltender, that same athlete does not necessarily have to be given the MVG award. **The MVP award may, or may not, be selected from the list of all stars identified in section 2.3.1. above.**

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- 2.6. Any participant ejected from the game and removed from the competition area is not eligible for any of the awards listed in 2.3. above.
- 2.7. The Water Polo Canada **delegate** is responsible for ensuring that three (3) stars are selected for each game and announced after each National Club Championship game is played.
- 2.8. The Tournament Committee will be responsible for selecting the awards listed in 2.3. above.

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**SECTION D**  
**Responsibilities**

**1. Obligations of Water Polo Canada**

- 1.1. To provide ongoing support towards the Host.
- 1.2. To select a minimum of three (3) delegates who will be responsible for supervising the event, referee assignments, evaluating referees, and are involved in the makeup of the Tournament Committee.
- 1.3. Provide an honorarium of \$CAD200 per event to the Water Polo Canada delegates (excluding Water Polo Canada staff).
- 1.4. To organize travel and accommodations for all Water Polo Canada referees and delegates.
- 1.5. To provide to the Host:
  - 1.5.1. Eighteen (18) of each – gold, silver and bronze medals;
  - 1.5.2. A bilingual banner (large pennants) for the winning team;
  - 1.5.3. 6 all-star team awards, 1 MVP award, 1 MVG award, and 1 MVC award;
  - 1.5.4. Five (5) official size Mikasa water polo balls;
  - 1.5.5. Electronic version of scoresheets and penalty sheets to be used for all games;
  - 1.5.6. Water Polo Canada golf shirts to be worn for the duration of the Championship for all Water Polo Canada delegates including the Tournament Director;
  - 1.5.7. Sponsorship banners to be hung at the Championship pool during the duration of the event;
  - 1.5.8. Official Water Polo Canada logo, and other major sponsors logos' that cannot be edited;
  - 1.5.9. Travel information of all Water Polo Canada delegates and referees.
- 1.6. To collect the entry fees from each of the participating teams. The Host is entitled to have the entry fee waived for one of their teams entered in the respective event.
- 1.7. The Host will receive, upon the completion of all the obligations in this contract, \$CAD108 per game hosting grant for five (5) minute quarters, \$CAD129.60 per game hosting grant for seven (7) minute quarters and a \$CAD140.40 per game hosting grant for eight (8) minute quarters.
- 1.8. Notify the Host of the teams that have entered the respective event a maximum of fourteen (14) days after the final entry deadline.
- 1.9. Send all the relative logistic information a maximum of twenty-one (21) days after the entry deadline.

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- 1.10. To confirm with the respective PSOs that their Championship entries have been received and all participants are registered members in good standing in the appropriate membership registration category with Water Polo Canada.
- 1.11. To ensure each PSO has received the User Guides for the Water Polo Canada *Member Registration System* and *Event Management System*, and has received adequate training.
- 1.12. To ensure a sufficient number of referees are present to fulfill the Championship referee obligations.
- 1.13. Publish the tournament results and information on the Water Polo Canada web site.
- 1.14. Provide post-event evaluations along with Water Polo Canada **delegate** reports to the PSOs.
- 1.15. Create a tournament schedule, and ensure the schedule is posted on the Water Polo Canada web site a minimum of twenty-eight (28) days prior to the start of competition.
- 1.16. **Provide support in the creation of a tournament logo for each event.**

**2. Obligations of the Host**

- 2.1. To abide by obligations assumed by the Water Polo Canada as part of its contractual agreement for the television coverage of the event.
- 2.2. Send to Water Polo Canada **the signed pool** rental agreement along with the signed **Host** contract.
- 2.3. Assure the availability of the pool for tournament play by booking required pool time, which will include an adequate swimming area for warm-up.
- 2.4. Ensure the pool venue chosen is of regulation size, and there is adequate deck space for athletes, coaches, officials, and Water Polo Canada delegates, in addition to bleachers for spectators.
- 2.5. Ensure the entire playing area (including deck space) is cleared of all non-water polo materials, and there is ample free space for participating teams.
- 2.6. Make use of the entire playing area for promotional materials, which includes all partners and sponsors (i.e. nets, walls, diving boards, minor officials' bench, etc.).
- 2.7. Form a Tournament Organizing Committee consisting of the following personnel:
  - 2.7.1. Tournament Director;
  - 2.7.2. **Communications, Marketing and Sponsorship Manager;**
  - 2.7.3. **Hospitality Manager;**
  - 2.7.4. Opening and Closing Ceremonies Manager;
  - 2.7.5. Accommodations and Transportation Manager;
  - 2.7.6. Merchandising Manager;
  - 2.7.7. Minor Officials and Volunteer Manager.

