

# Howell Shiver and Splash

Hosted By: Howell Sea Serpents  
Saturday, December 3, 2011

**Sanction:** This meet is sanctioned by Michigan Swimming, Inc., as a timed final meet on behalf of USA Swimming, Sanction Number MI1112015. Michigan swimming rules, safety, and warm up procedures will govern the meet as if fully set forth in these meet rules.  
(NO GLASS IS PERMITTED ON DECK!)

**Location:** Howell Area Aquatic Center  
1224 W. Grand River  
Howell, MI 48843  
Please visit [www.mapquest.com](http://www.mapquest.com) for map and directions.

**Times:** Saturday AM Warm-up: 8:00 AM Start Time: 9:00 AM  
Saturday PM Warm-up: 12:30 PM Start Time: 1:30 PM

**Facilities:** Howell Area Aquatic Center is a 6 lane pool with a diving well which will be available for supervised warm-up and warm down. Depth at start is 10 feet and 3 feet 6 inches at turn. Permanent starting blocks and non-turbulent lane markers will be used. Daktronics Timing System will be used. There is bleacher seating for spectators. Lockers are available (you must provide your own lock). The competition course has not been certified in accordance with 104.2.2C(4)

**Eligibility:** This meet is for those swimmers ages 12 and under. All swimmers must be currently registered with United States of America Swimming (USA). A swimmer's age on December 3, 2011 will determine his/her eligibility for a particular age group. 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

**Meet Format:** All events are timed finals.

**Entry Limits:** Entries will be accepted on a first come first serve basis by date of email for electronic entries and date of receipt by the entry chair for hard copy entries until the Michigan Swimming Four (4) hour per session maximum time limit is met. As set forth in entry procedures below, (A) a hard copy of your club's entry summary sheet, (B) a hard copy of your club's signed release/waiver agreement (C) club's certification of entered athletes and (D) your club's entry and entry fees must be received by the Entry Chair in a timely fashion prior to the start of the meet, or your swimmers will not be allowed to swim in the meet. Entries received after the four (4) hour per session time limit has been met will be returned even if received before the entry deadline.

## Individual

**Entry Limits:** Athletes will be limited to five (5) individual events per day, plus relays.

**Electronic Entries:** \$4 per individual event and \$12 for relays. Please include a \$1.00 Michigan Swimming surcharge for each swimmer entered. Make checks payable to: Howell Parks and Recreation

**Paper Entries:** MS rules regarding non-electronic entries apply. \$5 per individual event. There is a \$1.00 additional charge per individual event paid if the entry is not submitted in Hy-Tek format. The Michigan Swimming \$1.00 general surcharge for each swimmer also applies to paper entries. Paper entries may be submitted to the entry chair on a spreadsheet of your choice however the paper entry *must* be logically formatted and must contain all pertinent information to allow the entry chair to easily enter the swimmer(s) in the correct events with correct seed times.

#### **Entry**

**Procedures:** Entries may be submitted to the entry chairperson as of Saturday, November 5, 2011 at 12:00 PM (noon). The entry chairperson must receive all entries no later than Wednesday, November 23, 2011 at 11:59PM (midnight). Entries must include correct swimmer name (as registered with USA/MS Swimming), and USA number. You can import the order of events and event numbers from the Michigan Swimming website (<http://www.miswim.org/>). All individual entries should be submitted via electronic mail to the entry chairperson at [hssentries@gmail.com](mailto:hssentries@gmail.com). All entries will be processed in order by email date code or mail date code. Any entries submitted will be considered provisional until such time as the entry chairperson has received a hard copy of: (a) your club's entries (Team Manager Meet Entries Report), (b) a hard copy of your club's signed release/waiver agreement (c) your club's signed certification of entered athletes and (d) your club's entry fees. This must be received in a timely fashion prior to the start of the meet or your swimmers will not be allowed to swim in the meet. The complete Howell Shiver and Splash entry packet with entry forms is available on the Michigan Swimming Website at <http://www.miswim.org/>

**Refunds:** Once a team or individual entry has been received and processed by the entry chair there are no refunds in full or in part unless the "over qualification exception" applies (see MS Rules).

