



DECEMBER 26, 2022
FORD FIELD

2022 BOWL MANUAL

QUICKLANEBOWL.COM



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QUICK LANE BOWL | 2022 FORD FIELD

QUICK LANE BOWL CONTACT LIST

Bowl Staff

(Please text for immediate assistance)

Name Title	Bowl Area of Responsibility	Phone	E-Mail
Brad Michaels Executive Director	Finance, Insurance, Contract	313.262.2365 (o) 313.350.1776 (c)	brad.michaels@lions.nfl.net
Tamarah Tabor Director of Events	Operations, Hotels	313.262.2017 (o) 808.927.3800 (c)	tamarah.tabor@lions.nfl.net
Kristen Dale Director of Ops	Credentials, Parking	313.262.2187 (o) 989.529.2059 (c)	kristen.dale@lions.nfl.net
Eric Frisbee Ticket Manager	Tickets	313.262.2171 (o) 614.746.0114 (c)	eric.frisbee@lions.nfl.net
Nate Sass Event Manager	Transportation	313.262.2092 (o) 734.629.7295 (c)	nate.sass@lions.nfl.net
Logan Novak Event Coordinator	Ancillary Events	313.262.2129 (o) 586.707.9090(c)	logan.novak@lions.nfl.net
Seth Williams Event Coordinator	Assets, Event RSVP's	313.262.2783 (o) 517.526.4184 (c)	seth.williams@lions.nfl.net
Sarah Young Event Assistant	Gifts, Suites, Merchandise	313.262.2277 (o) 586.854.5869 (c)	sarah.young@lions.nfl.net
Chandler Johnson Event Intern	Band/Cheer	313.262.2032 (o) 586.871.7529 (c)	chandler.johnson@lions.nfl.net
Nisha Collins	MAC Team Liaison	313.262.2005 (o) 231-794-7751 (c)	nisha.collins@lions.nfl.net
Kyle Glaser	Big Ten Team Liaison	313.262.2580 (o) 763-807-6033 (c)	kyle.glaser@lions.nfl.net
Davis Feldman	Game Official Liaison	586.718.5697 (c)	ddfeldo@yahoo.com
Ryan Marut Ops Manager	Practices, Equipment	313.262.2166 (o) 313.549.6604 (c)	ryan.marut@lions.nfl.net
File Drop Address			https://files.detroitlions.com/file-drop/~ZhidyB

Broadcasting

Name	Title	Phone	E-Mail
Jeremy Smoker	Executive Director, Content & Production	248.818.0852 (c)	jeremy.smoker@lions.nfl.net
Ed Clark	Manager of Scoreboard & Broadcasting Ops	313.262.2701(o) 313.300.4919 (c)	ed.clark@lions.nfl.net



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Catering & Hospitality – Levy Restaurants

Name	Title	Phone	E-Mail
Katie Gonyeau	Senior Sales Manager	313.262.2165 (o) 586.214.9846 (c)	kgonyeau@levyrestaurants.com
Meghan Daly	Guest Relations (Suite orders)	313.262.2109 (o)	mdaly@levyrestaurants.com

Ford Field Operations

Name	Title	Phone	E-Mail
Todd Argust	VP of Operations	313.262.2221 (o) 313.779.6698 (c)	todd.argust@lions.nfl.net
Fred Reddig	Director of Facilities	313.262.2275 (o) 586.212.0239 (c)	fred.reddig@lions.nfl.net

Information Technology/Frequency Coordinator

Name	Title	Phone	E-Mail
Steve Lancaster	VP of IT	313.262.2360 (o) 313.333.3311 (c)	steve.lancaster@lions.nfl.net

Media Relations

Name	Title	Phone	E-Mail
Ellen Trudell	Corp. Communications Manager	313.216.2161 (o) 313.608.3399 (c)	ellen.trudell@lions.nfl.net
Taylor Gribble	Corp. Communications Intern	313.262.2129 (o) 313.354.0116 (c)	taylor.gribble@lions.nfl.net

Security

Name	Title	Phone	E-Mail
Darren Johnson	Director of Security	313.262.2210 (o) 313.694.6217 (c)	darren.johnson@lions.nfl.net
Jon Seibt	Director of Operations S.A.F.E. Management	313.262.2273 (o) 602.722.6860 (c)	jseibt@safemanagement.net



GENERAL INFORMATION

Quick Lane Bowl
Ford Field – Detroit, Michigan
Monday, December 26, 2022 – 2:30 pm (EST)

Address

Ford Field
2000 Brush Street, Suite 200
Detroit, MI 48226

Airport

Detroit Metropolitan Airport (DTW) metroairport.com/

Arrival Date

Thursday, December 22, 2022, by 2:30 PM
*Earlier arrival may be accommodated at the hotel.

Departure Date

After the game on Monday, December 26th

Hotels

Big Ten Conference Team – The Westin Book Cadillac Detroit
Big Ten Conference Band and Cheer – The Hilton Garden Inn Detroit Downtown
MAC Conference Team – Marriott Renaissance Center Detroit
MAC Conference Band and Cheer – Courtyard by Marriott Detroit Downtown

Network with Live Television & Radio Broadcast Partner

ESPN Television Network
Radio – 1270AM / 97.1 FM

Social Media – www.detroitlions.com/quick-lane-bowl/

Twitter: @quicklanebowl
Instagram: @quicklanebowl
Facebook: QLB2022
TikTok: @quicklanebowl
#QLB2022– for any social media tag

Stadium – Ford Field

Home of the Detroit Lions: Multi-purpose indoor stadium – 72 degrees indoors – www.fordfield.com/
Capacity: 65,000
Surface: FieldTurf

Wardrobe & Weather

Dress warm. Winter coats, gloves and hats suggested. Plan for cool days and cold nights.
Average weather is a high of 40 degrees and low of 31 degrees with an average of 2-4 inches of snow.



QUICK LANE BOWL MISSION

The Quick Lane Bowl was created to annually host a premier college football bowl game in Detroit, Michigan, to provide a first-class experience to the participating conferences, participating institutions, student-athletes and fans, to promote the City of Detroit and contribute to the economic revival of Southeast Michigan, and to support community and youth groups that have adopted athletic and leadership development programs dedicated to football in the City of Detroit.

QUICK LANE BOWL HISTORY

Ford Field has been home to many college football bowl games, and the Silverdome before that. After hosting college bowl games for nearly three decades at their home stadium, the Detroit Lions wanted to take part in the tradition by bringing their own bowl game to Ford Field. The bowl game received its name in August of 2014 when the Detroit Lions announced that Quick Lane, Ford Motor Company's Tire & Auto Center chain, would become the title sponsor. The 2022 will be the eighth year of a multiyear agreement for Quick Lane Tire and Auto Center as the title sponsor.

2021: Western Michigan Broncos over the Nevada Wolf Pack, 52-24
2019: Pittsburgh Panthers over the Eastern Michigan University Eagles, 34-30
2018: University of Minnesota Gophers over the Georgia Tech Yellow Jackets, 34-10
2017: Duke Blue Devils over the NIU Huskies, 36-14
2016: Boston College Eagles over the Maryland Terrapins, 36-30
2015: University of Minnesota Gophers over the Central Michigan University Chippewas, 21-14
2014: Rutgers Scarlet Knights over the North Carolina Tar Heels, 40-21

The Detroit Lions own, host and operate this college football bowl game. The team's entertainment division, DLI Entertainment, has promoted multiple large-scale shows and events at Ford Field, including ten sold-out Kenny Chesney concerts, Taylor Swift, U2, the 2003 Basketbowl, 2008 NCAA® Men's Basketball Regionals, 2009 NCAA® Men's Basketball Final Four and the 2010 NCAA® Men's Ice Hockey Frozen Four.

The Detroit Lions are committed to this postseason college football in Detroit and keeping the city in consideration for the Big Ten Championship game, and potential College Football Playoff games. The team is instituting a new winter tradition in Detroit with the Quick Lane Bowl. It is a time for families from all over to get together after the holidays to enjoy two prestigious schools facing off to earn a bowl game victory.

About the Detroit Lions

The Detroit Lions are a professional American football team based in Detroit, Michigan. They are members of the North Division of the National Football Conference (NFC) in the National Football League (NFL) and play their home games at Ford Field in downtown Detroit. The team located to Detroit in 1934 and is the National Football League's fifth oldest franchise. The Detroit Lions most recently made the NFL playoffs in 2016, when they finished with an 9-7 record. For more information, please visit www.detroitlions.com.

About Quick Lane

Quick Lane Tire & Auto Center offers extraordinary service for routine vehicle maintenance. It's a go-to for tire repair and replacement – featuring 16 top name brands of tires and a Low Price Tire Guarantee. Plus, find a full lineup of other automotive services including oil changes, brakes, batteries, alignments, shocks and struts and much more. Service is performed by expert technicians on all vehicle makes and models at any of nearly 800 locations across the U.S. while you wait. For more information about Quick Lane, please visit www.quicklane.com.



DEADLINES

We have designed this deadline page with a chronological list of information needed, due date, and contact name. If you have any questions with any of these deadlines, please let us know.

Due Date	Information Needed	Details	Contact Name:
ASAP	Team Contract returned to Bowl Office	pg. 8	Brad Michaels
ASAP	Site Visit Details	pg. 8	Tamarah Tabor
ASAP	Provide Shipping Instructions for patches & decals	pg. 51	Seth Williams
ASAP	Insurance Requirements	pg. 11	Brad Michaels
ASAP	Institution Key Contact List	pg. 8	Logan Novak
Dec 5	Ticket Requests & Shipping information	pg. 34	Eric Frisbee
Dec 6	Press Conference & Promotional Use Items	pg. 9	Sarah Young
Dec 7	Digital Assets Sent to Events File Drop	pg. 9	Nate Sass
Dec 7	Institution Marks, Logos and Pantone Color Information	pg. 9	Nate Sass
Dec 9	Clothing Size information	pg. 10	Sarah Young
Dec 12	On-Line Media Credential List & Frequency Coordination	pg. 41	QLBMedia@lions.nfl.net
Dec 12	Team Headset & Frequency Coordination Form	pg. 10	Steve Lancaster
Dec 12	Game Day Suite Hospitality Menus	pg. 37	Levy Restaurants
Dec 12	Post-Game, Locker Room Meal Order	pg. 52	Levy Restaurants
Dec 12	Team Assets Sent to Stadium	pg. 9	Logan Novak
Dec 12	Additional Team Gift Order form	pg. 26	Sarah Young
Dec 12	Rooming List Due – MAC Team	pg. 23	Marriott
Dec 12	Rooming List Due – Big Ten Team	pg. 24	Westin
Dec 12	Rooming List due – MAC Band/Cheer/Mascot	pg. 25	Courtyard
Dec 12	Rooming List Due - Big Ten Band/Cheer/Mascot	pg. 25	Hilton Garden Inn
Dec 14	Confirm Social Event RSVP's & Additional Ticket Order Form	pg. 12	Seth Williams
Dec 14	On-line Institution Affiliated Credentials	pg. 47	Kristen Dale
Dec 14	Band / Cheer / Mascot Participant Form	pg. 39	Chandler Johnson
Dec 14	Courtesy Car Assignment Form	pg. 20	Nate Sass
Dec 14	Confirm Equipment Truck/Luggage Needs	pg. 20	Nate Sass
Dec 14	Practice & Game Day Supplies Forms; Practice Guest List	pg. 27	Ryan Marut
Dec 14	Media Information (2022 guides, releases, stats, etc.)	pg. 42	Ellen Trudell
Dec 15	Big Ten Fan Block Rate Expires	pg. 24	Westin
Dec 15	Media & Game Officials Room Block Rate Expires	pg. 25	Hilton Garden Inn
Game Day – 10:00 AM	School Will Call & Student-Athlete Guest List	pg. 36	Eric Frisbee
60 days post-game	Full payment for tickets & billable expenses due	pg. 34	Sarah Young

Please email each form or RSVP to the appropriate contact.



INITIAL CONTACT – QUICK LANE BOWL & TEAMS

The Quick Lane Bowl will schedule conference calls with each participating institution's key bowl staff.

Contact List

Please complete the Institution's Key Contact List form **as soon as possible** and email to Logan Novak (logan.novak@lions.nfl.net). *Reference Web Link: Forms – Key Contact List form*

Contractual Obligations

The Quick Lane Bowl will send the participating institutions an official letter of invitation and an official game agreement, specifying all business arrangements for participation. This will serve as the binding contract. In the event the institution would like to consult with the Quick Lane Bowl legal counsel on any team-related matters, please contact Brad Michaels (313.350.1776/ brad.michaels@lions.nfl.net).

NCAA® Rules

The Quick Lane Bowl operates in compliance with all official playing rules of the NCAA® per its regulations and by-laws. The Bowl requires the participating institutions do the same.

Press Conferences

- **Monday, December 5th**
 - 5 – 7 minutes between 9:00 AM – Noon (tentative time): Call In – 97.1 Radio (number to be provided)
- **Tuesday, December 6th**
 - Time TBD: Virtual
 - Bowl game introductory press conference
 - 2-Head Coaches, 2-Athletic Directors – formal availability
 - One on One Interviews with local media

Site Visit Expense

It is highly recommended that each institution participates in a site inspection visit. The bowl will provide lodging and ground transportation for up to four (4) people for one or two nights (eight (8) total room nights maximum). Any additional nights are at the institution's expense.

