**Revised 08/24/17**

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**Integrity, Inclusion, Education, Excellence**

**2018 Frost Fest Invitational**

**Hosted By:
Pointe Aquatics
Oakland Live Y’ers
DROP Aquatics
Utica Shelby Swim Club
Detroit Recreation Swim Team**

**January 19 – 21 2018**

**Sanction** - This meet is sanctioned by Michigan Swimming, Inc. (MS), as a **timed final** meet on behalf of USA Swimming (USA-S), Sanction Number **MI1718053/MITT1718053.** In granting this sanction 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. MS rules, safety, and warm up procedures will govern the meet as is fully set forth in these meet rules.

**Location -** Grosse Pointe North High School Pool. 707 Vernier Road, Grosse Pointe Woods, MI. 48236

**Times**

* S1 Friday p.m.: Warm-up 4:30 p.m. Events Begin 5:30 p.m.
* S2 Saturday a.m.: Warm-up 7:30 a.m. Events Begin 8:30 a.m.
* S3 Saturday p.m.: Warm-up 12:30 p.m. Events Begin 1:30 p.m.
* S4 Saturday Evening (1650): warm-up 4:00 p.m. (Diving Well) and will move to the competition pool at the conclusion of the S3 afternoon session. Events Begin 20 minutes after the conclusion of the afternoon session and will not start before 4:15 p.m.
* S5 Sunday a.m.: Warm-up 7:30 a.m. Events Begin 8:30 a.m.
* S6 Sunday p.m.: Warm-up 12:30 p.m. Events Begin 1:30 p.m.

**Motels –** Use your favorite hotel booking website.

**Facilities -** The Grosse Pointe North High School Pool is an 8 lane 25 yard pool with diving well area which will be available for supervised warm-up and warm down. Depth at start is 8 feet 7 inches and 4 feet at the turns. Permanent starting blocks and non-turbulent lane markers are in place. Daktronics timing with an 8 lane display will be used. Pool seating capacity is 450. Lockers are available (provide your own lock). The 25 yard events will be swum from the starting blocks. Public phones will be available. The competition course has not been certified in accordance with 104.2.2c (4).

**Eligibility –** 2018 Frost Fest Swim Meet is for those swimmers who meet all USA/Michigan Swimming eligibility requirements. All swimmers must be currently registered with United States of America Swimming (USA-S). A swimmer's age on January 19 2018 will determine his/her eligibility for a particular age group.

**Deck Registration -** Unregistered swimmers must register on deck at this meet by turning in the athlete registration form and payment to the Meet Referee. The cost of registering on deck is double the normal fee ($152.00 per swimmer for 2017-18 registration).

**Meet Format -** All events are timed finals.  This is an age group swim meet.  The swimmers are grouped by age and gender; 8 & under, 10 & under, 11-12, 13 & 14, 11 -14, 14 & under, and Open.  The time standards used in this meet are A, B, and C.

**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 Administrative Official 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) your 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.

**Swimmers Without A Coach** - Any swimmer entered in the meet, unaccompanied by a USA-S member coach, must be certified by a USA-S 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.

**Individual Entry Limits -** Athletes will be limited to two (2) events on Friday, and will be limited to four (4) individual events per day and one (1) relay per day on Saturday and Sunday. Mixed relays must be two (2) boys and two (2) girls.

**Electronic Entries - $5.00** per individual event and **$12.00** for relays. Please include a $1.00 Michigan Swimming surcharge for each swimmer entered. Make checks payable to: **Pointe Aquatics**.

**Paper Entries -** MS rules regarding non-electronic entries apply. **$6.00** per individual event and **$13.00** for relays. There is a $1.00 additional charge per individual event and $1.00 per relay 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 Administrative Official on a spreadsheet of your choice however the paper entry must be logically formatted and must contain all pertinent information to allow the Administrative Official to easily enter the swimmer(s) in the correct events with correct seed times.

