

TEAM LODGING GUIDELINES

1. Schools are instructed to call the motel after they qualify. The SDHSAA has reserved rooms in a motel for each school (configuration of rooms dependent on facility). These are for the team, coaches and administration. If additional rooms are available, the motel may give a school more than their allotted number of rooms. (Reminder: The SDHSAA reimburses schools for only 5 doubles.)
2. Upon receipt of the team confirmation relative to room reservations, qualifying schools will fax the form provided by the SDHSAA to the hotel/motel management verifying their arrival and departure dates, as well as room assignments.
3. All rooms will be paid for directly by the school. Credit Card preferred by motel. Direct bill must be set up with hotel prior to arrival.
4. All team rooms must be non-smoking rooms.
5. Team rooms must not have an outside entrance.
6. Motels are requested to not place adult fans in the middle of the block of rooms used to house the teams.
7. Motels are to place teams in one area or one wing of the motel/hotel inasmuch as possible and **to keep each team together as much as possible**. It is much easier for chaperones to keep track of their athletes if they are all in one place.
8. Management of properties should provide adequate security to prevent people who are not registered guests from entering the area or wing where athletes are housed. The SDHSAA suggests that motels hire extra security (especially for Saturday night).
9. Motel management, coaches and chaperones should make every effort to prevent alcohol parties by students.
10. At time of reservation, schools should provide motel management with the name of the coach or coaches who are in charge of supervision.
11. Motel management should provide each coach with a handout concerning motel/hotel rules relative to decorating policies, pool hours, restaurant hours, proper etiquette in regard to free continental breakfasts that might be provided, etc.
12. Qualifying teams that decide to not stay at the tournament hotel/motel, for reasons other than approved by the SDHSAA, will not be reimbursed for hotel/motel expenses for that tournament.