

The guide of organizing the stages.

As EYBL is held in different cities and countries for each country (even a town) has its own culture, and traditions, then it can lead to confusion of organizing stage (accommodation, meals, and other organizational matters). Therefore, EYBL management defines **10 points** to be observed of organizing the stages. Please, be kind and understand the tips of organizing the stages, so that together we can make the season of high quality and it would be great to visit each other's cities.

1. Obligations of the organizers:

Take your time (**30 days before the stage**) to send information for teams (hotel, gym, transfer, contact) and communicate with teams coming to the organized stage to clarify / specify the following:

- Team willingness to come
- The date, time and place where the team arrives and where you should welcome the team
- The number of people of the delegation
- Please try to help with the paperwork (such as making visa etc).

2. Provide the transport:

- Transfer from the airport/bus station/station to the hotel, **the team should pay for the transport. Organizer should help teams with transport companys, who can bring teams to the hotel.**

3. **Provide** separate transport or free public transport to the games and after the games if the gym is located more than 1500 m away from the hotel, because two games in a day is quite busy day and the players will be very tired.

4. Please make information guides to give to the coaches and to heads of delegations with the information needed – game schedule, city maps, information with gym and hotel address and numbers and any other information needed.

5. **Remember**, that hosting every team (14 persons) starts with the teams arriving (day before the competition starts), being able to go to hotel from 14:00 o'clock. If the team arrives before 14:00, to provide accommodation as soon as possible. The end of hosting is at the last day of the tournament. Meals for the teams start with the arriving day's dinner until the last day's lunch.

6. Before hosting a team, please talk with the person from hotel or meals – make sure that the meals will be in good quality so that the players can have food enough to be able to play all games with a lot of power. Good breakfast, lunch (with 3 meals) and good dinner, so that in next day the players have enough energy.

7. To host the teams in the hotels where it is comfortable to stay in:

- Players must stay not more than 4 persons in the same room
- Don't forget about the comfort for coaches and referee – please provide a separate room for coaches and referee.

- Please be sure that there is hot/cold water, showers, toilets and also please be sure that the temperature in the rooms is +18 +20 degrees (especially in the winter).
8. Provide the gym where:
- Gym what is under conditions of FIBA (also the height of the baskets)
 - It is totally safe for players
 - There is a place for spectators
 - Scoreboards and 24sec. is working
 - In the gym should be the flags of every country
9. Provide such thing to every game:
- Table officers
 - Referees
 - The Online statistic using FIBA *LiveStats* program
 - Water for the players
 - Medical staff
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10. Awarding.
- Medals – for teams ranked from first to third;

Let's be understanding and kind to each other! Let's welcome each other and make a great basketball!

**Good luck to everybody and
have a great wins !**