

Dear Naval Science Instructor:

As the Event Manager, Sports Network International, Inc., would like to welcome your school to the 2011 NJROTC Nationals. In preparation for the event, SNI has developed this School Folder. The folder includes all of the information necessary for your school to compete at the 2011 NJROTC Nationals, including the NJROTC Nationals Event SOP and scoresheets (located in Sections 4 & 5, respectively).

There is a Schedule of Dates and Deadlines for Paperwork and Finances (page 1-4) which breaks down all of the necessary paperwork and when it must be sent in. This form also notes when SNI will be sending out other follow-up information between now and the event. Additionally, your school must **IMMEDIATELY** fill out and send in the Event Registration Form for your school.

We have enhanced our website to include event specific information for teams attending the Navy Nationals. You can check on your paperwork and financial status as well as enter your Master Participant List and team rosters. There will be paperwork that you still need to mail to our office, but we hope that you find this website helpful as you organize for this trip.

**Your next deadline is March 16th, 2011.** In addition to the paperwork due on that date, this is also the deadline for the package fees and meal plan fees.

The Acceptance of Responsibility (page 1-5) **MUST BE WITNESSED** and submitted before the deadline. Schools will not be allowed to compete without submitting this form duly witnessed.

#### **A NOTE ABOUT FAXES**

SNI does have a fax machine and schools are permitted to send in the occasional missing form by fax. However, since the Acceptance of Responsibility form cannot be received by fax (it must be sent to us as a witnessed through the mail), schools should plan to mail ALL paperwork in one package. However, should you need to fax a missing form, feel free to do so. But don't forget that the March 16th deadline for paperwork means ...

**ALL PAPERWORK MUST BE IN OUR HANDS BY MARCH 16TH!**

SNI's FAX Number is 386 / 274-1255.

**A NOTE ABOUT PAPERWORK:** Before you send anything in the mail to SNI you **MUST MAKE COPIES** to keep for your files (in case they get lost in the mail). SNI also encourages schools to contact SNI either an hour after faxing documents or several days after mailing documents to make sure they were received.

In order to familiarize schools with our company, background information on Sports Network International and the on-site management of the NJROTC Nationals has been included on page 1-3. This overview also details some of the responsibilities that are being handled locally by Area Eight. Contact phone numbers and addresses have been listed for all points-of-contact.

Thank you again for your support of the NJROTC Nationals. Sports Network International is thrilled to be a part of this outstanding event and hope that the NJROTC Nationals surpasses your expectations. We at SNI are looking forward to seeing you on April 8th. Please feel free to call should you have any questions.

Sincerely,  
Samantha Ste.Claire  
Business Manager

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# Event Management of NJROTC Nationals

The NJROTC Nationals – Academic, Athletic & Drill Championships maintains the reputation as a prestigious, well-rounded competition for the finest Navy JROTC programs in the country. In the past, the responsibility for coordinating and running this massive undertaking has fallen upon the host Area Manager along with a host facility (usually a university or naval base).

To assist NETC (Naval Education and Training Command) and the host Area Manager, NETC has contracted Sports Network International to coordinate and manage the NJROTC Nationals since 1999. SNI has produced the event S.O.P. and event scoresheets for the NJROTC Nationals under the direction and supervision of NETC.

Sports Network International (SNI) is Event Manager for the **National High School Drill Team Championships**, held annually in early May in Daytona Beach, Florida. This drill meet is nationally-recognized as the finest all-service drill meet in the world. SNI is also the Event Manager for the **U.S. Army Cadet Command Championships**, as well as the **Air Force National JROTC Drill Championships**, the Western Championships are held in San Antonio, TX and while the Eastern Championships are held in Upper Marlboro, MD. SNI also hosts Summer drill camps as well. These camps give cadets with a passion for all aspects of competition drill a 7-day fantasy drill experience. We have to date hosted over 90 drill & ceremony competitions involving over 250,000 cadets from around the world. Our latest effort within the drill community is the hosting of the new DrillNATION website. This site glorifies cadets and instructors involved in all facets of JROTC competitions. All Navy Nationals attending schools are encouraged to register on the site free of charge today – <http://www.DrillNATION.net>.

In managing the NJROTC Nationals, SNI is responsible to produce this event folder for all participating schools. SNI will receive all event paperwork and fees from all schools and process them for the event. SNI will provide NETC with all meal information for the schools. The Area Manager will work closely with Mark Watson and Cindy Raske (NETC) to coordinate ground transportation and assistance with securing billeting. Should you have detailed questions regarding billeting, meals or ground transportation, they should be directed to either Mark Watson or Cindy Raske.