**Entry Chair:** Your club's Entry, Entry Summary Sheet, Release/Waiver, Certification of Entered Athletes and Check should be sent via U.S. mail or nationally recognized overnight courier with **no signature required** to:

**HSS ATTN: Jennifer Savage**  
**925 West Grand River**  
**Howell, MI 48843**  
**Email: [hssentries@gmail.com](mailto:hssentries@gmail.com)**

**Telephone inquiries: home 517-546-3964 Please, no calls after 9:00 p.m.**

**Check In:** Check In will be available 15 minutes prior to warm-up, until 15 minutes after warm-up has begun.. Check in is mandatory for all events and is required by the time set forth in this meet announcement. Failure to check in will cause the swimmer to be scratched from **all** events in that session. . Also note that pursuant to MS Rules that failing to swim an event after checking in for that event will disqualify a swimmer from his or her next event. Check in sheets will be posted in the hallway outside the locker rooms

Check-in from 7:45 to 8:15 AM for the morning session

Check-in from 12:15 to 12:45 PM for the afternoon session

**Scratch Rules:** Swimmers who have not checked in during the times listed above will be scratched from that session's events. Prior to check in close a swimmer may scratch events at the Clerk of Course. After check in closes, you must see the Meet Referee to scratch an event. Once a swimmer has checked in for an event that swimmer must compete in that event or the swimmer will be scratched from his/her next event.

**Marshaling:** All events will be self-marshaled. Heat sheets will be posted in conspicuous places on deck and distributed to coaches at the start of each session. All swimmers will be expected to find their heat and lane independently. If a swimmer does not show up for the correct heat of the event, that swimmer will be scratched from his/her next scheduled event.

**Seeding:** Seeding will be done after check in closes. Swimmers who fail to check in for an event will be scratched from that event. All events are timed finals and will be seeded slowest to fastest.

**Deck Entries:** Deck entries will be taken if time is available within the Michigan Swimming 4 hour per session maximum time limit and at the discretion of the Meet Director and the Meet Referee. \$7 per individual event and \$14 for relays Deck entry swimmers are subject to the Michigan Swimming \$1.00 surcharge. For deck entries, registration status must be proven by providing current USA swimming membership card or a current print out of athlete roster from club portal. The club portal is located on the USA swimming website.

**Meet Programs/**

**Admissions:** \$4.00 per day for persons over age 12. Children age 12 and under, with adult, are free. Programs are available for \$5.00

**Scoring:** No individual or team scoring will be kept.

**Awards:** Individual Awards for A, B, and C times:  
Medals for 1<sup>st</sup> thru 3<sup>rd</sup> place, Ribbons for 4<sup>th</sup> thru 8<sup>th</sup> place  
Relays will receive Medals for 1<sup>st</sup> thru 3<sup>rd</sup> and ribbons for 4<sup>th</sup> thru 8<sup>th</sup> place  
Coaches can pick up their teams awards at the end of the last session of the meet.  
Unattached swimmers may stop by the Awards table at the end of their session to pick up their awards. **Awards will not be mailed!**

**No Time (NT)**

**Entries:** A swimmer who has no official time for an event may enter that event with no submitted time (an NT). However, any swimmers entered as "NT" are not eligible for awards.

**Results:** Complete meet results will be posted on the Michigan Swimming Website at <http://www.miswim.org/> Results will also be available on flash drive (HY-TEK Team Manager result file) upon request. Teams must provide their own flash drive.

**Concessions:** Assorted foods, beverages, baked goods, fruit and vegetables will be available in balcony area of the pool. No food or beverage will be allowed on the deck of the pool, in the locker rooms or in the spectator areas. A hospitality area will be available for coaches and officials.

**Lost and**

**Found:** Articles may be turned in/picked up at the admissions table. Articles not picked up by the end of the meet will be retained by the Meet Director or a representative for at least 14 days and then donated to a local charity.

**Swimming Safety:** Michigan Swimming warm up rules will be followed. To protect all swimmers during warm-ups, swimmers are required to enter the pool feet first at all times except when sprint lanes have been designated. No jumping or diving. The same rules will apply with respect to the warm-down pool and diving well. Penalties for violating these rules will be in the sole discretion of the meet referee which may include ejection from the meet.

**Deck Personnel:** Only swimmers, registered coaches and meet officials/workers are allowed on the deck. Coaches and officials must display their registration cards at all times. Coaches must be current in all certifications through the final date of the meet.

**Swimmers with**

**Disabilities:** All swimmers are encouraged to participate. If any of your swimmers have special needs or requests please indicate them on the entry form and with the Clerk of Course and/or the Meet Referee during warm ups.

**General Info:** Any errors or omissions in the program will be documented and signed by the meet Referee and available for review at the Clerk of Course for Coaches' review. Information will also be covered at the Coaches' Meeting.

**First Aid:** Supplies will be kept in the lifeguard's room located on the deck.

**Facility Items:** (A) No smoking is allowed in the building or on the grounds of Howell Public Schools.

(B) Pursuant to applicable Michigan law, no glass will be allowed on the deck of the pool or in the locker rooms.

