YORKTOWN SWIM CLUB

And

CARDINAL COMMUNITY SWIM CLUB

HOST

Muncie Mayor’s Meet

**June 12 - 14, 2015**

**SANCTION:**

This meet is sanctioned by USA Swimming and Indiana Swimming. [Sanction Number]

This meet is sanctioned by Yorktown Swim Club for USMS [Sanction Number]

**HOST:**

Yorktown Swim Club & Cardinal Community Swim Club

**LOCATION:**

Tuhey Pool: 500 W North Street Muncie, Indiana 47303

This pool has not been certified with USA Swimming. The pool depth at block end is 5 feet and 3ft 6 in at the opposite end.

**FACILITY:**

Outdoor 50 meter pool; 8 lane course with one lane for cool down; Colorado Timing System with touch pads and digital scoreboard. Picnic tables and deck chairs are available at this facility.

**ELIGIBILITY:**

Swimmer(s) must be registered with USA Swimming prior to the competition. Age as of June 12, 2015 shall

Determine the swimmer’s age for the entire meet.

**RULES:**

Current USA Swimming and Indiana Swimming rules will govern this meet.

USA Swimming Rules 202.3.2- At a sanctioned competitive event, USA Swimming athlete members must be

under the supervision of a USA Swimming member coach during warm-up, competition, and warm-down.

The Meet Director or Meet Referee shall assist the athlete in making arrangements for such supervision.

Any swimmer entered in the meet, unaccompanied by a USA Swimming member coach, must be certified by

a USA Swimming member coach as being proficient in performing a racing start or must start each race from

within the water. It is the responsibility of the swimmer or the swimmer’s legal guardian to ensure compliance

with this requirement.

Coaches MUST constantly display their current USA Swimming coach credential to gain deck access. The

meet referee reserves the right to ask for coach credential display and/or deny deck access if coach does not

comply or card is no longer valid/current.

In swimming competitions, the competitor must wear only one swimsuit in one or two pieces except as

provided in USA Swimming rule 205.101.1. All swimsuits shall be made from textile materials. For men, the

swimsuit shall not extend above the navel nor below the knees, and for women, shall not cover the neck,

extend past the shoulder, nor extend below the knee.

Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest

rooms or locker rooms.

Except where venue facilities require otherwise, changing into or out of swimsuits other than in locker rooms or other designated areas is prohibited.

**FORMAT:**

All events will be swum as **Timed Finals**. There will be a 5 min break for swimmers in back to back events as

needed, to be indicated by the coach during the coaches meeting prior to the session starting. Swimmers must

check in 45 minutes prior to the start of their session.

**We reserve the right to limit the number of entries in any or all events.** All sessions involving 12 & under swimmers will run according to a time line following the 4 hour rule. **The no recall starting procedure will be observed for all events in this meet.**

**ENTRY LIMITATIONS:**

Each Swimmer will be limited to 5 individual events and 1 relay per day. If an entry is submitted with an

individual in more events than allowed, the swimmer will be entered into the order of events until the rule

is satisfied. Deck entries will be accepted if space permits at the deck rate.

**Enter all swimmers using LC METER TIMES.**

In any meet sanctioned by Indiana Swimming other than Championship Meets, the host team shall limit the number of swimmers in any one or more events to maintain a reasonable length of the meet. In the event that entries are limited, the host club must return the entry fees to the club(s) whose swimmers are not allowed to compete in the specific event(s). Clubs cannot change this refund rule in their meet information.

**FEES:**

Individual entry $4.00

Relay entry $6.00

Individual Deck entry $8.00

Relay Deck entry $12.00

* There will be no refunds for missed events, no-shows, scratches, disqualifications, heat-limited events, or event cancellations.

**Be advised that the Indiana Swimming now requires a surcharge of $2.00 per individual swimmer entered. This fee will be forwarded to Indiana Swimming by the host club. The host club keeps no swimmer surcharge fees.**

**ENTRY CHAIR: MEET DIRECTOR:**

Jennifer Huisman Annalisa Layman

1804 N. Buckeye Rd. c/o Yorktown Swim Club

Muncie, IN 47304 8408 W. Lincolnshire Drive

Yorktown, IN 47396

(765)631-5582 (574) 323-3785

huismanjennifer@hotmail.com ysctigers@gmail.com

**ENTRY ACCEPTANCE and DEADLINE DATE:**

Entries will be accepted starting Monday, May 4, 2015. The entry deadline will be Friday, May 29, 2015. We will extend the deadline if the meet is not full. Teams not accepted will be notified on Monday, June 1, 2015 by 8:00 p.m.