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- 2.8. Find a host hotel and secure a special room rate for all participants. Hosts should seek out a sponsorship deal with host hotel.
- 2.9. Procure at least four (4) local sponsors, which include, but are not limited to, the public sector (i.e. government grants). Sponsors must be approved by Water Polo Canada.
- 2.10. Develop a tournament web site that must go live at least one-hundred (100) days prior to the event, and eight (8) months after the conclusion of the event. The tournament web site should be used to broadcast information about the event including accommodations, transportation, scheduling, technical meeting information, merchandising, tourism information, and all other information that may be of pertinence to participating teams or requested by Water Polo Canada.
- 2.11. Reserve two (2) conference rooms from 9:30 – 11:30pm for the Pre-Competition Technical Meeting and Pre-Competition Referee Meeting. The Pre-Competition Technical Meeting and Pre-Competition Referee Meeting will take place the night prior to the beginning of the event. The conference room for the Pre-Competition Technical Meeting must be large enough to sit up to fifty (50) people in a conference setup with a panel setup at the front of the room for up to ten (10) people. The Conference room for the Pre-Competition Referee Meeting must large enough to fit up to fifteen (15) people in a theatre setup.
- 2.12. Ensure a hospitality room is setup for all Water Polo Canada delegates, referees, coaches, and volunteers – organizing breakfast, lunch, and dinner for each day of the event in addition to snacks and beverages.
- 2.13. Reserve an on deck room for the Water Polo Canada referees and delegates.
- 2.14. Ensure the field of play is setup according to the diagram provided by Water Polo Canada including but not limited to:
  - 2.14.1. Field of play markings:
    - 2.14.1.1. Four (4) red flags or markings (2M);
    - 2.14.1.2. Four (4) yellow flags or markings (5M);
    - 2.14.1.3. Six (6) white flags or markings (centre and goal lines).
  - 2.14.2. Lane markers matching the colors of the field of play markings;
  - 2.14.3. The re-entry area is clearly indicated with red lane markers.
- 2.15. Supply all the following equipment required for the proper running of the competition:
  - 2.15.1. One (1) game clock (visible);
  - 2.15.2. At least two (2) 30-second shot clocks (visible);
  - 2.15.3. Penalty clock (if possible);
  - 2.15.4. Stop watches or other back-up timing devices;
  - 2.15.5. On deck sound system for announcing goals, exclusions, game stars, and ceremonies;

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- 2.15.6. On deck sound system to play music during interval breaks;
  - 2.15.7. Water polo goals meeting FINA WP 2 regulations;
  - 2.15.8. Red, white, blue, and yellow penalty flags;
  - 2.15.9. Minimum ten (10) official size Mikasa water polo balls per gender;
  - 2.15.10. Two (2) team benches and three (3) chairs;
  - 2.15.11. Fog horns – one (1) for each team bench;
  - 2.15.12. Penalty and time-out board (visible);
  - 2.15.13. Electronic scoresheets and penalty sheets (provided by Water Polo Canada);
  - 2.15.14. A laptop computer provided by the Host to be used for the electronic scoresheets provided by Water Polo Canada;
  - 2.15.15. Minor officials' tables, Water Polo Canada delegates' tables, and coaches' tables (all on the opposite side of the team benches);
  - 2.15.16. Whistles or fog horns for the minor officials.
- 2.16. Ensure the presence of at least seven (7) certified minor officials. The Host is responsible to organize annual minor officials' training for all of its minor officials as per the Minor Officials' Guide, which is part of the Water Polo Canada Officials Training and Certification Program (OTCP). Minor official roles include:
- 2.16.1.1. Two (2) goal judges;
  - 2.16.1.2. Two (2) timekeepers (game clock and exclusions);
  - 2.16.1.3. Two (2) secretaries (scoresheet and penalties);
  - 2.16.1.4. One (1) supervisor;
  - 2.16.1.5. The role of possession clock timekeeper will be fulfilled by a Water Polo Canada referee;
  - 2.16.1.6. Host may not schedule a minor official who is directly involved in the Championship as a coach or athlete;
  - 2.16.1.7. Host may be asked by Water Polo Canada to provide a copy of the minor officials schedule at any point;
- 2.17. Each minor official must be dressed in **like coloured pants (to be determined by the Host)** and wearing the official event volunteer golf shirt/t-shirt. It is the responsibility of the Host to provide each minor official and tournament volunteer with an event golf shirt/t-shirt.
- 2.18. Spectators, delegates and officials, volunteers, athletes, coaches, media, and VIP sections must be clearly identified and sectioned off to limit access.
- 2.19. Minor officials' bench, and other delegate benches, must be covered with white table cloths and table skirts. Table skirts can contain promotional materials.