**Entry Procedures -** Entries may be submitted to the Administrative Official as of 7:00 PM **December 22, 2017.** The Administrative Official must receive all entries no later than 11:59 p.m. **January 13 2018**. Entries must include correct swimmer name (as registered with USA/MS Swimming), age 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 Administrative Official at **swimentriesrennpage@yahoo.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 Administrative Official 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 clubs 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 **2018 Frost Fest Invitational** 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 Administrative Official there are no refunds in full or in part unless the “over qualification exception” applies (see MS Rules).

**Entries -** 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 to:

Mike O’Connor Jr.
20660 Vernier Circle
Grosse Pointe Woods MI, 48236
313 338 9761
**swimentriesrennpage@yahoo.com**

**Check In -** Check In will be available 15 minutes prior to warm-up. 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. Check in will close 15 minutes after the start of warm up for each session. Check in sheets will be posted in the hall adjacent to the Grosse Pointe North High School Gym. No deck Check In will be permitted. A separate check-in for the 1650 will close at 2:00 pm on Saturday.

**Scratch Rules -** 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.

**Marshaling -** All events will be self-marshaled. Heat sheets will be posted in conspicuous places on deck and distributed to coaches as soon as possible. All swimmers will be expected to find their heat and lane independently.

**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 other than distance events, 400 I.M, 500 freestyle, and 1650 yard freestyle, which will be seeded fastest to slowest. The 1650-yard freestyle event will alternate genders – women/men and will be limited to two heats of girls (fastest 16) and two heats of boys (fastest 16). In the event that fewer than 16 entries for either girls or boys are received, at the discretion of the Meet Referee a combined heat of the 1650 events will be run as long as the total number of entries does not exceed 32 athletes. Any combined heats will have an empty lane separating genders unless all coaches with swimmers in that heat agree not to have a lane of separation. Warm up for the 1650 will be as described in the Times section of this packet. The 500 and 1650 Freestyle will swim fastest to slowest alternating gender. The Meet Referee and Meet Director reserve the right to combine heats/genders in order to reduce the number of heats.

**Deck Entries/Time Trials -** Deck entries may be accepted at the Clerk of Course, if time and space permit, at the discretion of the Meet Referee and Meet Director. Deck entries are **$7.50** per individual event and **$15.00** for relays.Time trials will be **$7.50** per individual event. Deck entry and time trial swimmers are subject to the Michigan Swimming $1.00 general surcharge if they are not already entered in the meet. For deck entries and time trials, registration status must be proven by providing a current USA Swimming membership card or a current print out of an athlete roster from the Club Portal, the Club Portal is located on the USA Swimming website. The athlete may also enter by showing their membership from USA Swimming’s DECK PASS on a smart phone.  Name, athlete ID and club affiliation should then be added to your database just as it appears on the card or list or the swimmer may compete unattached (UN) if they request to do so.

Time Trials will be held, time permitting, and at the discretion of the Meet Referee.

**Meet Programs/Admissions -** Admission for all sessions will be $5.00 per person per day.

**Scoring -** No individual or team scoring will be recorded.

**Awards –** Custom Meet ribbons will be given to 1st-8th place in individual events and 1st-3rd in relays for A, B, and C levels for age brackets 12 and under. No awards for age brackets 13 and up or Open events. **COACHES MUST** pick-up awards at the end of the meet. Awards will not be mailed or delivered.

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

**Concessions -** Food and beverages will be available in the high school cafeteria. 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 atconcessions area.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 (any longer period shall be in the sole discretion of the Meet Director).

**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/Locker Rooms/Credentialing -** Only registered and current coaches, athletes, officials and meet personnel are allowed on the deck or in locker rooms. Access to the pool deck may only be granted to any other individual in the event of emergency through approval by the Meet Director or the Meet Referee. The General Chair of MS, Program Operations Vice-Chair of MS, Officials Chairs of MS, and the Michigan Swimming Office staff are authorized deck personnel at all MS meets. Personal assistants/helpers of athletes with a disability shall be permitted when requested by an athlete with a disability or a coach of an athlete with a disability.

Lists of registered coaches, certified officials and meet personnel will be placed outside the locker rooms/pool deck. Meet personnel will check the list of approved individuals and issue a credential to be displayed at all times during the meet. This credential will include the host team name as well as the function of the individual being granted access to the pool deck (Coach, Official, Timer, or Meet Personnel). In order to obtain a credential, Coaches and Officials must be current in all certifications through the final date of the meet. Meet personnel must return the credential at the conclusion of working each day and be reissued a credential daily.

