



***PARTICIPANT  
2022-23 MANUAL***



2022 KEY PERSONNEL  
PRIMARY CONTACTS

NCAA Division III

Football Committee  
Chair

**J.J. Nekoloff**  
Associate Commissioner  
Old Dominion Athletic Conference  
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Stevenson University

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USNA  
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**Bill Givens**  
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Operations and Championships  
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**NCAA DIVISION III FOOTBALL COMMITTEE**

The administration and conduct of the NCAA Division III Football Championship will be under the immediate jurisdiction of the NCAA Division III Football Committee. Members of the committee:

<b>REGION I</b>	<b>REGION I</b>
<p>Gregg Kaye          Commissioner          Commonwealth Coast Football          c/o University of New England          11 Hills Beach Road          Biddeford, ME 04005          C: 413 351-1472          E: <a href="mailto:gregg@cccathletics.com">gregg@cccathletics.com</a></p>	<p>Blaise Faggiano          Assistant Athletic Director/Head Football Coach          Utica College          1600 Burrstone Road          Utica, New York 13502          O: 315-792-3713          C: 315-240-7861          E: <a href="mailto:bvfaggiano@utica.edu">bvfaggiano@utica.edu</a></p>
<b>REGION II</b>	<b>REGION III</b>
<p>J.J. Nekoloff          Associate Commissioner          Old Dominion Athletic Conference          16001 Forest Road, Suite B          Forest, VA 24551          O: 540-387-9073          C: 540-537-8974          E: <a href="mailto:jnekoloff@odaconline.com">jnekoloff@odaconline.com</a></p>	<p>John Snell          Associate Director of Athletics          Baldwin Wallace University          275 Eastland Road          Berea, Ohio 44017          O: 440-826-2069          C: 440-667-5224          E: <a href="mailto:jsnell@bw.edu">jsnell@bw.edu</a></p>
<b>REGION IV</b>	<b>REGION V</b>
	<p>Matthew Moore          Head Football Coach          University of Northwestern-St. Paul          3003 Snelling Avenue North          St. Paul, MN 55113          O: 651-628-3354 (office)          C: 651-323-7587 (cell)          E: <a href="mailto:mdmoore@unwsp.edu">mdmoore@unwsp.edu</a></p>



**NCAA STAFF**

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Broadcasting

Amy Skiles

Ext. 6882

Merchandising

David Clendenin

Ext. 6496

Playing Rules

Ty Halpin

Ext. 6136

Media and Statistics

Sean Straziscar

Ext. 6122



Stevenson University and United States Naval Academy Athletic Association

Tournament Manager	Brett Adams	O – 443-352-4250 C – 443-768-6359
Athletic Trainer	Cody Lancellotti	C – 717-825-6756
Marketing & Promotions Director	Joe Wamba	O – 443-394-9383 C – 443-705-6730
Host Media Coordinator & Media Check-in Coordinator	Joe Wamba	O – 443-394-9383 C – 443-705-6730
Stadium Manager	Bill Givens	O – 410-293-8722 C – 480-993-6768
Ticket Manager	Mike Gohlinghorst	O – 443-352-4064 C – 443-680-2641
Merchandise Manager	Casey Nelson	C – 443-985-7505

**MISCELLANEOUS KEY CONTACTS**

**Headquarters Hotel**

The Graduate  
Annapolis

126 West Street  
Annapolis, MD 21401  
[\(410\)-263-7777](tel:(410)263-7777)

**Team Hotels**

Mount Union  
Westin Annapolis

Contact: Kaelan Landis  
100 West Gate Circle  
Annapolis, MD 21401  
[\(410\)-972-4361](tel:(410)972-4361)

North Central  
DoubleTree Annapolis

Contact: Terry Duley  
210 Holiday Court  
Annapolis, MD 21401  
[\(410\)-224-3150](tel:(410)224-3150)



## **GAME ADMINISTRATION & FACILITY**

### **ARRIVAL TIMES**

Both teams will arrive in Annapolis by 9 a.m. Eastern time, Wednesday, December 14. During the Sunday, December 11, teleconference the arrival times will be confirmed.

### **AWARDS**

An awards ceremony will be conducted immediately after the championship game on the field. The chair of the football committee will present the team trophy during the ceremony. The NCAA will ship individual awards to the national champions and runners-up campuses following the game.

The announcement of the trophy presentation will be made by the public-address announcer and coordinated with microphones on the field. An NCAA representative will coordinate the timing of the announcement with the public-address announcer. If ESPN elects to cover the awards ceremony, arrangements will be made to provide adequate security at the site of the presentation, and the timing of the presentation might be altered.

The NCAA will offer institutions that participate in Division III Championship the opportunity to purchase awards (medals, mini-trophies or watches) at the level to which the team advanced in the competition. For example, if a team received mini-trophies, an institution may purchase mini-trophies, but not watches or medals. Since the NCAA provides awards for the travel party (medals provided to squad size only), additional championship awards may only be purchased for student-athletes on the institution's certified squad list who did not receive an award provided by the NCAA. Since participant medals are only provided to the squad size, an institution may purchase medals for the remainder of the travel party and for student-athletes on the institution's certified squad list who did not receive an award provided by the NCAA at <http://services.mtmrecognition.com/ncaa/>. For more information, contact Jonathan Youngblood, at 317-850-6753 or [jyoungblood@ncaa.org](mailto:jyoungblood@ncaa.org).

The Elite 90 award is presented to the student-athlete with the highest cumulative grade-point average competing at the finals site for each of the NCAA's 90 championships. Each institution that has at least one student-athlete qualify for the finals round/site is eligible to nominate a student-athlete to win the award for that championship. All ties are broken by number of credits completed. For more information regarding this program, please contact Mark Bedics at [elite90@ncaa.org](mailto:elite90@ncaa.org) or 317-917-6222. All documents, including eligibility, deadlines and nomination forms can be obtained at the following location – [Elite 90 forms](#).

The submission deadline for nomination for the Stagg Bowl was 5 p.m. Eastern time, Tuesday, December 13, 2022.



## **BAND COMMUNICATIONS**

There will be a run of show given to each band director notifying them of the time they will be playing.

## **BAND PRACTICE**

Band practice times must be scheduled and coordinated with Bill Givens (480-293-8722) so as not to interfere with team practices during championship week.

## **CROWD CONTROL**

Access to the competition area will be limited to participating student-athletes, coaches, officials, support personnel and properly credentialed individuals only. For the safety of participants and spectators alike, at no time before, during or after a contest will spectators be permitted to enter the competition area. It is the responsibility of each participating institution to implement procedures to ensure compliance with this policy.

1. Game Stoppages. In the event that a large number of spectators enter the competition area (e.g., playing field, sidelines, end zone areas) during a game, the Referee will be instructed to do the following:
  - a. Get both coaches together at midfield and let them know that the game is being suspended until the sidelines are cleared of everyone not authorized to be there.
  - b. Get the officiating crew together with two or three security people.
  - c. Announce via public address system that the game is being suspended until the sidelines are cleared of all unauthorized individuals.
  - d. If necessary, take the officiating crew with appropriate security personnel to a safe location.
  - e. If the sidelines are not cleared within a reasonable period of time then the Referee may declare that the game is over.
  
2. Hosting Opportunities. An institution failing to keep its spectators and other unauthorized personnel out of the competition area before, during or after the championship game may, as determined by the football committee, be prohibited from serving as a host for the preliminary rounds the following year in which the institution participates in the championship.

## **DRUG TESTING**

NCAA championships committees, following a recommendation from the NCAA drug-testing subcommittee, have discontinued the practice of announcing whether drug testing will be conducted at NCAA championship events.

Although knowing before competition whether NCAA drug testing was to occur had value for reasons of convenience, it left open the possibility that student-athletes might be tempted to use banned substances if they knew that NCAA testing was not being conducted at the site of competition.



