**Policy & Procedures Manual**

**Wisconsin Swimming, Inc.**

# Policy 11: Fines

Effective Date: *May 1, 1997*

Last Revision Date: *October 25, 2022*

***Scope:*** *This policy provides direction to LSC members relating to potential fines that may be levied by the LSC.*

* 1. **Levying Fines**
		1. Wisconsin Swimming, Inc. provides for and allows for fines levied on an individual member and/or group member for a violation of Rules or Bylaws of Wisconsin Swimming, Inc. or USA Swimming. The General Chairman, Treasurer, Sanction Manager, or Administrative Manager (or their designees) may levy fines. The interested party may appeal any fine to the LSC Review Board. *(Refer to the WSI Bylaws for appeal procedures).* These fines are recommendations only and may be increased for repeat violations, as determined by the Board of Directors.
	2. **Registration Fines**
		1. $50 Athlete competes in a sanctioned Meet and is not a USA Swimming registered athlete member. The fine is assessed for each infraction, i.e., for each event in which the athlete competed, against the:
1. Group member, if the athlete competes as an athlete member of that group or the group member entered the athlete into the Meet; or
2. Athlete, if the athlete competes as an unattached athlete and submitted his/her own Meet entry(ies).
	* 1. $100 Person coaches at a sanctioned Meet and is not a USA Swimming registered coach member. The fine is assessed against the club, or if the coach is unattached, against the coach.
		2. $100 Person officiates at a sanctioned Meet and is not a USA Swimming registered official member. The fine is assessed against the person.
		3. $50 Athlete competes in a sanctioned Meet as a USA Swimming registered athlete member of a specific USA Swimming group member and, in fact, is not eligible to represent that group member. The fine is assessed against the group member for each infraction, i.e., each event in which the athlete competed. In addition, the athlete member shall:
3. Serve sixty (60) days as an “unattached” athlete from the date of the infraction; and
4. Be ineligible for membership in the group member until the group member pays the fine.
	* 1. $100 Athlete competes as a USA Swimming registered athlete member of a specific group member in a sanctioned Meet, and, in fact, is not eligible to represent that group member. The fine is assessed against the group member. In addition,

A. The athlete shall:

* 1. Serve sixty (60) days as an “unattached” athlete from the date of the infraction; and
	2. Be ineligible for membership in the group member until the group member pays the fine.
1. The relay team shall be disqualified, except that the lead-off swimmer’s time remains an official time, provided that this swimmer was a registered athlete member of USA Swimming.
	* 1. $50 A group member enters a non-USA Swimming registered athlete member or someone who is not a registered an athlete member of another group into a sanctioned Meet. The fine is assessed against the group member. To compete, the swimmer must comply with USA Swimming registration requirements for a new or transferring athlete and the group member must pay the fine.
	1. **Meet Sanction Fines**
		1. $100 Meet Host fails to obtain a Meet sanction prior to distribution of Meet Information.
		2. $100 Meet Host fails to e-mail both
			1. The Athlete Recon file (.CL2) to the LSC Operations Manager
			2. The “ UNLOCKED Meet Back-up” within forty-eight (48) hours of the last day of Meet to the Operations Manager and the Sanction Manager, as specified in LSC Policy 2.4.4.
		3. $200 Meet Host fails to adhere to sanctioned Meet Information or fails to adhere to the information presented to the LSC in the group member’s Meet Bid.
		4. $100 Meet Host fails to send Meet Information to all Wisconsin Swimming group members or to post Meet Information on the on the LSC website, when reservations are not accepted.
		5. $100 Meet Host fails to submit Meet Financial Report to Wisconsin Swimming Sanction Manager within fourteen (14) days of the Meet.
		6. $100 Meet Host fails to format Meet Final Results properly. In addition, the Meet Host must correct the format and distribute the corrected Meet Final Results to all teams participating in the Meet and to all Wisconsin Swimming officers on the Meet Final Results distribution list.
		7. $50 Meet Host fails to send Meet Final Results to all participating teams and Wisconsin Swimming Officers on the Meet Final Results distribution list within fourteen (14) days of the Meet. This fine increases by fifty dollars ($50) for each additional week of delay. (One week is defined as days one through seven.)
		8. $200 Meet Host fails to register its Meet Director as a USA Swimming non-athlete member.
		9. $300 Meet Host fails to hold a group member’s reservation check until the Meet entry due date.
		10. $100 Meet Host fails to send Meet Information at least twenty-one (21) days prior to the entry deadline.
		11. $100 Meet Host fails to send Meet Heat Sheets, Meet Final Results, or other Meet reports, as specified in 2.4.4, and which are conditions of receiving a Meet sanction or approval by mail or e-mail, as requested by the LSC Officer.
		12. $200 Meet Host fails to send the Administrative Manager the unlocked Meet Backup file for the Regional Championships by 11:59PM Sunday evening of said meet. In addition, failure to submit Meet Results by the deadline will keep the Meet Host from bidding for the next bidding cycle’s Regional meets.
	2. **Other Fines**
		1. The aforementioned fines are not all inclusive.
		2. A fine may be levied for a violation not mentioned above if the violation is determined not to be in the best interest of competitive swimming. Any such fine shall be levied by the Board of Directors of Wisconsin Swimming, Inc.
	3. **Payment of Fine**
		1. Failure to pay a fine, pursuant to *Bylaws 603.9 FAILURE TO PAY*, means:
2. The athlete is unable to compete;
3. The Meet Host is unable to obtain another Meet sanction;
4. A Wisconsin Swimming Club shall not be allowed to renew its annual registration; and
5. A Wisconsin Swimming Club shall not participate in the Meet Bid process for LSC Championship Meets.
	* 1. Fines shall be paid to Wisconsin Swimming, Inc. within sixty (60) days after being levied and shall be sent to the LSC Treasurer for deposit for the LSC’s general operations.

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| Date of Revision | Policy Section(s) | Changes Made |
| April 27, 2004 | 11.2.611.10 | Add fine for entering a non-registered swimmer in a MeetMove part of 2.4.1 regarding refunding any unused reservation moneys to this section |
| June 22, 2004 | 11.2.411.5 | Add fine for not have a registered member for Club’s Safety CoordinatorAdd Rule and re-number and specify depositing fines and failure to pay fine |
| April 26, 2005 | 11.3.211.3.411.3.5 | Replaced host requirements for checking registrationPost information rather than emailAid treasurer in gaining compliance with sanction requirements |
| October 22, 2013 | All | Updated amount of fines |
| October 24, 2017 | 11.1.1 & 11.3.211.111.3.12 | Replaced references to “Registration Coordinator” to new position of “Administrative Manager”Add “Treasurer” and change all references of LSC Sanctioning Officer, and Sanction Chair, Administrative Chairman, or Administrative Chair to be referred to either LSC Sanction Coordinator or simply Sanction Coordinator.Add new article  |
| April 25, 2020 | 11.1.1 | Replace “Sanction Coordinator” with “Sanction Manager” |
| October 25, 2022 | 11.2.4 & 11.2.511.3.211.3.2A11.3.2B11.3.5 | Revised timeline from 120 days to 60 days as per USA Swimming rule change effective immediately.Reformatted, adding subsections A. and B.Changed “seven (7) days” to “forty-eight (48) hours”Changed “Administrative” to “Operations”Added “Operations Manager and Sanction Manager” to agree with section 2.4.4Changed “Treasurer” to “Sanction Manager”. Changed “twenty-one (21)” to “fourteen (14)”Deleted “or Silver State Championships”Changed “seven (7) days” to “forty-eight (48) hours” |