An itinerary will be completed and distributed to each University representative prior to their arrival. Please confirm travel dates with Tamarah Tabor (tamarah.tabor@lions.nfl.net).



REQUIREMENTS IMMEDIATELY FOLLOWING TEAM SELECTION

Bowl Contacts: Sarah Young (586.854.5869 / sarah.young@lions.nfl.net)

Seth Williams (517.526.4184 / seth.williams@lions.nfl.net)

Immediately following the official team selection announcement on Sunday, December 4th, please ship the following items to the Quick Lane Bowl office to Sarah Young, Ford Field, 2000 Brush Street, Suite 200, Detroit, MI 48226 for earliest arrival on **Tuesday, December 6th**: (*press conference is morning of Tuesday, December 6th)

PRESS CONFERENCE & PROMOTIONAL PURPOSES

- 1 full team uniform (to include size 14 shoe; large gloves) for press conference & promotions
- 1 additional helmet to be displayed at press conferences and throughout game week
- 1 additional team jersey to be used throughout game week

Prior to **Monday, December 12th**, please ship the following items to the Quick Lane Bowl office to Logan Novak, Ford Field, 2000 Brush Street, Suite 200, Detroit, MI 48226:

TEAM ASSETS

- 400 lapel pins for host hotel personnel and/or staff at ancillary Quick Lane Bowl events.
- 60 football team hats for distribution to volunteer team liaisons, hotel staff and bus drivers
- 40 t-shirts with institution's logo for Boys and Girls Club of Southeast Michigan
- 30 team pennants for décor in hotel areas and stadium
- 6 large flags (banners) to be used throughout game week (preferably 3'x5')

DIGITAL ASSETS

Ford Field's vibrant end zone score boards span 39.5' high by 152' wide. Flanking these displays are four additional displays measuring 13' high by 59' wide that can be used individually or coordinated with the main displays for one continuous 270' presentation. During the game, we will display team highlight & institution videos.

The following items are requested for use with our publications and Media Relations departments. Each institution should provide the following information to Nate Sass via Events File Drop:

<https://files.detroitlions.com/filedrop/~ZhidyB> by **Wednesday, December 7th**.

- Institution Marks, Logos and Pantone Color Information
- Color, EPS & JPEG images/logos of official primary logo, team helmet logo and mascot
- High resolution headshots for each player, head coach, assistant coaches and supporting staff, along with their names and positions/titles.
- High resolution headshots of the institution president and athletic director
- Two or three high-resolution action photos from each regular-season game played in 2022
- 10-15 action shots of key student-athletes
- Two or three action shots of the Head Coach
- Decal keepsake photos to generate a PhotoSlap® Life size photo stickers. For best quality, images should be at least 3000 x 3000 pixels, 300 dpi and at least 2MB. Ideal photos are vertical and focused on the particular player and free of any obstructions (i.e. other players body parts)

...Digital Assets continued on page 10.



- List of Team for roster card
- Alphabetical and numerical roster – Word document
- Fight Song with and without video (*only needed if the band is not present*)
- Three to four university campus shots
- Institution Background – Word Document
- Summary of the team’s football history – Word Document
- Five-minute highlight tape from the regular season with action shots*
- 30-second team intro video to be used during pre-game ceremonies*
- 30-second institutional spot for ESPN

During your stay, please upload a one (1) minute “Behind the Scenes” clip taken during each of your team events to the Events File Drop <https://files.detroitlions.com/filedrop/~ZhidyB> to be played during the game.

*The video board specifications are:

- 1920x1080
- 30fps (29.97) or 60fps (59.94). progressive or interlaced
- Square Pixels
- QuickTime format preferred

STUDENT-ATHLETE & OFFICIAL TRAVEL PARTY SIZES

Student-Athletes: Please provide a list of up to (125) student-athletes names and jersey numbers along with their apparel size (M, L, XL, 2XL, 3XL).

Coaches & Staff: Please refer to list below and the Apparel Size form.

Male: please provide an apparel size (Men: M, L, XL, 2XL, 3XL).

Female: please provide an apparel size (Ladies: S, M, L, XL, 2XL).

- President & Spouse
- Athletic Director & Spouse
- Head Coach & Spouse
- Assistant Offensive & Spouse
- Assistant Defensive & Spouse
- Up to 15 total additional staff members

Please return the Apparel Size form to Sarah Young (sarah.young@lions.nfl.net) by **Friday, December 9th**.

Reference Web Link: Forms – Apparel Size Form

TEAM HEADSETS & FREQUENCY COORDINATION

Each institution is required to supply the Quick Lane Bowl with complete headset configurations, requirements and wireless frequencies. A test of both institution’s headsets will be scheduled for prior to each institution’s practice.

Please return the Frequency Coordination form to Steve Lancaster (steve.lancaster@lions.nfl.net) by **Monday, December 12th**. *Reference Web Link: Forms – Frequency Coordination Form*



INSURANCE REQUIREMENTS

Bowl Contact: Brad Michaels (313.350.1776 / brad.michaels@lions.nfl.net)

As a requirement to participate in the Quick Lane Bowl, the participating institutions will be obligated to provide the following types of insurance as soon as possible.

- General liability - \$1,000,000/Occurrence. \$2,000,000/Aggregate.
- Umbrella - \$5,000,000/Occurrence. \$5,000,000/Aggregate.
- Participant Legal-Included in General Liability and Umbrella.
- Accident and medical coverage for all student-athletes (required by the NCAA® Bylaw 30.9.17.2)
 - Basic accidental-medical insurance for each participating student-athlete in the amount of the NCAA® catastrophic injury insurance program.
 - Catastrophic-injury medical insurance for each participating student-athlete that provides lifetime medical, rehabilitation and disability benefits in excess of the basic coverage or equal to the NCAA®-sponsored program or an alternative program approved by the NCAA® Special Events Committee.
 - Coverage in (A) and (B) shall be in effect while the participating student-athletes are traveling to and from the Quick Lane Bowl game site and while they are in the host city.
- Additional insured:
 - The participating institution agrees to indemnify and hold harmless Ford Field Management, LLC; Detroit Bowl, LLC; DLI Properties, LLC; DLI Office Realty, LLC; DLI Entertainment, LLC; DLI Parking Realty, LLC; The Detroit Lions, Inc.; Detroit Lions Charities; City of Detroit, Downtown Detroit Development Authority, Detroit/Wayne County Stadium Authority, and Wayne County and their respective officers, executives, board members, council persons, and employees.
 - Coverage afforded the additional insureds under these policies shall be primary insurance. If the additional insureds have other insurance which is applicable to the loss, such other insurance shall be on an excess and/or contingent basis.
- Quick Lane Bowl is not to be responsible for deductible or SIR (self-insured retention).
- All school employees to have workers' compensation as covered at their states Statutory Limits.
- Each institution is responsible for comprehensive and collision deductible for courtesy cars.

Game Cancellation Insurance

The Quick Lane Bowl is required to offer game cancellation insurance to each institution. The cost shall be covered by the institution. Please contact Jamey Kozierowski (248.706.4802 / jameyk@hutzenlochergroup.com) by **Monday, December 12th** to inquire.



QUICK LANE BOWL | 2022 FORD FIELD

FULL SCHEDULE OF EVENTS *(subject to change)*

The Quick Lane Bowl will provide complimentary tickets for each institution as listed on the RSVP order form*. Each institution may purchase additional tickets (plus fees if applicable), based on availability.

Attire is casual for all events with exception to business casual for The Henry Ford Museum Welcome Dinner. Student-Athlete attire is casual at all times.

Please return the Social Event RSVP & Additional Ticket Order form to Seth Williams (517.526.4184 / seth.williams@lions.nfl.net) by **Wednesday, December 14th**.

Reference Web Link: Forms – Social Event RSVP

Transportation provided

Food & Beverages will be served

THURSDAY, DECEMBER 22, 2022

Before 2:00 PM	Big Ten Welcome	Westin
Before 2:00 PM	MAC Welcome	Marriott Ren Cen
TBD	MAC Security Meeting	Marriott Ren Cen
TBD	Big Ten Security Meeting	Westin
Arrival – Curfew	Team Hospitality Opens	Each Hotel
5:30 PM – 8:00 PM	Welcome Dinner	The Henry Ford Museum
8:00 PM	Late Night Snack Delivered: DiBella's Old-Fashioned Sub's	Hotel Team Hospitality Room

FRIDAY, DECEMBER 23, 2022

8:00 AM – 9:30 AM	Practice – Big Ten	Ford Field
10:00 AM – 11:30 AM	Practice – MAC	Ford Field
10:00 AM – 11:30 AM	Michigan Science Center – Both Travel Party	5020 John R. Street
10:00 AM – 1:00 PM	Media Availability – Optional (not a formal press conference)	Gleaners Food Bank
10:15 AM – 11:15 AM	Gleaners Food Bank Distribution – Big Ten	2131 Beaufait St.
12:15 PM – 1:15 PM	Gleaners Food Bank Distribution – MAC	2131 Beaufait St.
2:00 PM – Curfew	Team Hospitality Opens	Each Hotel
8:00 PM	Late Night Snack Delivered: Detroit Wing Company	Hotel Team Hospitality Room

SATURDAY, DECEMBER 24, 2022

9:00 AM – curfew	Team Hospitality Opens	Each Hotel
9:00 AM – 10:00 AM	Parade Company Tour – Both Travel Parties	9500 Mt. Elliott
9:45 AM – 3:00 PM	Shopping – Travel Party	Somerset Collection
11:00 AM – 12:00 PM	Practice – Big Ten	Ford Field
12:30 PM – 1:30 PM	Practice – MAC	Ford Field
5:00 PM – 7:00 PM	Fowling™ with pizza & beverages	Fowling Warehouse
8:00 PM	Late Night Snack Delivered: Salvatore Scallopini Italian	Hotel Team Hospitality Room



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SUNDAY, DECEMBER 25, 2022

9:00 AM – Curfew	Team Hospitality Opens	Each Hotel
TBD	Walk Through – (if wanted/needed)	Ford Field
12:00 PM – 4:00 PM	Ice Skating – Travel Party 🚗	The Rink @ Campus Martius Park
TBD	Big Ten Band Arrival	Hilton Garden Inn
TBD	MAC Band Arrival	Courtyard Marriott
TBD	Band Practice Slot	Ford Field
10:00 AM – 11:00 AM	NCAA® / ESPN Meeting	Ford Field, Conference Rm E

MONDAY, DECEMBER 26, 2022

TBD	Big Ten Team Arrival	Ford Field
TBD	MAC Team Arrival	Ford Field
1:00 PM – 2:30 PM	Press Dining	Ford Field Press Box
1:00 PM – 2:15 PM	VIP Reception	MGM Grand Detroit Tunnel Club
2:30 PM	KICK OFF	Ford Field
Post-Game	Travel Parties meet in Band Sections	Sec 123 Big Ten / Sec 102 MAC
Post-Game	Post-Game Press Conference	Post-Game Interview Rm

Unofficial Bowl Week Events

The Quick Lane Bowl has made the following reservations for the participating teams. Transportation and expenses associated to these events will be the institutions responsibility.

