

Halloween A-B-C Invitational
Hosted By: Michigan Lakeshore Aquatics
October 25-26, 2014

Sanction:	This meet is sanctioned by Michigan Swimming, Inc. (MS), as a timed final meet on behalf of USA Swimming (USA-S), Sanction Number MI1415002 . 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 if fully set forth in these meet rules.
Location:	Holland Community Aquatic Center 550 Maple Ave Holland, MI 49423
Times:	<p style="text-align: center;">Saturday and Sunday</p> <p>10 & Unders and 11-12 Boys Warm-up 8:00am Start 9:00am</p> <p>13 & Overs and 11-12 Girls Warm-up will start immediately following the morning session but not before 12:00pm</p> <p style="text-align: right;">Meet will start one hour after warm-up begins but not before 1:00pm</p>
Hotels:	<p>The preferred hotels for this meet are:</p> <p>Holiday Inn Express – 4.2 mi. from pool (616)738-2800</p> <p>Hampton Inn - 4.2 mi. from pool (616)399-8500</p> <p>Holland Inn and Suites – 4.2 mi. from pool (616)994-0400</p> <p>Residence Inn - 3.7 mi. from pool (616)393-6900</p> <p>Microtel Inn and Suites – 2.2 mi. from pool (616)392-3235</p> <p>Doubletree Hotel – 2.2 mi. from pool (616)394-0111</p> <p>Fairfield Inn – 4.2 mi. from pool (616)786-9900</p> <p>Comfort Inn – 2.0 mi. from pool (616)392-1000</p> <p>Country Inn – 4.0 mi. from pool (616)396-6677</p>

Facilities:	Holland Aquatic Center is an 8 lane 25 yard pool with 12 additional 25 yard lanes which will be available for supervised warm-up and warm down. Depth at start is 6'9" ¹ and 4'0" at turn. Permanent starting blocks and non-turbulent lane markers will be used. Colorado timing with an 8 lane display will be used. There is ample balcony seating for spectators. The competition course has not been certified in accordance with 104.2.2C(4).
Eligibility:	Halloween A-B-C Invitational is for those swimmers meeting the A-B-C criteria. All swimmers must be currently registered with United States of America Swimming (USA-S). A swimmer's age on October 25, 2014 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 (\$132.00 per swimmer for 2014-15 registration).
Meet Format:	A-B-C SCY. All 10 & Under events swum during the morning sessions. All 13 & Over events swum during the afternoon sessions. 11-12 Boys events swum during the morning session. 11-12 Girls events swum during the afternoon sessions.
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) 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.

¹Depth at Start must meet State of Michigan requirements.

Individual Entry Limits:	Swimmers may enter no more than 5 individual events per day.
Electronic Entries:	\$5.00 per individual event. Please include a \$1.00 Michigan Swimming surcharge for each swimmer entered. Make checks payable to: Holland Community Aquatic Center.
Paper Entries:	MS rules regarding non-electronic entries apply. \$6.00 per individual event 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 <i>must</i> 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 Monday, September 29, 2014 at 8:00am. Email entries received prior to 8:00am will not be accepted. The entry chairperson must receive all entries no later than Wednesday, October 15, 2014 at midnight. 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 entry chairperson at entries@iswimmla.org . 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 Halloween A-B-C 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 entry chair there are no refunds in full or in part unless the "over qualification exception" applies (see MS Rules).

<p>Entries:</p>	<p>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:</p> <p>Tom Cuticchia 550 Maple Ave. Holland, MI 49423 entries@iswimmla.org, 616-393-7595 x119</p>
<p>Check-In:</p>	<p>Check-in will be available as of 7:00am for each morning session and 11:00am for each afternoon session. 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 hallway outside the locker rooms. The Aquatic Center will <u>NOT</u> be open until 7:00am each day.</p>
<p>Scratch Rules:</p>	<p><u>Prior</u> to check-in close a swimmer may scratch events at the Clerk of Course. <u>After</u> check-in closes, you must see the Meet Referee to scratch an event.</p>
<p>Marshaling:</p>	<p>This is a "self-marshaling" meet. Swimmers are responsible for being in the correct heat and lane. Heat sheets will be posted prior to the start of each session.</p>
<p>Seeding:</p>	<p>Seeding will be done after check-in closes. Athletes will be seeded with SCY times first, LCM times second, and SCM times last. 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. The 500 Freestyle events will be swum combined age and gender within each session.</p>
<p>Deck Entries/ Time Trials:</p>	<p>Time Trials will <u>NOT</u> be offered. Deck entries will be allowed if time is available under the Michigan Swimming 4 hour rule. Deck entries are \$7.50 per individual event. Deck entry swimmers are subject to the Michigan Swimming \$1.00 general surcharge. For deck entries, 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.</p>