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- 2.20. Provide accommodations information to the participating teams and Water Polo Canada at least sixty (60) days prior to the start of the event.
- 2.21. Provide Technical Meeting, media, and ceremonial information as well as any other necessary information to the participating teams and Water Polo Canada at least fourteen (14) days prior to the start of the event.
- 2.22. The Host will provide local transport for the Water Polo Canada referees and delegates that must include transport to and from the airport, and at least three (3) round trips per day to and from the event venue and tournament hotel. The Host has the ability to rent vehicles for the referees to coordinate their own transportation to and from the event venue and hotel.
- 2.22.1. Water Polo Canada must approve local transportation strategy;
- 2.22.2. The Host is responsible to coordinate airport pick up and drop off with the National Office prior to the event;
- 2.22.3. The Host is responsible to coordinate the daily in-tournament referee transport schedule with the Water Polo Canada delegates.
- 2.23. The Host must organize a formal awards ceremony immediately following the gold medal game, which includes but is not limited to the following:
- 2.23.1. The Host is requested to find at least two (2) alumni and/or dignitaries from their club, and/or residing in their province, to present the Championship medals, banner, trophy, and individual awards;
- 2.23.2. The Host is required to provide a Master of Ceremony;
- 2.23.3. The Host is required to create an event protocol, and send to all participating teams at least fourteen (14) days prior to the event. Water Polo Canada will provide a protocol template.
- 2.24. The Host must organize an opening ceremony on the first day of play, which includes but is not limited to the following:
- 2.24.1. Guest speakers from prominent members of the community, sponsors, National Team athletes, or other guests;
- 2.24.2. **Bilingual** Canadian National Anthem;
- 2.24.3. Parade of the athletes.
- 2.25. The Host is required to play the bilingual Canadian National Anthem prior to the medal games.
- 2.26. The Host is required to find an announcer for the medal games. His/her responsibility is to announce goals, exclusions, and other updates in both English and French. **Water Polo Canada will provide bilingual announcing protocols.**

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- 2.27. Assure the safekeeping of promotional banners loaned to the Host for the purpose of promoting Water Polo Canada's sponsors. Should these banners be lost, stolen or damaged, the Host will be responsible for their replacement or repair.
- 2.28. To acknowledge Water Polo Canada, Heritage Canada, and other major sponsors of Water Polo Canada in accordance with their marketing agreement.
- 2.29. The Host will receive a digital copy of official Water Polo Canada logo and other partner/sponsor logos that must be used in all promotional materials and cannot be altered in any way.
- 2.30. Produce a souvenir program for the Event. The program must include but not limited to a schedule of games, team lists and photos, welcome note, and sufficient space to fulfill Water Polo Canada's obligations to its sponsors. The host must send the final draft version to Water Polo Canada at least fourteen days (14) days prior to the beginning of the Championship for approval.
- 2.31. Return to Water Polo Canada, a complete statistical summary of the competition within thirty (30) days of the completion of the event, including the following:
  - 2.31.1. Photocopies of all local newspaper clippings or web links;
  - 2.31.2. The electronic files provided by Water Polo Canada containing the following:
    - 2.31.2.1. Completed scoresheets;
    - 2.31.2.2. List of all game results;
    - 2.31.2.3. The final ranking including games won and lost, goals for and against;
    - 2.31.2.4. A list of the top ten (10) goal scorers;
    - 2.31.2.5. A list of the all-star team, MVP, MVG, and MVC.
  - 2.31.3. A digital copy of the souvenir program;
  - 2.31.4. Income statement detailing incomes (including all grants, gifts in kind, sponsor monies, etc.) and expenditures – reporting tool to be provided by Water Polo Canada;
  - 2.31.5. Any unused medals and awards and all sponsorship banners.
- 2.32. Take part in Host conference calls organized and chaired by Water Polo Canada. The Host must take part in individual weekly or bi-monthly calls as requested by Water Polo Canada.
- 2.33. Be subject to sanctions and/or penalties if found in breach of any of the above obligations.
- 2.34. Absorb any deficit which may be incurred from the competition.
- 2.35. The Host is not permitted to charge admission.
- 2.36. To provide adequate facilities, equipment, and volunteers for the Doping Control Station as specified in the Revised Canadian Doping Control Policy effective January 1, 2009.

