



Integrity, Inclusion, Education, Excellence

2020 LAC/MLA Spring Tune-Up, A,B,C Meet

Hosted By: Lakeview Aquatic Club and Michigan Lakeshore Aquatics

May 16 and 17, 2020

Sanction - This meet is sanctioned by Michigan Swimming, Inc. (MS), as a timed final meet on behalf of USA Swimming (USA-S), Sanction Number **MI1920105**. 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 - Holland Community Aquatic Center
550 Maple Avenue
Holland, Michigan 49423

Times - **Saturday, May 16, 2020**
13 & Over Warm-up 8:00am Start 9:00am
Saturday, May 16, 2020
12 & Under Warm-up no earlier than 12:00pm Start 1:00pm
Sunday, May 17, 2020
OPEN Warm-up 8:00am Start 9:00am

Motels – Visit your favorite travel and lodging website.

Facilities – Holland Aquatic Center is an 8 lane 50 meter pool with an attached 6-lane 25 yard pool available for supervised warm-up and warm down. Depth at start is 6'9" and 13' 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. Lockers are available (provide your own lock). Public phones will not be available. The competition course has not been certified in accordance with 104.2.2C (4).

Eligibility – The LAC/MLA Spring Tune-Up, A,B,C Meet is for all swimmers. All swimmers must be currently registered with United States of America Swimming (USA-S). A swimmer's age on May 16, 2020 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 (\$160.00 per swimmer for 2019-20 registration).

Meet Format - All events are timed finals. The Saturday morning session is for all 13 and over swimmers. The Saturday afternoon session is for all 12 and under swimmers. The Sunday session is open for all swimmers.

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 - Swimmers may swim a maximum of 4 individual events per day.

Electronic Entries - \$5.00 per individual event. Please include a \$1.00 Michigan Swimming surcharge and \$10.00 facility surcharge for each swimmer entered. Make checks payable to: **Michigan Lakeshore Aquatics.**

Paper Entries - MS rules regarding non-electronic entries apply. \$6.00 per individual event which reflects a \$1.00 additional charge per event paid if the entry is not submitted in Hy-Tek format. The Michigan Swimming \$1.00 general surcharge and \$10.00 facility 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 April 18th, 2020 at 12:00 PM (noon). The Administrative Official must receive all entries no later than May 9th, 2020 @ 11:59 PM. 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 **forbesajswim@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 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 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 LAC/MLA Spring Tune-up meet 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:

Waiver/Release Paperwork and payment:

Sara Kadzban
Holland Community Aquatic Center
550 Maple Avenue
Holland, Michigan 49423
616.393.7595 x 104

Electronic Entries:

Administrative Official: Adam Forbes forbesajswim@gmail.com

Check In - Check in will be required. It will be available 30 minutes prior to the start of each session. Check in will be 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.

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 - This is a self-marshaling meet. Swimmers are responsible for being in the correct heat and lane. Heat sheets will be posted on the north side of the pool by blue double doors and south end of pool by pool office prior to the start of each session.

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 will be seeded slowest to fastest.

Deck Entries/Time Trials - Deck entries may be allowed if time and space permit, and at the discretion of the Meet Referee and Meet Director. Deck entry events are \$7.50 per individual event. There will be no Time Trials. Deck entries will close when the check-in closes for that session. Deck entry swimmers are subject to the Michigan Swimming \$1.00 general surcharge and \$10.00 facility surcharge if they are not already entered in the meet. 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.

Meet Programs/Admissions - Admissions: \$5.00 per person per day (children ten (10) and under are free with paying adult). Heat sheets will be available each session at the admissions table for \$3.00 after each session 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 be open to swim meet participants and spectators at 7:00am.

Scoring – Scoring will not be kept.

Awards – Ribbons will be awarded for 1st through 8th place for ABC age groups in individual events for 8 & under, 9-10 and 11-12. There are no awards for the 13 and over or open swimmers. Open events will not be divided into age groups for awards.

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 spectator area. 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. Please, NO coolers are allowed in the stands. A hospitality area will be available for coaches and officials.

Lost and Found - Articles may be turned in/picked up at the pool office. 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 hallway to 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 logo, 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 pool office.

Facility Items -

- (A) No smoking is allowed in the building or on the grounds of the Holland Aquatic Center.
- (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 pool office.
- (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.

Meet Director - Sara Kadzban (a USA Swimming member)
616.393.7595 x121
skadzban@mlaswim.org

Meet Referee - Jon Smitley
269.548.6624
smitleyswim@gmail.com

Safety Marshal - Thomas Miller

Administrative Official - Adam Forbes forbesajswim@gmail.com

2020 LAC/MLA Spring Tune Up
Sanction Number: MI1920105
Saturday, May 16, 2020 Morning Session
Warmup 8:00am; Meet Start 9:00am

Girls	Event Name	Boys
1	13 & Over 200 Freestyle	2
3	13 & Over 50 Butterfly	4
5	13 & Over 200 Breaststroke	6
7	13 & Over 100 Backstroke	8
9	13 & Over 200 Butterfly	10
11	13 & Over 50 Freestyle	12
13	13 & Over 50 Breaststroke	14
15	13 & Over 400 Individual Medley	16

Saturday, May 16, 2020 Afternoon Session
Warmup Noon; Meet Start 1:00pm

Girls	Event Name	Boys
17	12 & Under 200 Freestyle	18
19	12 & Under 50 Butterfly	20
21	12 & Under 100 Freestyle	22
23	12 & Under 50 Backstroke	24
25	12 & Under 100 Breaststroke	26
27	12 & Under 50 Breaststroke	28
29	12 & Under 100 Backstroke	30
31	12 & Under 50 Freestyle	32
33	12 & Under 100 Butterfly	34
35	12 & Under 200 Individual Medley	36

Sunday, May 17, 2020 Morning Session
Warmup 8:00am; Meet Start 9:00am

Girls	Event Name	Boys
37	OPEN 200 Individual Medley	38
39	OPEN 100 Freestyle	40
41	OPEN 200 Backstroke	42
43	OPEN 100 Breaststroke	44
45	OPEN 100 Butterfly	46
47	OPEN 50 Backstroke	48
49	OPEN 400 Freestyle	50

Meet Evaluation Form

Sanction Number: MI1920105

Name of Meet: 2020 LAC/MLA Spring Tune-Up

Date of Meet: May 15 and 16, 2020

Host of Meet: Lakeview Aquatic Club and Michigan Lakeshore Aquatics

Place of Meet: Holland Community Aquatic Center

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
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 (programopsvicechair@miswim.org) and the Michigan Swimming Office (office@miswim.org) within 30 days.