FRIDAY, DECEMBER 23, 2022

4:00 AM	Twas the Night Before Christmas by Cirque Du Soleil https://www.313presents.com/events/detail/twas-the-night-before-by-cirque-du-soleil (20) Tickets Reserved \$54.20 per ticket RSVP by Thursday, December 8th	Fox Theatre 2211 Woodward Ave. Detroit, MI 48201
PM	Wild Lights at the Detroit Zoo https://wildlights.detroitzoo.org (25) Tickets Reserved at No Charge \$17 – \$25 per ticket	Detroit Zoo 8450 W 10 Mile Rd. Royal Oak, MI 48067



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TEAM SCHEDULE AT A GLANCE *(subject to change)*

🚌 Transportation provided / 🍴 Food & Beverages will be served

THURSDAY, DECEMBER 22, 2022

Before 2:00 PM	Big Ten Welcome	Westin
Before 2:00 PM	MAC Welcome	Marriott Ren Center
TBD	MAC Security Meeting	Marriott Ren Center
TBD	Big Ten Security Meeting	Westin
Arrival – Curfew	Team Hospitality Opens	Each Hotel
5:30 PM – 8:00 PM	Welcome Dinner 🚌 🍴	The Henry Ford Museum
8:00 PM	Late Night Snack Delivered: DiBella's Old-Fashioned Sub's 🍴	Hotel Team Hospitality Room

FRIDAY, DECEMBER 23, 2022

8:00 AM – 9:30 AM	Practice – Big Ten	Ford Field
10:00 AM – 11:30 AM	Practice – MAC	Ford Field
10:00 AM – 1:00 PM	Media Availability – Optional (not a formal press conference)	Gleaners Food Bank
10:15 AM – 11:15 AM	Gleaners Food Bank Distribution – Big Ten 🚌	2131 Beaufait St.
12:15 PM – 1:15 PM	Gleaners Food Bank Distribution – MAC 🚌	2131 Beaufait St.
2:00 PM – Curfew	Team Hospitality Opens	Each Hotel
8:00 PM	Late Night Snack Delivered: Detroit Wing Company 🍴	Hotel Team Hospitality Room

SATURDAY, DECEMBER 24, 2022

9:00 AM – curfew	Team Hospitality Opens	Each Hotel
11:00 AM – 12:00 PM	Practice – Big Ten	Ford Field
12:30 PM – 1:30 PM	Practice – MAC	Ford Field
5:00 PM – 7:00 PM	Fowling™ with pizza & beverages 🚌 🍴	Fowling Warehouse
8:00 PM	Late Night Snack Delivered: Salvatore Scallopini Italian 🍴	Hotel Team Hospitality Room

SUNDAY, DECEMBER 25, 2022

9:00 AM – Curfew	Team Hospitality Opens	Each Hotel
TBD	Walk Through – (if wanted/needed)	Ford Field
10:00 AM – 11:00 AM	NCAA® / ESPN Meeting	Ford Field, Conference Rm E

MONDAY, DECEMBER 26, 2022

TBD	Big Ten Team Arrival	Ford Field
TBD	MAC Team Arrival	Ford Field
1:00 PM	Gates Open for Fans	Ford Field
2:30 PM	KICK OFF	Ford Field
Post-Game	Post-Game Press Conference	Post-Game Interview Rm



QUICK LANE BOWL | 2022 FORD FIELD

TRAVEL PARTY SCHEDULE – At A Glance

Transportation provided / Food & Beverages will be served

**Please wear your QLB Travel Party lanyard to each event (example below from last year)*

THURSDAY, DECEMBER 22, 2022

5:30 PM – 8:00 PM	Welcome Dinner	The Henry Ford Museum
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FRIDAY, DECEMBER 23, 2022

10:00 AM – 11:30 AM	Michigan Science Center – Both Travel Party	5020 John R. Street
10:15 AM – 11:15 AM	Gleaners Food Bank Distribution – Big Ten	2131 Beaufait St.
12:15 PM – 1:15 PM	Gleaners Food Bank Distribution – MAC	2131 Beaufait St.

SATURDAY, DECEMBER 24, 2022

9:00 AM – 10:00 AM	Parade Company Tour – Both Travel Parties	9500 Mt. Elliott
9:45 AM – 3:00 PM	Shopping – Travel Party	Somerset Collection
5:00 PM – 7:00 PM	Fowling™ with pizza & beverages	Fowling Warehouse

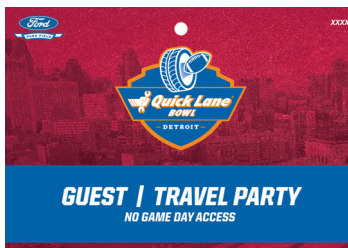
SUNDAY, DECEMBER 25, 2022

12:00 PM – 4:00 PM	Ice Skating – Travel Party	The Rink @ Campus Martius Park
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MONDAY, DECEMBER 26, 2022

1:00 PM	Gates Open for Fans	Ford Field
2:30 PM	KICK OFF	Ford Field
Post-Game	Travel Parties meet in Band Sections	Sec 123 Big Ten / Sec 102 MAC

Please have Travel Party Guests show this credential while attending travel party events.



Please see our Detroit section further into the manual for other family friendly activities in the city and surrounding area. Email Nate Sass (nate.sass@lions.nfl.net) with any questions.



QUICK LANE BOWL | 2022 FORD FIELD

REQUIRED PARTICIPATION FOR SCHEDULE OF EVENTS

Attire is casual for all events with exception to business casual for The Henry Ford Welcome Dinner.
Student-Athletes attire is casual at all times.

ATHLETIC DIRECTOR

Tuesday, Dec 6	TBD	Press Conference	Virtual
Thursday, Dec 22	5:30 PM – 8:00 PM	Welcome Dinner	The Henry Ford Museum
Sunday, Dec 25	10:00 AM – 11:00 AM	NCAA®/ESPN Meeting	Ford Field, Conference Rm E

HEAD COACH

Monday, Dec 5	TBD AM (10 mins)	Radio Show Spot	Call-In Number
Tuesday, Dec 6	TBD	Press Conference	Virtual
Thursday, Dec 22	5:30 PM – 8:00 PM	Welcome Dinner	The Henry Ford Museum
Friday, Dec 23	10:15 AM – 11:15 AM	Food Distribution – Big Ten	Gleaners Comm. Food Bank
	12:15 PM – 1:15 PM	Food Distribution – MAC	Gleaners Comm. Food Bank

ASSISTANT FOOTBALL COACHES

Thursday, Dec 22	5:30 PM – 8:00 PM	Welcome Dinner	The Henry Ford Museum
Friday, Dec 23	10:15 AM – 11:15 AM	Food Distribution – Big Ten	Gleaners Comm. Food Bank
	12:15 PM – 1:15 PM	Food Distribution – MAC	Gleaners Comm. Food Bank

STUDENT-ATHLETES

Thursday, Dec 22	5:30 PM – 8:00 PM	Welcome Dinner	The Henry Ford Museum
Friday, Dec 23	10:15 AM – 11:15 AM	Food Distribution – Big Ten	Gleaners Comm. Food Bank
	12:15 PM – 1:15 PM	Food Distribution – MAC	Gleaners Comm. Food Bank

MANDATORY NCAA® MEETING

Procedures for kick off time, schedule of game clock for pre-game, halftime, pre-game and post-game introductions, emphasize football playing rule 1-2-4-(e), commercial format and length, on-field interview and tiebreaker.

Date: Sunday, December 25th

Time: 10:00 AM – 11:00 AM

Location: Ford Field, Conference Room E

Required Participation

The following individuals are required to attend this pre-game meeting on the day before the Quick Lane Bowl:

- Athletic Director and/or designee(s) from each institution
- Football Operations representative
- Media Relations Director from each institution
- Band Director from each institution
- Game Official
- Game Clock Operator
- Producer and other individuals representing ESPN television



FULL EVENT DETAILS *(subject to change)*

Team = Team Event / **TP** = Travel

Transportation provided / Food & Beverages will be served

Team Fan Restaurants (Dec. 22-25)

Description: During Bowl week, they may visit the restaurant to receive special MAC Fan discounts.

Big Ten – Jolly Pumpkin Pizzeria & Brewery

Address: 441 West Canfield #9 • Detroit, MI 48201

Transportation: None – Fans can visit at their leisure.

Time:

MAC – TBD

Address:

Transportation: None – Fans can visit at their leisure.

Time:

THURSDAY, DECEMBER 22nd

Welcome Dinner at The Henry Ford Museum of American Innovation – www.thehenryford.org

Team & TP

Description: This museum allows you to experience the strides of America's greatest minds. From Rosa Park's bus to Wright Brothers' flight innovations to presidential limousines. After dinner, everyone is invited to privately tour the Museum. *For children, we offer chicken nuggets, fries, milk. This will be \$27pp (meal plus museum admission).

Attire: Business Casual / Student-Athletes – Casual

Time: 5:30 PM – 8:00 PM

- 5:30 PM – VIP football panel discussion: Life After Sports – Anderson Theater
- 6:00 PM – Buffet dinner opens – Museum Plaza
- 6:30 PM – Dessert Afterglow – Mathematica Area & Lamy's Diner Area

Address: 20900 Oakwood Boulevard • Dearborn, MI 48124

Transportation: The team buses will pick up the student-athletes, coaches, staff & travel party guests.

FRIDAY, DECEMBER 23rd

Gleaners Food Bank – www.gcfb.org Team & TP

Description: Gleaners Community Food Bank distributes food for more than 90,000 meals each day to 534 partner soup kitchens, shelters and pantries in five southeast Michigan counties. Student-athletes, coaches, staff and travel party will pack produce to support school-based mobile pantries.

There are two working areas: One for 140 student-athlete & coaches and one area for additional staff & travel party volunteers. *Must be at least 10 years old.

Attire: Casual (Gleaners can be cold inside; be prepared), closed-toe shoes. No jewelry or gum please.

Time: Big Ten 10:15 AM – 11:15 AM / MAC 12:15 PM – 1:15 PM

Address: 2131 Beaufait Street • Detroit, MI 48207

Transportation: The team buses will pick up the student-athletes, coaches, staff & travel party.



Michigan Science Center – www.mi-sci.org/ TP 🚌

Description: The science center has live stage shows, a Planetarium, 250+ hands-on exhibits, lab activities, special exhibits and more. 1001 Inventions is the newest exhibit and included for this group.

Attire: Casual

Time: 10:00 AM – 11:30 AM

Address: 5020 John R. Street • Detroit, MI 48202

Transportation: A shuttle bus will be provided to/from this event. Please see posted schedule at hotel.

DNR Outdoor Adventure Center – www.michigan.gov/oac TP 🚌

Description: The Outdoor Adventure Center (OAC) in Detroit brings Michigan's woods, water and wildlife inside a 3-story, 40,000 square foot building. The facility provides hands-on recreational experiences for all ages and abilities through a variety of activities and exhibits that engage the senses. Experience Michigan's outdoors in this unique, hands-on facility. Ideal for ages 2-12 years old with chaperone.

Attire: Casual

Time: 10:00 AM – 11:30 AM

Address: 1801 Atwater Street • Detroit, MI 48207

Transportation: A shuttle bus will be provided to/from this event. Please see posted schedule at hotel.

SATURDAY, DECEMBER 24th

Parade Company Tour – <https://theparade.org/tours/> TP 🚌

Description: Venture into the magical Parade Land and experience a behind the scenes look at America's Thanksgiving Parade®. Learn more about the Parade's fascinating history, explore the 200,000 square-foot storyland of floats and see how our award-winning artisans bring them to life. Fun for all ages!

Attire: Casual – The parade warehouse can be cool inside; be prepared with warm gear.

Time: 9:00 AM – 10:00 AM

Address: 9500 Mt. Elliott, Studio A • Detroit, MI 48211

Transportation: A shuttle bus will be provided to/from this event. Please see posted schedule at hotel.

Somerset Collection Shopping – www.thesomersetcollection.com TP 🚌

Description: Shop anchor stores Neiman Marcus, Saks Fifth Ave, Nordstrom, Macy's and hundreds of stores at Detroit's finest mall. Many different stores and options to do while at Somerset.

Time: 9:45 AM – 3:00 PM

Address: 2800 W. Big Beaver Rd. • Troy, MI 48084

Transportation: A shuttle bus will be provided to/from this event. Please see posted schedule at hotel.

Fowling™ – www.fowlingwarehouse.com Team & TP 🚌 🍴

Description: The football bowling pin game known as Fowling™, is a hybrid game that combines elements of football, bowling and horseshoes. The object of the game is for teams to be the first to knock down all their opponent's pins by throwing a football at 10 bowling pins which are positioned in a triangular format.

Attire: Casual – The Fowling™ warehouse can be cool inside; be prepared with warm gear

Time: 5:00 PM – 7:00 PM

Address: 3901 Christopher St • Hamtramck, MI 48211

Transportation: The team buses will pick up the student-athletes, coaches, staff & families from each hotel. *For Travel Party overflow, additional transportation can be arranged at the institution's expense.



SUNDAY, DECEMBER 25th

Ice Skating – <https://downtowndetroit.org/experience-downtown/things-to-do/the-rink/>  

Description: Children and families will have the opportunity to ice skate in Downtown Detroit at The Rink @ Campus Martius Park. Wonderful view of a 60-foot holiday tree by the skating area. Skating open to the public. Ice skates will be provided. Guests with a QLB Credential can rent skates for free.

Attire: Dress warm – Hats, gloves and winter coats. Bring your own socks.

Time: 12:00 PM – 4:00 PM

Address: 800 Woodward Ave. • Detroit, MI 48226

Transportation: A shuttle bus will be provided to/from this event. Please see posted schedule at hotel.

MONDAY, DECEMBER 26th

VIP Reception – MGM Grand Detroit Tunnel Club – Ford Field

Description: Up to ten (10) guests will join Quick Lane Bowl VIP's at the pre-game VIP Reception in the MGM Grand Detroit Tunnel Club; Ford Field's exclusive club at the top of the tunnel.

Time: 1:00 PM – 2:15 PM

Invitation Only: Guest will receive an email and names will be on list at check-in podium. Coat check is available.



TRAVEL AND TRANSPORTATION

Please plan on arriving at your designated team hotel by 2:00 PM on Thursday, December 22nd.
Earlier arrival may be accommodated at the hotel.

Airport

The Detroit Metropolitan Airport (DTW) / www.metroairport.com

Courtesy Cars

The Quick Lane Bowl will provide courtesy cars to each institution, one for the officials and one for the instant replay officials. The courtesy car assignment form is due to Nate Sass before **Wednesday, December 14th**.