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**3. Obligations of the Provincial Association**

- 3.1. The Provincial Association shall ensure the following:
- 3.1.1. That all clubs receive the club user guides and adequate training for the *Membership Registration System* and *Event Management System*;
  - 3.1.2. That all participating teams within the province are endorsed;
  - 3.1.3. That all team members are eligible and are registered members in the proper member registration category in good standing with the Club, Province, and Water Polo Canada, and appear on the Water Polo Canada Membership Registration System at [www.waterpolo.ca](http://www.waterpolo.ca);
  - 3.1.4. That all referees, coaches, chaperones, and other team staff are eligible and are registered members in the proper member registration category in good standing with the Club, Province, and Water Polo Canada, and appear on the Water Polo Canada Membership Registration System at [www.waterpolo.ca](http://www.waterpolo.ca);
  - 3.1.5. That all participants (coach, chaperone, referee and athlete) have the required signed Code of Conduct and have the necessary certification required;
  - 3.1.6. Informing Water Polo Canada (via their provincial OWG Rep) of all available and eligible referees for each of the Championships;
  - 3.1.7. Ensure that a Provincial Championship or suitable playdown is staged when more than one (1) team is entered in a National Club Championship (gender specific) from that province, prior to the respective Championship's roster deadline.

**4. Obligations of the Club/Team**

- 4.1. The club/team attending a National Club Championship shall ensure the following:
- 4.1.1. The entry fee is paid to Water Polo Canada by the specific deadline;
  - 4.1.2. All players, coaches, and referees are registered on the Water Polo Canada Membership Registration System at [www.waterpolo.ca](http://www.waterpolo.ca) as "Competitive" members with their respective Provincial Association. Please consult the *Membership Registration System Club User Guide* for details on how to register club members. All user guides can be found online at [www.waterpolo.ca/userguides.aspx](http://www.waterpolo.ca/userguides.aspx);
  - 4.1.3. All chaperones and team managers are registered on the Water Polo Canada Membership Registration System at [www.waterpolo.ca](http://www.waterpolo.ca) as a "Volunteer" (or higher) member with their respective Provincial Association. Please consult the *Membership Registration System Club User Guide* for details on how to register club members. All user guides can be found online at [www.waterpolo.ca/userguides.aspx](http://www.waterpolo.ca/userguides.aspx);
  - 4.1.4. Team registration is completed, prior to the appropriate entry deadline, online at [www.waterpolo.ca](http://www.waterpolo.ca) through the Water Polo Canada Event Management System. Please consult the *Event Management System Club User Guide* for details on how to register teams. All user guides can be found online at [www.waterpolo.ca/userguides.aspx](http://www.waterpolo.ca/userguides.aspx);

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- 4.1.5. Team roster is completed, prior to the appropriate entry deadline, online at [www.waterpolo.ca](http://www.waterpolo.ca) through the Water Polo Canada Event Management System. Please consult the *Event Management System Club User Guide* for details on how to submit a roster online. All user guides can be found online at [www.waterpolo.ca/userguides.aspx](http://www.waterpolo.ca/userguides.aspx);
- 4.1.6. All Provincial rules and regulations are maintained and adhered to and that the club/team is in good standing with both the appropriate provincial association and Water Polo Canada;
- 4.1.7. All expenses incurred by the team are paid for by the club organization;
- 4.1.8. All participants (players, coaches, referees, chaperones, and team managers) attending a National Club Championship adhere to the Code of Conduct in Section E and sign the Release and Code of Conduct Form in the appendix of this Handbook or online at [www.waterpolo.ca/nccresources.aspx](http://www.waterpolo.ca/nccresources.aspx);
- 4.1.9. Adhere to the team attire rule in Section B – 2.10.

**5. Water Polo Canada Sanctions**

5.1. The following sanctions may apply if the rules listed in this Handbook are not adhered to:

- 5.1.1. Removal from the area of competition;
- 5.1.2. Loss of game(s) 5-0;
- 5.1.3. Non-acceptance of entry;
- 5.1.4. Probation as a member in good standing;
- 5.1.5. Forfeit of entry fee;
- 5.1.6. \$CAD1,000 performance bond;
- 5.1.7. Fines;
- 5.1.8. Declared a member in bad standing;
- 5.1.9. Ineligible for participation in the medal round;
- 5.1.10. Other sanctions;

5.2. The following are specific sanctions which will be applied against the following infractions:

- 5.2.1. A team not having a chaperone (where required) during an event:
  - 5.2.1.1. In the case where Water Polo Canada discovers the discrepancy at time of entry the following sanction applies: Non acceptance of entry;
  - 5.2.1.2. **In the case where the discrepancy is discovered on site at the event the team will be fined \$CAD1, 000. The fine is payable by cash or credit card to the Water Polo Canada delegate.**

