



Manchester Swim Team

4th of July Memorial Swim Meet

Raco Theodore Pool,
Manchester NH
June 30-July 2, 2017
Sanctioned by NE Swimming #NE17-0630-MST TT



First Date of Entry Acceptance: Friday, May 19, 2017

	Name	Email	Phone
Meet Director	Gregory Gowern	MSTRapids@comcast.net	603-661-4186
Meet Referee	Dave Hunt	davidhunt@live.com	339-368-4135
Entry Chair	Gregory Gowern	MSTRapids@comcast.net	603-661-4186
Admin Official	Gregory Gowern	MSTRapids@comcast.net	603-661-4186
Safety Monitor	Bill Ewing	wewing@comcast.net	603-860-5050

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MEET FORMAT: The meet will be swum as timed finals. Each session will be seeded by computer based on positive check-in at the beginning of each session. Coaches will receive a positive check-in sheet before each session that must be returned no later than 30 minutes before the beginning of the session. Heat sheets will be posted around the pool deck. Coaches will be able to pick up heat sheets at the computer table. No events will swim with more than one swimmer per lane.

SITE: The Racó Theodore Swimming Pool is a 10-lane, 50 meter pool with seven-foot-wide lanes and non-turbulent lane lines. Fully-automatic electronic timing with touch pads at the finish end of the pool. There are no touch pads at the turn end of the pool. Some or all of the 50 meter events may be timed with stop watches only. The start end of the pool is 7 feet deep; the turn end of the pool is 4 feet deep. The pool is located at Racó Theodore Park on Head Street in Manchester NH. Directions may be found later in this document. Directions may be found later in this document. The competition course has not been certified in accordance with 104.2.2C(4).

COURSE: Long Course Meters

DISTANCE EVENTS: The 800/1500 freestyle will be swum fast-to-slow, alternating heats of women and men. Slowest heats of women and men will be combined if it saves time. Swimmers must provide their own timer and counters for events 400 meters or longer. No events will swim with more than one swimmer per lane.

ENTRY POLICY: This meet will use the 75%/25% entry policy. Click to view the [NE Swimming Entry Policy](#). All unattached swimmers must be declared as unattached in writing before the meet begins.

CUT PROTOCOL: If a session is over-subscribed, the Meet Director reserves the right to limit events, heats, swimmers, or adjust the format to conform to the 4-hour rule using the following cut protocols in any order deemed necessary:

For teams included in the 75% of the 75/25:

- Teams may be asked to cut each athlete to 5 events.

For teams included in the 25% of the 75/25:

- Teams may be asked to cut each athlete to 4 events.
- Entries may be cut by time or to a specific number of heats

For all teams:

- Distance Events: 800 and 1500 will be limited to 1 heat for boys and 1 heat for girls

If deck scratches allow a reasonable time-line, the swimmers can be reinstated into those previously entered events. Clubs will be notified of cuts no later than Monday before the meet.

RESERVE THE RIGHT TO MAKE CHANGES: Once a meet is sanctioned, changes can be made to the meet invitation before the meet, only with the approval of the Technical Chair, Laura Matuszak. Any change to the meet format after the meet begins will be at the discretion of the Meet Referee, and will be presented to the coaches at a coaches meeting.

MEET COMMITTEE/JURY: The Meet Jury will be made up of one official, one coach, and one athlete to be selected by the Meet Referee who will present issues and moderate the jury but not vote. The three members shall be from separate teams. The Meet Jury will decide all issues of eligibility and anything not addressed in the Meet Announcement. The Meet Referee shall have authority as described in the current USA Swimming Rulebook.

2017 LCM Meet Information

WEATHER PROTOCOL: If weather or facility conditions make it impossible to follow the original timeline of events, the Meet Director and Meet Referee have a right to make changes to the meet sessions. The Meet Director will notify the teams of the changes with as much notice as possible. **Cancellation of the meet, or a session**, is the decision of the Meet Director, Meet Referee and the Meet Jury.

ELIGIBILITY: All swimmers must be 2017 registered swimmers with United States Swimming. Swimmers may register with Carol Healey, PO Box 920133, Needham, MA 02492: office@neswim.com. Age is determined by the age of the swimmer on the first day of the meet. All coaches on deck must be registered with USA Swimming and proof of membership. Deck Pass is acceptable proof of membership.

Any swimmer entered in the meet 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. When unaccompanied by a member-coach, it is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement

REGISTRATIONS: All swimmers and non-athletes must be registered (includes proof of age and payment) with USA Swimming before 5:00 pm on the Thursday before the first day of the start of the meet. New England teams are **required** to check their entries with the online registration check tool on the [New England Swimming web site](#) to verify registration status.

