|  |  |
| --- | --- |
| **A close up of a sign  Description automatically generated** | Policies and Procedures |
| Subject: Table of Fees and Fines | Document Number:430aVersion Number: 6 | Effective Date: Pre March 2014Last Revision: March 8, 2022 |

# Utah Swimming Table of Fees and Fines

* NOTIFICATION: The Fee/Fine Assessor notifies both the assessed individual and/or club of the fee/fine assessment as well as the UTSI Treasurer.
* DEADLINES. FAILURE TO PAY PENALTIES and other information: Located in [UTSI Policies and Procedures](https://www.teamunify.com/team/lscuts/page/newsletter/policies-and-procedures) #430 (Financial)

| **Name of Fee or Fine** | **Amount** | **Who to Assess and Why** (See reference for more) | **Fee/Fine Assessor** (See “NOTIFICATION” on first page) | **Governing Document Reference** |
| --- | --- | --- | --- | --- |
| **MEMBERSHIP REGISTRATION AND CREDENTIALLING** |
| Utah Swimming Registration Fees (includes USA Swimming membership) | **Varies** | See Registration and Membership policy (#100 in the [UTSI Policies and Procedures](https://www.teamunify.com/team/lscuts/page/newsletter/policies-and-procedures)) | UTSI Registrar | P&P #100 (Registration) |
| Unregistered Athlete Entered or Participating in a Meet Fine \* | **$100** (Individual)**$50** (RELAY - Per unregistered relay team member) | Assessed to any club or unattached athlete entering or swimming an athlete not registered with USA Swimming in a meet | UTSI Registrar | P&P #100 (Registration) |
| Uncredentialed Coach on Deck Fine \* | **$100** | Assessed to the club who has a person acting in a coaching capacity on deck who has missing, “not met” or expired coach credentials that are required by USA Swimming. If the person coaching is not affiliated with a team, the fine is assessed to the individual. | UTSI Registrar | P&P #100 (Registration)andP&P #623 (Credentialing at Meets) |
| *Championship Meet* Late Coach Credentialing Fee | **$10** (<24 hours before a championship meet start date)**$20** (On the first day of a championship meet) | Assessed to any coach submitting documents necessary for coaching credentials within the specified time frame.This fine must be paid on the first day of the Championship Meet or coach credentials will not be granted for the meet. | UTSI Registrar | P&P #100 (Registration) |
| No Coach Member Verification Fine \* | **$25** | Assessed to meet host who does not verify coach credentials before their hosted swim meet | UTSI Sanctions Coordinator | P&P #623 (Credentialing at Meets) |
| **SANCTION AND MEET** |
| Meet Sanction and Approval Fees | **$10** Dual or Intrasquad**$15** Tri-meet or Time Trials **$50** Invitational or Open | Assessed to the meet host applying for sanction or approval. *NOTE: Meet Sanction Fees for* ***Virtual Meets*** *will be assessed by the type of meet they would be if all the swimmers were in one swimming venue. For example, a virtual meet with one or two teams is charged an Intrasquad fee, a three-team meet is charged the Tri-meet fee, and so forth.* | UTSI Sanctions Coordinator | P&P #601 (Sanctions) |
| Late Sanctioning or Approval Fee | **$20** | Assessed to the meet host filing an application for a meet sanction or approval within of two (2) weeks of the meet start date. (Late fee is in addition to regular sanction fee) | UTSI Sanctions Coordinator | P&P #601 (Sanctions) |
| Sanction or Approval Change Fee | **$10**  | Clerical fee assessed to the meet host for changing a meet announcement after the LSC issues the meet sanction or approval number | UTSI Sanctions Coordinator | P&P #601 (Sanctions) |
| Splash Fees | **$1.25** Individual Entries**$1** Relay Entries | Assessed to meet host after a meet. Paid per individual or relay entry in the meet excluding scratches. | UTSI Sanctions Coordinator | P&P #601 (Sanctions) |
| Observed Swim Fee *(Paid by athlete before or at the meet)* | **$5** per swimmer per meet | Athlete pays fee to meet host. Meet host in turn pays Utah Swimming via the UTSI Times Coordinator | UTSI Times Coordinator | P&P #601 (Sanctions) |
| Post Meet Observed Swim Fee *(Paid by athlete after a “blanket observation” meet)* | **$20** per swimmer per meet | USA Swimming athlete makes request and pays via UTSI Times Coordinator | UTSI Times Coordinator | P&P #601 (Sanctions) |