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- 5.3. The following sanctions must apply to a team which drops out after the entry deadline:
- 5.3.1. Forfeit entry fee.
  - 5.3.2. \$CAD1, 000 performance bond will be requested from the club prior to participation in any future Championship including the current year. This bond will be returned after full participation in the next event.
  - 5.3.3. In addition to the aforementioned sanctions, the following fines will also apply:
    - 5.3.3.1. A team that withdraws fifteen (15) to thirty (30) days prior will receive \$CAD500 fine;
    - 5.3.3.2. A team that withdraws one (1) to fourteen (14) days prior will receive \$CAD750 fine;
    - 5.3.3.3. A team that withdraws less than twenty-four (24) hours will receive \$CAD1, 000 fine.
- 5.4. **All fines must be paid in full to Water Polo Canada by credit card only** before any other team from that club can participate in any sanctioned event. The club will be declared in bad standing until the fine is paid. **Please [click here to download](#) the Water Polo Canada credit card authorization form or contact [office@waterpolo.ca](mailto:office@waterpolo.ca) for more information.**
- 5.5. A team participates in a game with a non-registered or an illegal member (illegal as defined by FINA rules or elsewhere defined in this Handbook) the following sanctions must apply:
- 5.5.1. A non-registered, or otherwise illegal, player, coach, or manager cannot take part in any game;
  - 5.5.2. A team using non-registered or otherwise illegal athletes, coaches and/or managers shall lose by a score of 5-0 for each game in which the team uses such illegal participants.
- 5.6. A team/club, or participant, fails to abide by any sanction imposed by Water Polo Canada the following sanction must apply:
- 5.6.1. The club/team, or individual participant, will be denied access to further Water Polo Canada activities until the complaint is rectified.
- 5.7. If a team commits any infraction with the intention of gaining an advantage (e.g. use of non-registered, illegal participants, forfeiting a game for the purpose of gaining or making another team gain a better ranking), the following sanction will apply:
- 5.7.1. The team cannot take part in the medal round;
  - 5.7.2. The team shall lose by a score of 5-0 for each game in which they have intentionally tried to gain an unfair advantage.
- 5.8. All financial sanctions outlined in the above section, or throughout this Handbook, must be paid in full by credit card or cash. All administrative fees outlined in the above section, or throughout this Handbook, must be paid in full by credit card. **Please [click here to download](#) the Water Polo Canada credit card authorization form or contact [office@waterpolo.ca](mailto:office@waterpolo.ca) for more information.**

**SECTION E**  
**Water Polo Canada Participant Code of Conduct**

**1. Participant Responsibilities**

1.1. A participant attending a Water Polo Canada National Club Championship shall agree that:

- 1.1.1. There will be no possession or use of any illegal substances and/or performance enhancing drugs;
- 1.1.2. If under the age of majority in the province of the competition, there will be no possession or use of alcohol;
- 1.1.3. If over the age of majority, there will be no supplying of alcohol to minors (as defined by the laws of the province of the competition);
- 1.1.4. Any physical damage occurring, or cost arising from missing items in a room, is the responsibility of the registered occupant(s) unless some other person(s) are proven responsible. If more than one person is sharing a room, cost will be shared equally, if there is no admission of guilt. The club involved shall be responsible for collecting any such costs;
- 1.1.5. Any contravention is sufficient grounds for a participant to be sent home at his/her own expense;
- 1.1.6. Any contravention of the above will be dealt with by the club involved. If the club fails to act responsibly, Water Polo Canada has the obligation to impose sanction and to collect any money outstanding.

1.2. Unacceptable behaviour shall include:

- 1.2.1. Committing any act which would be considered an offence under federal, provincial or municipal laws, or the rules of the facility. An offender shall immediately be sent home. When this is not possible, the offender shall, at their own expense, be sent home as soon as possible, disqualified from further games within the tournament, and the home provincial association staff person shall be informed by telephone or fax;
- 1.2.2. Gross misbehaviour;
- 1.2.3. Unsportsmanlike conduct;
- 1.2.4. A participant reporting for a game in an impaired condition;
- 1.2.5. Punishment for unacceptable behaviour, as described in the latter, and depending upon the circumstances, could vary from the above (as the extreme) to a written caution to the offender, with full or partial restriction on movement or participation in the event.

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- 1.3. A report must be submitted on each individual incident, major or minor, so that the governing body (National/Provincial/Club) may decide what further action may be taken.
- 1.4. All clubs shall be sent a set of these rules and regulations.
- 1.5. Since all clubs come under the jurisdiction of Water Polo Canada, clubs which send teams outside of their province are bound to supervise their teams in much the same way, and complaints which may arise from such teams shall be dealt with by the Discipline Committee.