Reference Web Link: Forms - Courtesy Car Assignment Form

- Vehicle pick-up, return and inspection
 - Upon arrival, a bowl representative will meet with your official Team Travel Coordinator for an inspection of each vehicle and distribution of the keys.
 - On the day of departure, please return the cars to agreed upon location: either stadium or hotel parking area. A bowl representative will meet with your Official Team Travel Coordinator for a return inspection of each vehicle and collection of the keys.
 - Operational expenses are paid for by the institution.
- Vehicle restrictions
 - Only individuals with valid D/L and affiliated with the institution have permission to drive the courtesy vehicles.
 - Student-athletes are not permitted to drive the courtesy vehicles.
 - Courtesy vehicles are to be used within a fifty (50) mile radius of the Team Hotel.
 - All passengers required to use seatbelts.
 - The institution shall be responsible for all fines, forfeitures, penalties (parking, speeding, accident) and deductible incurred by reason of use of the courtesy vehicles.
- Parking
 - At Ford Field, during bowl week, guests may park official bowl courtesy cars in the 20-minute lot on Beacon St. and St. Antoine Street.
- Insurance
 - The Quick Lane Bowl has provided insurance coverage for the drivers assigned to the Bowl-provided courtesy cars. Each institution is responsible for comprehensive and collision deductible for the courtesy cars.
- Accident Procedure
 - Should a vehicle become involved in an accident, your Official Team Travel Coordinator should immediately contact Nate Sass (734.629.7295).

**Subject to change*

Equipment and Luggage Transportation

Upon arrival and departure from Detroit Metro Airport, the Quick Lane Bowl will make rental arrangements for trucks to transport equipment and luggage at the expense of the institution. Please confirm your specific needs with Nate Sass (734.629.7295 / nate.sass@lions.nfl.net) by **Wednesday, December 14th**.



Ground Transportation

The Quick Lane Bowl is pleased to have prearranged your local bus transportation company. Buses have exclusively been reserved for both MAC and Big Ten Teams, band, cheer and official party. Each institution will be responsible for transportation to/from airport, practices, and other requested events not hosted by Quick Lane Bowl. The Quick Lane Bowl will work with each team to determine specific motor coach needs and scheduling. Personnel from the official ground transportation company will be available for consultation during your initial site visit to plan all transportation details.

Bianco Tours

Contact: Ann Wilk

(734) 946 7021 ext. 221

<http://www.biancotours.com/>

	34 passenger	40 passenger	56 passenger
Less than 5 hours	\$ 827.00	\$ 869.00	\$ 964.00
5-6 hours	\$ 904.00	\$972.00	\$1049.00
7-8 hours	\$ 978.00	\$ 1050.00	\$ 1143.00
9-10 hours	\$ 1063.00	\$ 1140.00	\$ 1237.00
11-12 hours	\$ 1140.00	\$ 1243.00	\$ 1324.00
13-14 hours	\$ 1212.00	\$ 1302.00	\$ 1414.00
15-19 hours	\$ 1294.00	\$ 1387.00	\$1499.00
Airport Transfers			
Pick Up	\$ 696.00	\$ 740.00	\$ 804.00
Drop Off	\$ 667.00	\$ 710.00	\$ 774.00



HOTEL INFORMATION

Bowl Contact: Tamarah Tabor (808.927.3800 / tamarah.tabor@lions.nfl.net)

The Quick Lane Bowl has designated hotel locations with quality hotel space located near Ford Field and other Bowl related events.

Hotel Confirmation

Your priority with the hotel is to confirm your total rooms required, arrival times and establish your master account. Please be sure to let the hotel know who is authorized to make reservations for your official party.

Security

The hotels do not provide security in hotel meeting and function spaces, and each institution agrees to advise all participants that they are responsible for safekeeping their property. The institution may elect to retain security personnel at its own expense through your hotel contact.

Team Hospitality Suite

The Quick Lane Bowl will host one team hospitality suite at the hotel beginning the day of arrival through Sunday night, December 25th, or as otherwise indicated by team officials. The suite is intended to be an exclusive area for the student-athletes, providing them with a private space to relax and unwind. The suite will be complete with televisions, arcade games, gaming systems, snack foods and beverages.

Hospitality Suite Hours <i>(subject to change)</i>	
Thursday, Dec 22 nd	Arrival - curfew
Friday, Dec 23 rd	2:00 PM - curfew
Saturday, Dec 24 th	9:00 AM - curfew
Sunday, Dec 25 th	9:00 AM - curfew

VIP Hospitality Suite

The Quick Lane Bowl has reserved a VIP Hospitality Suite with a \$12,000 food & beverage credit for length of stay to be used by the adult members of the official party. This credit can only be used at the designated team hotel.

The institution will determine VIP hospitality suite hours & menu items with the hotel representative.

Volunteers & Daily Itineraries

Volunteers will be at your hotel daily to assist with any questions about the city and scheduled team and travel party itineraries.



QUICK LANE BOWL 2022 FORD FIELD

HOTEL DESIGNATIONS

Bowl Contact: Tamarah Tabor (808.927.3800 / tamarah.tabor@lions.nfl.net)

Home Team Hotel – MAC

All costs associated with hotel payments must be paid for in advance.



Marriott Renaissance Center Detroit

400 Renaissance Drive

Detroit, MI 48243

Main Phone: 313.568.8000

www.dtwdt-detroit-marriott-at-the-renaissance-center/

Primary Hotel Contact

Michelle Rosen, Director of Event Planning

P: 313.568.8731 | C: 313.450.2953 | michelle.rosen@marriott.com

Room Arrangements

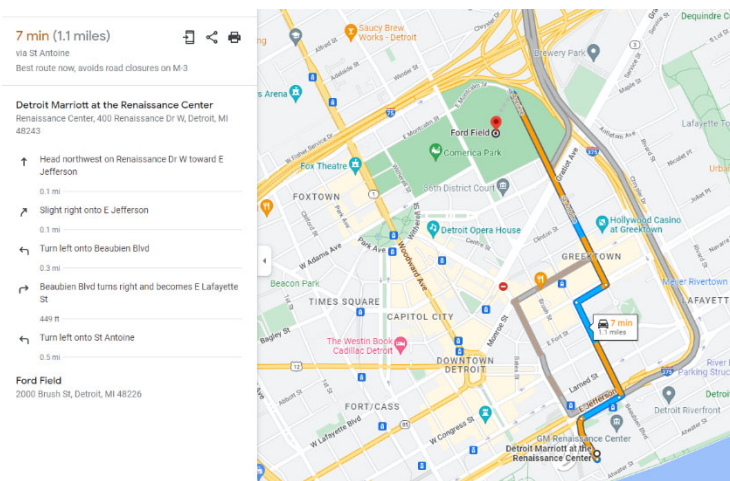
The following room block has been reserved at the Marriott Renaissance Center Detroit. Three (3) complimentary suites for four (4) nights are available for the Athletics Director, Head Football Coach, and University President or Chancellor.

Thursday, December 22, 2022	60 King / 65 Double/3 Suites	Total = 128
Friday, December 23, 2022	60 King / 65 Double/3 Suites	Total = 128
Saturday, December 24, 2022	60 King / 65 Double/3 Suites	Total = 128
Sunday, December 25, 2022	60 King / 65 Double/3 Suites	Total = 128

Rooming list due on **Monday, December 12th**. For fans and alumni reservations visit: [Fan Block @ Marriott Renaissance Center](#).

Meeting Rooms

Complimentary meeting space has been secured for coaches, position, and team meetings. For audio and video sources please contact Sean Wozniak at 517.474.0511 or sean.wozniak@encoreglobal.com.





QUICK LANE BOWL | 2022 FORD FIELD

Visiting Team Hotel – Big Ten

All costs associated with hotel payments must be paid for in advance.



The Westin Book Cadillac Detroit

1114 Washington Blvd.

Detroit, MI 48226

Main Phone: 313.442.1600

www.bookcadillacwestin.com

Primary Hotel Contact

David Oleinick, Senior Catering Sales Executive

P: 313.442.5735 | C: 313.693.2887 | david.oleinick@westin.com

Room Arrangements

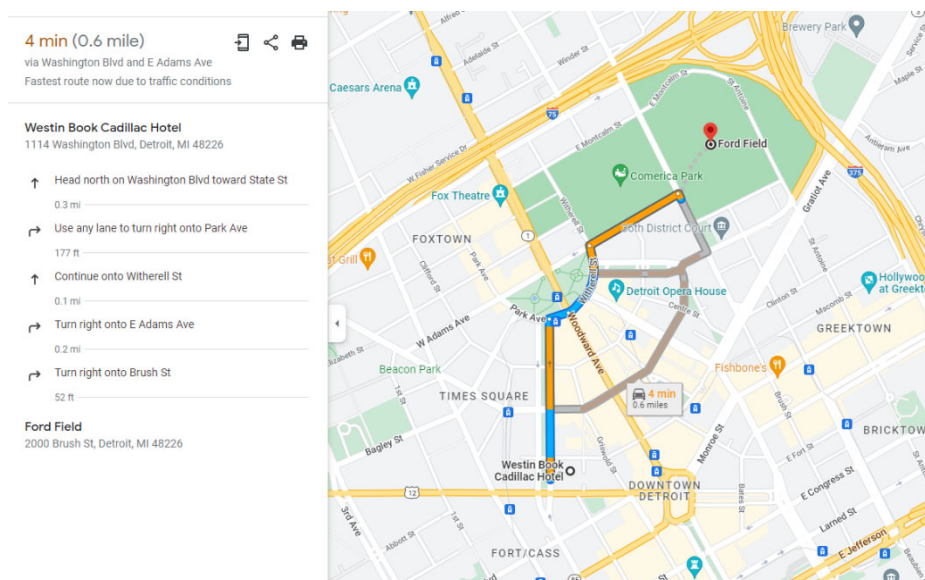
The following room block has been reserved at the Marriott Renaissance Center Detroit. Three (3) complimentary suites for four (4) nights are available for the Athletics Director, Head Football Coach, and University President or Chancellor.

Thursday, December 22, 2022	75 Standard / 75 Double / 3 Suites	Total = 153
Friday, December 23, 2022	75 Standard / 75 Double / 3 Suites	Total = 153
Saturday, December 24, 2022	75 Standard / 75 Double / 3 Suites	Total = 153
Sunday, December 25, 2022	75 Standard / 75 Double / 3 Suites	Total = 153

Rooming list due on **Monday, December 12th**. For fans and alumni reservations visit: [Fan Block @ Westin Book Cadillac.](#)

Meeting Rooms

Complimentary meeting space has been secured for coaches, position, and team meetings. For audio and video sources please contact Jacob Courser with Encore at 989.506.7946 or jacob.courser@encoreglobal.com.





QUICK LANE BOWL | 2022 FORD FIELD

Band and Cheer

The Quick Lane Bowl encourages the participating teams to bring their band, cheerleaders and mascot to Detroit. We ask these groups arrive in no later than 12:00 PM on Sunday, December 25, 2022. A block of hotel rooms for two (2) consecutive nights has been reserved for the group.

Sunday, December 25, 2022	70 Double / 5 King	Total = 75
Monday, December 26, 2022	70 Double / 5 King	Total = 75

Rooming list due on **Monday, December 12th**.

MAC Band and Cheer Designated Hotel

Courtyard by Marriott Detroit Downtown
333 East Jefferson Ave,
Detroit, MI 48226

www.marriott.com/hotels/travel/dtwdc-courtyard-detroit-downtown/

Primary Hotel Contact

Monecca Young, Event Specialist
P: 313.223.3915 | monecca.young@marriott.com

Big Ten Band and Cheer Designated Hotel

Hilton Garden Inn – Detroit Downtown
351 Gratiot Ave.
Detroit, MI 48226

www.hilton.com/en/hotels/detdhgi-hilton-garden-inn-detroit-downtown/

Primary Hotel Contact

Gail Major, Regional Director of Sales
P: 313.595.3960 | C: 313.424.1624 | gmajor@superhosthospitality.com

Meeting Rooms

Rooms are based on availability at the time of reservations.

Game Officials & Media

The Quick Lane Bowl has arranged a block of hotel rooms for two (2) consecutive nights for officials and media from Saturday, December 24 to Monday, December 26, 2022.

Hilton Garden Inn – Detroit Downtown

351 Gratiot Ave.
Detroit, MI 48226

Main Phone: 313.967.0900

www.hilton.com/en/hotels/detdhgi-hilton-garden-inn-detroit-downtown/

Rooming lists due on **Wednesday, December 15th**. Media Rate is \$132.00 plus applicable taxes. For reservations visit:
<http://tiny.cc/MediaQuicklaneBowl>.



GIFTS

Bowl Contacts: Sarah Young (586.854.5869 / sarah.young@lions.nfl.net)

The Quick Lane Bowl is pleased to offer each institution with 125 of the following:

Amazon Gift Card	\$ 175.00
JBL Tune 710BT Bluetooth, Wireless Headphones by Harman	\$ 100.00
PhotoSlap® Life size photo stickers*	\$ 90.00
Quick Lane Bowl merchandise collection	\$ 80.00
Quick Lane Bowl Backpack & tag	\$ 65.00
Commemorative football with Quick Lane Bowl logo	\$ 40.00
<i>*all prices include tax</i>	\$ 550.00

Please send a high-resolution photo of each student-athlete as a PhotoSlap® Life size photo stickers keepsake will be created. These photos are due to Nate Sass via Events File Drop by **Wednesday, December 7th**.

