## APPENDIX A-9

MEET ADMINISTRATIVE REPORT

The following report is submitted to New Mexico Swimming Inc. in accordance with Section 7.12 of NMSI’s Rules & Regulations. The report is due no later than 5 days following the conclusion of the meet and must include the entry count report from Meet Manager or the system used to administer the meet.

|  |  |
| --- | --- |
| Name of Meet: | |
| Date of Meet Conclusion: | NMS Sanction #: |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **New Mexico Swimming Surcharge Fees** | | | | |  |
| Number of Entered Swimmers (-16 JR Waived): | |  | $4.00/swimmer |  | (a) |
| **New Mexico Swimming Entry Fees** | | | | |  |
|  | | # Entries | $/Entry | $/Total |  |
| Total # of Individual Entries: | |  | X $4.00 | $ |  |
|  | |  |  |  |  |
| Jr./Sr. Nat'l Qual. Athletes (attach report) | |  | X $4.00 | $ ( ) |  |
| Outreach Athletes (attach report) | |  | X | $ ( ) |  |
| Total # Relay Entries: | |  | X $8.00 | $ |  |
| Total Eligible Entry Fees: | |  |  | $ |  |
| Entry Fees due to NMSI | | Total eligible entry fees x .15 | | $ | (b) |
| b) |  |  |  |  |  |
| **Total Amount Due NMSI (line a + b)** | | | **Line (a) + (b)** | **$** | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Submitted by (signature or email response): | |  | | |
| Meet Director Name: | |  | | |
|  |  |  |  |  |
|  |  |  |  |  |
| Verified by (signature or email response): | |  | | |
| Meet Referee Name: | |  | | |

Include this report with payment to NMSI Treasurer. Payment due (postmarked) no later than 30 days following meet conclusion date. *Failure to submit report and pay in a timely manner will result in late fees and may result in the denial of further event sanctions as determined by the NMSI Review Committee. Furthermore, failure to submit applicable payment to NMSI may jeopardize the host club’s continued affiliation with NMSI, and USA Swimming.*