**DEADLINE CHECKLIST**

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| **DATE** | **DEADLINE** | **DESCRIPTION** |
| Monday, November 11 | 8:00 AM | Entries open; can be emailed toscroaning@gmail.com |
| Monday, November 18 | 8:00 AM | Entry deadline; all entries must be received |
| Wednesday, November 20 |  | Teams will be notified whether or not their entry has been accepted into the meet |
| Monday, November 25 | 6:00 PM | Deadline for changes to entry |
| Tuesday, December 3 |  | Limits, if needed, will be posted to carmelswimclub.org |
| Saturday, December 7 | 10:30 AM | Warm-up beginsDeck entries close |
| 11:30 AM | Session begins |

**SANCTION**

This meet is sanctioned by USA Swimming and Indiana Swimming. Sanction number: IN20109

**HOST**

Carmel Swim Club

515 E. Main Street, Suite 121

Carmel, Indiana 46032

**LOCATION**

Carmel Aquatic Center

Eric Clark Activities Center – Carmel High School

520 East Main Street

Carmel, Indiana 46032

**FACILITY**

The facility contains a 25-yard pool with 9 nine-foot lanes. Colorado System 6 Timing will be used. Spectator seating is available on the west side of the pool. THERE IS ABSOLUTELY NO SMOKING OR VAPING IN THE BUILDING.

The competition course has not been certified in accordance with 104.2.2C(4).The depth of the competition pool measures from the south end to a distance of 15 meters ranges from 6 to 12 feet. Beyond 15 meters the competition pool is a depth of 4-5 feet.

**PARKING**

Free parking will be available in the lots adjacent to Carmel High School. Additional parking is available north of the pool at the football stadium (approximately 1/3 mile).

**RULES**

Current USA Swimming Rules, including the Minor Athlete Abuse Prevention Policy (“MAAPP”), will govern this meet.

USA Swimming Rule 202.5.2 - 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.

Coaches MUST present their current USA Swimming coaches pass to gain deck access. The meet referee reserves the right to ask for coach credential display and/or deny deck access if a coach does not comply or credentials are no longer valid or current. Coaches must show a photo ID at the check in table to gain deck access.

ABSOLUTELY NO PARENTS WILL BE ALLOWED ON THE POOL DECK. This is an insurance requirement of USA Swimming, and will be strictly enforced.

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.

In swimming competitions, the competitor must wear only one swimsuit in one or two pieces except as provided in 205.10.1. 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 the changing areas or locker rooms.

Deck changes are prohibited.

**USA Swimming article 202.4.9 J** shall apply: 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 Program Operations Vice Chair.​

Any photographs, videotape or other audio and/or visual recordings of the event created by a spectator may be used solely for such spectator’s personal non-commercial use, and may not be broadcast, published or disseminated, or used for any commercial purposes, without the prior written consent of USA Swimming.

All participants agree to be filmed and photographed by the official photographer(s) and network(s) of USA Swimming under the conditions authored by USA Swimming, and allow event organizers the right to use names, pictures, likenesses, and biographical information before, during or after the period of participation in USA Swimming competitions to promote such competitions. All participants agree not to use or authorize use of pictures in the uniforms and equipment provided by USA Swimming for the purpose of trade, without the consent of USA Swimming. All participants agree not to use medals or photos, or portraits or films with the medals, which are received for performances in this competition, for the purpose of trade. Furthermore, participants agree to return these uniforms and equipment, bearing USA Swimming logos and marks, if and when requested.

**ELIGIBILITY**

Swimmers must be registered with USA Swimming prior to the competition. Age, as of December 7, 2019, shall determine the swimmer’s age for the entire meet. Registration numbers must accompany entries. There will not be any USA Swimming registration at the meet.

**MEET FORMAT**

This is a timed finals meet.

**TIMELINE MANAGEMENT**

Carmel Swim Club reserves the right to limit select events during any or all sessions if it is deemed necessary to complete the session(s) within the requirements of Indiana Swimming rules. Any will be posted on the CSC website no later than Tuesday, December 3, 2019. Fees will be refunded for any swimmer cut from an event due to timeline management. Carmel Swim Club also reserves the right to combine age groups within given session(s) to control the timeline. Please note that fly-over starts may be used during all sessions.

**ENTRY LIMITS**

Each swimmer will be limited to five (5) individual events. If an individual is entered in more than 5 events, the entry will be made by order of events, starting with Event #1 until the limit is satisfied. There will be no refunds.

**ENTRY ACCEPTANCE AND DEADLINES**

* ***This meet traditionally fills quickly!***
* Entries will be accepted starting Monday, November 11, 2019 at 8:00 AM
* The entry deadline will be Monday, November 18, 2019 at 8:00 AM
* The entry deadline will be extended if the meet does not fill
* Teams not accepted will be notified by Wednesday, November 20, 2019
* Updated information can be found at [www.carmelswimclub.org](http://www.carmelswimclub.org)

**ENTRY PROCEDURE**

Between November 11th and 18th, submit your entries via email using the Hytek Commlink file (CL2 file):

* Review your entry for correct contact information prior to submission
* Be sure to include all swimmers’ full name and USA Swimming ID number
* All times must be submitted in short course yards (SCY)
* Send your email with attached entry file to:

**ENTRY CHAIR**

**Stephanie Croaning**

scroaning@gmail.com

* Please include your team name and entry chair’s contact information in the email
* You will receive an email with 24 hours confirming that your entry file has been received and

processed. This does NOT mean you have been accepted into the meet.