FALSE REGISTRATION: If a swimmer who is not properly registered with USA Swimming competes in a sanctioned competition, the host LSC may impose a fine of up to \$100.00 per event against the individual, member coach or a member club submitting a meet the entry.

DECK REGISTRATIONS: Will not be accepted

DISABILITY SWIMMERS: Any current athlete members of USA Swimming with a disability, as defined by USA Swimming Rules and Regulations, may enter this meet. If modifications to USA Swimming rules are necessary then the coach or athlete must notify the meet referee and meet director of any disability prior to competition. Coaches and teams entering swimmers with disabilities that require any accommodations shall provide advance notice in writing to the meet director by the entry deadline. Failure to provide advance notice may limit the host's ability to accommodate all requests.

The swimmer (or the swimmer's coach) is responsible for notifying the Referee, prior to the competition, of any disability of the swimmer and of the requested modification. The swimmer/coach shall provide any assistant(s) or equipment if required.

EVENTS AND SESSIONS: [Click to view](#)

ENTRY INFORMATION:

First date of entry acceptance: Friday, May 19, 2017 (any entry received before this date will be considered received on Friday, May 19, 2017)

Final date of entry acceptance: Friday, June 16, 2017

Make checks payable to "Manchester Swim Team".

Mail completed signed entry cover page and waiver, and payment to the entry chairperson:

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23 Grant Drive

Hooksett NH, 03106

Teams will be notified within 48 hours of receiving entry if they are accepted into the meet.

Payment due date for all entries: Tuesday, June 20, 2017. Any team that fails to send payment, cover page and waiver form, by this due date can be scratched from the meet at the discretion of the Entry Chairperson.

2017 LCM Meet Information

ENTRY FEES: Electronic entries:

\$5.00 for all individual events, and time trials

\$10.00 for distance events (events 400 meters or longer)

\$10.00 for Time Trials

Non-electronic entries: \$.50 more per IE and \$2.00 more per relay.

Swimmer Participation Fee is \$10.00 per swimmer

NE Swimming Travel Fee of \$1.00 per swimmer (to be included in the check and the host team will send to NE Swimming)

ELECTRONIC ENTRIES: Electronic entries (such as from Hy-Tek Team Manager or other team management software) that are in CL2 or SD3/SDIF format may be emailed as an attachment to the entry chairperson at MSTRapids@comcast.net. Please check that your team name, address, and contact information are listed correctly in this file.

ENTRY LIMITS: Athletes may enter and swim in a maximum of 6 events per day for timed final events. Time Trials count in the per day event count.

ENTRY TIMES: All entries must be specified in LCM pool times. SCY/SCM times must be converted to LCM times. (Coach's times should be used instead of NT's)

ENTRY TIME UPDATES: Entry times may be updated until 7 days prior to the first day of the meet. No new entries will be accepted after the Friday, June 16, 2017 entry deadline. Entry time updates should be sent via email to the entry chairperson at MSTRapids@comcast.net. Entry time updates must be sent as Hy-Tek format CL2 files with updated times. New entries will be automatically excluded.

TIME TRIALS: Time trials will be offered at the discretion of the Meet Director and the Meet Referee if time allows. Time trials are \$10.00 for individual events, and \$40.00 for relays.

LEGAL SPLITS: Legal splits (including relay lead-offs) must be requested by a coach before the event using a legal split form (available from the Clerk of Course) and the requesting party must supply an additional timer on the lane for the split, if necessary, to meet the USA requirement.

ADMISSION: No Charge

PROGRAMS: \$5.00 per session.

MEET MOBILE: Meet Mobile will be functional for this meet, after each session is completed due to no internet access at facility. All users should be aware that Meet Mobile publishes unverified raw data which cannot be relied upon until the official results have been published and posted in the facility.

WARM-UPS: The pool will open for warm-ups approximately 45 minutes to one-hour before the beginning of each session. The pool will close five minutes before the beginning of each session. Teams will be assigned warm-up lanes after all entries are received. One lane may stay open for continuous warm-up and warm down unless 10 lanes are used for competition.

OFFICIALS: If you know that you will be attending this meet, please email the Meet Referee and let him/her know your level of certification, team, and sessions you will be available. This is for pre-meet planning purposes only. All officials are welcome to work any number of sessions and walk-ons are always welcome.

SAFETY:

1. Diving will be prohibited during warm-ups except in specifically announced one-way sprint lanes. There will be no diving in the warm-up and warm-down areas at any time
2. No shaving is permitted at the competition site.
3. No glass containers are permitted within the facility.
4. Swimmers must be under the supervision of a coach. If a swimmer arrives at the meet without a coach, the swimmer should notify the referee before he/she warms up. The referee will assign the swimmer to a registered coach for warm-ups.
5. Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms, locker rooms, behind the blocks, or in any marked NO CAMERA ZONE.
6. Deck Changes are prohibited.