As Event Manager, SNI will handle SOP questions, preparing meal arrangements, event scheduling, judges training, competition venue set-up, Event Registration, distribution of event package materials (shirts & medallions), scoresheet tabulation, production of trophies and awards, as well as most other aspects of running a meet the size and scope of the NJROTC Nationals. Should you have any questions regarding these matters, either in advance, or on-site at NAS Pensacola, please feel free to contact SNI. Paperwork and finance questions should be directed to either Samantha Ste.Claire, Sharron Ritch or Jennifer Ladd. SOP or scoresheet/drill sequence questions should be directed to Judging Director, Justin Gates.

SNI is honored and thrilled to be involved with the NJROTC Nationals. This meet remains unparalleled within the Junior ROTC community. Please do not hesitate to contact us should you have any questions or concerns regarding the NJROTC Nationals.

**Sports Network International, Inc.**  
Justin Gates, Judging Director  
Samantha Ste.Claire, Event Director  
775 Fentress Boulevard  
Daytona Beach, FL 32114-1213  
800/327-9311  
website: <http://drill.thenationals.net>  
email: [drill@thenationals.net](mailto:drill@thenationals.net)

**NJROTC Program**  
Mr. Mark Watson, Operations Officer  
800/628-7682 x29487  
email: [Mark.Watson1@NAVY.MIL](mailto:Mark.Watson1@NAVY.MIL)

Ms. Cindy Raske  
NETC – Billeting Assistance  
800/628-7682 x29510  
email: [cindy.raske@NAVY.MIL](mailto:cindy.raske@NAVY.MIL)

# 2011 NJROTC Nationals

## Paperwork Checklist Schedule of Dates and Deadlines

### ***Due A.S.A.P. – FAX TO 386/274-1255***

\_\_\_\_\_ Registration Form (first page of this file)

\_\_\_\_\_ Team Folder Confirmation Form (second page of this file)

### ***Due by 16 March 2011***

\_\_\_\_\_ 100% of all team package fees sent by school or program check

\_\_\_\_\_ Acceptance of Responsibility...MUST BE WITNESSED / Page 1-5

\_\_\_\_\_ Publicity Rights Waiver / Page 1-9

\_\_\_\_\_ Financial Statement / Page 2-2

\_\_\_\_\_ Master Participant List with shirt sizes and codes / Pages 2-3 a, b & c

\_\_\_\_\_ Master Roster of Cadets / Page 1-6 (sample)

\_\_\_\_\_ Academic Team Roster of Cadets / Page 1-7

\_\_\_\_\_ Athletic Teams Roster of Cadets / Page 1-8

### ***Sent out by SNI by 23 March 2011***

Final Status Confirmation Sheet (confirms any balance or paperwork still due)

### ***Competition Times posted to web 1 April 2011***

Check <http://navy.thenationals.net> for your school's event times

**DUE BY MARCH 16TH**

# 2011 NJROTC Nationals

## ACCEPTANCE OF RESPONSIBILITY FORM

I, the school drill instructor of the high school or military academy representing \_\_\_\_\_ School from the City of \_\_\_\_\_ in the State of \_\_\_\_\_ do hereby accept full responsibility for participation by any and all members of this drill unit in the 2011 NJROTC Nationals to be held at NAS Pensacola on April 8<sup>th</sup> – 9<sup>th</sup>, 2011. This acceptance of responsibility includes any and all accidents, illnesses, or injuries of any type from any cause to any member of this team, its instructors, other adults, or other students associated in any manner with the drill unit during this time period, including any related time period required for travel to and from the above mentioned event.

We also agree to hold harmless all officers and employees of Sports Network International, Inc. along with NAS Pensacola and NETC for any injuries sustained by any member of our entire group, either participating in the NJROTC Nationals or as a non-participant.

As the instructor of the above team, I hereby also accept all rules, regulations and guidelines set forth in the Standard Operating Procedures of the 2011 NJROTC Nationals.

\_\_\_\_\_  
**NAVAL SCIENCE INSTRUCTOR (signature)**

\_\_\_\_\_  
**NAVAL SCIENCE INSTRUCTOR (printed/typed)**

\_\_\_\_\_  
**DATE**

Must be witnessed by a person who knows the Drill Team Instructor who is signing this document or the witness is satisfied as to her or his identity by verification of state issued identification.

\_\_\_\_\_  
WITNESS - SIGNATURE

\_\_\_\_\_  
WITNESS – PRINTED NAME

\_\_\_\_\_  
Date Signed

## Master Roster of Cadets

As a school entering the 2011 NJROTC Nationals, there are two requirements to compete at the NJROTC Nationals which can both be accomplished by one letter. Sports Network would like you to follow the example on this page when making out your own Master Roster. It is requested that this letter be done on school or JROTC letterhead stationery.