**2. Chaperone Responsibilities**

- 2.1. Be responsible for the safety and well-being in conjunction with the team coach; be responsible for the behaviour of players during the times they are not under the control of the coaching staff or manager.
- 2.2. Report to the coach any sickness or injury, and any incidents likely to bring discredit to the team, provincial association or country. Together with the coach, decide upon disciplinary action to be taken.

**3. Coaches' Responsibilities**

- 3.1. Determine curfew times.
- 3.2. Determine team meeting times and places.
- 3.3. Control athletes during practices and games.
- 3.4. Assume duties of chaperone when chaperone is unavailable.

**4. Referees' Responsibilities**

- 4.1. Be responsible for the safety and well-being in conjunction with the team coach, be responsible for behaviour of players during warm up, game time and post activity on the pool deck.
- 4.2. Represent yourself to the best of your ability in a neutral manner as a referee of Water Polo Canada.
- 4.3. Represent yourself to the best of your ability in a professional manner as a representative of Water Polo Canada.

Implementation of this code of conduct is the responsibility of each participating club. Any contravention of the above will be dealt with by the club involved. If the club fails to act responsibly, Water Polo Canada has the right and the obligation to impose sanction. Participation in National Club Championships commences when the participant leaves his/her home at the beginning of the event, and ends when the participant arrives home at the conclusion of the event. By attending a Water Polo Canada National Club Championships the participant has agreed to this code of conduct.

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**SECTION F**  
**Doping Control**

Water Polo Canada has fully adopted the policies of the Canadian Centre for Ethics in Sport (CCES) effective January 1, 2009. Water Polo Canada strongly opposes the use, possession and supply of banned substances and practices in competitive water polo, either during training or competition in Canada or abroad by Canadian athletes, coaches, medical, para-medical, or other support staff.

As a deterrent, Water Polo Canada will participate in announced and unannounced doping control of athletes in accordance with the Canadian Centre for Ethics in Sport (CCES) "Canadian Policy on Doping in Sport" and the Canadian Doping Control Regulations. A copy of the latter is available online at [www.waterpolo.ca](http://www.waterpolo.ca).

Water Polo Canada may change, modify, or supplement this section at any time.

Further information contact:  
Canadian Centre for Ethics in Sport  
Ottawa, Ontario  
613-521-3340  
[www.cces.ca](http://www.cces.ca)

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**SECTION G**  
**International Masters Water Polo Festival**

**1. Amended Rules**

- 1.1. The gender specific age group for the International Masters Water Polo Festival are as follows:
  - 1.1.1. 30 and older (born in 1982 or earlier);
  - 1.1.2. 40 and older (born in 1972 or earlier);
  - 1.1.3. Additional categories may be added based on demand **and at the request of the Host.**
- 1.2. The International Masters Water Polo Festival shall follow the same rules as all other Championships events except where highlighted in Section G or elsewhere in this Handbook.
- 1.3. Masters athletes must be registered “Provincial” members in good standing with their Club, PSO, and Water Polo Canada, and must appear on the Membership Registration System at [www.waterpolo.ca](http://www.waterpolo.ca).
- 1.4. Masters athletes may compete for whichever club they desire. It is recommended that an athlete play for a club within their own Province. **An athlete competing with a club outside of their Province of registration must complete the Player Transfer/Loan. The Player Loan/Transfer form is found in the appendix of this Handbook or online at [www.waterpolo.ca/nccresources.aspx](http://www.waterpolo.ca/nccresources.aspx), and must be submitted to the Water Polo Canada office a minimum of seven days (7) prior to the roster deadline so that loaned/transferred members will appear in the club’s database of eligible members for the respective National Club Championships.**
- 1.5. Each spring, with the other Championships, there will be an open bidding process to host the International Masters Water Polo Festival.
- 1.6. The Host is responsible to organize a social event on the Saturday evening of the event.
- 1.7. The event is to be **no more than** three (3) days in length – Friday through Sunday – with a Pre-Competition Technical Meeting at 10:00PM **the night prior to the competition**. Each team must have a representative present at the Pre-Competition Technical Meeting.
- 1.8. Cost and entry deadline is listed on page three (3) of this Handbook.
- 1.9. Games will consist of four (4) periods of five (5) minute stop time with a two (2) minute break between periods.
- 1.10. Foreign teams must send Water Polo Canada a letter from their respective National Federation providing proof of registration in good standing and insurance coverage at least thirty (30) days prior to the start of the event.
- 1.11. Teams may have a player listed as Head Coach.

