



# SABRES PRACTICE ICE ALLOCATION

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## **Distribution of Schedules:**

Practice Ice will be allocated to team coaches/managers at the beginning of each round. The practice schedule cannot be drawn up until the game schedule and city practice slots have been released from Denshel/City of Edmonton, so please be patient during release times. Schedules will be sent via email and come in the format of a Microsoft Excel attachment. Let the Sabres Ice Allocator know if this not a suitable format and an alternative method will be used.

## **Schedule Format:**

The entire Sabres schedule is provided to every team for the following reasons:

- If you wish to trade slots with someone, all the information is there, and your team personnel can do the wheeling and dealing. The list of coaches, phone/fax and emails is included with your schedule.
- It also shows everything that was available, and how it was allocated. This answers a lot of questions from inquiring minds – thus saving the Sabres Ice Allocator time spent on telephone calls and emails.

## **Contract Ice vs. Denshel Ice:**

Every round Denshel assigns each team with 4 or 5 slots of city ice. These practice times will may be re-assigned to work with our contract slots, and to spread things out more evenly. Sabres Contract ice times and the Denshel assigned practice slots are paid for by the Sabres Hockey Club and provided, at no extra charge, to Sabres teams.

## **Extra Ice:**

This is a rare commodity for our club, however if there is additional ice for sale, and will be communicated to the team contacts via email. It is your team's responsibility for the cost of additional practice ice that is not allocated by our club. The Sabres Hockey Club will not allow additional team practice ice to be charged to the club.

You can also check the Denshel website to see if there is any extra city ice available. If there are any slots there that you would be interested in, please contact the Sabres Ice Allocator by phone immediately. Requests must be submitted for these slots through the KC office. KC will be invoiced separately for this ice, and individual teams will be invoiced for payment.

## **Tournaments/Exhibition Games/Team Events**

Most teams know well ahead of time if they are entering a tournament, or participating in any other team event (exhibition game, team fundraising event, etc.) and won't be available for practices. If the schedules have already been drawn up and distributed, it is the team's responsibility to ensure that practice slots do not go empty. You may trade or give to one of the other Sabres teams. If this is not possible, please **let the Sabres Ice Allocator know as soon as possible (at the very least 3 days before the practice time)** that you are unable to use a slot. If you know you'll be unavailable, and the next round of practices has not been drawn up and distributed, let the Sabres Ice Allocator know. The Sabres Ice Allocator may be able to work around it when schedules are being drawn up.

Some coaches/managers in the past have been misled to believe that the Sabres Ice Allocator is also responsible for game schedules. This is not the case and if you need to discuss the possibility of rescheduling a game, you must contact the city category director. **Denshel will not work around individual team's tournaments, exhibition games, etc. You are expected to work around the game schedule. Regular season games take precedent over all!**

## **Communication/Team Contacts:**

The Sabres coaches' names, phone/fax numbers and email addresses are included on the practice schedule. If you would prefer that the manager be the communication contact for your team, please email that request to the Sabres Ice Allocator. Most communications will be via email, unless immediate action is required, then it will be by phone. **Coaches/Managers, Please check your emails on a daily basis,** as a lot of this information is time sensitive. (eg: ice available, changes in scheduling, etc.)