After acceptance, an entry report will be emailed to your team. Be sure to check your entry report for errors. The deadline for changes is at 6:00 PM Monday, November 25, 2019.

**ENTRY FEES**

All fees must be paid no later than 1 hour prior to the start of the first session in which a team/athlete is

competing. Please make checks payable to CARMEL SWIM CLUB and include the Release and Hold Harmless

Agreement with payment.

* Individual timed final events: $5.00 per event
* $2.00 per swimmer, per meet, Indiana Swimming surcharge must accompany each entry

**DECK ENTRIES**

Deck entries for individual events will be accepted until 60 minutes before the session is scheduled to begin and at the discretion of Carmel Swim Club. Deck entries will only be accepted provided there is a lane available and only as a new addition. No additional heats will be created to accommodate deck entries. No deck entries will be permitted for events that have been limited. Deck entries will be entered as NT (no time). Entry fee for deck entries is $10.00 per individual timed final event.

**CLERK OF COURSE**

Clerk of Course will be provided for 8 & under events only.

**FINAL RESULTS:**

Final results will be posted at the CSC website at [www.carmelswimclub.org](http://www.carmelswimclub.org/). Meet results posted through the online application Meet Mobile are not considered final. We will provide coaches with final results in the following formats:

* Meet Manager Backup (Emailed)
* Team Manager .cl2 file (Emailed)
* PDF Full Meet Results (Emailed)

**AWARDS**

Awards will be given for places 1st – 8th in the age groups of 6&U/7/8/9/10/11&12 years old. **Awards will not be mailed.**

**ADMISSION**

Admission will be charged.

**HEAT SHEETS**

Heat sheets will be available through the online application Meet Mobile, as well as posted in the spectator seating area.

**CONCESSIONS**

Concessions will be available.

**MEET DIRECTORS**

Greg Baldauf

baldauf.greg@gmail.com

Cynthia Baldauf

cynthia.baldauf@gmail.com

**MEET REFEREE**

Megan Kight

mkight@bkrlaw.com

**MEET SCHEDULE**

There will be no coaches packet; all pertinent information will be sent out via email the week of the meet. Warm up session lane assignments will be posted on the pool deck. Warm up sessions may be split.

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| --- | --- | --- |
|  | **Warm-Up: 10:30 AM** |  |
|  | **Meet Start: 11:30 AM** |  |
| **GIRLS EVENT #**  | **EVENT** | **BOYS EVENT #** |
| 1 | 11 & 12 100 Free | 2 |
| 3 | 10 & UNDER 100 Free | 4 |
| 5 | 8 & UNDER 25 Back | 6 |
| 7 | 11&12 50 Back | 8 |
| 9 | 10 & UNDER 50 Back | 10 |
| 11 | 8 & UNDER 25 Fly | 12 |
| 13 | 11 & 12 50 Fly | 14 |
| 15 | 10 & UNDER 50 Fly | 16 |
| 17 | 8 & UNDER 25 Free | 18 |
| 19 | 11 & 12 50 Free | 20 |
| 21 | 10 & UNDER 50 Free | 22 |
| 23 | 8 & UNDER 25 Breast | 24 |
| 25 |  11 & 12 50 Breast | 26 |
| 27 | 10 & UNDER 50 Breast | 28 |

***\*This summary form must be completed and returned to the entry chair upon arrival at the meet, along with payment\****

Release and Hold Harmless Agreement

In consideration of being permitted to participate in this swim meet, and for other good and valuable consideration, the undersigned, for him/herself, the club and its swimmers, their successors and assigns, hereby release and forever discharge Carmel Swim Club and its Board of Directors, United States Swimming, IUPUI Natatorium, Indiana Swimming, Inc. and each of their respective officers, agents, employees, members, successors and assigns, and all other persons in any way connected with this swim meet, from any and all liabilities, claims, demands, actions, or causes of action of whatever kind of character arising out of or in connection with said event. Further the undersigned representative and his swimmers shall indemnify and hold harmless Carmel Swim Club, United States Swimming, Indiana Swimming, Inc. and the IUPUI Natatorium and the officers, trustees, agents, employees and members of the foregoing and all other persons in any way connected with this event, from any and all other losses, expenses, damages, demands and claims arising out of or in connection with any injury, including death, or alleged injury or damage to property sustained or alleged to have sustained in connection with or to have arisen out of said event.

Executed this \_\_\_\_\_\_day of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 201\_\_

Signature of Club Official or Coach\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name & Cell Phone Number of Coach Attending Meet\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**INCLEMENT WEATHER**
Pursuant to Article 102.7.4 of the USA Swimming Rule Book, Carmel Swim Club reserves the right to alter the meet schedule if winter weather poses a travel problem for participating athletes.  The decision to delay or cancel the meet will be communicated to participating teams as soon as possible.  It is the intent of Carmel Swim Club to make every effort to host this meet, but the safety of participating swimmers, coaches, officials & volunteers is our first priority.