| Absent Sanction Number Fine \* | **$100** | Assessed to the meet host if sanction number is not included on the meet invitation | UTSI Sanctions Coordinator | (4) P&P 601 (Sanctions) |
| 4-Hour Rule Violation Fine \* | **$1 per lane per 12 & under event heat not completed within 4 hours of the meet start time** (Both individual and relay events) | Assessed to the meet host where the 12 & under events in any session were not completed in four hours. (See reference for more.)  | UTSI Sanctions Coordinator | Rules and Regulations 1.14.A |
| False, Incorrect, or Unproven Submitted Entry Times Fine \* | **$20/time** | Assessed to the club or unattached athlete entering a meet with a false or incorrect entry times that could not be verified by the SWIMS database | UTSI Times Coordinator | P&P #601 (Sanctions) |
| Late Meet Entry Payment Fee (Optional) | **Not to exceed $25** | A meet host *may choose* to assess this fee. If assessed, it must be applied universally to all teams seeking a time extension for the payment of fees. | Meet Director | P&P #601 (Sanctions) |
| Late Meet Results Fine \* | **$50** | Assessed to the meet host who does not provide final meet results as specified by policy. | UTSI Times Coordinator | P&P #601 (Sanctions) |
| Meet Financial Report Late Fee | **$50** | Assessed to meet hosts who do not submit a complete financial report within 45 days of the completion of the meet.  | UTSI Sanctions Coordinator | P&P # 601 (Sanctions)  |
| **LSC CHAMPIONSHIP MEET RELATED** |
| Championship Meet Late Payment Fine \* | **$50** | Assessed to teams or unattached athletes who do not pay championship meet entry fees according to policy or the meet announcement deadline. | Meet Director | P&P #630 (Meet Operations) |
| Championship Meet Late Entry Fee | **$50 per participant plus double event entry fees** | Assessed to the club or unattached athlete entering an athlete into an LSC Championship Meet after the entry deadline. (See reference for more) | Meet Director | P&P #630 (Meet Operations) |
| Championship Meet Absent Volunteer Fine ^ | **$50 per occurrence** | Assessed to a club who had an unfilled-by-them volunteer assignment at an LSC Championship meet. | Meet Director | P&P #630 (Meet Operations) |
| Last Night or Session Missed Finals Fine ^ | **$50** | Assessed to club or unattached athlete who missed an individual Finals swim in the last Finals session of a championship meet | Meet Director | UTSI Rules and Regulations 1.8 |
| Failure to Provide Hospitality as Assigned Fine \* | **$500** | Assessed to the club who fails to provide LSC Championship Meet hospitality as assigned by policy | Championship Meet Committee | P&P #630 (Meet Operations)  |
| Championship Meet Entry Correction Fee | **$20** | Assessed to the club or unattached athlete making an entry correction after the LSC Championship meet entry deadline | Meet Director | P&P #630 (Meet Operations) |
| Championship Meet Unproven Entry Time Fine \* | **$20/time** | Assessed to the club or unattached athlete submitting and not correcting an unproven individual event entry time as specified by policy or the meet announcement | Meet Director | P&P #630 (Meet Operations) and #601 (Sanctions) |

|  |
| --- |
| Change Log |
| **Version** | **Date** | **Description of Change/Section(s)** | **Author or Editor** | **Authority** |
| 1 | Pre-2014 | Part of the 3/2014 Policies and Procedures Manual | Unknown | BOD |
| 2 | 11-12-2019 | Removal from 3/2014 P&P Manual and moved to new online P&P/Entire policy | Stan Crump & Cathy Vaughan | BOD |
| 3 | 6-9-2020 | Changed policy number from #455 to #431 | Cathy Vaughan | BOD |
| 4 | 10/18/2021 | Updated wording | Serena Werner | BOD |
| 5 | 2/8/2022 | Changed policy # from 431 to 430a for inclusion in the Financial Policy. Updated table format and grammar. Added fees and fines previously only listed in other policies. Added policy reference numbers to individual fees and fines. Moved policy language from the former Table of Fines to the policies referenced in revised table. Changed name to Table of Fees and Fines. | Cathy Vaughan & Mike Wynn | BOD |
| 6 | 3/8/2022 | Changed appellate body for fines from Administrative Review Board to Finance Committee | Board Discussion (Feb 2022) & Cathy Vaughan | BOD |