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- 1.12. Water Polo Canada will select the referees for the Championship. Referees must have a minimum of a Provincial certification.
- 1.13. Referees will apply a more lenient interpretation of the FINA rules given the nature and intent of the event – Active for Life. The interpretation will be decided by the Water Polo Canada **delegate**.
- 1.14. The Championship team in any category will not receive a Championship banner or trophy.
- 1.15. Teams will receive medals and awards as listed in Section C – 2.2 and 2.4.

# **APPENDICES**

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**WATER POLO CANADA**  
**- PLAYER TRANSFER/LOAN FORM -**

**Section B – 3.3.1.:** Only the “Developing” registered PSOs, and their clubs, that are in good standing with Water Polo Canada may accept inbound transfers from other “Developing” PSOs in good standing with their Club, PSO, and Water Polo Canada.

**Section B – 3.3.1.1:** Water Polo Canada defines “Developing” as Saskatchewan, Manitoba, Newfoundland & Labrador, Nova Scotia, New Brunswick, and Prince Edward Island.

**Section B – 3.3.2.:** The Player Loan/Transfer form is found in the appendix of this Handbook or online at [www.waterpolo.ca/nccresources.aspx](http://www.waterpolo.ca/nccresources.aspx), and must be submitted to the Water Polo Canada office a minimum of seven days (7) prior to the roster deadline so that loaned/transferred members will appear in the club’s database of eligible members for the respective National Club Championships.

**ATHLETE’S NAME:**

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**BIRTH YEAR:**

---

**EVENT:**

---

**ATHLETE’S SIGNATURE:**

---

**PARENT/GUARDIAN SIGNATURE:**  
**(IF ATHLETE UNDER 18)**

---

**TRANSFER/LOAN FROM**

**CLUB:**

---

**CLUB PRESIDENT SIGNATURE:**

---

**PROVINCE:**

---

**PROVINCIAL ASSOCIATION  
SIGNATURE:**

---

**TRANSFER/LOAN TO**

**CLUB:**

---

**CLUB PRESIDENT SIGNATURE:**

---

**PROVINCE:**

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**PROVINCIAL ASSOCIATION  
SIGNATURE:**

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Form must be sent by email to Water Polo Canada at [office@waterpolo.ca](mailto:office@waterpolo.ca).  
This document can be downloaded at [www.waterpolo.ca/nccresources.aspx](http://www.waterpolo.ca/nccresources.aspx).

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**WATER POLO CANADA**  
**AAP NATIONAL TEAM MEMBER**  
**- CLUB DECLARATION -**

**Section B 3.4.2.:** AAP athletes must first declare a club within their province of registration. If in the event, their province of registration is not sending a team to a National Club Championship, the athlete in question must declare an out-of-province team to compete with if they have not already fulfilled the NT Athlete agreement.

I \_\_\_\_\_ confirm that I will participate in the current water polo season as a registered member of the:

**Home Club:** \_\_\_\_\_

**22U Team:** \_\_\_\_\_

**Senior Team:** \_\_\_\_\_

I am responsible to inform the Training Centre Coach (es) regarding my time away from the Centre due to my current club season club obligations, which will involve my respective Provincial Championship/suitable playdown and National Club Championships. The Training Centre Coach, as per Water Polo Canada rules, will allow the training centre athlete to train with their club team a minimum of seven (7) days prior to the Provincial Championship/suitable playdown and National Club Championships.

\_\_\_\_\_  
**Player Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Parent/Guardian Signature (if player is under 18)**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**WPC Office Signature**

\_\_\_\_\_  
**Date**

The above form is to be returned to Water Polo Canada by February 1<sup>st</sup> of each year. The form will then be forwarded to the respective Club President for the current NCC season.

**Form must be sent by email to Water Polo Canada at [office@waterpolo.ca](mailto:office@waterpolo.ca).**

**This document can be downloaded at [www.waterpolo.ca/nccresources.aspx](http://www.waterpolo.ca/nccresources.aspx).**



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**WATER POLO CANADA**  
**- FORMAT AND SEEDING -**

A three (3) day event will have a Thursday 10:00PM Technical Meeting

A four (4) day event will have a Wednesday 10:00PM Technical Meeting

A four (4) day event, beginning Friday and ending Monday, will have a Thursday 10:00PM Technical Meeting

\*If two (2) events are hosted the same weekend at same venue, and/or, the formats outlined below do not allow the Championship to be played within the four (4) day period, Water Polo Canada will modify the tournament accordingly.