Meet Programs/ Admissions:	Admissions: \$5.00 per person per day (children ten (10) and under free with a paying adult). Heat sheets will be available each session at the admissions table for \$2.00 after the meet is seeded. One-day wristbands on the right wrist only (no hand stamps) will be utilized. Cut bands are NOT allowed for re-entry. NO BAG CHAIRS/FOLDING CHAIRS/CAMP CHAIRS ARE ALLOWED IN THE BALCONY. The Aquatic Center will <u>NOT</u> be open until 7:00am each day.
Scoring:	There will be no team or individual scores kept.
Awards:	Ribbons will be given to the coaches at the end of the meet and not distributed at the meet. No awards will be mailed. Ribbons will be awarded for all A, B, and C divisions for: 1 st through 8 th places for 12 & Under events ONLY. Each team's representative should pick up all awards at the conclusion of the meet.
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. 'Live Results' will be available through the 'Meet Mobile' app, keyword "Holland". Real-Time Results will also be available online at www.iswimmla.org .
Concessions:	Food and beverages will be available in the spectator area. No glass containers will be allowed on the deck of the pool or in the locker rooms. A hospitality area will be available for coaches and officials. Please, NO coolers are allowed in the stands.
Lost and Found:	Articles may be turned in/picked up at the announcer's 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 (any longer period shall be at 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. Determination of penalties for violating these rules will be at the sole discretion of the Meet Referee which may include ejection from the meet.

<p>Deck Personnel/ Locker Rooms /Credentialing:</p>	<p>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 and the Program Operations Vice-Chair of MS 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.</p> <p>Lists of registered coaches, certified officials and meet personnel will be placed in the Aquatic Center Lobby. 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 logo and 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.</p> <p>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.</p> <p>Coaches, Officials, and Meet Personnel may enter and exit the pool deck through the blue double doors located at the East end of the pool deck. All athletes must enter and exit through locker rooms. Proper credentials are necessary to access these entry points.</p> <p>All counters for the 500 Freestyle must have a valid credential in order to be on deck (coach or athlete). Spectators will <u>NOT</u> be allowed on deck to serve as a counter.</p>
<p>Swimmers with Disabilities:</p>	<p>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.</p>
<p>General Info:</p>	<p>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.</p>
<p>First Aid:</p>	<p>Supplies will be kept at the lifeguard stations.</p>

Facility Items:	<p>(A) No smoking is allowed in the building or on the grounds of Holland Community Aquatic Center.</p> <p>(B) Pursuant to applicable Michigan law, no glass will be allowed on the deck of the pool or in the locker rooms.</p> <p>(C) No bare feet allowed outside of the pool area. Swimmers need to have shoes to go into the hallway to awards or concessions.</p> <p>(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 meet director's office.</p> <p>(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.</p> <p>(F) Except where venue facilities require otherwise, changing into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is prohibited.</p>
Meet Director:	<p>Tom Cuticchia</p> <p>616-393-7595 x119</p> <p>entries@iswimmla.org</p>
Meet Referee:	<p>Steve Weeks</p> <p>616-335-5571</p> <p>swmfst16@gmail.com</p>
Safety Marshal:	<p>Sara Kadzban</p>
Administrative Official:	<p>Lisa Emmons</p> <p>550 Maple Ave.</p> <p>Holland, MI 49423</p> <p>616-393-7595 x118</p> <p>madmin@iswimmla.org</p>

**Halloween A-B-C Invitational
Sanction Number MI1415002**

**Saturday, October 25, 2014
10 & Unders and 11-12 Boys
Warm-up 8:00am
Check-in Closes 8:15am
Meet Starts 9:00am**

Girls	Age	Description	Age	Boys
		400 IM	11-12	1
2	10 & Under	100 Backstroke	10 & Under	3
		100 Backstroke	11-12	4
5	10 & Under	50 Freestyle	10 & Under	6
		50 Freestyle	11-12	7
		200 Breaststroke	11-12	8
9	10 & Under	100 Butterfly	10 & Under	10
		100 Butterfly	11-12	11
12	10 & Under	200 Freestyle	10 & Under	13
		200 Freestyle	11-12	14
15	10 & Under	50 Breaststroke	10 & Under	16
		50 Breaststroke	11-12	17
18	10 & Under	100 IM	10 & Under	19
		100 IM	11-12	20

**Saturday, October 25, 2014
13 & Overs and 11-12 Girls
Warm-up immediately following morning session but not before 12:00pm
Check-in Closes 12:15pm or not until 15 minutes after warm-up starts.
This time will be announced.
Meet Starts one hour after warm-up begins but not before 1:00pm.**

Girls	Age	Description	Age	Boys
21	11-12	400 IM		
22	13 & Over	400 IM	13 & Over	23
24	11-12	100 Backstroke		
25	13 & Over	100 Backstroke	13 & Over	26
27	11-12	50 Freestyle		
28	13 & Over	50 Freestyle	13 & Over	29
30	11-12	200 Breaststroke		
31	13 & Over	200 Breaststroke	13 & Over	32
33	11-12	100 Butterfly		
34	13 & Over	100 Butterfly	13 & Over	35
36	11-12	200 Freestyle		
37	13 & Over	200 Freestyle	13 & Over	38
39	11-12	50 Breaststroke		
40	13 & Over	50 Breaststroke	13 & Over	41
42	11-12	100 IM		