Therefore, all coaches and student-athletes should presume that NCAA drug testing will occur at this championship event. Please inform your student-athletes that in the event they are notified of their selection for drug testing, the student-athlete must inform an official representative of your institution (e.g., coach, athletic trainer) before proceeding to the drug-testing site.

### **FOOTBALLS**

The Wilson F1233 (Classic - Tan), F1002 (GST - Red), F1003 (GST - Tan), F1105 (GST Prime – Red), F1103 (GST Prime - Tan) footballs are the official balls for the championship. The game balls will be stamped with the 2022 NCAA Division III Stagg Bowl logo.

Wilson will ship six stamped game balls to the semifinal site for the teams advancing to the championship game for their use in preparation for and during the championship game in Annapolis. Six additional stamped game balls will be available in Annapolis for each team, if needed.

### **FIELD COMMUNICATION PHONES**

Teams are expected to bring their own field communication phones (coaches' headsets) for use during the championship game.

It is the committee's policy that if during the game one team's set of phones is not working; the other team is not required to disconnect its own headsets.

### **GAME PROGRAMS**

IMG College will publish the official souvenir program for the championship game. Complimentary programs shall be distributed to each team in Annapolis.

### **HALFTIME**

The intermission will be 20 minutes; however, it can be adjusted to meet game administration situations. Eighteen minutes will be allotted for the halftime entertainment, with the understanding the field must be cleared two minutes before the start of the second half. The time clock for the 18 minutes will start when the teams have cleared the field. Under no circumstances will the intermission be extended for entertainment.

Each competing team's band will be granted up to six minutes of the 18-minute halftime entertainment period. Six minutes will be reserved for the host agency. If a competing team's band is not available, the NCAA may use its allotted time. The competing institutions must inform Stevenson University and USNAAA Committee no later than noon Eastern standard time, Monday, December 12, if their bands will be available. A final halftime schedule will be shared with teams during the Thursday, December 15, pre-championship meeting.

### **HOME TEAM**

The NCAA Division III Football Championship Committee will determine the home team before the semifinal round of competition.



## **HYDRATION EQUIPMENT**

The NCAA will provide standardized drinking cups, water coolers and water bottles for the team bench areas. This equipment will be used for all practices and the championship game. Trainers of the participating teams who premix special fluid replacements will use the NCAA issued water bottles and other equipment on game day and during official team practices. No other cups, cans, coolers or squeeze bottles, including any provided by an NCAA corporate partner, may be used on the sidelines or in media areas.

## **LOCKER ROOMS**

Locker rooms will be available for practice Wednesday, December 14, through Friday, December 17.

Towels, soap, ice and water will be provided in each locker room. For locker room supply questions, please contact Bill Givens (480-293-8722)

## **MEDIA INTERVIEW ROOM**

The media interview room is in the Yeager Pavilion inside Navy-Marine Corps Memorial Stadium. This area will be shut down at the ending of the third quarter and won't reopen until there is 5:00 remaining in the fourth quarter.

## **MEDICAL FACILITIES**

Certified athletic trainers, Special Event Medical and a team doctor will be in attendance at the championship game with ambulance service, paramedics and a first aid room available. Nearby hospital facilities are:

Anne Arundel Medical Center  
2001 Medical Parkway  
Annapolis, MD 21401

Please direct any questions regarding athletic training matters to Cody Lancellotti (717)-825-6756.

## **MERCHANDISE**

The official NCAA event souvenir merchandiser is Event 1, Inc., a subsidiary of GEAR for Sports, Inc. They may be reached through Hayla Demel, 913-693-3588 or [hayla.demel@hanes.com](mailto:hayla.demel@hanes.com). Event 1, Inc. has purchased souvenir-merchandising rights to all sites of all National Collegiate Championships. All merchandising and licensing matters must be discussed with and approved by Event 1, Inc. Participating schools are strongly encouraged to order commemorative team merchandise through Event 1.

Event 1, Inc. will have merchandise available at the Doubletree and Westin hotels Thursday December 15th from (3 p.m. – 6 p.m.) and Friday, December 16th at the Doubletree and Westin (9 a.m. -1:00 p.m.) and at Navy-Marine Corps Memorial Stadium from 5:30 p.m. until one hour before the end of the game. Both participating schools are not allowed to sell any merchandise at



either team hotel. Please advise your staff, institutional licensing director, alumni association contacts and institutional bookstore manager of NCAA Division III Football Championship plans for merchandising and refer them to Hayla Demel.

## **PRACTICES**

The football committee in consultation with Stevenson University and USNAAA has developed a practice schedule. Practices are scheduled for Wednesday and Thursday with a Friday walk through. A team arriving Tuesday may request a practice time from the Stevenson University and USNAAA.

Wednesday practice must be open to the media; student-athletes and coaches must be available for interviews one-half hour before or after the practice. Team photos will be taken Wednesday morning VISITOR (Mount Union) and Wednesday afternoon HOME (North Central) at Navy-Marine Corps Memorial Stadium before the respective teams go to their practice sites. Teams should be in their game day jerseys. Thursday practice will be **closed** to the press for interviews, the only exception to this is to allow ESPN to get basic team footage. Friday walk through will be closed to the public; however, because it is game day there may be event personnel in the venue during practice. Team practice arrangements may not be changed without NCAA approval. See schedule for exact practice times

## **PRE-CHAMPIONSHIP MEETINGS**

**Teleconference.** A teleconference with the NCAA Division III Football Championship Committee chair, NCAA representatives, representatives from Stevenson University and USNAAA Host Committee, athletics directors (or designated athletics administrator), head coaches and sports information directors of the competing teams will be conducted at 11 a.m. Eastern time (10 a.m. Central), Sunday, December 11. The NCAA national office will make the arrangements for the conference call. See Appendix A for agenda.

**Pre-Championship Meeting.** The NCAA Division III Football Championship Committee chair will conduct a pre-championship meeting Thursday, December 15, 5-6:00 p.m. Eastern at which all directors of athletics (or designated athletic administrators), head coaches, sports information directors, television personnel, officials, instant replay personnel, and host committee members will be in attendance. This will be scheduled in the Yeager Pavilion in the Navy-Marine Corps Memorial Stadium.

## **PREGAME SCHEDULE AND EVENTS**

See Appendix D for the pregame schedule. (Note: This schedule is subject to change according to television programming demands. A final schedule will be provided during Thursday's pre-championship meeting.)

## **PLAYING FIELD**

VISITOR (Mount Union) will be in the east-side locker room. They will use the bench area on the North side of the field and warm up at the East end of the field. Coaches will use the East end of the press box (Suite #13).



HOME (North Central) will be in the west-side locker room. They will use the bench area on the South side of the field and warm up at the West end of the field. Coaches will use West end of the press box (Suite #9).

### STADIUM ENTRANCES

- a. **General Public.** General public entrances will open an hour and a half (5:30pm) before the start of the game. Visiting team fans can enter through parking Gate 6 off Taylor Ave. Home team fans can enter through parking Gate 5 off Taylor Ave. Seating will be general admission.
- b. **Team Bands and Spirit Squads.** Uniformed band members and spirit squads must enter the stadium as a group through the Parking Gate 6 off Taylor Avenue. Visitor band/spirt squad members will be seated in section 32 of the Gold Side stands and Home band/spirit squads members will be seated in section 1 of the Blue Side of the stands. An alphabetized list of band members and spirit squads must be provided upon arrival.
- c. **Team Buses.** On practice days, teams will access the stadium via the South Stadium Drive off Taylor Avenue. There is room for three buses to park per team in this area. Access to the team locker rooms is through the Alumni Arch center gate. Security will escort teams to their locker rooms. On game day, team buses will pull into Gate 5 off Taylor Avenue and park adjacent to the Blue Angel Jet and have a “Team Walk” through their fans to the locker rooms. Buses will then be relocated to the South End parking area.
- d. **Media Entrances.** The media will enter the stadium through Gates C/D and proceed to the press box via the elevators on the blue concourse.
- e. **Media Elevator.** The media may enter the press area through the elevator located on the Blue Concourse. Credentials shall be required to use the press elevator.

