POST MEET-EVENT REQUIREMENTS

**Due within 14 days after the meet:**

1. Participation Fees Statement and CHECK, made payable to “WYSI” must be mailed to:

Jennifer Page

5844 Indigo Drive

Cheyenne, WY 82001

307-760-3663 **wyoswimregister@gmail.com**

1. MM export file of USA-S registration created after the meet and the Meet Results in pdf format must be emailed to Jennifer Page: **wyosiwmregister@gmail.com**

1. Hy-Tek backup file of the meet from MEET Manager must be emailed to: Reportable Times Chairman, Rick Robinson **robinsonwy@bresnan.net**

and General Chairperson Emily Swett **emilyswett@gmail.com**

1. Referees report filled out on USA Swimming website OTS:

**Due within 45 days of the meet:**

1. Financial Report – send to WYSI Treasurer Daniel Diver **wyoswimtreasurer@gmail.com**

**Pursuant to USA Swimming Rule 202.4.11**

* 1. The LSC shall require the organization to which a sanction has been granted to file, within 45 days after the event, a financial statement setting forth all receipts and disbursements in connection with the sanctioned event.
  2. The LSC may at any time require the organization to furnish, within 15 days after written request, all receipts and vouchers relating to the sanctioned event
  3. No sanction to hold any athletic event of any kind shall thereafter be issued to an organization who has failed or refused to file with the LSC any statement or affidavit required under any subdivision of this section, until the statement or affidavit is filed, or until such time as the LSC may determine.

**Please see WYSI P&P Rule III.H.9.a, c & d for further information and fines that may be levied for failure to supply the above**