**ENTRY PROCEDURE:**

1. Between May 4, 2015 and May 29, 2015, submit your entries over the internet in a Hytek Commlink file (CL.2file) by the following procedure:

* Create a standard Hytek Cl2 meet entry file on your computer. (Allow your computer to zip the file).

Attach the file to an e-mail addressed to huismanjennifer@hotmail.com

* Make sure the text of the e-mail has the team name, name of person submitting the entry, and the phone number where this person may be reached. Please give the names of your officials along with the e-mail addresses or phone numbers.
* Submit the entry
* In a short while you will receive an e-mail that will confirm that your entry has been submitted.
* NO phone entries accepted
* Any club with 5 or more individual swimmers must submit via e-mail or a $50 data input fee will be applied.
* Be sure to age up your swimmers before entry.

2. When your team is accepted into the meet, the entry chair will e-mail back to the designated individual

an Entry Report for your team. Check this report carefully and report any errors by e-mail as soon as possible. (Deadline for changes is June 7, 2015.)

3. Send the following so it will be received by the entry chair at their address on or before June 7, 2015.

* Check for payment of all entry fees
* Executed release and hold harmless agreement.
* Officials sign-up sheet.
* Checklist/statement of Desired Form of Results.

4. Other entry rules:

* Current and correct USA Swimming ID numbers must be supplied with the entry for every swimmer.
* The original Entry report sent to you by YSC is the official record of your team’s entry. No other information will be considered if there is an entry error or discrepancy. No refunds will be made due to your failure to review the reports sent to you by YSC & CARD.
* Your electronic entry file (CL.2file) must include all team information regarding your coach name(s), team address, team phone number and team e-mail address.

**ACCEPTANCE CRITERIA:**

If the meet is over-entered, YSC has the sole discretion to determine which entries to accept. YSC & CARD will consider:

* Accuracy and completeness of entry
* Teams will not be broken
* Number of officials provided by the team
* Balance of age groups and gender
* Level of competition

**1500 FREESTYLE:**

The 1500 will not be scored and will be limited to 2 heats each, girls and boys. YSC & CARD will provide timers; however, **each swimmer will be responsible for providing their own counter**. Swimmers with NT will not be accepted. If there is space, NT swimmers can be added at the meet on a first-come basis. Deck charges will apply. **The 1500 will be swum fastest to slowest***.*

**TIMELINE MANAGEMENT:**

**LIMITED EVENTS:**

YSC & CARD reserves the right to limit select events during all session if it is deemed necessary to complete the session(s) within the requirements of IN Swimming.

* YSC & CARD would like to politely advise all teams and participants that scratches occurring after the cuts are published may result in empty lanes. No swimmers other than YSC and CARD swimmers will be added to fill empty lanes.

**FLY-OVER STARTS**:

* YSC & CARD reserves the right to employ fly-over starts to control the timeline if it is deemed necessary to complete the session(s) within the requirements of IN Swimming. If the number of entries requires fly-over starts, team representatives will be notified.

**CHECK IN:**

There will be a positive check-in. **Swimmers must check in 45 minutes before the start of their session.**  If the swimmer is not checked in, he/she will be considered scratched. Any swimmer scratched under this rule may present themselves to the referee at least 2 minutes before the first start of the slowest heat of that event and request to swim in an empty lane. The referee will honor such requests on first come, first served basis and only to the extent empty lanes are available.

**CLERK OF COURSE:**

After scratches are pulled for each session, the events for that session will be seeded, and heat sheets will be posted at various locations on the pool deck. Swimmers will be expected to read that posted heat sheets and report to the correct heat and lane when it’s time for them to swim their event. **ALL EVENTS LABELED AGES 8 & U WILL HAVE A CLERK AND ARE EXPECTED TO REPORT TO CLERK AT LEAST 10 MINUTES BEFORE THE START OF EACH EVENT.**

**PLACE AWARDS FOR ALL EVENTS:**

Individual Events: Ribbons 1st -12th

Relays: Ribbons 1st -3rdth

There will be high point awards for boys & girls in each age group (8 & under, 9-10, 11-12, 13-14, 15 & over). All awards will be given to the coaches of each team. **NO AWARDS WILL BE MAILED.**