<https://files.detroitlions.com/filedrop/~ZhidyB>

For best quality, images should be at least 3000 x 3000 pixels, 300 dpi and at least 2MB. Ideal photos are vertical and focused on the particular player and free of any obstructions (i.e. other players body parts)

Additional Gifts

- Additional select gifts may be purchased.
- Please email Sarah Young (sarah.young@lions.nfl.net) for options. The team gift order form is due by **Monday, December 12th**.
- Select items will be a special order and delayed in delivery. Institution shall cover shipping expenses of these orders.

Reference Web Link: Forms – Team Gift Order Form



PRACTICE FACILITY

Bowl Contacts: Ryan Marut (313.549.6604 / ryan.marut@lions.nfl.net)

The Quick Lane Bowl will provide the following practice times at Ford Field. Additional offsite practices will be at the team's own expense.

Big Ten Practice Schedule (subject to change)	
Friday, December 23 rd	8:00 AM – 9:30 AM
Saturday, December 24 th	11:00 AM – 12:00 PM
Sunday, December 25 th (walk through)	TBD
MAC Practice Schedule (subject to change)	
Friday, December 23 rd	10:00 AM – 11:30 AM
Saturday, December 24 th	12:30 PM – 1:30 PM
Sunday, December 25 th (walk through)	TBD

Guests at Practice

If any school personnel guests will be granted access to the field for practice, please let Nate Sass (734.629.295) know prior to practice. *These guests are not on the football staff or traveling with team to the practice.

Laundry Service

The Quick Lane Bowl will coordinate all laundry service at Ford Field. Up to 150 towels will be provided for practice and on game day. Institution will be charged \$10.00 per lost towel from practices and on game day. Teams may coordinate with Mike Schmidt (734.718.2934).

Practice Supplies

For practice at Ford Field, the Quick Lane Bowl will provide:

- 6 – 20# bags of ice per practice (up to 18 bags total)
- Laundry Services & Towels
- Parking
- Sport lights
- Venue staff

No outside food & beverage is allowed inside Ford Field. The following items may be ordered at the institution's expense, through Levy Restaurants at Ford Field:

Item	Price
Bottled Water	\$4.00 each
Canned Soda (Pepsi Products)	\$3.50 each
Gatorade	\$5.00 each
Coffee (per gallon)	\$45.00 each
Fruit (ex. sliced oranges/bananas)	\$2.00 per piece
5 Gallon Water Jugs	\$45.00 each
Bagged Ice (20 lbs.)	\$10.00 each

Please complete Practice & Game Day Supplies Order form and return to Ryan Marut by **Wednesday, December 14th**.
Reference Web Link: [Forms – Practice & Game Day Supplies Order Form](#)



QUICK LANE BOWL 2022 FORD FIELD

STADIUM INFORMATION - FORD FIELD



Also, Reference Web Link: [Maps & Diagrams – Stadium & Surrounding Area Diagram](#)

Visitor Locker Room & Team Bench Assignment (Big Ten)

The Big Ten team will occupy the Visitor's Locker Room and will be on the south sideline.

Home Locker Room & Team Bench Assignment (MAC)

The MAC team will occupy the Home Locker Room and will be on the north sideline.

Catering & Concessions

Levy Restaurants is the exclusive catering partner and concessionaire at Ford Field. Please contact Katie Gonyeau (313.262.2165 / kgonyeau@levyrestaurants.com) for any pre-game and post-game hospitality requests and team meals at Ford Field.



Emergency Evacuation Procedure

In an event of an emergency direct attention to the video boards and listen for announcements on the PA system. Please follow the directions of the Ford Field team members and staff. For safety reasons, everyone should leave in an orderly fashion and please remain calm. Guests with disabilities will be escorted to the nearest exits by an usher or supervisor. Escalators and elevators will not operate during an evacuation. Once you exit the stadium, proceed as far away from the gates as possible.

For student-athletes and staff on field and/or in locker rooms, please direct your attention to Ford Field team members and staff for directions to team buses.

Entrances

The following groups should enter at the gates designated below:

GROUP	ENTRANCE
Band / Cheer / Mascots	Top of Tunnel – Beacon Street
Media	Gate C
Game Officials / Chain Gang	Top of Tunnel – Beacon Street
Teams	Top of Tunnel – Beacon Street
Television Crew	Loading Dock – Beacon Street

Field Painting

The east end zone will be painted for the MAC team, while the west end zone will be painted for the Big Ten team. Please complete the Institution Marks, Logos and Pantone Color Information Form and submit to Nate Sass (nate.sass@lions.nfl.net) by Wednesday, December 7th.

Reference Web Link: *Forms – Institution Marks, Logos and Pantone Color Information Form*

First Aid Stations

First Aid locations will open 90-minutes prior to kick off and remain open a half hour after the game. Nurses are available to assist with medical concerns along with a medical doctor and EMS Services.

- Lower Concourse Level
 - Main First Aid – Across from Section 106/107
 - Gate B – Section 133
 - Gate G – Section 113
- Suites
 - 4th Level adjacent to Suite 417

Guest Services

The Guest Services staff is available at convenient locations throughout the stadium to help guests with a variety of questions and concerns including lost children, disabled seating, wheelchairs, general information, comment forms, emergencies, etc.



Lost & Found

Guests needing to claim, or report lost items during a game or event should visit the **Gate A Guest Services location at Section 100**. Guests inquiring about lost items at previous games/events should call the Lost and Found hotline at 313.262.2999 or email lost.found@lions.nfl.net. Ford Field cannot be held responsible for lost or damaged items.

Metal Detectors / Screening

Ford Field has implemented walkthrough metal detectors at all points of stadium ingress. All persons entering Ford Field should follow the direction of staff at the security screening checkpoints.

Permitted Items after Inspection

- Bag that is clear plastic, vinyl, or PVC and does not exceed 12" x 6" x 12". Exceptions may be made for medically necessary items after proper inspection
- Small clutch bag, camera and binocular cases, not exceeding 4.5" x 6.5", with or without a hand or strap
- Medically necessary items including insulin, medication, portable oxygen, small soft pack coolers and breast pumps
- Binoculars and binocular cases
- Tablets (iPads, Kindles, etc.)
- Cameras and small camera cases (must comply with five-inch camera lens limit)
- Small radios (must be used with an earpiece or headphones)
- Umbrellas, small compact only. Must be placed securely under the seat
- Handheld posters and signs without poles or sticks. Must not block another guest's view
- Battery operated clothing or signs if approved after thorough inspection
- Inappropriate subject matter should not be displayed and must not block another guest's view
- Football helmets, altered helmets, hats or clothing with spikes or weaponry items that can block another person's view are not permitted

Prohibited & Restricted Items include but are not limited to

- Aerosol cans (hairspray, mace, pepper spray, etc.)
- Animals (except certified service animals to aid guests with disabilities)
- Backpacks, luggage, grocery and paper bags, duffle bags, large bags, large purses or large camera cases
- Balloons (air or helium)
- Balls (beach balls, footballs, etc.)
- Banners or large flags
- Cameras with lenses longer than five inches or any detachable lens
- Decals, stickers, confetti, or glitter
- Drones and/or remote-controlled aircraft
- Electronic equipment including laptops, video recorders, tripods, wearable video cameras including GoPros
- Fireworks & Flashlights
- Food, beverages, or liquids (cans, bottles, boxes, flasks, etc.)
- Handouts, items or goods intended for unauthorized sale, promotion, exchange or giveaway

...Prohibited & Restricted items continued on page 31.



CONTINUED Prohibited & Restricted Items include but are not limited to

- Illegal substances
- Knives, pocketknives, box cutters, scissors, etc.
- Laser pointers
- Markers (permanent) and/or paint
- Noisemaking devices (bells, horns, kazoos, whistles, etc.)
- Objects that can be used as missiles or projectiles (sticks, poles, bats, clubs, frisbees, etc.)
- Offensive or profane messages or images on signs and clothing that are distasteful or indecent
- Seat cushions or chairs
- Selfie sticks
- Strollers and infant car seats or carriers
- Umbrellas (large size)
- Wrapped gifts
- Weapons*
- No weapons are allowed in the stadium. Possession of a firearm or any other weapon is strictly forbidden. Possession of such a weapon will result in immediate confiscation, ejection and possible arrest. Per the NFL, only sworn on duty law enforcement officers acting in their official capacity working at Ford Field are able to carry a weapon.



PARKING

Bowl Contact: Kristen Dale (989.529.2059 / kristen.dale@lions.nfl.net)



Also, Reference Web Link: [Maps & Diagrams – Ford Field Parking Maps](#)

Accessible (ADA) Parking

Accessible (ADA) parking is available in Lot 4 (on Montcalm St. located just north of Ford Field and east of Brush Street) and the Ford Field Parking Deck (on St. Antoine off of Madison). Spots are available on a first-come, first serve basis to our guests with the appropriate disabled permit and a state-issued license plate or placard. Guests needing assistance can enter through most Ford Field gates and may utilize any passenger elevator. Ramps are located at Gates B and D.

Buses & Trucks

Stadium operations will coordinate bus drop offs, parking during game or practice, and return for pick up. Please send a complete list to Nate Sass (734.629.7295 / nate.sass@lions.nfl.net) detailing each bus and equipment vehicle for review by **Wednesday, December 14th**.

- Band/Cheer Buses – Game Day
 - Drop off: At Hotel 1 on Beacon St.
 - Prior to team arrival on the corner of Beacon St. and Brush Street
 - After team arrival on Adams and Brush Street.
 - Parking during event: Adams Street
 - Pick up: Walk to the buses staged on Adams Street
- Equipment Truck(s):
 - Unload/Load: Top of tunnel at corner of Beacon St. and Brush Street
 - Box trucks may unload in the tunnel on Beacon St.
 - Parking: Loading Dock
- Fan/Travel Party Buses – Game Day
 - Drop off/Pick Up: Brush Street & I-75 Service Drive between Brush and Woodward.
- Team Buses – Practice & Game Day
 - Drop off/Pick Up: Top of Ford Field tunnel at corner of Beacon St. and Brush Street
 - Parking: Remain on Beacon Street



QUICK LANE BOWL | 2022 FORD FIELD

Fan Parking

Parking facilities adjacent to Ford Field and Comerica Park are available on a first come, first serve basis. The Ford Field Parking Deck and Lots 4, 5 and 6 are managed by ABM Parking Services.

The Ford Field Parking Deck parking may be pre-purchased online at [parking-quick-lane-bowl](https://parking-quick-lane-bowl.com). Cost for parking is \$30 plus fees.

Lots 61 E Elizabeth will be \$25 per vehicle. The 850 Witherell, the McLaren Garage, & Lions/Tigers Garage will be \$20 per vehicle. These lots are the closest lots managed by Olympia Development. Additional options can be found at: <https://www.parkwhiz.com/p/detroit-parking/map>.

Access to parking facilities is generally three hours prior to kick off.

Media Game Day Parking

Official media parking will be located at the Lions/Tigers Garage located at 250 Fisher Rd., Detroit, MI 48226.

All attending media members that require game day parking may contacting QLBMedia@lions.nfl.net.

VIP Parking

Please contact Kristen Dale (kristen.dale@lions.nfl.net) to discuss parking options.



TICKETING & WILL CALL

Bowl Contact(s): Eric Frisbee (614.746.0114 / eric.frisbee@lions.nfl.net)

Reserved Participating Institution ticket price: \$89 (plus \$10.25 service fee)

*Age Policy: Children under 2 are free (on lap – must not occupy a seat)



Participating Institution Tickets

Available participating institution ticket sections are listed in chart below. These sections will be allocated to your consignment based on the number of tickets requested. We will work with your team to build a manifest best for your school and bowl game.

Prior to Selection Sunday, we can provide a full general manifest of these sections to help prepare and build this event on your system.

Please let us know if you are interested in our digital ticket option. Your ticket office can create accounts to easily manage your inventory. The bowl team will help each institution establish their best way to implement and distribute.

On **Monday, December 5th**, ticket managers will need to contact Eric Frisbee (614.746.0114 / eric.frisbee@lions.nfl.net) with the specific ticket requests and shipping information. These tickets will be shipped via two-day air on **Friday, December 9th** to ticket contact or picked up during site visit.

Full payment for tickets will be added to the post-game Billable Expenses. These are due to the Quick Lane Bowl office no later than sixty (60) days after the game to Ford Field, attn: Sarah Young, 2000 Brush Street, Suite 200, Detroit, MI 48226.



QUICK LANE BOWL | 2022 FORD FIELD



Band Ticket Allocation

Five hundred (500) have been allotted to each institution for their respective bands. If headcount exceeds 500, please contact your institution ticket office for additional tickets.

Uniformed band members, cheerleaders and the mascot do not require actual ticket into Ford Field at the tunnel entrance, but headcount must be submitted. The band director and cheerleading coach will need their credential for entry.

The Visiting Team (Big Ten) Band will be in section 102. The Home team (MAC) Band will be in section 123.