### TEAM INTRODUCTIONS

The teams will run from the locker rooms for pregame introductions.

### TEAM PHOTOS - No team photos

### TRAVEL PARTY/SQUAD SIZE

For the all rounds of the NCAA Division III football championship, the NCAA will reimburse a travel party of 68 persons. There will be 20 bench passes available for each team (more information on pg. 13). **No more than 78 persons allowed in the bench area at any time.**

The number of student-athletes in eligible to participate (58) can be replaced up to 10 minutes before kickoff; after this time, no participating replacements will be permitted for any reason. An institution that is advised it is in violation of this regulation and does not conform to it promptly will automatically forfeit the competition. There will be no inordinate delay of the competition to allow the institution to conform to the rule.



## **UNIFORMS**

The designated home team (North Central) will wear dark jerseys and the visiting team (Mount Union) will wear white jerseys. Any exceptions must be requested and approved by the Division III Football Committee.

**Commemorative patches.** The 2022 NCAA Division III Stagg Bowl logo has been created for the two participating teams. These patches will be provided to the teams immediately after the semifinal games. The patch should be affixed to the front of the jersey between the apex of the front neckline and the left shoulder seam line. NCAA staff and the football committee must approve any exceptions.

## **VIDEO LOCATIONS**

Both teams will be given space at the top of the home side stands to record the game.

## **LODGING**

### **TEAM HOTELS**

The participating teams have been assigned to the following hotels: VISITOR (Mount Union) will be assigned to the Westin, Annapolis, and HOME (North Central) will be assigned to the Double Tree by Hilton, Annapolis.

A minimum of 60 rooms have been reserved at each hotel for the participating teams for the nights of December 14-16 at the minimum. It should be noted that some teams might arrive in Annapolis Tuesday, December 13. Although the Stevenson University and USNAAA hosts will make the preliminary arrangements, each team will be responsible for finalizing all arrangements and for making payments.

Each hotel will provide complimentary bus parking. Stevenson University and USNAAA hosts will make preliminary arrangements for team meeting rooms.

Stevenson University and USNAAA hosts will make the preliminary arrangements. Each team will be responsible for finalizing all arrangements (e.g., room assignments, meeting room scheduling, food and beverage services) and for making payments.

### **HEADQUARTERS HOTEL**

The Graduate Annapolis will serve as championship game headquarters.

### **MEDIA**

Credentials for the 2022 NCAA Division III Football Championship Game will be picked up at Navy-Marine Corp Memorial stadium on Wednesday December 14 from 9:30 am - 2:00 pm EST time, and Thursday, December 15 from 10:00 am - 6:00 pm, in the VADM William P. Lawrence "N" Room (N\* Room). Any credentials not picked up on Thursday may be picked up at Navy-Marine Corps Memorial Stadium beginning at 5:30 p.m. Friday, December 16 at the ticket booth. It is strongly advised that credential pickup be made before Friday if at all possible.



## CHARTER TRAVEL INFORMATION

Sideline heaters will not be allowed on NCAA charter aircraft. The host institution will be responsible for providing heaters to all visiting teams. NCAA will not reimburse the cost for a visiting team to ship their own heaters. Please see your championship manuals for further information.

Any institution that travels by charter is expressly prohibited from advertising the sale of seats on that charter in any form. This includes, email, website, newspaper, television, radio, etc. Advertising seats on a charter changes the designation of the charter in the eyes of the Department of Transportation. Due to time constraints in arranging NCAA charter flights, any charter that is found to have been advertised will be canceled. The team involved will then be required to travel by commercial air and to reimburse the NCAA for any cancellation fees related to the canceled charter.

Institutions that travel by charter are responsible for ensuring all members of their travel party meet the definition of “bona fide member” of their organization, as defined by Title 14 of the Code of Federal Regulations, Part 212.5.

## TICKETS

### ADMISSION POLICY

All tickets must be accounted for at face value, and **there will be no complimentary tickets.**

*The only exceptions to this policy are that cheerleaders in uniform, not to exceed 12 in number, and a uniformed mascot may be admitted without charge. Also, band members in uniform and participating in the pregame, halftime or postgame activities will be admitted without charge. Children **under** two-years of age may be admitted free if not occupying a seat.*

### \*\*\*\*\* TICKET DEADLINES

**Game Tickets.** It is strongly encouraged that tickets be purchased ahead of the event. Tickets will be available at the ticket booth starting at 5:30pm on Friday, December 16<sup>th</sup>, 2022. Tickets will be available for online purchase via credit card at <https://staggbowl2022.eventbrite.com/>. Please use the QR code below to access the ticket sales website.

**DIVISION III**  
**NCAA FOOTBALL CHAMPIONSHIP**



**TEAM TICKET ALLOCATIONS**

**Game Tickets.** All tickets are general admission or Club seats with Club Lounge access.

**PRICES**

Tickets for the 2022 championship game will be \$10.00 for students, senior citizens and youth, \$15.00 for adults. Tickets will be sold online only with payment by credit card. Tickets will be available at the ticket booth on game day starting at 5:30 p.m. Tickets will be required for everyone two-years-old and older. If a group is interested in renting stadium suite, please contact Bill Givens at [givens@usna.edu](mailto:givens@usna.edu). Please note that there will be a \$10.00 parking fee associated with this event.

The public can purchase Stagg Bowl tickets at [NCAA.com/tickets](http://NCAA.com/tickets).

**CREDENTIALS**

**CREDENTIALS**

**BENCH PASS (NAVY):** This credential will be issued to all non-uniformed personnel on each bench. Generally, that includes the head coach, assistant coaches, athletic-trainers and managers (20 per team maximum). A bench pass should not be issued to an individual who will be wearing a uniform. It should be noted that the coaches who will be working in the press box during the game are not counted against the 20 bench passes.

**CHEERLEADERS/PEP SQUAD/MASCOT (LIGHT GREEN):** This credential is good for admittance and will be issued to cheerleaders and/or pep squad members, not to exceed 12 per team, plus a costumed mascot and a cheerleader coach. Band members who are in uniform and performing at the championship will be admitted free of charge.

**GAME OFFICIALS PASS (BLACK):** This credential will be distributed to championship game officials. This credential grants the individuals unlimited access to all areas of the facility.



OFFICIAL PARTY (MAGENTA): This credential (10 per team maximum) will be distributed to participating institutional representatives (e.g., presidents, regents, conference commissioners, etc.). This credential grants the individuals access to the team locker rooms and the interview room. This credential is for special access only. **It does not provide access to the game.** The credential is **not** good for access to the sidelines while the game is in progress.

STADIUM PASS (PINK): This credential (six per team maximum) will be issued to auxiliary stadium personnel and coaches who are in the press box. This credential is good for stadium admittance and access to all areas.

INSTITUTIONAL PASS (BROWN): This credential (ten per team maximum) will be distributed to credentialed representatives of the participating teams (such as athletics directors, assistant athletics director and sports information directors). This credential grants the individuals unlimited access to all areas of the facility. This credential is for admission and special access only.

VIP (GOLD): This credential will allow VIP personnel access to hospitality throughout the championship. This credential is for special access and grants admission to the facility.

MEDICAL (MEDICAL): This credential is good for admission and access to the sidelines, field and locker rooms and will be distributed to team doctors (licensed physicians M.D. or O.D.) and local medical personnel.

EVENT MANAGEMENT (YELLOW): This credential will be issued working personnel. This credential for stadium admittance and access to all areas.

STUDENT ATHLETE (WHITE): This credential will be issued to uniformed student-athletes and good for stadium admittance.

## ***GAME ADMINISTRATION & FACILITY***

### **COURTESY CARS**

Championship Participants. The Stevenson University and USNAAA host will forward information on three Enterprise car rental locations including the airport location and two locations near the host and visitor hotels. If vehicles are not available through Enterprise, the next option is through National.