**Four (4) team tournaments**

- Single round robin (each team plays each other once)
- Semi-final round
  - A. 1<sup>st</sup> place v. 4<sup>th</sup> place
  - B. 2<sup>nd</sup> place v. 3<sup>rd</sup> place
- Medal rounds
  - C. Winner of games A and B will play in the gold medal game
  - D. Loser of games A and B will play in the bronze medal game

**Five (5) team tournaments**

- Single round robin (each team plays each other once)
- Semi-final round
  - A. 2<sup>nd</sup> place v. 3<sup>rd</sup> place
  - B. 4<sup>th</sup> place v 5<sup>th</sup> place
- Medal rounds
  - C. 1<sup>st</sup> place in round robin v. winner of game A will play in the gold medal game
  - D. Loser of game A v winner of game B will play in the bronze medal game

**Six (6) to ten (10) team tournaments**

- Two (2) evenly distributed divisions playing a single round robin
- Quarter-final round
  - A. 2<sup>nd</sup> place in pool A will crossover against 3<sup>rd</sup> place in division B
  - B. 2<sup>nd</sup> place in division B will crossover against 3<sup>rd</sup> place in division C
- Semi-final round
  - C. Winner of game A will playoff against the winner of division B
  - D. Winner of game B will playoff against the winner of division A

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- Medal round
  - E. Winner of games C and D will playoff in the gold medal game
  - F. Loser of games C and D will playoff in the bronze medal game
- For places five (5) through ten (10); the same format will follow suit.

**Eleven (11) to sixteen (16) team tournament**

- Four (4) evenly distributed divisions playing a single round robin
- Quarter-final round
  - A. 1<sup>st</sup> place in division A will crossover against 2<sup>nd</sup> place in division B
  - B. 2<sup>nd</sup> place in division A will crossover against 1<sup>st</sup> place in division B
  - C. 1<sup>st</sup> place in division C will crossover against 2<sup>nd</sup> place in division D
  - D. 2<sup>nd</sup> place in division C will crossover against 1<sup>st</sup> place in division D
- Semi-final round
  - E. Winner of games A and D will playoff against each other
  - F. Winner of games B and C will playoff against each other
- Medal round
  - G. Winner of games E and F will playoff in the gold medal game
  - H. Loser of games E and F will playoff in the bronze medal game
- For places five (5) through how many teams enter; the same format will follow suit.

**Seventeen (17) team tournament and more**

- Double elimination

**Seeding**

Seeding will be based on the prior year's Championship results – by Province. In the event that a Province has entered additional teams that were not entered in the prior year's event then they will be entered into a random draw with other similar Provinces to determine their Championship seeding. This draw will take place at the National Office.

Provinces with more than one (1) team entered must hold a Provincial Championship or suitable playdown in order to determine the seeding of teams from that province. Teams not attending their Provincial Championship or sanctioned playdown are not eligible to participate at the respective National Club Championship. The suitable playdown or Provincial Championship results must be submitted to Water Polo Canada on, or before, the respective Championships' roster deadline, otherwise, provincial ranking will be determined by a random draw conducted by Water Polo Canada.

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When placing teams in their respective Championship division, according to their Championship seeding, the following order will apply:

*Single division round robin:*

Seed #1  
 Seed #2  
 Seed #3  
 Seed #4  
 Seed #5

*Two (2) division round robin:*

<u>Division A</u>	<u>Division B</u>
Seed #1	Seed #2
Seed #4	Seed #3
Seed #5	Seed #6
Seed #8	Seed #7
Seed #9	Seed #10

*Four (4) division round robin:*

<u>Division A</u>	<u>Division B</u>	<u>Division C</u>	<u>Division D</u>
Seed #1	Seed #2	Seed #3	Seed #4
Seed # 8	Seed # 7	Seed #6	Seed #5
Seed # 9	Seed # 10	Seed # 11	Seed # 12
Seed # 16	Seed # 15	Seed # 14	Seed # 13

**Power of Seeding**

Once the teams have been placed in their proper division, they will now carry a new seed within that division and the “Power of Seeding” will apply.

When applying the Championship format, Water Polo Canada must apply the “Power of seeding” principle, when determining the order of games that will occur for their respective Championship:

<u>Round I</u>	<u>Round II</u>	<u>Round III</u>	<u>Round IV</u>
#1 vs #8	#1 vs #7	#1 vs #6	Etc.
#2 vs #7	#2 vs #5	#2 vs #3	Etc.
#3 vs #6	#3 vs #4	#4 vs #8	Etc.
#4 vs #5	#6 vs #8	#5 vs #7	Etc.

The order of games may differ from the above, based on:

- Schedule format and required breaks;
- Distance teams are traveling to the event and the time zone they have traveled from;
- Host games will be allowed to account for scheduled TV coverage.