1. Each school/program at the NJROTC Nationals is required to present a "Master Roster" for competition. This roster consists of all cadets participating from your school.
2. This same letter should specify that all cadets listed below are enrolled in this school, and are currently enrolled in the NJROTC program. This letter should be signed by the Naval Science Instructor of your program.
3. This form is due with all other paperwork on March 16th, 2011. **Should you have any changes in the Master Roster (substitutions, additions, etc.), you should update your letter and send any revisions as necessary.**
4. All cadets on this roster will be required to participate in the Unit Personnel Inspection event.

HERE IS AN EXAMPLE OF WHAT THIS LETTER SHOULD LOOK LIKE:

### EAST HIGH SCHOOL - NJROTC (ON SCHOOL/PROGRAM LETTERHEAD)

16 March 2011

To Whom It May Concern:

The following students are currently enrolled at East High School.  
They are all members of the Navy Junior ROTC program at East High School.

- |                       |                     |                      |
|-----------------------|---------------------|----------------------|
| 1. Jeff Smith         | 15. Susan Smith     | 29. Steve Rose       |
| 2. Joe Johnson        | 16. Beverly Cushman | 30. Michael Korinski |
| 3. Bill Jones         | 17. Vicky Peterson  | 31. Terri Smith      |
| 4. Patrick Kline      | 18. Sarah Jefferson | 32. Sharon Murphy    |
| 5. Stuart Redman      | 19. Rachel Ward     | 33. Robert Williams  |
| 6. Larry Underwood    | 20. Kelly Everly    | 34. Pat Sullivan     |
| 7. Joe Jackson        | 21. Teresa Barker   | 35. Walter Swanson   |
| 8. Bill Katt          | 22. Alice Norton    | 36. Frank Grant      |
| 9. Fred Lipton        | 23. Tasha Michael   | 37. John Green       |
| 10. Adam Ross         | 24. Deborah Johnson | 38. Matt Spenser     |
| 11. Richard Rodriguez | 25. Marisa Long     | 39. Arthur Gray      |
| 12. Ken Darby         | 26. Barbara Wright  | 40. Kent Black       |
| 13. Vincent Montoya   | 27. Jenni Johnson   |                      |
| 14. Lorraine Flint    | 28. Brad Larson     |                      |

*CDR John J. Doe*

CDR John J. Doe  
Naval Science Instructor

## Academic Team Roster of Cadets

Please list below the 15 cadets that will represent your school in the academic exam held on Friday, 8 April at NAS Pensacola. Should you have any changes to this roster, **make these with SNI on arrival.** There will be two different exam times. Academic Exam times are posted to the website on 1 April 2011.

(Please type or print legibly all cadets as follows: Last Name, First Name)

School Name: \_\_\_\_\_

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_

## Athletic Teams Roster of Cadets

Please list below the cadets that will represent your school in the individual athletic events held on Friday, 8 April at NAS Pensacola. Should there be any changes to this roster, you can note revisions to SNI on arrival. Athletic Event times will be posted to the website on 1 April 2011. Note: No names are needed for relay events as these events have only a single school score.

(Please type or print legibly all cadets as follows: Last Name, First Name)

School Name: \_\_\_\_\_

### Male Curl-Ups

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

### Female Curl-Ups

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

### Male Push-Ups

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

### Female Push-Ups

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

**2011 NJROTC Nationals  
Academic, Athletic & Drill Championships**

**PUBLICITY RIGHTS WAIVER**

I, the undersigned instructor of the high school or military academy drill team unit from \_\_\_\_\_ School of the City of \_\_\_\_\_ and the State of \_\_\_\_\_ do hereby release for publicity purposes any picture or likeness of the drill team of the above school, along with any and all participants and supporters of the school/drill team for use in any and all still photographs and/or videotapes made during the 2011 NJROTC Nationals Academic, Athletic & Drill Championships, held from April 8<sup>th</sup>-9<sup>th</sup>, 2011 in Pensacola, Florida.

I understand that these photographs and/or videotapes are the sole property of Sports Network International, Inc., the Event Manager for the NJROTC Nationals. Sports Network International, Inc. reserves the right to publish and duplicate these photographs and/or videotapes for distribution to the high school JROTC market in particular and to the public in general, or distribute these to the NJROTC command for their use.

The event photos and/or videos may include but not be limited to: drill, athletic & academic performances, personal interviews with cadets/instructors, as well as candid footage of all persons at the competition venues and/or lodging locations used during the event.

Sports Network International, Inc. reserves the right to use or distribute these photographs and/or videotapes to publicize the NJROTC Nationals in any medium, up to and including television broadcasts of the videotaped event.

\_\_\_\_\_  
**AUTHORIZED SIGNATURE OF INSTRUCTOR**

\_\_\_\_\_  
**NAME OF INSTRUCTOR - PRINTED**

\_\_\_\_\_  
**DATE**