**Halloween A-B-C Invitational
Sanction Number 1415002**

**Sunday, October 26, 2014
10 & Unders and 11-12 Boys
Warm-up 8:00am
Check-in Closes 8:15am
Meet Starts 9:00am**

Girls	Age	Description	Age	Boys
43*	10 & Under	500 Freestyle	12 & Under	44*
45	10 & Under	50 Backstroke	10 & Under	46
		50 Backstroke	11-12	47
48	10 & Under	100 Breaststroke	10 & Under	49
		100 Breaststroke	11-12	50
		200 Butterfly	11-12	51
52	10 & Under	100 Freestyle	10 & Under	53
		100 Freestyle	11-12	54
		200 Backstroke	11-12	55
56	10 & Under	50 Butterfly	10 & Under	57
		50 Butterfly	11-12	58
59	10 & Under	200 IM	10 & Under	60
		200 IM	11-12	61

***Events will be combined age and gender and swum based on seed time**

**Sunday, October 26, 2014
13 & Overs and 11-12 Girls
Warm-up immediately following morning session but not before 12:00pm
Check-in Closes 12:15pm or not until 15 minutes after warm-up starts.
This time will be announced.
Meet Starts one hour after warm-up begins but not before 1:00pm.**

Girls	Age	Description	Age	Boys
62*	11-12	500 Freestyle		
63*	13 & Over	500 Freestyle	13 & Over	64*
65	11-12	50 Backstroke		
66	13 & Over	50 Backstroke	13 & Over	67
68	11-12	100 Breaststroke		
69	13 & Over	100 Breaststroke	13 & Over	70
71	11-12	200 Butterfly		
72	13 & Over	200 Butterfly	13 & Over	73
74	11-12	100 Freestyle		
75	13 & Over	100 Freestyle	13 & Over	76
77	11-12	200 Backstroke		
78	13 & Over	200 Backstroke	13 & Over	79
80	11-12	50 Butterfly		
81	13 & Over	50 Butterfly	13 & Over	82
83	11-12	200 IM		
84	13 & Over	200 IM	13 & Over	85

***Events will be combined age and gender and swum based on seed time**

HOLLAND COMMUNITY AQUATIC CENTER FACILITY RULES

No one will be permitted on deck without the proper deck pass or credentials.

No shaving will be permitted on site as per National Federation rules.

No oil rub downs. Only non-oil-based rubdown solutions will be allowed, to protect water quality for the meet. No rub down tables permitted on deck.

No glass containers allowed in the locker rooms, or on the pool deck.

No coolers allowed.

All teams will use the men's and women's locker rooms in the competition side of the building, to change clothes.

Bring all property onto the pool deck for safe keeping. The Holland Aquatic Center is not responsible for lost or stolen property.

DECK CHANGING IS STRICTLY FORBIDDEN.

Please do not put locks on lockers. The Holland Aquatic Center will have limited locker room space and will not be able to provide individual lockers.

Bleacher seating will be provided on the pool deck for team use. Teams are responsible to clean up their area before leaving the facility.

All signs, posters and banners must be attached to a cable provided on the north and west walls. No other signs may be placed anywhere in the facility. Please remove all of these at the completion of the meet Sunday. Signs posted elsewhere will be removed. No lawn signs.

No signs, posters, banners, etc. may be posted in the lobby or outside the building. These are considered neutral sites.

No balloons permitted in the building.

Entrance to and exit from the pool deck will be through the locker rooms only. All participants must have a "deck pass" to be permitted on deck.

No diving in warm up lanes. Diving will only be permitted in specified sprint lanes during the warm up period only.

Only approved meet personnel are permitted in the pool deck office. Questions or concerns should be directed to the meet director.

Noisemakers and flash photography are strictly prohibited.

Lost and Found: Lost articles will be collected and held at the announcers table. All found items will be held for a maximum of 14 days.

Limited room is available for Handicapped and elderly in the spectator seating area.

NO PERSONAL FOLDING OR BAG CHAIRS IN THE SPECTATOR SEATING AREA.

HCAC is a smoke free facility. Tobacco products of any kind are prohibited on HCAC property.

**Meet Evaluation Form
Sanction Number MI1415002**

Name of Meet _____

Date of Meet _____

Host of Meet _____

Place of Meet _____

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 compliments or suggestions below or on the reverse side)

	Low			High	
1. Swimming pool (e.g., water quality, ventilation)	1	2	3	4	5
2. Equipment (e.g., timing system, PA system):	1	2	3	4	5
3. Swimmer facilities (e.g., locker rooms, rest areas):	1	2	3	4	5
4. Spectator facilities (e.g., seating, rest rooms):	1	2	3	4	5
5. Meet services (e.g., concessions, admissions, programs):	1	2	3	4	5
6. Officiating	1	2	3	4	5
7. Awards and award presentations:	1	2	3	4	5
8. Safety provisions:	1	2	3	4	5
9. Overall success of the meet:	1	2	3	4	5
10. Other (please specify):	1	2	3	4	5

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 and the Michigan Swimming Office within 30 days.