All access points to the pool deck and locker rooms will either be secured or staffed by a meet worker checking credentials throughout the duration 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 control room on deck.

**Facility Items –**

(A) No smoking is allowed in the building or on the grounds of Grosse Pointe North High School***.***

(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 Clerk of Course.

(E)To comply with USA Swimming privacy and security policy, the use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.

(F) Deck changing, in whole or in part, into or out of a swimsuit when wearing just one

 suit in an area other than a permanent or temporary locker room, bathroom,

 changing room or other space designated for changing purposes is **prohibited**.

(G) 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.

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| **Meet Director –** Tim DeCoste, 313 338 9761 frostfest@pointeaquatics.com**Meet Referee –** Cynda Avery, 248-632-3198, cja2474@gmail.com **Safety Marshal –** Christine Hafner, 248-496-3643, chafnerswim@aol.com**Administrative Official –** Tony Rennpage, 313-399-7008, swimentriesrennpage@yahoo.com |

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| **Sanction #: MI1718053/MITT1718053** |
| **S(1) Friday P.M.FRIDAY, 1/19/18WARM UP 4:30 PM EVENTS 5:30 PM** | **S(2) Saturday A.M.Saturday, 1/20/18WARM UP 7:30 AM EVENTS 8:30 AM** | **S(3) Saturday P.M.Saturday, 1/20/18WARM UP 12:30 PM EVENTS 1:30 PM** |
| 1 Girls 14 & Under 500 Free2 Boys 14 & Under 500 Free3 Girls 14 & Under 200 IM4 Boys 14 & Under 200 IM5 Girls 200 IM6 Boys 200 IM7 Girls 11-14 400 IM8 Boys 11-14 400 IM9 Girls 400 IM10 Boys 400 IM11 Girls 500 Free12 Boys 500 Free | 13 Girls 10 & Under 200 Free14 Boys 10 & Under 200 Free15 Boys 11-12 200 Free16 Girls 10 & Under 50 Fly17 Boys 10 & Under 50 Fly18 Boys 11-12 50 Fly19 Boys 11-12 200 Fly20 Girls 8 & Under 25 Back21 Boys 8 & Under 25 Back22 Girls 10 & Under 100 Back23 Boys 10 & Under 100 Back24 Boys 11-12 100 Back25 Girls 10 & Under 50 Free26 Boys 10 & Under 50 Free27 Boys 11-12 50 Free28 Girls 8 & Under 25 Breast29 Boys 8 & Under 25 Breast30 Girls 10 & Under 100 Breast31 Boys 10 & Under 100 Breast32 Boys 11-12 100 Breast33 Girls 8 & Under 100 IM34 Boys 8 & Under 100 IM35 Mixed 10 & Under 200 Free Relay36 Mixed 8 & Under 200 Free Relay | 37 Girls 11-12 50 Free38 Girls 11-12 200 Fly39 Girls 13-14 200 Fly40 Boys 13-14 200 Fly41 Girls 200 Fly42 Boys 200 Fly43 Girls 11-12 100 Breast44 Girls 13-14 100 Breast45 Boys 13-14 100 Breast46 Girls 100 Breast47 Boys 100 Breast48 Girls 13-14 50 Free49 Boys 13-14 50 Free50 Girls 50 Free51 Boys 50 Free52 Girls 11-12 100 Back53 Girls 13-14 100 Back54 Boys 13-14 100 Back55 Girls 100 Back56 Boys 100 Back57 Girls 11-12 50 Fly58 Girls 11-12 200 Free59 Girls 13-14 200 Free60 Boys 13-14 200 Free61 Girls 200 Free62 Boys 200 Free |
| **S(4) Saturday EveningSaturday, 1/20/18 4:00PM (Diving Well) Move to competition pool following the conclusion of the S3 afternoon session. EVENTS 20 minutes after the conclusion of the afternoon session** | **S(5) Sunday A.M.Sunday, 1/21/18WARM UP 7:30 PM EVENTS 8:30 PM** | **S(6) Sunday P.M.Sunday 1/21/18WARM UP 12:30 PM EVENTS 1:30 PM** |
| 63 Girls 1650 Free64 Boys 1650 Free | 65 Girls 10 & Under 100 Free66 Boys 10 & Under 100 Free67 Boys 11-12 100 Free68 Girls 10 & Under 50 Breast69 Boys 10 & Under 50 Breast70 Boys 11-12 50 Breast71 Boys 11-12 200 Breast72 Girls 8 & Under 25 Fly73 Boys 8 & Under 25 Fly74 Girls 10 & Under 100 Fly75 Boys 10 & Under 100 Fly76 Boys 11-12 100 Fly77 Girls 10 & Under 50 Back78 Boys 10 & Under 50 Back79 Boys 11-12 50 Back80 Boys 11-12 200 Back81 Girls 8 & Under 25 Free82 Boys 8 & Under 25 Free83 Girls 10 & Under 100 IM84 Boys 10 & Under 100 IM85 Boys 11-12 100 IM86 Mixed 8 & Under 200 Medley Relay87 Mixed 10 & Under 200 Medley Relay | 88 Girls 11-12 50 Breast89 Girls 11-12 100 Free90 Girls 13-14 100 Free91 Boys 13-14 100 Free92 Girls 100 Free93 Boys 100 Free94 Girls 11-12 200 Back95 Girls 13-14 200 Back96 Boys 13-14 200 Back97 Girls 200 Back98 Boys 200 Back99 Girls 11-12 50 Back100 Girls 11-12 100 Fly101 Girls 13-14 100 Fly102 Boys 13-14 100 Fly103 Girls 100 Fly104 Boys 100 Fly105 Girls 11-12 100 IM106 Girls 11-12 200 Breast107 Girls 13-14 200 Breast108 Boys 13-14 200 Breast109 Girls 200 Breast110 Boys 200 Breast |