COURTESY CARS are not available via the host - All car rentals are each team's responsibility

### **LOCAL TEAM TRANSPORTATION**

Teams are responsible for coordinating local ground transportation.

### **PARKING**

The logo features the NCAA logo on the left, followed by the text "DIVISION III" in a smaller font, and "FOOTBALL CHAMPIONSHIP" in a large, bold, italicized font.

- a. **General Public.** General public entrances will open at 5:30pm an hour and half before the start of the game. Visiting fans can enter through Parking Gate 6 off Taylor Avenue. Home team fans can enter through Parking Gate 5 off Taylor Avenue. Seating inside the stadium will be General Admission. Please note that there will be a \$10 parking fee associated with this event.
- b. **Team VIP.** Directed toward the VIP lot designated on each side.
- c. **Recreational Vehicles.** Fans with Recreational Vehicles (RVs) will have the opportunity to park at the stadium on game day. There is a RV parking fee of \$20.00 per RV. Designated area is on the southeast section of stadium parking. Please note, there are no hookups.
- d. **Team Buses.** On practice days, teams will access the stadium via the South Stadium Drive off Taylor Avenue. There is room for three buses per team to park in this area. Access to the team locker room is through the Alumni Arch center gate. Security will escort team to their locker rooms. On game day, team buses will pull into Gate 5 off Taylor Avenue and park adjacent to the Blue Angel and have a “team walk” through their fans to the locker room. Buses will later be relocated to the south end.
- e. **Team Band Buses.** Team band buses will park as directed in the north parking lot.
- f. **ADA Parking.** Handicapped parking is available. Space is available on a first-come, first serve basis. A hanging tag or license plate is required to park in these spots.

## TAILGATING

Tailgating is a longstanding college football tradition and important component of game day activities. To ensure that fans have a safe and enjoyable experience, fans are asked to adhere to the following regulations on game day, unless specifically authorized to do otherwise by the NCAA.

- a. Clear totes no larger than 12x12x6, plastic bag (clear storage, no larger than 1 gallon), small clutch purses no larger than 4.5”x6.5”, medically necessary and diaper bags and seat cushion and blankets are permitted. All bags will be inspected. Please see [navysports.com](http://navysports.com) for more information regarding the clear bag policy. Information is listed under “Fan Zone,” under “Clear Bag Policy”
- b. No tobacco products of any kind are allowed on property.
- c. Small pop-up tents are allowed but must be broken down and stored prior to enter the stadium.
- d. Tailgating activities that take up vacant parking spaces or interfere with pedestrian or car traffic flow within or around a parking lot are prohibited.

The logo for the NCAA Division III Football Championship. It features the NCAA logo (a blue circle with 'NCAA' in white) to the left of the text 'DIVISION III' in blue, which is positioned above the words 'FOOTBALL CHAMPIONSHIP' in a larger, bold, blue font.

- e. Open flames, other than grills, are not permitted.
- f. No corporate signage is permitted at any time unless prior written approval by the NCAA has been obtained.
- g. Fans who want to watch television or use other entertainment devices that require electricity are allowed to do so as long as they provide their own power and video sources.
- h. No outside food vendors are allowed. Outside food, drinks and coolers shall not be brought into the stadium.
- i. Live animal mascots, firearms, knives, pyrotechnic devices, balloons, cannons, fireworks, etc., are prohibited.
- j. Spectators leaving the stadium will not be allowed to re-enter. A general admission ticket does not guarantee a seat on a specific side of the stadium. Seating at this event is general admission.
- k. Patrons are responsible for disposing of all of their trash. Alcohol is not permitted inside Navy-Marine Corps Memorial Stadium. Alcohol is however, permitted in parking lots and tailgate areas. Consumption of alcohol by underage drinkers will not be tolerated.

**AWARDS**

**Student-Athlete Participation Award**

For 2022-2023, an online gift-suite will serve as the participation awards provided to members of the official travel party of institutions that advance to the championship final sites.



**CONGRATULATIONS ON YOUR TEAMS, SUCCESS!**  
**HOW TO GET YOUR NCAA AWARD**



The NCAA provides Legends with the email address of a designated point person for each sport & school. Make sure you have communicated to the NCAA the correct person to receive the email which will include your gift code. Once the email is sent, you will be instructed to the site to place your school's order: [www.NCAA-Awards.com](http://www.NCAA-Awards.com)

- Enter password: NC@W2023!!
- Choose your Season, Division, Sport from each drop-down menu
- Select your teams' full quantity of gifts and add to cart
- At checkout, enter the gift code sent to you in the email
  - This payment code can be used once
- Any amount over the designated spend from the NCAA, can be paid for with your credit card

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## **MEDIA ARRANGEMENTS**

### **PLANNING CALL**

The host media coordinator and sports information directors of the two participating teams will meet via teleconference on a date to be determined by the NCAA before the championship game to review and confirm media coordination needs and policies.

### **NCAA BLOGGING POLICY**

A Bearer may blog during any Event, provided that such blog may not produce in any form a “real-time” description of the Event (i.e., any simulation or display of any kind that replicates or constitutes play-by-play of a material portion of an Event, other than periodic updates of scores, statistics or other brief descriptions of the Event) as determined by the NCAA in its sole discretion. If the NCAA deems that Bearer is producing a real-time description of the contest, the NCAA reserves all actions against Bearer, including but not limited to the revocation of the credential.

All blogs must be free of charge to readers and must adhere to the conditions and limitations of the NCAA Blogging Policy.

The NCAA and its designated championship game personnel shall be the final authority on whether a Credential Holder or Credential Entity is following the NCAA Blogging Policy.

### **CREDENTIALS**

All press credentials are authorized and issued at the Stadium.

NCAA policy, as stated in the NCAA Division III Football Pre-Championship Manual, prohibits the issuance of press credentials to representatives of any organization that regularly publishes, or otherwise promotes the advertising of "tout sheets" or "tip sheets," or other advertising designed to encourage gambling on college sports events. Working credentials shall not be mailed. The credentials can be claimed at the Navy-Marine Corps Memorial Stadium in the N\* Room, Thursday, December 15 from 10 a.m. to 6 p.m. Credentials will be available at Navy-Marine Corps Memorial Stadium beginning at 2:30 p.m. and ending at 5:30 p.m. Friday, December 16 in the N\* Room. Any credentials that need to be collected on Friday, December 16<sup>th</sup> passed the 5:30 p.m. deadline, can claim their credentials at the ticket booth.

### **PRESS CREDENTIALS**

All working credentials **MUST BE CLAIMED IN PERSON**. Credentials will be assigned to the individuals using them or their companies, and identification will be required for pickup. All credential requests will be made to the media coordinator at the NCAA national office.

All media requests for working press credentials for the national championship game shall be made online at <http://www.ncaa.com/media> before noon Eastern time, Wednesday, December 14, except for those agencies in the geographical areas and/or locale of the participating teams.



NCAA policy prohibits the issuance of press credentials to representatives of any organization that regularly publishes or otherwise promotes the advertising of “tout sheets” or “tip sheets,” or other advertising designed to encourage gambling on collegiate sports events.

### **PRESS CRITERIA**

A "press agency" for purposes of these press criteria will mean an authorized representative of a single daily, weekly or monthly publication, cable system, radio or television station or network. More than one representative per “press agency” may be authorized by the media coordinator.

Subject to limitations of space, credentials at the sites hosting the Division III Football Championship will be assigned to the working press in accordance with the following priorities:

1. Two individuals, certified by the director of athletics and/or sports information director, who will represent all campus related publications and departments.
2. A press agency in the geographical area and/or locale of a participating institution that has staffed its games on a regular basis throughout the season.
3. The designated representative of a national television, cable system, radio network or a radio station that originates a daily “sports talk” program and daily circulation newspaper that do not otherwise meet the aforementioned criteria.
4. Space permitting, representatives of other weekly, specialty or college newspapers of the host or participating teams, magazines, telephone reporting services and AM/FM radio or public/commercial television stations.
5. Any press agency with a minimum daily circulation of 100,000 will be accredited for one working press credential at any site providing the request has been received prior to the deadline established by the media coordinator at that site.