Cheerleaders & Mascot

On game day, no more than 20 uniformed cheerleaders, individual(s) dressed as the team mascot(s) and one coach representing the cheerleaders, will be admitted into the stadium without a ticket. Additionally, any dance team or groups thereof will not be admitted into the stadium without a ticket. Coach will need a credential for entry.

General Information about seating in the stadium

- Row 1 is closest to the field (Row 1 is approximately 6 feet higher than the field level). There are 41 rows per section, with an ADA row at concourse level at the top of each section.
- Seat 1 is always on the left as you are seated in the section facing the field of play.
- All seats are stadium seats (not bleacher).

Guests with Disabilities

Each institution will have an allotment* of accessible seating in the sections relative to their seats. There are two options to relocate to an accessible section on game day:

- The school ticket coordinator may contact Eric Frisbee to exchange the tickets.
- Guest may go to Gate A Guest Services, inside Ford Field, to exchange their ticket.

**Note: school allotment sections may not have accessible seats available on game day.*

For questions regarding accessible seating at Ford Field, please call Eric Frisbee (313.262.2171).



Lost or Stolen Tickets

Any lost or stolen tickets purchased at the institution shall be referred to their institution's ticket office or designated game day contact.

Will Call

- **Gate A:** Ticket office & windows open at 11:00 AM
 - Will call windows outside are open until the end of the 3rd quarter. Any remaining tickets need to be taken to Advance Ticket Window inside Gate A – across from Guest Service desk. This window stays open throughout the game.
- **Gate C:** Institution & Student-Athlete Guest Pass List
 - Please provide an Institution Will Call and Student-Athlete Guest list to Eric Frisbee by **10:00 AM on game day**. The Gate A ticket windows will refer to these lists for guest ticket status and direct accordingly.
 - Each institution's ticket office is required to provide the necessary personnel to operate its own will call and student-athlete complimentary "pass list" operation. The "pass list" guests will be issued hard tickets and stubbed.
 - Each institution may open their respective areas at Gate C starting at **10:00 AM on game day, but no later than 11:00 AM**.
 - Will call must be staffed until the end of the 3rd quarter. Any remaining tickets need to be taken to Advance Ticket Window inside Gate A – across from Guest Service desk. This window stays open throughout the game.



PREMIUM SUITES & HOSPITALITY SPACE

Bowl Contacts: Sarah Young (586.854.5869 / sarah.young@lions.nfl.net)

Levy Contact: Meghan Daly (313.262.2109 / mdaly@levyrestaurants.com)

Premium Suites

The Quick Lane Bowl has reserved suites for each participating team. Each suite has 21 seats. Based on availability, additional suites may be purchased beyond this allocation.

For menus and ordering suite hospitality, please contact Meghan Daly (313.262.2109 / mdaly@levyrestaurants.com) by **Monday, December 12th**.

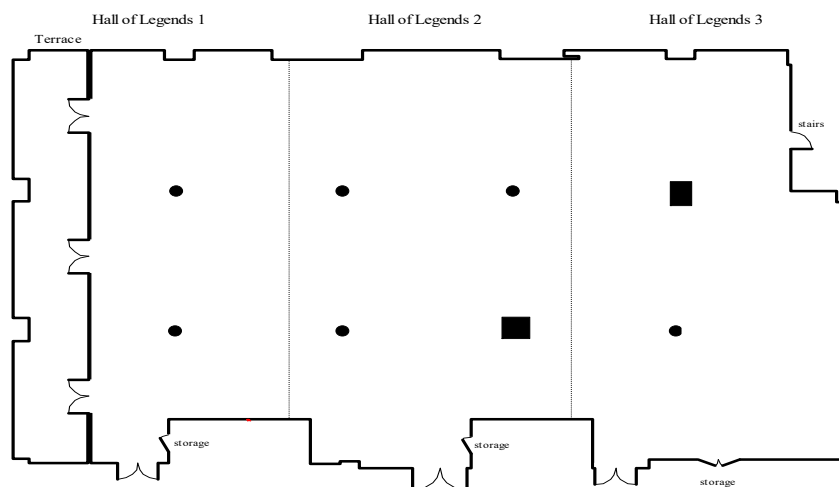
Additional suites may be purchased beyond this allocation. Please contact Sarah Young to coordinate these suites (sarah.young@lions.nfl.net).

Hospitality Space

Two (2) ideal hospitality space locations at Ford Field are Hall of Legends and the Comerica Gridiron Club. Please contact Katie Gonyeau (313.262.2165 / kgonyeau@levyrestaurants.com) for further information.

Hall of Legends (6,849 square feet)

- Located on the 3rd Level – Southeast corner of the stadium (near section 214), the Hall of Legends can accommodate up to 450 people for a reception. The space may be divided into three (3) smaller areas, each for approximately 100 guests. One end has a corner view of the field, while the other has a view of the downtown skyline. Easily accessible from the Ford Field parking deck. Television monitors available for in-house broadcast feeds, video or presentations.



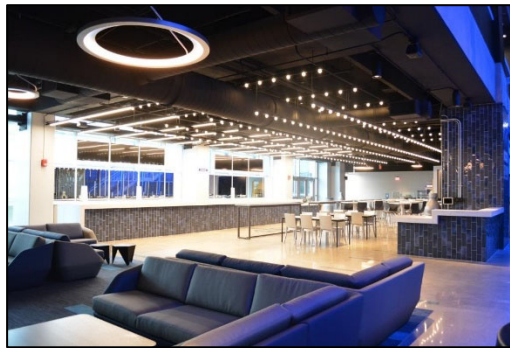


Comerica Gridiron Club – Levels 2 & 3

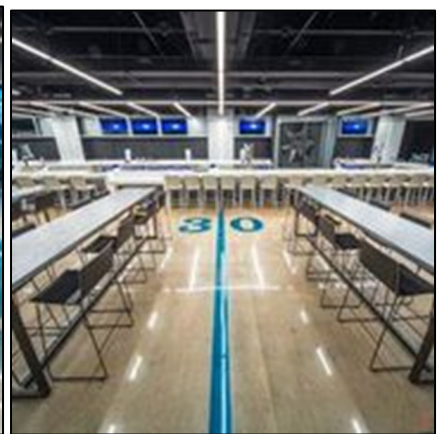
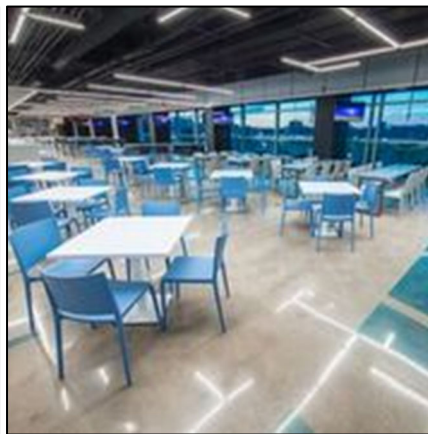
- Located on the 2nd and 3rd levels of the north side (behind sections 232/233), the Comerica Gridiron Club Level 2 can accommodate up to 200 guests & Level 3 can accommodate up to 800 guests. Current seating includes: high tops, sofas, chairs, and drink rail areas. Television monitors are available for in-house broadcast feeds, videos or presentations. A small retail area may be used just off the elevator. This location does not have a view of the field.

Comerica Gridiron Club – Level 2

This level is great for overflow of larger groups or its own smaller group.



Comerica Gridiron Club – Level 3





BAND / CHEER / MASCOTS

Bowl Contact: Chandler Johnson (586.871.7529 / chandler.johnson@lions.nfl.net)

The Quick Lane Bowl welcomes the participation of your marching band, cheerleaders and mascot. We hope to create a 'home' game experience for your institution.

Please complete the band/cheer/mascot travel form and return to Chandler Johnson by **Wednesday, December 14th**.
Reference Web Link: *Forms - Band & Cheer/Mascot travel form*

Game Day Information

- Entrance
 - Uniformed band, cheer and mascot will enter at top of tunnel.
- Metal Detectors / Screening
 - Ford Field has implemented walkthrough metal detectors at all points of stadium ingress. Instruments and personal belongings will be inspected. Canine will be on-site during this process as well.
- Meal
 - Contact Katie Gonyeau (313.262.2165 / kgonyeau@levyrestaurants.com) if a meal is needed on game day. Catering is provided by Levy Restaurants and the institutions are responsible for the cost.
- Parking
 - Buses will drop band, cheer and mascot off at top of tunnel on Beacon and park on Adams Street during the game. The alternate drop may be on Adams Street.
 - Band, cheer and mascot will meet their buses on Adams St. post-game.
- Seat Locations
 - Home team band (MAC) members will sit in Section 123. Visiting team band (Big Ten) members will sit in Section 102.

Hotel Locations

Big Ten	Hilton Garden Inn	Gail Major 313.424.1262
MAC	Courtyard by Marriott Detroit Downtown	Monecca Young 313.223.3915
Bowl Contact	Ford Field – Bowl Office	Tamarah Tabor 808.927.3800

Pre-Game & Halftime Music

Seven (7) minutes total are allowed for each institution to perform, including to enter and exit the field.

Rehearsals

To coordinate a convenient rehearsal time contact Chandler Johnson (chandler.johnson@lions.nfl.net).



QUICK LANE BOWL | 2022 FORD FIELD

Required Meetings/Functions

The band director from each institution must attend the NCAA® required pre-game meeting on **Sunday, December 25th, at 10:00 AM** via Teams virtual meetings. (Reference: NCAA® Meeting section for further detail)

Ticket Allocation

Five hundred (500) have been allotted to each institution for their respective bands.

Uniformed band members, cheerleaders and the mascot do not require actual ticket into Ford Field at the tunnel entrance, but headcount must be submitted. The band director and cheerleading coach will need their credential for entry.

If headcount exceeds 500, please contact your institution ticket office for additional tickets.

- Visiting team (Big Ten) band is in section 102.
- Home team (MAC) band is in section 123.



MEDIA

Media Bowl & Credentials Contact: Ellen Trudell (313.608.3399 / ellen.trudell@lions.nfl.net)
QLBmedia@lions.nfl.net

Requests for all working media credentials should be directed to: credentials.quicklanebowl.com. The credential request deadline is **Monday, December 12th** at **5:00 PM ET**. *This is the only acceptable method for applying for credentials.*

Press Schedule (subject to change)

The Quick Lane Bowl will have media availability during the week of the game and immediately following the game. A full media schedule will be posted on <https://www.detroitlions.com/quick-lane-bowl/media-info>.

Friday, December 23rd

10:00 AM – 1:00 PM

Media @ Team Practices

Gleaners Food Bank

**Optional – not a formal press conference.*

Monday, December 26th

1:00 PM – 2:30 PM

Press Dining

Ford Field Press Box

2:30 PM

Kick Off

Ford Field

TBD

Post-Game Press Conferences

Ford Field

Credential Pick Up & Entrance for Media

Media entrance is currently Gate C on game day. Upon entry, stadium security will check and tag personal possessions. A will call table will be set up to distribute media credentials.

Note: Photo identification is required. Advance pick up can be coordinated by contacting QLBMedia@lions.nfl.net

Credential Policy: Type & Access Allowed

- Official – All Access
- Network TV – Field Access
- Media – Press Box Access
- Field Photo – In Game Field Access

Frequency Coordination

To minimize the possibility of interference during the Quick Lane Bowl, all wireless microphones, intercoms, wireless video cameras and IFBs must be frequency coordinated (preferably in advance) and tagged (game day) before they can be used at the Quick Lane Bowl. Cellular telephones and pagers are exempt from frequency coordination.

Frequency coordinator, Steve Lancaster (313.262.2360 / steve.lancaster@lions.nfl.net), will be available upon check-in prior to the game to screen all necessary equipment and affix tags. Only cameras displaying the appropriate colored tags will be allowed to operate at the Quick Lane Bowl.



Frequency Pre-Coordination

Media members should pre-coordinate their wireless devices online. Prior to noon on **Monday, December 12th**, fill out the online Frequency Coordination Form on the Quick Lane Bowl website, [here](#). Following submission, the requesting media outlet will receive a confirmation email to print and bring to the stadium on game day when the process is completed by turning on the wireless microphone, checking the approved frequency, and tagging the receiver (camera) at the frequency coordination location in the digital media room.

Hotel

Hilton Garden Inn Downtown Detroit

Media Reservations: <http://tiny.cc/MediaQuicklaneBowl>

Deadline to book your reservation is **Thursday, December 15th**.

This hotel is two blocks away from the stadium. If you need transportation options to/from the hotel to stadium, please contact QLBMedia@lions.nfl.net.

Media Relations Directors

Media Relations Directors are asked to contact Ellen Trudell (313.608.3399/ellen.trudell@lions.nfl.net) in planning pre-event radio, television and print interviews with head football coaches and/or selected student-athletes. Interview requests prior to or after practice will be granted at the discretion of each Media Relations Directors.

Please forward the following to Ellen Trudell by **Wednesday, December 14th** to Ford Field, 2000 Brush Street, Suite 200, Detroit, MI 48226:

- 15 copies of the 2022 media guide
- A one-page season overview (no more than 500 words)
- Up-to-date and most recent football releases
- Up-to-date and most recent game notes/statistics
- Up-to-date and most recent rosters and depth chart

Parking

Parking requests and inquiries for media not staying at the media hotel can be indicated on the 2022 Quick Lane Bowl media credential application. All parking for the "D" Garage is distributed based on availability. Any parking inquiries can be directed to QLBMedia@lions.nfl.net.