(C) No bare feet allowed outside of the pool area. Swimmers need to have shoes to go into the hallway to awards or concessions.

(D) An Emergency Action Plan has been submitted by the Host Club to the Safety Chair and the Program Operations Chair of Michigan Swimming prior to sanction of this meet and is available for review and inspection at the Howell Area Aquatic Center.

**Meet Director:** Jennifer Savage 517-546-3964 [hssentries@gmail.com](mailto:hssentries@gmail.com)

**Meet Referee:** Bob Juhasz 734-420-0703 [juhaszr@juno.com](mailto:juhaszr@juno.com)

**Safety Marshall:** Dana Smith

**SATURDAY AM****Warm-Up 8:00 AM Start Time 9:00 AM**

Boys Event #	Age	Event	Girls Event #
1	9 & U	100 FREE	2
3	7 &U	25 FLY	4
5	8	25 FLY	6
7	9	50 FLY	8
9	8&U	50 BACK	10
11	6&U	25 BACK	12
13	7	25 BACK	14
15	8	25 BACK	16
17	9	50 BACK	18
19	7&U	25 BREAST	20
21	8	25 BREAST	22
23	9	50 BREAST	24
25	8&U	50 FREE	26
27	6&U	25 FREE	28
29	7	25 FREE	30
31	8	25 FREE	32
33	9	50 FREE	34
35	8&U	100 IM	36
37	9	100 IM	38
39	9&U	200 FREE RELAY	40

**SATURDAY PM    Warm-Up 12:30 PM   Start Time 1:30 PM**

Boys Event #	Age	Event	Girls Event #
41	12&U	200 FREE	42
43	10	50 FLY	44
45	11	50 FLY	46
47	12	50 FLY	48
49	12&U	100 FREE	50
51	10	50 BACK	52
53	11	50 BACK	54
55	12	50 BACK	56
57	10	50 BREAST	58
59	11	50 BREAST	60
61	12	50 BREAST	62
63	12&U	100 BACK	64
65	10	50 FREE	66
67	11	50 FREE	68
69	12	50 FREE	70
71	10	100 IM	72
73	11	100 IM	74
75	12	100 IM	76
77	12&U	200 FREE RELAY	78

## RELEASE AND WAIVER

Enclosed is a total of \$\_\_\_\_\_ covering fees for all the above entries. In consideration of acceptance of this entry I/We hereby, for ourselves, our heirs, administrators, and assigns, waive and release any and all claims against Howell Sea Serpents, Howell Area Aquatic Center, Michigan Swimming, Inc., and United States Swimming, Inc. for injuries and expenses incurred by Me/Us at or traveling to said swim meet.

[illegible]

In granting the sanction it is understood and agreed that USA Swimming and Michigan Swimming, Inc. shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of this event.

Signature: \_\_\_\_\_

Position: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

E-mail: \_\_\_\_\_

Coach Name: \_\_\_\_\_

Coach Phone: \_\_\_\_\_

Coach E-Mail: \_\_\_\_\_

Club Name: \_\_\_\_\_

Club Code: \_\_\_\_\_

# **Certification of Registration Status Of All Entered Athletes Howell Shiver and Splash**

Michigan Swimming Clubs must register and pay for the registration of all athletes that are contained in the electronic TM Entry File or any paper entries that are submitted to the Meet Host with the Office of Michigan Swimming **prior to submitting the meet entry to the meet host**. Clubs from other LSCs must register and pay for the registration of their athletes with their respective LSC Membership Coordinator.

A penalty fee of \$100.00 per unregistered athlete will be levied against any Club found to have **entered** an athlete in a meet without first registering the athlete and paying for that registration with the Office of Michigan Swimming or their respective LSC Membership Coordinator.

Submitting a meet entry without the athlete being registered and that registration paid for beforehand may also subject the Club to appropriate Board of Review sanctions.

The authority for these actions is:

UNITED STATES SWIMMING RULES AND REGULATIONS 302.4 FALSE

REGISTRATION – A host LSC may impose a fine of up to \$100.00 per event against a member Coach or a member Club submitting a meet entry which indicates a swimmer is registered with USA Swimming when that swimmer or the listed Club is not properly registered. The host LSC will be entitled to any fines imposed.

\*\*\*\*\*

I certify that **all** athletes submitted with this meet entry are currently registered members of USA Swimming and that I am authorized by my Club to make this representation in my listed capacity.

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name of person signing above)

Capacity: \_\_\_\_\_

Club Name: \_\_\_\_\_

Date: \_\_\_\_\_

**This form must be signed and returned with the entry or the entry will not be accepted.**