Representatives of professional football teams and telephone reporting services will not be accredited for working press or photography credentials.

### **PHOTOGRAPHY ARM BANDS**

Sports editors or directors will request all photography arm bands. Subject to limitations of space, photography credentials to the championship shall be assigned following priorities:

1. One photographer, certified by the director of athletics and/or the sports information director for each participating and host institution, who will represent all campus-related publications and departments.
2. A press agency or television station from the locale of a participating institution.



3. An individual or crew designated by a national television network or cable system that originates daily sports news programs.

Any photographer approved to work on the field at the championship game must secure an armband from the media coordinator.

Photographers working on the sidelines are restricted to behind the “limit lines” all around the playing field. No photographers are permitted in the “team areas,” which are in back of the limit lines between the 20-yard lines. No media personnel or their equipment will be in the team areas, and no media personnel may communicate in any way with persons in the team areas. Photographers may not place tripods on or beside the playing field nor attach strobes to goal posts.

### **HEAD COACHES MEDIA TELECONFERENCES**

The head coach of each of the two teams will participate in a separate teleconference with national media Monday, December 12. HOME (North Central) will call in at 11 a.m. Eastern time and VISITOR (Mount Union) will call-in at 11:15 a.m. Eastern time. Call-in information will be sent to sports information directors following the semifinal games.

### **INTERVIEW AREAS**

Interviews will be conducted before and after the championship game. All coaches and student-athletes will be available for interviews.

Following the championship game, selected student-athletes may be required to register for drug testing. Student-athletes cannot delay drug-testing registration unless requested to grant a short interview (not to exceed four minutes) by ESPN, which has purchased rights to the contest. After the drug-testing registration procedure, each student-athlete will be available for interviews for up to ONE HOUR before he must report to the drug-testing facility. No interviews may take place with the student-athletes during the 10-minute cooling-off period or during registration for drug testing.

The championship game media coordination representative will escort the sports information director, the coach and a minimum of two student-athletes to the interview area after a 10-minute cooling-off period or sooner if the coach so desires.

All dressing rooms will be open to the media after a 10-minute cooling-off period, which begins when the coach enters the dressing room immediately after the game. The coach must proceed directly to the dressing room after the game unless requested to remain for a short interview (not to exceed four minutes) by ESPN, who will produce the game for airing on television. **THE DRESSING ROOM WILL BE OPEN TO THE MEDIA FOR UP TO ONE HOUR AFTER THE 10-MINUTE COOLING-OFF PERIOD HAS EXPIRED.**

The coach will designate a minimum of two starters to report to the interview area immediately after the dressing room opens. The media coordinator also may request the coach to include additional student-athletes to join the group in the interview room should the student-athletes’ performances merit.



THE POSTGAME PRESS CONFERENCE FORMAT SPECIFIES THAT THE LOSING COACH AND STUDENT-ATHLETES BE SCHEDULED IN THE INTERVIEW ROOM BEFORE THE WINNING COACH AND STUDENT-ATHLETES. The interviews with the losing coach and student-athletes generally will not exceed a maximum of 10 minutes.

Regardless of any personal regular-season radio and/or television contracts, the coach first is obligated to the entire press staffing the championship game and must report to the interview room immediately after the 10-minute cooling-off period expires. The coach cannot delay a postgame interview with the covering press to conduct a program for a single newspaper, radio or television reporter unless requested to grant a short interview (not to exceed four minutes) by ESPN. After fulfilling this commitment to the press staffing the championship game, the coach may participate in a special interview.

Coaches will not become available to selected media representatives before the conclusion of the 10-minute cooling-off period. They may, however, immediately report to the interview room and make themselves available to all media representatives staffing the championship game. Should a coach permit one media representative to enter the dressing room before the 10-minute cooling-off period has expired, the dressing room will be open to all other media representatives desiring access to the area.

### **PRESS CONFERENCE/MEDIA DAY SCHEDULE**

Wednesday, December 14 – Media interviews with coaches and selected players at Yeager Pavilion at the Navy-Marine Corps Memorial Stadium.

550 Taylor Avenue  
Annapolis, MD 21401

1:30 – 2:30 p.m. Eastern Standard Time (team practicing second)

2:30 – 3:30 p.m. Eastern Standard Time (team practicing first)

### **MEDIA SERVICES**

For complete information regarding footage usage and licensing, audio policies, internet policy, live video streaming rights, and television rights please refer to [www.ncaa.com/media](http://www.ncaa.com/media).

### **SPORTS INFORMATION DIRECTORS**

Not later than the Saturday, December 10, each participant's sports information director will provide his/her media with this website, <http://www.ncaa.com/media>, to apply for credentials and hotels.

The sports information director for each team advancing to the national final will meet before the national final to discuss responsibilities and the media obligations of the institution's staff, coach and student-athletes.



### **TELEVISION RIGHTS**

Exclusive television rights for the NCAA Division III Football Championship Game have been purchased by ESPN. No television station, network or cable system other than an ESPN affiliate may air live game action or a description of the game while it is in progress.

**2022 NCAA Division III Football Championship  
Stagg Bowl Virtual Meeting**

1. Key Contacts.

a. NCAA Championship Manager.

<u>Name</u>	<u>Office</u>	<u>Cell</u>
J.P. Williams Assistant Director, Championships and Alliances P.O. Box 6222 Indianapolis, Indiana 46206-6222 Email: <a href="mailto:jpwilliams@ncaa.org">jpwilliams@ncaa.org</a>	317-917-6761	317-966-6354

b. Co-hosts. Stevenson University and USNAAA

	<u>Office</u>	<u>Cell</u>
Tournament Manager: Brett Adams	443-352-4250	443-768-6359
Athletic Trainer: Cody Lancellotti		717-825-6756
Marketing & Promotions Director: Joe Wamba	443-394-9383	443-705-6730
Host Media Coordinator Media Check-in Coordinator: Joe Wamba	443-394-9383	443-705-6730
Stadium Manger: Bill Givens	410-293-8722	480-993-6768
Ticket Manager: Mike Gohlinghorst	443-352-4064	443-680-2641
Merchandise Manager: Casey Nelson	443-352-4182	443-985-7505

c. Participants.

(1) HOME (North Central)

(2) VISITOR (Mount Union)

2. Film/Video Exchange. Exchange film from November 19 and 26, December 3 and 10 play-off games.

3. Transportation.

a. Teams: HOME (North Central) Depart \_\_\_\_\_ Arrive \_\_\_\_\_  
VISITOR (Mount Union) Depart \_\_\_\_\_ Arrive \_\_\_\_\_

- b. NCAA representatives – J.P. Williams, J.J. Nokoloff, – Monday; Committee – Tuesday.
  - c. Sports information directors' arrival times.
  - d. Equipment truck for each team.
4. Tickets.  
Tickets for the 2022 championship game will be \$10.00 for students, senior citizens, and youth, \$15.00 for adults. Tickets will be sold online ahead of the event and attendees are strongly encouraged to purchase online. Tickets will be available for purchase at the door. Tickets will be required for everyone two-years-old and older. The public can purchase Stagg Bowl tickets at [NCAA.com/tickets](http://NCAA.com/tickets). All tickets will be sold electronically up until game time on Friday. On game day starting at 5:30 PM tickets will be available for purchase but attendees are strongly encouraged to purchase tickets online ahead of the event.
- a. VISITOR (Mount Union) – Opposite Press Box.
  - b. HOME (North Central) – Press Box.
  - c. Complimentary: None. Credentials refer to manual.
5. Game Time.
- a. Kickoff: Friday, December 16; 7:03 p.m. Eastern time.
  - b. Television: ESPNU HD/E360, live at 7 p.m. Eastern time. Commercial breaks during the game will be covered at the pre-championship meeting.
  - c. Radio: Visit the web page, <http://web1.ncaa.org/radioRights/policy.html>, for the radio rights policy guidelines and the radio agreement form.
6. Team lodging.
- VISITOR (Mount Union): Westin Annapolis; Contact: Kaelan Landis; 100 West Gate Circle Annapolis, MD 21401; [\(410\)-972-4361](tel:(410)972-4361)
- HOME (North Central): DoubleTree Annapolis; Contact: Terry Duley; 210 Holiday Court Annapolis, MD 21401; [\(410\)-224-3150](tel:(410)224-3150)
7. Schedule of Events.