**FINAL RESULTS:**

Following the conclusion of the meet, YSC will e-mail to the designated Club Contact the results in Hytek Team Manager results (CL2) file. Additional result files will be e-mailed upon request

**ADMISSION:**

Admission will be charged at the rate of $2.00 per session or $5.00 for a 3-day pass. Children under 16 admitted free. Heat sheets will be available for $2.00 to spectators once the meet is seeded following positive check-in. ***Please note that coolers will not be permitted in the gated area.***

**TIME SCHEDULE:**

**Friday Afternoon Session:**

General Warm-ups 3:00 – 4:00 P.M.

Meet Begins 4:15 P.M.

**Saturday & Sunday**

**AM Sessions**

Warm-ups 7:00-7:45 A.M.

Meet Begins 8:00 A.M.

**PM Session**

Warm-ups: Immediately following the end of the A.M. Sessions, but not before Noon.

Meet begins: Immediately following warm-ups but not before 1:00 pm

Muncie Mayor’s Meet

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|  | June 12-14, 2015 | |  |
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| Warm-ups 3:00 p.m. | **Friday P.M. Session** | | **Start 4:15 p.m.** |
| Girls | **Events** | | **Boys** |
|  |  |  |  |
| 1 | 10 & U | 200 M IM | 2 |
| 3 | 11-12 | 200 M IM | 4 |
| 5 | Open | 400 M IM | 6 |
| 7 | 10 & U | 200 M Free | 8 |
| 9 | 11-12 | 400 M Free | 10 |
| 11  13 | Open  Open | 400 M Free  1500 M Free | 12  14 |
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| --- | --- | --- | --- |
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| **Warm-ups 7:00 a.m.** | Saturday AM Session | | **Start 8:00 a.m.** |
|  |  | |  |
| Girls | **Events** | | **Boys** |
|  |  |  |  |
| 15 | Open | 200 M IM | 16 |
| 17 | 8 & U | 50 M Free | 18 |
| 19 | Open | 100 M Free | 20 |
| 21 | 8 & U | 100 M Back | 22 |
| 23 | Open | 200 M Back | 24 |
| 25 | 8 & U | 50 M Fly | 26 |
| 27 | Open | 100 M Breast | 28 |
| 29 | 8 & U | 100 M Breast | 30 |
| 31 | Open | 200 M Fly | 32 |
| 33 | Open | 400 M Free Relay | 34 |

|  |  |  |  |
| --- | --- | --- | --- |
| **Warm-ups 12:00 p.m.** | Saturday PM Session | | **Start 1:00 p.m.** |
|  |  | |  |
| Girls | **Events** | | **Boys** |
|  |  |  |  |
| 36 | 11-12 | 100 M Breast | 36 |
| 37 | 9-10 | 100 M Breast | 38 |
| 39 | 11-12 | 50 M Fly | 40 |
| 41 | 9-10 | 50 M Fly | 42 |
| 43 | 11-12 | 100 M Back | 44 |
| 45 | 9-10 | 100 M Back | 46 |
| 47 | 11-12 | 50 M Free | 48 |
| 49 | 9-10 | 50 M Free | 50 |
| 51 | 11-12 | 200 M Free | 52 |
| 53 | 10-U | 200 M Free Relay | 54 |
| 55 | 11-12 | 200 M Free Relay | 56 |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | |  |
|  |  | |  |
| **Warm-ups 7:00 a.m.** | Sunday AM Session | | **Start 8:00 a.m.** |
|  |  | |  |
| Girls | **Events** | | **Boys** |
|  |  |  |  |
| 57 | Open | 200 M Free | 58 |
| 59 | 8 & U | 50 M Back | 60 |
| 61  63 | Open  8 & U | 100 M Back  100 M Free | 62  64 |
| 65 | Open | 200 M Breast | 66 |
| 67 | 8 & U | 50 M Breast | 68 |
| 69 | Open | 100 M Fly | 70 |
| 71 | 8 & U | 100 M Fly | 72 |
| 73 | Open | 50 M Free | 74 |
| 75 | Open | 400 M Medley Relay | 76 |

|  |  |  |  |
| --- | --- | --- | --- |
| **Warm-ups 12:00 p.m.** | **Sunday PM Session** | | **Start 1:00 p.m.** |
| Girls | **Events** | | **Boys** |
|  |  |  |  |
| 77 | 11-12 | 50 M Breast | 78 |
| 79 | 9-10 | 50 M Breast | 80 |
| 81 | 11-12 | 100 M Fly | 82 |
| 83 | 9-10 | 100 M Fly | 84 |
| 85 | 11-12 | 50 M Back | 86 |
| 87 | 9-10 | 50 M Back | 88 |
| 89 | 11-12 | 100 M Free | 90 |
| 91 | 9-10 | 100 M Free | 92 |
| 93 | 11-12 | 200 M Medley Relay | 94 |
| 95 | 10-U | 200 M Medley Relay | 96 |