Policies

The Quick Lane Bowl reserves all commercial rights to the use of still photographs, films, and videotapes of the Quick Lane Bowl. All rights to such material may be assigned to media representatives for news purposes but otherwise are to be controlled exclusively by the Quick Lane Bowl. The sale of photographs or videotape footage of the Quick Lane Bowl by any organization or individual without the written consent of the Quick Lane Bowl is strictly prohibited.

Internet Policies

- The Quick Lane Bowl will grant a media organization a limited license to use certain gathered information on the media organization's own website beginning at the start of the Quick Lane Bowl and up to the conclusion of the event, subject to the following limitations and conditions:
 - Still photographs must be used on a time-delayed basis that is at least five minutes after the occurrence of the event depicted by the still photograph.



- It is agreed that video tape is NOT to be used on an internet or online site, except video tape that is shown as part of a single, non-archived, online “simulcast” of a television station’s regularly-scheduled news program.
- While the game is in progress, the use of textual statistical information is time-delayed and limited in amount. Updates pertaining to score will only be given in quarterly game updates. Injuries and national, conference or institutional record-breaking performances will be limited to a condensed halftime story so that an organization’s online game coverage does not undercut the authorized and rights-paying fee organization’s rights to play-by-play accounts of the game and/or exclusivity to such rights.
- Any proposed media use on a website of the game information that is more detailed and/or more than described above will require separate written authorization by the Quick Lane Bowl and/or its participating institutions. However, such written authorization will not permit the use of game information in entertainment contexts and will not authorize game coverage that, due to immediacy or detail, constitutes or approaches a play-by-play account of a game.
- Should any of these conditions be breached during the Quick Lane Bowl game, the media organization holding issued credentials will have them revoked and will be removed from Ford Field. No non-rights holder online service will be allowed “real time” transmission of the Quick Lane Bowl Game without approval.

Print Photography Policies

- A visible credential issued by the Quick Lane Bowl Media Relations department is required for admission to Ford Field, the Press Box, the Press Conference room and the field. Each person shall adhere to the conditions printed on the credential.
- A photographer approved to work on the field should secure a photo bib. The photo bib is valid ONLY in conjunction with a visible photographer credential. The bib MUST BE WORN TO BE VALID. Those photographers not wearing a bib while on the field will be escorted off the field and have their credential revoked.
- Photographers working on the field are restricted to the area between the 20-yard line and the back of the end zone. No photography will be allowed behind the teams’ benches.
- Photography equipment cannot be attached to the goalposts or left unattended.
- Tripods are NOT PERMITTED on the sidelines at any time. Monopods are permitted on the sidelines.
- Photography messengers cannot loiter around the playing field or obstruct the view of any seat holder. Those in violation will have their credential revoked and be escorted from Ford Field.
- Photographers should claim rosters, notes and play-by-play and statistical information from the Photographers Workroom, located in the basement level, across from the Field Access Tunnel.

Pool Reporter Policy

Upon request from the media for a rules interpretation, a pool reporter will be selected by the Quick Lane Bowl Media Relations department for the purpose of obtaining that interpretation from the chief of the officiating crew. After a 10-minute cooling-off period, the media director or his designee will accompany the pool reporter to the official’s dressing room. The officials may not be interviewed concerning judgment calls. It is up to the official as to his/her participation in the interview.

Radio/TV Policies

- No live or tape-delayed broadcast of any portion of the Quick Lane Bowl outside of those regulations covered above is permitted without the prior consent of the Quick Lane Bowl.
- Coverage cannot be in excess of five minutes of highlights, utilizing play-by-play from only the ESPN TV or national broadcast, and may not purport to be live, play-by-play coverage from the event.



- All highlights must be part of a regularly scheduled news and/or sports program.

Video Photography Policies

- A visible credential issued by the Quick Lane Bowl Media Relations department is required for admission to Ford Field, the Press Conference room, locker room, Press Box, suite level and field. Each person shall adhere to the conditions that are printed on their credential.
- All photographers – still and video – must secure a photo bib before access will be granted to the sideline.
- Only credentialed camera persons will be allowed on the field during pre-game, game time and post-game.
- There will be limited upper-level access for game action footage for photographers only, prearranged through the Quick Lane Bowl Media Relations department.
- Post-game interviews are permitted on the field at the permission of each school's athletic department only after rights holders' requests have been accommodated.
- A television station, network or cable system can utilize a maximum of five minutes of game action on a sports news broadcast, using only the footage from ESPN, and must credit ESPN when replaying. Game coverage may be presented only after the game has been completed. A television station, network or cable system cannot provide game footage to any individual or agency.
- No live reports may be broadcast from the field from one hour before kick off until ESPN has discontinued its live coverage after the game. Non-live stand-ups will be authorized by the Quick Lane Bowl in a designated area in Ford Field for a limited amount of time.
- A member of the Media Relations department will coordinate use of this area. No live shots inside Ford Field will be allowed at any time other than the times dictated by the Quick Lane Bowl's contracted network television rights holder (ESPN).
- All media members permitted on the field must remain in the designated area, between the 20-yard line and the back of the respective end zone. No videotaping will be allowed behind the teams' benches.
- No production company, television network, station, or cable system may install editing or transmission facilities at Ford Field (internally or externally) without permission of Bowl staff.
- Tripods are NOT PERMITTED on the sidelines. Monopods are permitted on the sidelines during game.

Postgame Interview Policy

Head coaches and at least three (3) student-athletes from each team shall be available for formal postgame interviews.

- Each school's head coaches' first obligation is to all media attending the Quick Lane Bowl, regardless of any personal regular-season radio or television contracts and must report to the press conference room immediately after the cooling-off period. The coach cannot delay the postgame press conference to conduct an interview for a single radio, newspaper or television reporters unless requested by ESPN (not to exceed four minutes). After fulfilling the commitment to the entire media contingent at the Quick Lane Bowl, the coach and student-athletes may participate in specially arranged interviews.

Cooling-Off Period Policy

There will be a 10-minute cooling-off period for the runner-up which will begin immediately after the game ends.

- Following this, the head coach will appear at the postgame press conference. The scoreboard operator shall start the clock at 20 minutes when the postgame trophy presentation ends. The winning team will be entitled to this 20-minute cooling-off period. After the 20-minute cooling-off period, the winning team's head coach will appear at the postgame press conference. Additional student-athletes will be brought to the Press Conference Room.



Locker Rooms Policy

The Quick Lane Bowl urges each school to institute a 30-minute open locker room policy for postgame media access following the cooling-off period, but ultimately leaves the decision up to each institution. Equal access to the locker room will be provided for all reporters, regardless of gender.

Television and Radio Rights Holders Policy

If requested, the winning coach, runner-up coach and winning student-athletes shall grant postgame interviews, not to exceed four (4) minutes, to the rights holding television and/or the rights holding radio network, provided the networks are still providing live coverage from the facility.

- The media coordinator from each team, not the television or radio network, will be responsible for terminating the four-minute interview period. The rights holding television network will have the first choice of individuals to interview, then the rights holding radio network.
- The networks cannot inordinately delay the coaches' and student-athletes' return to the locker room. If the networks are not prepared to conduct live interviews immediately, it will be necessary for the interviews to be taped.
- Any interview with the runner-up coach should be conducted off the field, near the locker room.
 - ESPN TV will interview the winning coach on the field immediately following the completion of the game, while ESPN Radio will interview the MVP. The two interviewees will then swap.

Practice Policy

The Quick Lane Bowl strongly encourages that a portion of practice is open for media that regularly cover the team.

- It is mandatory to designate a non-stretching period of practice for access to the Quick Lane Bowl house camera. Video captured by the Quick Lane Bowl will be shared with local and national media at the team's discretion.
- After practice, there is mandatory media availability for the head coach. Student-athlete availability is also strongly recommended.

Press Box – Media Area

Complimentary wireless and high-speed internet access will be available in all designated media work areas. **Login:** Press **Password:** Press@ccess2022. Telephones will be in the press box.

Pre-game Meal

A buffet-style selection will be available in the press box from 1:00 PM until kick off at 2:30 PM. Additionally, there will be light refreshments during halftime and postgame.

Radio

Booth space will be reserved automatically for each competing institution's one official designated radio rights holder as well as the national radio broadcast partner.

Team Bench Area

The area immediately behind each bench is a non-media area. Media representatives cannot capture video, audio or still pictures from behind the bench area.

Television

Exclusive television rights for the 2022 Quick Lane Bowl have been negotiated with ESPN Production.



RADIO AND TELEVISION

Bowl Contact: Carl Moll (313.262.2827 / carl.moll@lions.nfl.net)

Tamarah Tabor (808.927.3800 / tamarah.tabor@lions.nfl.net)

Radio Stations

Quick Lane Bowl Affiliate: 97.1 FM / 1270 AM

Each official radio network of the two participating teams will be given the opportunity to broadcast the Quick Lane Bowl. Each institution or rights holder will be required to pay a \$5,000 rights fee. Please reach out to Carl Moll (carl.moll@lions.nfl.net) to coordinate radio agreements and booth assignments.

Television

Per NCAA® Regulations, each participating institution is allowed one thirty-second (0:30) position in the telecast to air its promotional message. It is the responsibility of each institution to provide this video directly to Tamarah Tabor (tamarah.tabor@lions.nfl.net).

The policies for television stations wishing to cover the bowl are as follows:

- There will not be live telecasts or transmissions from Ford Field during the course of ESPN's game broadcast.
- Game footage may not be aired until *after* ESPN's broadcast has gone off air.
- Feeds to other networks or stations are *not* permitted. All feeds will be sent by ESPN.
- Any game highlights must be credited "Courtesy of ESPN".

The following television arrangements will be covered at the mandatory NCAA® pre-game meeting:

- Procedures for changing kick off time
- Schedule of game clock for pre-game, halftime, and post-game
- Pre-game introductions
- Commercial format and length
- On-field interview
- Emphasize Football Playing Rule 1-2-4(e)
- Tiebreaker



GAME WEEK ELEMENTS

Bowl Contacts: Kristen Dale (989.529.2059 / kristen.dale@lions.nfl.net)

Nate Sass (734.629.7295 / nate.sass@lions.nfl.net)

Credentials Areas of Access

Credential	Access	Description
ESPN	Field & Basement/ Press Level/ Broadcast Booth/ TV Truck/ Camera Locations	NO LOCKER ROOM OR BENCH/ NO ESCORT
Field Photo	Field Working Areas/ Press Level	NO LOCKER ROOM/NO ESCORT
Media	Press Level/Basement w/ 5 mins remaining in Game/ Post-Game Field once field clears	NO PRE-GAME OR BASEMENT/ NO ESCORT
Official	ALL ACCESS	ESCORT PRIVILEGES
Operations	All Working Areas	NO LOCKER ROOM/ NO ESCORT
Field Promotion	Field Working Areas/ Lower & Upper Concourses/ Club Level	NO LOCKER ROOM/ NO ESCORT
Game Services	Lower & Upper Concourses Only	NO ESCORT
Sideline	Sideline Working Areas	NO BENCH ACCESS
Bench	Bench/ Locker Room	NO ESCORT
Guest / Travel Party	Post-Game Field once field clears w/ Escort/ Game ticket required	NO PRE-GAME/ NO LOCKER ROOM OR BENCH/ NO ESCORT

Credentials

Institution affiliated credential requests must email the following information to Kristen Dale (989.529.2059 / kristen.dale@lions.nfl.net) by **Wednesday, December 14th**:

1. First Name
2. Last Name
3. Institution & Title
4. Requested Area of Access

Quick Lane Bowl credentials will be assigned in accordance with specific game day duties. All credentials are non-transferable and may be used only by the individuals to whom they are issued. You will receive an email confirmation of your request. The Quick Lane Bowl has the right to approve or deny any request.

Each participating institution will receive the following credentials:

- Official Team
 - Ten (10) credentials for the athletic director, president and key administrative officials.
- Bench
 - Sixty (60) credentials for coaches, medical staff, managers and other designated team personnel.
 - Each institution will be issued a maximum of sixty bench passes, which must be worn by all non-uniformed personnel who are authorized to be in the bench area (between the 25-yard lines).
 - Bench passes are required in the bench area at all times.
 - An escort will be provided for the team coaches to go to the coaches booth.



- Field Promotions
 - Four (4) field promotion credentials and required Quick Lane Bowl vests for ball crews assisting officials.
 - Six (6) field promotion credentials for those not in uniform with band, cheer, and mascot.
- Field Photo
 - Two (2) photo credentials for field photo (with upper endzone & level 7 access).

Laundry

The Quick Lane Bowl will coordinate all laundry service at Ford Field. Please contact Nate Sass (734.629.7295 / nate.sass@lions.nfl.net) for more information.