**RELEASE AND WAIVER**

**Sanction Number: MI1718053/MITT1718053**

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 againstPointe Aquatics, Oaklad Live Y’ers, DROP Aquatics, Utica Shelby Swim Club, Detroit Recreational Swim Team, Grosse Pointe Public Schools***,*** Michigan Swimming, Inc., and United States Swimming, Inc. for injuries and expenses incurred by Me/Us at or traveling to this swim meet.

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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**

**2018 Frost Fest Swim Meet**

**Sanction Number: MI1718053/MITT1718053**

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.

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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.

**Meet Evaluation Form**

**Sanction Number: MI1718053/MITT1718053**

**Name of Meet: 2018 Frost Fest Invitational**

**Date of Meet: January 19 – 21 2018**

**Host of Meet: PA, OLY, DROP, USSC, & DRST**

**Place of Meet: Grosse Pointe North High School**

Who do you represent (circle)? Host Club Visiting Club Unattached

Describe yourself (circle) Athlete Coach Official Meet Worker Spectator

**Please rate the overall quality of this meet:**

 (Please write any comments or suggestions below or on the reverse side)

 Low High

1. Swimming pool (e.g., water quality, ventilation) 1 2 3 4 5

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2. Equipment (e.g., timing system, PA system): 1 2 3 4 5

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3. Swimmer facilities (e.g., locker rooms, rest areas): 1 2 3 4 5

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4. Spectator facilities (e.g., seating, rest rooms): 1 2 3 4 5

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5. Meet services (e.g., concessions, admissions, programs): 1 2 3 4 5

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6. Officiating 1 2 3 4 5

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7. Awards and award presentations: 1 2 3 4 5

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8. Safety provisions: 1 2 3 4 5

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9. Overall success of the meet: 1 2 3 4 5

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10. Other (please specify): 1 2 3 4 5

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Return this completed evaluation to a representative of the Meet Host. Thank you.

Meet Host: Copy all of these submitted Meet Evaluations to the current Program Operations Vice-Chair (Joe McBratnie) and the Michigan Swimming Office (Dawn Gurley and John Loria) within 30 days.