**Tuesday, December 13, 2022**

Field painting completed

Committee Arrives/Field Walkthrough

Teams arrive

**Wednesday, December 14, 2022**

9:30am - 2:00pm            Media Credential pick-up            Navy-Marine Corps Memorial Stadium, N\* Room

North Central

9:30 am - 11:30am            Practice (Open)            Navy-Marine Corps Memorial Stadium  
12:00pm - 1:00pm            Media Interviews            Navy-Marine Corps Memorial Stadium, Yeager Pavilion  
6:00pm                            Bus pick-up            Doubletree Annapolis  
6:30pm - 8:00pm            Team Dinner\*            Navy-Marine Corps Memorial, Ackerson Tower

Mount Union

2:00pm - 4:00pm            Practice (Open)            Navy-Marine Corps Memorial Stadium  
4:30pm - 5:30pm            Media Interviews            Navy-Marine Corps Memorial Stadium, Yeager Pavilion  
Dinner                            On Own            Westin Annapolis

**Thursday, December 15, 2022**

10:00am - 6:00pm            Media Credential pick-up            Navy-Marine Corps Memorial Stadium, N\* Room  
3:00pm - 6:00pm            Merchandise sales            Doubletree Annapolis & Westin Annapolis  
5:00pm - 6:00pm            Pre-Championship Meeting            Navy-Marine Corps Memorial Stadium, Yeager Pavilion

Mount Union

10:00am                        ESPN Interviews            Westin Annapolis  
12:30pm - 2:00pm            Practice (Closed)            Navy-Marine Corps Memorial Stadium  
6:00pm                            Bus pick-up            Westin Annapolis  
5:00pm - 6:00pm            Pre-Championship Meeting            Navy-Marine Corps Memorial Stadium, Yeager Pavilion  
6:30pm - 8:00pm            Team Dinner\*            Navy-Marine Corps Memorial, Ackerson Tower

North Central

11:00am                        ESPN Interview            Doubletree Annapolis  
3:00pm - 4:30pm            Practice (Closed)            Navy-Marine Corps Memorial Stadium  
5:00pm - 6:00pm            Pre-Championship Meeting            Navy-Marine Corps Memorial Stadium, Yeager Pavilion  
Dinner                            On Own            Doubletree Annapolis

*\*Dress attire is Team attire*

**Friday, December 16, 2022**

9:00am - 1:00pm	Merchandise sales	Doubletree Annapolis & Westin Annapolis
9:30am - 10:15am	North Central walk-thru (optional)	Navy-Marine Corps Memorial Stadium
11:00am - 11:45am	Mount Union walk-thru (optional)	Navy-Marine Corps Memorial Stadium

**Stadium Arrival (Stadium Walk with fans & bands)** - staggered by 15 minutes

Mount Union                      TBD - Bus arrival times - staggered by 15 minutes

North Central                      TBD - Bus arrival times - staggered by 15 minutes

4:30pm                      Field available to teams (No balls until :90)

5:00pm                      Merchandise sales ready at Guest Services

5:30pm                      Ticket trailer & Stadium Gates open

7:03pm                      Kickoff

8. Friday pregame.

- a. Band.
- b. Cheerleaders.
- c. Anthem:

9. Facility.

- a. Navy-Marine Corps Memorial Stadium (34,000 capacity).
- b. Press box.
- c. Field phones: Both teams are responsible for providing their own field phones/communication system.
- d. Locker rooms: Available Wednesday and Thursday.
- e. Game film/video will be provided by a crew hired by the Stagg Bowl Committee. The film crew will shoot from the west side press box and scoreboard end zone. A tight and wide copy will be provided separately to both teams following the game.
- f. Practice Facility:  
Navy-Marine Corps Memorial Stadium  
550 Taylor Avenue  
Annapolis, MD 21401

10. Official Game Ball. Wilson F1233 (Classic - Tan), F1002 (GST - Red), F1003 (GST - Tan), F1105 (GST Prime – Red), F1103 (GST Prime - Tan).
  - a. 12 Game balls were shipped to each team at the start of the playoffs, and 6 additional sent prior to semi-final games. ***Stagg Bowl marked game balls must be delivered to game officials at Thursday night meeting.***
  
11. Game Uniforms.
  - a. VISITOR (Mount Union): Jersey\_\_\_\_ Pants\_\_\_\_
  - b. HOME (North Central): Jersey\_\_\_\_ Pants\_\_\_\_
  
12. Game Officials. Officials are assigned by the NCAA Division III Football Committee.
  
13. Eligibility Lists.
  - a. Preliminary list to J.J. Nekoloff at Friday pregame meeting (see attached roster form).
  - b. May be updated up to 10 minutes prior to game time.
  - c. 58 players may warm-up during pregame.
  
14. Halftime (20 minutes) begins after departure of teams. Bands from participating institutions.
  
15. Medical Services.
  - a. Ambulance at game sites.
  - b. Hospital.
  - c. Team physicians (two) - on sidelines.
  
16. Instant Replay. Instant replay will be used during the 2022 Stagg Bowl.
  
17. Transportation. Clarification regarding provided buses and buses from STM Driven.
  
18. Elite 90 Award. Will be presented during team dinner at stadium.
  
19. Patches. 80 Stagg Bowl Patches were provided to each team at the conclusion of the semi-final game.

- 
20. School Videos. Each institution is encouraged to provide a 30-second video highlighting their institution that will be featured on ESPN and on the video board at the stadium.

A G E N D A

National Collegiate Athletic Association  
2022 Stagg Bowl Pre-Championship Meeting

Virtual Meeting

December 15, 2022

1. Introductions. (J.J. Nokoloff)
  - a. Host Personnel
  - b. NCAA Football Committee
  - c. Participating Teams
  - d. ESPN
  - e. DV Sport
  - f. Officials
2. DV Sport. (Keith Lowe)
  - a. Instant replay protocol
  - b. Questions
3. ESPN
  - a. Television breaks
  - b. Schedule
  - c. Post-game interview
  - d. Questions
4. Games committee responsibilities. (Nokoloff)
5. Squad size. (Nokoloff)
  - a. Submit roster form
6. Confirm uniforms (VISITOR, Mount Union) = White; (HOME, North Central) = Dark. (Nokoloff)
7. Credentials. (Angie Gergely/Jan Burke)
8. Pre-game schedule. (J.P. Williams/ Nokoloff)
  - a. Warm-up areas
  - b. Timeline distribution
  - c. National anthem
  - d. Officials' notification to teams in locker rooms
  - e. Captains on field—Special Olympics Honorary Captains
  - f. Coin toss
  - g. Introduction of student-athletes.
    - I. Team entry
    - II. Pre-game handshake

2022 NCAA Division III Football Championship

Schedule of Events

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9. Halftime schedule. (Williams)
  - a. Review halftime intermission policy.
  - b. Officials' notification to teams in locker rooms.
  - c. Bands or other activities. (See “d” below for possible schedule)
  - d. Band or dancers for each team allotted up to 6 minutes field time.
  
10. Filming/videotaping arrangements. (Nekoloff/Bill Givins)
  - a. Two locations.
  
11. Awards ceremony. (Williams)
  - a. Location.
  - b. Awarding of national championship trophy for TV.
  - c. Runner-up mini trophies shipped to institution following the game.
  
12. Officials. (Mark Baltz)
  - a. Arrival time at stadium.
  - b. Meeting times with chain gang, timer and ball boys.
  - c. Review proper uniform and equipment rules.
  - d. Footballs.
  