In addition to returning your completed entry forms, please fill out the enclosed Summary of Entries form and mail with your check (payable to Yorktown Swim Club) to our Entry Chair at the address shown. All forms must be received by **Friday, June 5, 2015.**

Entry Chair:

Jennifer Huisman

1804 N. Buckeye Rd

Muncie, IN 47304

(765)631-5582

Team:­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Code:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Entry Chair:­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Coaches:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Total Number of Swimmers Entered: \_\_\_\_\_\_Boys:\_\_\_\_\_\_\_ Girls:\_\_\_\_\_\_\_

Number of Boys Individual Entries:­\_\_\_\_\_\_\_\_\_\_\_\_\_ x $4.00 = \_\_\_\_\_\_\_

Number of Girls Individual Entries:­\_\_\_\_\_\_\_\_\_\_\_\_\_ x $4.00 = \_\_\_\_\_\_\_

Number of Relays:\_\_\_\_\_\_ x $6.00 = \_\_\_\_\_\_\_

Indiana Swimming Surcharge Number of Athletes\_\_\_\_\_\_x$2.00=\_\_\_\_\_\_\_\_\_

Total Enclosed: \_\_\_\_\_\_\_\_\_

Muncie Mayor’s Meet

# Muncie, IN

# June 12-14, 2015

**CHECKLIST/STATEMENT OF DESIRED FORM OF RESULTS**

(Include this form when submitting Entry Report, Executed Release and Hold Harmless Agreement, Officials' Sign-Up Sheet and check payment to

YSC Entry Chair by June 6, 2015.)

**HOW WOULD YOU LIKE TO RECEIVE YOUR TEAM RESULTS?**

\_\_\_\_\_\_\_\_\_Meet Manager Backup (E-mailed)

\_\_\_\_\_\_\_\_\_Team Manager .cl2 file (E-mailed)

\_\_\_\_\_\_\_\_\_Listing of Final Results (E-mailed)

E-mail address to send above to:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Muncie Mayor’s Meet**

**JUNE 12-14, 2015**

YORKTOWN SWIM CLUB OFFICIALS SIGN-UP SHEET

Please submit the names of your team's officials that can help with the officiating at our meet.

Thank you.

Team Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Level Phone# E-mail address

1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4.\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Muncie Mayor’s Meet**

**JUNE 12-14, 2015**

**YORKTOWN SWIM CLUB AND CARDINAL COMMUNITY SWIM CLUB**

# RELEASE AND HOLD HARMLESS AGREEMENT

CLUB\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(“CLUB”)

In consideration of your acceptance of being permitted to participate in the swim meet, Club, and it’s swimmers, coaches, parents, members and volunteers hereby release and forever discharge Yorktown Swim Club, Cardinal Swim Club, The City of Muncie, the respective owners, trustees, directors, officers, agents, employees, members, successors, and assigns of each of them, and all other persons or entities in any way connected with sponsoring or holding this swim meet, of and from any and all liabilities, claims, demands, actions, causes of action, losses, damages or expenses, of whatever kind or character, arising out of or in connections with said swim meet and the facilities and personnel for it. Further, club and it’s swimmers, coaches, parents, members and volunteers shall indemnify and hold harmless of above said of whatever kind and character, arising out of or in connections with any injury to any person, including death, or injury or damage to any property.

The undersigned represents that he/she is authorized by the Club and it’s swimmers, coaches, parents, members and volunteers to execute this release and hold harmless agreement on behalf of each of them, binding Club, and it’s swimmers, coaches, parents, members, and volunteers to the terms hereof.

EXECUTED THIS\_\_\_DAY OF \_\_\_\_\_\_\_\_\_\_\_, 2015.

SIGNATURE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRINTED NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

POSITION\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_