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| **General Requirements** | | |
| Name of the meet, date(s) of the meet, sanction # and facility info | | □ |
| Starting times and intermissions (each session for multi‐session meets) | | □ |
| Name and contact information of the Meet Director, Meet Referee, and Admin Official, all of which must be non-athlete members of USA Swimming in good standing | | □ |
| **NEW:** Names of all Meet Marshals-must have one female and one male for each session (USA-S Requirement) | | □ |
| The method and procedure for submission of entries (including entry deadline) | | □ |
| Fees; Must indicate that $2 of the per swimmer surcharge is paid to Ozark Swimming and that the remaining surcharge amount is being retained by the host club. If you do not charge separate event/surcharge fees, you MUST indicate what amount of the fee makes up the surcharge fee. | | □ |
| If points will be awarded, the point values used and (if applicable) team scoring | | □ |
| If a prelim/final format, which finals will be used (championship, consolation, bonus) and scratch rules | | □ |
| (If applicable) Qualifying times and procedures necessary for proof of entry times including any fines/penalties for not meeting and requirements for any bonus events | | □ |
| (if applicable) Distance events: any alternative seeding and whether timers and counters are to be provided by swimmer | | □ |
| (If applicable) indicated details if you need assistance with officials and/or timers | | □ |
| (if applicable) Limited Events-Must state deadline (within 30 days of meet end) for clubs to request refund of swimmers not making limited events who scratch those events | | □ |
| **USA Swimming Requirements** | | |
| **§ 102.2.1** | Event entry requirements | □ |
| **§ 102.2.7** | Restrictions on the number of event entries for an individual swimmer | □ |
| **§ 102.2.9** | (Optional) You may specify if you would like to have estimated times used with entries rather than ‘NT’ | □ |
| **§ 102.3.5** | Any restrictions on relay entries (whether swimmer names are required and how to list them) | □ |
| **§ 102.4** | Check‐in and scratch procedures for individual and relay events and penalties for violation of those procedures | □ |
| **§ 102.5.6C** | Order of heats | □ |
| **§ 102.7.1** | Order of events, sequentially listed by class of competition, sex, age group, distance and stroke | □ |
| **§ 202.4.11A** | A statement of the nature of prizes to be awarded | □ |
| **§ 202.4.11B** | A complete schedule of lanes and times for all warm‐up procedures which must be adhered to by all participants | □ |
| **§ 202.4.11C** | Information about water depth measured for a distance of 3 feet 3‐1/2 inches (1.0 meter) to 16 feet 5 inches (5.0 meters) from both end walls. | □ |
| **§ 202.4.11D** | The following statement: "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 without the use of the backstroke ledge. 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." | □ |
| **§ 202.4.11E-F** | The following statement: “No swimmer will be permitted to compete unless the swimmer is a member as provided in Article 302.” The following statement required by Ozark: “No on-deck Ozark Swimming athlete registration will be permitted. Swimmers entered in the meet who do not hold current membership will be dropped from the meet and entry fees will NOT be refunded. If a swimmer swims and is not registered, a $100 fine per athlete will be imposed on the swimmer’s club, made payable to Ozark Swimming.” | □ |
| **§ 202.4.11G** | One of the following two statements is included:   1. The competition course has been certified in accordance with 104.2.2C(4). The copy of such certification is on file with USA Swimming; or 2. The competition course has not been certified in accordance with 104.2.2C(4). | □ |
| **§ 202.4.11H** | The following statement: "Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, restrooms or locker rooms. In addition, photography behind the blocks is not permitted. | □ |
| **§ 202.4.11I** | The following statement: “Deck changes are prohibited.” | □ |
| **§ 202.4.11J** | The following statement: “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.” | □ |
| **§ 202.4.11K and 202.5.9** | The following statement: “Held under the sanction of USA Swimming/Ozark Swimming” Indicate that all the technical and administrative rules of USA Swimming will apply. (Once your sanction number has been issued, this number MUST appear on the published meet information sheet sent out to teams and on all sheets of meet results sent to teams) | □ |
| **§ 202.4.11L** | The following statement: “It is understood and agreed that USA Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event.” | □ |
| **§ 202.4.11M** | The following statement: "All applicable adults participating in or associated with this meet acknowledge that they are subject to the provisions of the USA Swimming Minor Athlete Abuse Prevention Policy ("MAAPP"), and that they understand that compliance with the MAAPP policy is a condition of participation in the conduct of this competition." | □ |
| **§ 202.4.11N** | A description of the medical supervision (e.g., lifeguards, EMT, AED device, etc.) available to athletes participating in the meet. | □ |
| **§ 202.4.11O** | The following statement: “A quality control system has been implemented to ensure that individuals who are ineligible for participation are unable to participate in this competition. This includes, without limitation, individuals listed on the U.S. Center for SafeSport’s Disciplinary Database, USA Swimming’s List of Individuals Permanently Suspended or Ineligible for Membership, USA Swimming’s List of Individuals Suspended or Ineligible-Specific Date, and all adult members (defined by the SafeSport Code for the Olympic and Paralympic Movement as 18 years and over) of USA Swimming who have not completed athlete protection education as required by the U.S. Center for SafeSport.”  Please refer to the “LSC Sanction Meet 360” guide for more information. | □ |
| **§ 202.4.11P** | For open water competitions, the policy for abandonment, the race timeline, the course map, and a statement whether the race will be an “escorted” or “unescorted” event. | □ |
| **§ 202.5.7** | “Deck access is restricted to USA Swimming athletes, coaches, officials and meet volunteers. All non‐athlete members must have proof of registration or a credential while on deck and present them upon meet management request. USA Swimming App is acceptable proof of USA Swimming membership.” | □ |