13. Media Coordinator (Nekoloff)
  - a. Location of ten-minute cooling off period – Team Locker Rooms.
  - b. Post-game interviews.
  - c. Press box seating.
  
14. Crowd control policies. (Givins)
  
15. Drug testing statement. (Williams)
  
16. Misconduct statement. (Williams)
  
17. Merchandise/Programs. (Labrecque)
  
18. Questions.

## 2022 STAGG BOWL SCHEDULE OF EVENTS

(Times and events subject to change)

*All times listed are Eastern Time***Tuesday, December 13, 2022**

Field painting completed

Committee Arrives/Field Walkthrough

Teams arrive

**Wednesday, December 14, 2022**

9:30am - 2:00pm	Media Credential pick-up	Navy-Marine Corps Memorial Stadium, N*
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Room

North Central

9:30 am - 11:30am	Practice (Open)	Navy-Marine Corps Memorial Stadium
12:00pm - 1:00pm	Media Interviews	Navy-Marine Corps Memorial Stadium,

Yeager Pavilion

6:00pm	Bus pick-up	Doubletree Annapolis
6:30pm - 8:00pm	Team Dinner*	Navy-Marine Corps Memorial, Ackerson

Tower

Mount Union

2:00pm - 4:00pm	Practice (Open)	Navy-Marine Corps Memorial Stadium
4:30pm - 5:30pm	Media Interviews	Navy-Marine Corps Memorial Stadium,

Yeager Pavilion

Dinner	On Own	Westin Annapolis
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**Thursday, December 15, 2022**

10:00am - 6:00pm	Media Credential pick-up	Navy-Marine Corps Memorial Stadium, N*
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Room

3:00pm - 6:00pm	Merchandise sales	Doubletree Annapolis & Westin Annapolis
5:00pm - 6:00pm	Pre-Championship Meeting	Navy-Marine Corps Memorial Stadium,

Yeager Pavilion

Mount Union

10:00am	ESPN Interviews	Westin Annapolis
12:30pm - 2:00pm	Practice (Closed)	Navy-Marine Corps Memorial Stadium
6:00pm	Bus pick-up	Westin Annapolis
5:00pm - 6:00pm	Pre-Championship Meeting	Navy-Marine Corps Memorial Stadium,

Yeager Pavilion

6:30pm - 8:00pm	Team Dinner*	Navy-Marine Corps Memorial, Ackerson
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Tower

North Central

# 2022 NCAA Division III Football Championship

## Schedule of Events

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11:00am	ESPN Interview	Doubletree Annapolis
3:00pm - 4:30pm	Practice (Closed)	Navy-Marine Corps Memorial Stadium
5:00pm - 6:00pm	Pre-Championship Meeting	Navy-Marine Corps Memorial Stadium,
Yeager Pavilion Dinner	On Own	Doubletree Annapolis

*\*Dress attire is Team attire*

### **Friday, December 16, 2022**

9:00am - 1:00pm	Merchandise sales	Doubletree Annapolis & Westin Annapolis
9:30am - 10:15am	North Central walk-thru (optional)	Navy-Marine Corps Memorial
Stadium		
11:00am - 11:45am	Mount Union walk-thru (optional)	Navy-Marine Corps Memorial
Stadium		

### **Stadium Arrival (Stadium Walk with fans & bands)** - staggered by 15 minutes

Mount Union	TBD - Bus arrival times - staggered by 15 minutes
North Central	TBD - Bus arrival times - staggered by 15 minutes

4:30pm	Field available to teams (No balls until :90)
5:00pm	Merchandise sales ready at Guest Services
5:30pm	Ticket trailer & Stadium Gates open
7:03pm	Kickoff

2022 NCAA Division III Football Championship Timing Sheet  
(Amos Alonzo Stagg Bowl)

The following pregame schedule shall be used for the championship game.

(Note: **This schedule is subject to change according to television programming demands.**)

<b><u>PRE-GAME</u></b>	<b><u>Clock Time</u></b>	<b><u>Event</u></b>
4:30 p.m.		Field available for teams (No Balls)
5:30 p.m.		Gates Open
5:33 p.m.	90:00	Team warm-ups on field
6:38 p.m.	25:00	Teams leave field/ Band on field
6:46 p.m.	17:00	Sportsmanship Statement
6:51 p.m.	12:00	Visiting Team Introductions
6:52 p.m.	11:00	Home Team Introductions
6:53 p.m.	10:00	*Military Color Guard Post colors
6:54 p.m.	09:00	Singing of National Anthem
6:58 p.m.	05:00	Introduction of team captains
6:59 p.m.	04:00	Coin Toss
7:00 p.m.	03:00	ESPN Broadcast Begins
*7:03 p.m.	00:00	Kickoff

\*Subject to change

## CREREDENTIALS

**Each individual (“Bearer”) using this credential for access to any NCAA championship game or related events including, without limitation a practice, press conference, interview, or other activity associated with such NCAA championship (the “Events”), on behalf of his or her employer or assigning news organization (“Employer”), agrees to the following:**

### General

Each Bearer must be and hereby represents that he or she is acting on a specific assignment for an accredited media agency and has a legitimate working function in conjunction with the Event attended. The credential is not transferable and may be revoked at any time with or without cause.

The rights and privileges granted to Bearer shall automatically terminate if any term of this credential shall be breached. The unauthorized use of this credential subjects the Bearer and his or her Employer to ejection from the facility and prosecution for criminal trespass, without limiting any other rights and remedies at law or in equity.

Bearer shall display the issued credentials at all times and consents to the reasonable inspection of his or her person and property before entering the venue and/or during an Event. While within the venue, Bearer shall, at all times, adhere to the policies in place for the Event, as well as access limitations, and direction provided by the NCAA and its designated agents.

Bearer assumes all risks incidental to the performance by the Bearer of Bearer’s services in connection with the Events and assumes all risks incidental to the Events, whether occurring before, during or after the actual playing of the Events, and agrees that the NCAA, its member institutions, and their respective employees, directors, officers, student-athletes, coaches, and contractors shall not be liable for injuries or loss of personal property or equipment connection therewith.

Bearer further agrees to release the NCAA and all persons and educational institutions involved in the management or production of the competition from any claim or liability arising from failure to provide space for telecasting/broadcasting, or other facilities for the television/radio station, Internet media, network, cable system, or other media entity.

In the event that the name or likeness of the Bearer is included in any broadcast, telecast, photograph, film, video or other media taken in connection with the Events, the Bearer grants the NCAA the non-exclusive, transferable, perpetual right and license to use (and to sub-license the use of) such name and likeness in any media worldwide whether now known or thereafter devised.

Bearer agrees to indemnify the NCAA and save harmless the NCAA, its officers, agents, contractors, employees, and each of its member institutions, their officers, agents and employees, of and from any and all claims, demands, causes of actions, liabilities, damages and expenses (including reasonable attorneys’ fees) arising out of anything done or purported to have been done by Bearer or his/her Employer, including but not limited to Bearer’s breach of any term of the credential. With respect to any claim that might give rise to liability of the Bearer as an indemnitor, the NCAA shall: (a) have the right to fully participate in the litigation of such claim with counsel

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selected by Bearer and approved by the NCAA at the sole expense of the Bearer; and (b) not be obligated, without their consent, to participate in any settlement of such claim.

### **Media**

The use of any account, description, picture, photograph, video, audio, reproduction, or other information concerning the Events other than for news coverage of, or magazines, books or stories about, the Events is prohibited, except (a) with the prior written consent of the NCAA or its designee or (b) as specifically licensed herein. Nothing in these terms and conditions authorizes or allows Bearer to violate any of the NCAA trademarks, copyright and other proprietary rights.

If video and/or audio of the Event is distributed by an NCAA rightsholder, Bearer may only utilize the network feed provided by the NCAA or its designee and Bearer may not alter the feed in any manner without prior approval of the NCAA (e.g., removing network graphics or bugs/logos). If the Event is not distributed by an NCAA rightsholder, Bearer may produce its own video and/or audio highlights from the Event pursuant to such conditions and in such area as designated by the NCAA. Bearer agrees to the terms and conditions of the NCAA Championships Video and Audio Highlights Use License.