DRONES: Operation of a drone, or any other flying apparatus, is prohibited over the venue (pools, athlete/coach areas, spectator areas and open ceiling locker rooms) any time athletes, coaches, officials and/or spectators are present. Exceptions may be granted with prior written approval by the Vice President of Program Operations.

RULES: Current USA Swimming rules will govern all competition. Decisions by the Meet Referee will be final unless a written protest is lodged within 30 minutes of the heat swum. All swimmers, coaches and officials will follow the USA Swimming code of conduct under article 304 of the USA Swimming rules and regulations. Any violation of such policy will be reported to the Meet Referee and the New England Swimming office for further review and/or action.

SAFE SPORT: The conduct of all participants and spectators at a meet is governed by USA Swimming Rules 304/305. Any and all infractions must be reported to an official, the Meet Referee or the Meet Director to be resolved. USA Swimming and NE Swimming encourage all to report any witnessed or suspected forms of abuse/safe sport violations to the NE Swimming Safe Sport Chair, Anne Kaufman: nesafesport@gmail.com (857-928-3638) or through the [USA-S online reportable form](#).

PHOTOGRAPHY/PHOTOGRAPHERS ON DECK: As per New England Swimming policy, professional photographers contracted by Manchester Swim Team or press photographers who have been approved in advance by the Meet Director are allowed on deck. Use of audio or visual recording devices, including a cell phone, is not permitted behind the starting blocks, including in any spectator area behind the starting blocks, nor in any other marked NO CAMERA ZONE, including on deck. All NO CAMERA ZONES will be clearly designated. Email the Meet Director with questions and requests

DECK ACCESS: Only 2017 USA Swimming registered athletes, coaches, officials, and official meet staff is permitted on the pool deck. All non-athletes on the pool deck must display proof of their valid USA Swimming registration at all times. Deck Pass is an acceptable proof of membership. Individuals without proof of a valid membership in USA Swimming will be removed from the pool deck, and will be subject to a fine by New England Swimming.

SCORING: The meet will not be scored.

AWARDS: No Awards will be given

FOOD: A concession stand will be in operation for the duration of the meet.

EQUIPMENT VENDOR: A swimming equipment vendor (K&B Sportswear) will be selling suits, goggles, and other accessories for the duration of the meet.

MISCELLANEOUS: Manchester Swim Team assumes no responsibility for lost or stolen property. Pets of any kind and smoking are not permitted within the facility.

PARKING: There is ample parking available in the fields around the pool.

DIRECTIONS: The Raco Theodore Swimming Pool is located at 54 Head Street, Manchester, NH 03102.

From the north, take 293 South to exit 4. Go straight through the lights. You should be on Harvell Street. Take a right onto Main Street. Go to your 3rd set of lights. Take a left onto Varney Street. Take your first right onto Head Street, the swimming pool will be on the left.. **From the south**, take 293 North to exit 4. Take a right onto Second Street. Go to the 2nd set of lights and take a left onto West Hancock Street. At the end of street take a right onto Main Street. At lights take a left onto Varney Street. Take your first right onto Head Street, the park will be on the left

LODGING: The following hotels and motels are in the area:

Country Inn & Suites, 250 South River Drive, Bedford, NH 03110, 603-666-4800 (3.5 miles from pool)

Best Western, 13500 South Willow Street, Manchester, NH 03103, 603-627-2525 (7.4 miles from pool)

Events and Sessions

Session 1 – Friday Night		
Warm-up: 2:30PM / Session Start : 3:30PM		
Girls Event #	Age Group / Distance / Stroke	Boys Event #
1	Open 400 Free	2
3	Open 400 IM	4
5	Open 800 Free	6
7	Open 1500 Free	8
Session 2 – Saturday Morning		
Warm-up: 7:30AM / Session Start : 8:30AM		
Girls Event #	Age Group / Distance / Stroke	Boys Event #
9	Open 50 Free	10
11	12&U 50 Fly	12
13	Open 100 Free	14
15	Open 200 Fly	16
17	Open 100 Back	18
Session 3 – Saturday Afternoon		
Warm-up: 12:30PM / Session Start : 1:00PM		
Girls Event #	Age Group / Distance / Stroke	Boys Event #
19	Open 100 Breast	20
21	Open 200IM	22
23	Open 200 Back	24
Session 4 – Sunday Morning		
Warm-up: 7:30AM / Session Start : 8:30AM		
Girls Event #	Age Group / Distance / Stroke	Boys Event #
25	12&U 50 Back	26
27	Open 100 Free	28
29	12&U 50 Breast	30
31	Open 200 Breast	32
33	Open 50 Free	34
Session 5 – Sunday Afternoon		
Warm-up: 12:30PM / Session Start : 1:00PM		
Girls Event #	Age Group / Distance / Stroke	Boys Event #
35	Open 200 Free	36
37	Open 100 Fly	38
39	Open 100 Back	40