Medical Services

Emergency medical services for the Quick Lane Bowl will be provided by Henry Ford Hospital. The following will also be provided:

- Henry Ford Hospital staff will be on call during practices and on-site for the duration of the game. An internist and orthopedic surgeon will be available 24/7 for institution needs that may arise throughout your stay.
- Superior Ambulance Service will be on-site during practices and game day.
- All life-threatening emergency cases will be directed to Detroit Receiving Hospital, a Level 1 trauma center. (4201 St Antoine St, Detroit, MI 48201 / 313.745.3000)
- All other cases will be directed to Henry Ford Hospital, a Level 1 trauma center. (2799 W. Grand Blvd, Detroit, MI 48202 / 313.916.2600)
- Usage of Ford Field's x-ray room on game day will be provided as necessary.

Police Escorts & Security Overview

If you have a State or Local Government Official that travels with security and will attend the game as a guest, please have the lead security agent contact Darren Johnson (313.262.2210 / darren.johnson@lions.nfl.net).

Police escorts can be coordinated with the Michigan State Police, Sergeant Aaron Weinrick (248.568.9878 / weinricka@michigan.gov) during your stay. Please contact Nate Sass (734.629.7295 / nate.sass@lions.nfl.net) for more information.



GAME DAY ELEMENTS

Bowl Contacts: Nate Sass (734.629.7295 / nate.sass@lions.nfl.net)

Ford Field gates will open at 1:00 PM on Monday, December 26th.

Ambulances

At practices and on game day, Superior Ambulance Service will be on-site at Ford Field. One of the ambulances will be stationed at the base of the tunnel.

Ball Kids

The Quick Lane Bowl requests each team provide four (4) ball crew. On the field, vests are required to be worn during the game.

Commercial Identification

Equipment or other items bearing commercial names, logos or identifications are prohibited on the sidelines unless expressed written consent has been granted by the Quick Lane Bowl.

Drug Testing (Reference: www.ncaa.org/drugtesting)

All student-athletes are subject to NCAA® drug testing at all NCAA® championships or in conjunction with all postseason certified events. The goal of the drug-testing program is to provide safe, fair and equitable competition as well as to protect the health and safety of all NCAA® student-athletes participating in NCAA® championships and postseason certified events. Please contact Nate Sass (734.629.7295 / nate.sass@lions.nfl.net) with any questions.

Entrances

The following entrances will be used by these guests:

Entrance For	Gate
Guests	A, B, D, G
Officials, Bowl Staff	Executive Entrance A
Media	C
Player Will Call, School Will Call, Guests	C
Suite Guests	G - Deck Parking Bridge
Teams, Band, Cheer, Mascot	Top of Tunnel

Game Day Supplies

The Quick Lane Bowl will provide laundry services, towels and ice (20 – 20lb bags) for each institution during the game. Additional items may be ordered at the institution's expense, through Levy Restaurants at Ford Field. Please complete the Game Day Supplies Order form and return to Ryan Marut (313.549.6604 / ryan.marut@lions.nfl.net) by **Wednesday, December 14th**.

Reference Web Link: Forms – Practice & Game Day Supplies Order Form



QUICK LANE BOWL 2022 FORD FIELD

Locker Rooms

The Home Locker Room has been reserved for the MAC team and Visitor Locker Room has been reserved for the Big Ten team. Other rooms will be scheduled accordingly. To make arrangements for any locker room needs or if a female locker room is needed, please contact Ryan Marut (313.549.6604/ ryan.marut@lions.nfl.net).



Merchandise

The Quick Lane Bowl will have merchandise available for purchase for both teams. Logo merchandise will also be available at Ford Field on the day of the game. For any apparel, licensing and merchandising questions, please contact Sarah Young (586.854.5869 / sarah.young@lions.nfl.net).

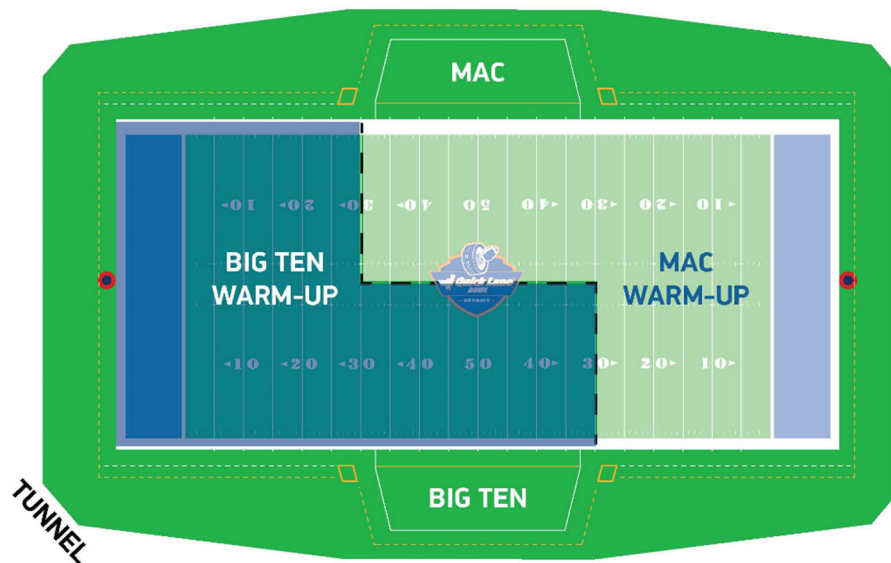


Personnel

The chain crew, the stats crew and the public-address announcer will be assigned by the bowl.

Pre-Game Warm-Up Areas

The teams will warm up on the left side of their bench. A detailed pre-game timing sheet will be forwarded to the teams the week of the game and will be posted in each locker room.



Team Uniforms

The Home team (MAC) should wear light jerseys. The Visitor team (Big Ten) should wear dark jerseys.

Participating teams are required to add the Quick Lane Bowl logo to their jerseys. The Quick Lane Bowl will distribute one hundred and twenty five (125) patches each team equipment manager via FedEx directly following the team announcement. Please contact Seth Williams (517.526.4184 / seth.williams@lions.nfl.net) with your shipping information as soon as possible.

Tiebreaker Procedures

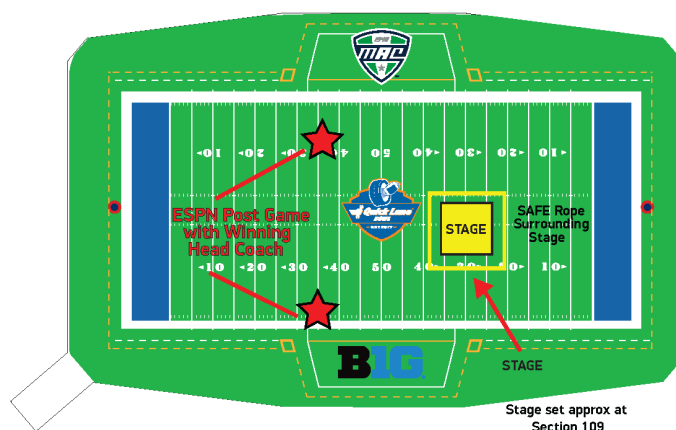
The NCAA® tiebreaker system will be used if the Quick Lane Bowl is tied after four quarters of play and will be administered by the game officiating crew.



POST- GAME ELEMENTS

Award Ceremony & Trophy

The 2022 Quick Lane Bowl Trophy will be awarded to the winning team immediately following the game. The presentation will take place near the 50-yard line of the winning team's sideline. Brad Michaels will coordinate the MVP presentation with the institution's Media Relations Director.

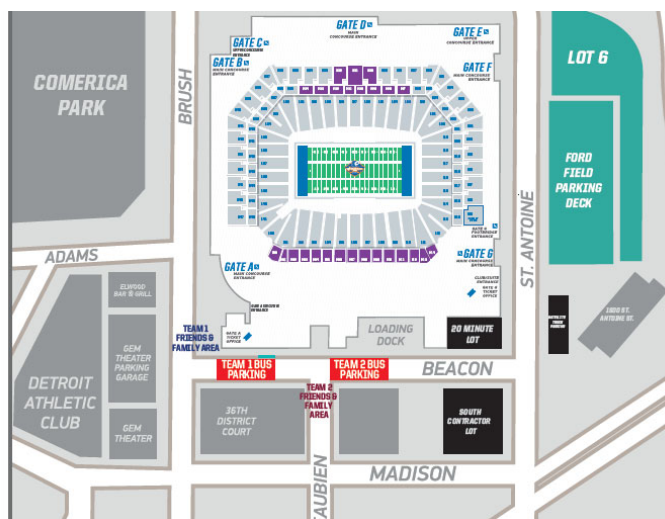


Family Field Access

Families may meet in their team band section (Big Ten band will be in section 102 / MAC band will be in section 123). An escort will be provided to either take team to family bus or to gain access to field for post-game celebration. A pass will be distributed to those going on the field. Please keep pass visible at all times while on the field.

Friends & Family Post-Game Waiting Area

Any non-credentialed friends or family that will be visiting the student-athletes post-game will be directed outside the stadium to meet their party. Your post-game travel plans will determine this meeting spot location. Once confirmed, a map will be provided to share with your travel party.





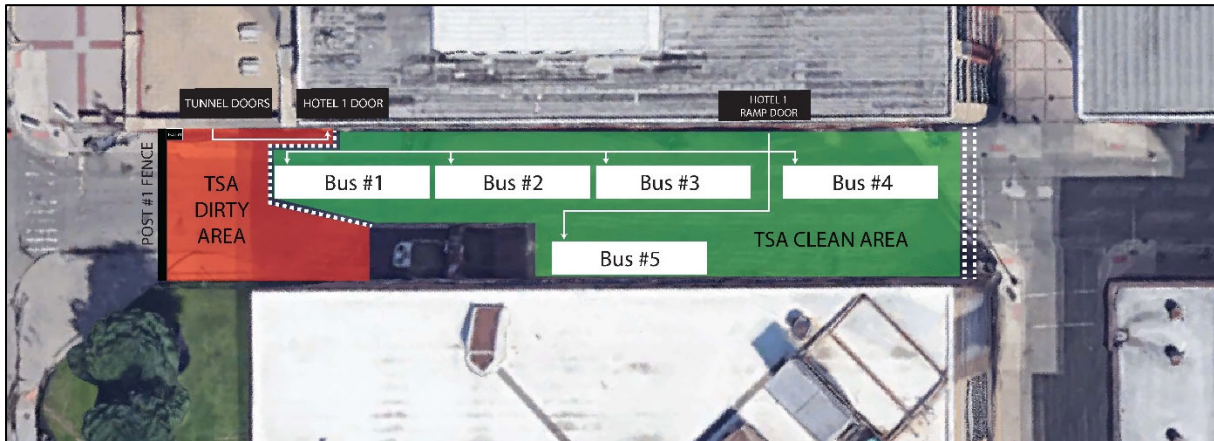
QUICK LANE BOWL | 2022 FORD FIELD

Meal

Levy Restaurants, Ford Field's food and beverage concession and catering services provider, offers the participating teams the option to order a post-game meal for the student-athletes in the locker room, at the institution's expense. If interested, please contact Katie Gonyeau (313.262.2165 / kgonyeau@levyrestaurants.com) by **Monday, December 12th**.

TSA

TSA may be conducted on-site post-game if the team is leaving for airport from Ford Field. Please contact Nate Sass (734.629.7295 / nate.sass@lions.nfl.net) for more info.





OFFICIALS / CHAIN GANG / INSTANT REPLAY

Bowl Contacts: Nate Sass (734.629.7295 / nate.sass@lions.nfl.net)

Game officials for the Quick Lane Bowl are assigned by the NCAA®. The officiating crew's respective conference is asked to provide the officiating assignments to Nate Sass by **Monday, December 12th**. The crew consists of eight (8) officials and (1) alternate, plus the appropriate officials needed for instant replay. Replay officials will need to work with Nate Sass regarding their setup.

- Conference Officiating Agreements
 - Conferences have agreed to pay officials their fees as they already have independent contractor agreements in place and will be reimbursed by the bowl.
 - All agreements should be signed prior to departing to Detroit for the game.
- Courtesy Cars
 - One courtesy car will be available for use for the officials.
 - One courtesy car will be available for use for the instant replay officials.
- Entrance
 - Officials & Instant Reply – Executive Entrance – Beacon & Beaubien
 - Chain Gang – Top of the tunnel
- Game Day Shuttle
 - A shuttle will depart Hilton Garden Inn to Ford Field at approximately 10:00 AM.
- Hotel Reservations
 - The expenses for the room and applicable taxes for two (2) nights shall be paid by the bowl. An official may request a reservation for an additional hotel room/night (if available) at their own cost, not at the bowl's expense.
- Hotel Meeting Space
 - Hotel meeting space is available the morning of the game or the night before.
 - Please let Tamarah Tabor (tamarah.tabor@lions.nfl.net) know your preferred to reserve accordingly.
- Liaison
 - Davis Feldman will support game official needs while on site (ddfeldo@yahoo.com).
- Locker Room Assignment
 - Located in the Basement Level, Auxiliary Locker Room #5.
- Welcome Dinner
 - Game Officials are invited to dinner on **Sunday, December 25th at 7:00 PM.** Please contact Davis Feldman for more information.