Real-time transmission of streaming video, digital images, real-time audio, including play-by-play and statistics, of any game of the championship is exclusive to the NCAA's Web site and/or any other Web site designated by the NCAA and its rightsholders. "Real-time" is defined by the NCAA as a continuous play-by-play account or live, extended live/real-time statistics, or detailed description of an Event.

A Bearer may blog during any Event, provided that such blog may not produce in any form a "real-time" description of the Event (i.e., any simulation or display of any kind that replicates or constitutes play-by-play of a material portion of an Event, other than periodic updates of scores, statistics or other brief descriptions of the Event) as determined by the NCAA in its sole discretion. If the NCAA deems that Bearer is producing a real-time description of the contest, the NCAA reserves all actions against Bearer, including but not limited to the revocation of the credential.

The NCAA is the owner of trademarks, copyrights, and other proprietary rights in the Event and in and any telecast, broadcast, transmission or recording thereof, and no rights are conferred to, or intended to be conferred to, or created on behalf of, Bearer or his or her Employer. Member institution name, logo, mascot, and other intellectual property of a school, is controlled by each member institution. The member institution name and team name may be used for news purposes directly related to their participation in the Event.

The credential confers on Bearer a limited, non-exclusive and non-transferable license to take photographs of the Events, and to allow the entity that engaged the Bearer to take the photographs to use such photographs, only for news coverage of, or magazines, or stories about, the Events, other editorial purposes, and reprints of news pages from such entity's publications, provided that such use is not likely to create, or does not actually create confusion in the minds of the trade or


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public that Bearer or its reprints or any elements therein, or the items on which they are reprinted, are sponsored or endorsed by, or are associated or affiliated with the NCAA or that the NCAA licensed Bearer to use their trademarks or copyrights. Neither the Bearer nor the entity that engaged the Bearer may sell photos taken at the Events to third-party entities including but not limited to other commercial entities or the general public.

In exchange for the access granted by the credential, the NCAA shall have the right to purchase prints of any published photographs taken by the Bearer in connection with the credential, at the best financial terms offered to third parties, and such the NCAA shall be licensed at no additional charge to use the photographs for news coverage purposes only. The NCAA may not distribute reproductions of the photographs to others or license others to reproduce the photographs.

Any secondary use of any picture, audio description, videotape/film or drawing of the game taken or made by the accredited organization or individual to whom this credential has been issued (including, but not limited to, non-editorial, advertising, sales promotion or merchandising) is prohibited without prior specific written approval of the NCAA or its designee.

Radio stations that have not purchased rights shall not carry any broadcast report from courtside on a live basis or any live description of any game action while it is still in progress and are subject to all other requirements as listed in the "NCAA radio policies."

<p><b>2022 NCAA DIVISION III FOOTBALL DECEMBER 16, 2022 Annapolis, Maryland</b></p>	
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*CREDENTIALS APPLICATION*

Press Agency:		Telephone:	
Address:		Fax Number:	
City:	State/Zip:	Email:	
Sports Editor/Director Making Request:			

Please forward this application **not later than Monday, December 12, 2022**. Apply for working press credentials to the **2022 NCAA Division III Football Championship** only if you will attend regardless of which teams advance to Shenandoah.

Requests for special or additional credentials desired by a press agency if a specific team reaches the national semifinals should be made to the participating institution's sports information director prior to its quarterfinal game. Each sports information director will apply for these credentials on behalf of the press agencies in that participating institution's geographic area. ***Press Seat Credentials***

Name:	Name:
Name:	Name:
Name:	Name:

Please check the appropriate blank:

Install own phone. Press box  Press room  ***Photography Credentials***

Name:	Name:
Name:	Name:

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**STANDARD TICKET BACK DISCLAIMER LANGUAGE**

The ticket back language should be placed on the back of the ticket stub, but if it cannot be done (e.g., no new ticket stock is produced), this language must at a minimum be posted at all ticket windows for patrons to see, be included as an insert with the ticket mailing, etc. Patrons must be put on notice regarding the restrictions.

If you receive a request for a variance in the standard ticket back language or if there is anything sport or facility specific that should be included, please consult with Josh Logan and copy Jay Rossello on any correspondence. In addition, if the championships event uses an official, authorized secondary ticket seller (e.g., PrimeSport), please also consult Josh and Jay on any correspondence.

*NOTE: For Point of Sale (POS) ticket stock, please **remove** the yellow highlighted language below. For preprinted ticket stock, please choose either the red or green statement from the yellow highlighted language below and delete the other verbiage.*

*NOTE: Re-entry policy - if patrons are allowed to re-enter the facility, please edit the green highlighted "No re-admittance" language as needed.*

THIS TICKET IS A REVOCABLE LICENSE  
USER ACCEPTS RISK OF INJURY

The ticket purchaser/holder (“Holder”) voluntarily assumes all risk of property loss and personal injury arising during its use and/or during the event for which the ticket is issued. Management may revoke the license and eject or refuse entry to the Holder for violation of these terms and conditions, facility rules, illegal activity or misconduct. Holder may not go into the competition area or other restricted area, or interfere in any way with the play of the contest. Any Holder interfering with the play of the contest may be subject to ejection from the facility. Holder consents to all searches of person or property as a condition of entry and confiscation of prohibited items. Tickets reported as lost or stolen may not be honored and may not be replaced nor the price refunded. This ticket may not be duplicated. Holder may not solicit contributions or distribute literature on the premises. Every person, two years of age and older, must have a ticket to enter the facility. Entry will be at the facility’s discretion, unless proof of age is provided. Those under two must be accompanied by a person with a valid admission ticket. Unless specifically authorized in advance by the NCAA, this ticket may not be offered in a commercial promotion or as a prize in a sweepstakes or contest. This ticket may not be sold or resold above face value except in approved instances solely by companies authorized by the NCAA to do so. Persons selling or reselling tickets in violation of any applicable city, county or state regulations, ordinances or laws may be subject to arrest and prosecution. Persons violating NCAA ticket resale policies may face sanctions including but not limited to loss of future ticket privileges. Access to the facility (or substitute facility) by any person other than the original purchaser of this ticket may be denied. If access is denied, no refund of the ticket price will be due. No refunds or exchanges will be permitted. No readmittance. Unless otherwise expressly authorized by applicable law, no firearms or weapons are permitted on these premises for NCAA championships and events, excluding authorized law enforcement officers. Failure to abide may subject you to ejection as well as other applicable discipline or action. The foregoing shall not limit the applicable equipment used in and for fencing and rifle competitions in accordance with NCAA rules, at the venues for such competitions. Holder may not bring alcoholic beverages, bottles, cans or containers, laser pointers, irritants (e.g., artificial noisemakers), video recording devices or strobe lights onto the premises. Promotional items (e.g., shakers, cups, flags, etc.) with commercial slogans or identification also are prohibited. Noncommercial signs, flags or banners that, in the opinion of the NCAA, reflect good sportsmanship, can be held by one individual and do not block the view of other ticket patrons, are permitted. No signs, flags or banners of any size may be affixed to the facility. Holder shall not sell, transmit or aid in transmitting any description, account, picture, recorded transmission, video recording or other reproduction of the contest to which this ticket is issued. Holder expressly grants the NCAA and its licensees the right to use Holder’s image or likeness in connection with any live or recorded transmission or reproduction of such event. The NCAA may choose to relocate the event to another facility, with or without notice, and without liability, to Holder. The NCAA shall not be responsible for punitive, incidental, consequential, or special damages. The Holder of this ticket agrees not to take any action, or cause others to take any action, which would infringe upon the NCAA’s rights. Purchase or use of this ticket constitutes acceptance of these terms and conditions.

**TIMES ARE SUBJECT TO CHANGE**