COVER SHEET

Manchester Swim Team

4th of July Memorial Swim Meet

Raco Theodore Pool,

Manchester NH

June 30-July 2, 2017

Sanctioned by NE Swimming #NE17-0630-MST TT



CONTACT INFORMATION

Club			Abbr:
Deck Coach:	Phone:	Email:	
Entries Contact:	Phone:	Email:	
Address:			
Unattached Swimmers:			

ENTRY FEES (non-electronic are an additional .50 per entry)

Individual Entries (Events 200 and under)	@	\$5.00/\$5.50	=	\$
Distance Entries (Events 400 and greater)	@	\$10.00/\$10.50	=	\$
Swimmer Participation Fees	@	\$10.00	=	\$
NE Travel Surcharge: # athletes	@	\$1.00	=	\$
TOTAL			=	\$

Make check payable to:	Error! Reference source not found.	Entry Deadline	Friday, June 16, 2017 Friday, June 16, 2017
Mail entries and check to:	Error! Reference source not found. Gregory Gowern 23 Grant Drive Hooksett NH, 03106	For all entries, this form and payment must be received by Tuesday, June 20, 2017	
		Phone: 603-661-4186	

Liability Waiver

Any swimmer whose entry is accepted will, for him/herself, his/her heirs, executors and administrations, waive and release any and all rights and claims for damages he/she may have against United States Swimming, New England Swimming, Manchester Swim Team any and all injuries suffered by him/her at said meet. If a swimmer who is not properly registered with USA Swimming competes in a sanctioned competition, the host LSC may impose a fine of up to \$100.00 per event against the individual, member coach or a member club submitting a meet the entry

Signature of Authorized Team Official

Date



NEW ENGLAND SWIMMING CALENDAR MEET ENTRY POLICY:

75%/25%

The hosting club will reserve up to 75% of the splashes for their own team and any other teams (New England and/or out of LSC) that it invites to the meet. These 75% of splashes are guaranteed entry into the meet. Teams that are included in the 75% of guaranteed entries must submit their entry and payment to the host team no later than 7 calendar days before the first date of entries, or the host team may remove them from the 75% of guaranteed entries and will report them to the Board of Review. The host team can release this liability if it is able to fill the meet with entries from other teams. If the host team under-estimates the entries for the 75% of guaranteed entries, the host team must cut swimmers or entries from their own team first, and then follow the entries cut procedure in the meet announcement.

The remaining 25% of entries will be open for other teams to submit entries. Entry acceptance will open at

12:00 AM on the first date of entries. Entries received on or before the first day of acceptance (up until 11:59 pm local time) shall be considered received at the same time. If the meet becomes oversubscribed, a lottery will be conducted by the New England Swimming office to determine the sequence that the tied teams will be accepted into the meet. The New England Swimming office will share the results of the lottery with all teams participating in the lottery.

FIRST COME FIRST SERVE:

The entries for this meet will be first come first serve. Entries will open at 12:00 AM on the first date of entries. Entries received on or before the first day of acceptance (up until 11:59 pm local time) shall be considered received at the same time. If the meet becomes oversubscribed, a lottery will be conducted by the New England Swimming office to determine the sequence that the tied teams will be accepted into the meet. The New England Swimming office will share the results of the lottery with all teams participating in the lottery.

If a lottery is not necessary, entering teams will be notified that they have been accepted or cut from the meet within 48 hours of the first date of entries, or within 48 hours of the host team receiving your entry, whichever is later. Teams that are cut from the meet will have their entry fee returned within four days of being cut from the meet.

Accepted teams must send payment for their entry within 4 calendar days of the notification. Accepted teams that do not send payment within 4 calendar days will forfeit their entry, but will still be liable for payment of the entry fee, unless the host team is able to fill the meet with entries from other teams. No refunds will be given for entries that are accepted or for entries that are rejected due to improper entry. Any swimmer who is entered with incorrect swimmer information, or an incorrect or no ID, or is unregistered, will be scratched from the meet until corrections are made per the New England policy.

If a meet becomes full or oversubscribed, the host team must notify the New England Swimming office so that the meet may be listed as "Full" on the New England Swimming website. Additionally, the list of teams accepted and not accepted into a meet must be submitted to the New England Swimming office