

Meet Sanction Form

Meet Name			
Club name			
Date	<i>1st Preference</i>	<i>2nd Preference</i>	
Venue			
Location/Address			
Pool Length	50m	25m	Other:
Indoor / Outdoor	Heated / Unheated	With / Without anti wave lane ropes	
Pool survey		Yes	No
Separate warm up/Cool down facilities		Yes	No
Seating available		Yes	No
Swim meet warm up time (Must provide at least 30 minutes. Refer to Safety Policy re: requirements)	From: To:		
Swim meet start time (<i>Allow for swimmers clearing pool</i>)			
Do you require officials? (Please complete list below)		Yes	No
Do you require the State computer for recording?		Yes	No
Do you require the services of the State Recorder?		Yes	No
Do you require the State stop watches?		Yes	No
Do you require the State Starting device		Yes	No
Meet Director			
Contact person			
Address			
Telephone		Mobile	
Email			
Signatures	Club President:	Club Secretary:	

Your club, as a requirement of receiving the sanction for your Meet, **MUST** provide Timekeepers, Chief timekeeper(s) and Marshal(s).

Please provide the names of the following officials

Chief Timekeeper:
Marshal (1):
Marshal (2):

There must be **at least two (2)** timekeepers for each lane used to satisfy the requirements regarding State & National records.

A flyer for the event must accompany this application

The flyer must contain the following information:

- Day, date & time of the meet, warm-up and event start time
- Venue, including Melways map reference
- Fees, entry fees, pool entry, meal costs
- Pool details, including whether Short (25m) or Long(50m), indoor/outdoor
- List of events
- Restrictions or conditions (e.g. entry limited to 4 events)
- How the results will be calculated (e.g. aggregated points for events 4-6, events 1-3 closest to nominated time)
- Closing Date of entries / Contact person
- Whether Interstate/International swimmers allowed to enter
- Whether guests* are allowed to enter
- Protest Fee (if applicable)

*Guest - A non-member swimmer who has not participated in any previous MSV meets and who must be at least 18 years of age. If not a guest, all other swimmers must be financial members of MSV. Due to World Aquatics regulations, when Guest swimmers participate in the event, **World. National, and Branch** Records cannot be recorded. The entry form should advise potential entrants if Records cannot be set.

Pool Survey

The pool where the meet is to be conducted must have a current survey registered with either MSV or MSA.

The Meet will not be sanctioned for records without this survey.

Officials required for an Interclub Meet

The Branch Technical Director may be able to provide certain technical officials for your Meet. These will usually be a Referee, Starter and one or more Judge of Strokes (JOS)/Inspector of Turns (IOT).

Please circle the Yes/No boxes below:

Officials		
Require Meet Referee	Yes	No
Require Starter	Yes	No
Require Judges of Strokes/Inspectors of Turns	Yes	No

If you require the State to provide the above and the Branch Technical Director is unable to do so, records cannot be established for such a meet, thus it will be regarded as a Time Trial event.

Wifi

An internet connection is needed to operate the recording system.

1. Does the venue at which the meet will be held have Wi-Fi?

Further Questions for Preparation of entry into the Swim Central system.

1. Confirm Warm-Up time, and Meet Start Time. Leave 10-15 minutes between WU and Start.
2. For the meet – How many lanes will be used?
 - 2.1. And what are the lane numbers?
3. Is the Club registered for GST?
4. How will the club be handling the 3% Swim Central fee? I.E. will the club be absorbing the fee or will the swimmer be paying?
 - 4.1. For Example: If the Fee is \$25:
 - 4.2. Does the club want to charge \$25, in which case the entrant sees a price of \$25.75 when they pay.
 - 4.3. Or the club charges \$24.27 and with the 3% fee the entrant sees \$25.00?
5. Will there be Meal Only tickets? eg \$20? ie \$20.60 cost to swimmer, or \$19.42 to the club.
 - 5.1. We can create 3 tickets in SC [Regular / GF / Veg]. But someone with a SC account [the swimmer buys for their friend?] will have to buy them.
 - 5.2. We can create a food option for swimmers. We can advise entrants meals will be assumed to be regular. IF the swimmer needs they can nominate an option.
 - 5.3. What options are available?

6. Please advise which emails / names / phone numbers should be on the flyer and web.
7. Please advise if any records are being especially catered for.
 - 7.1. And advise special relays, and point score awards, e.g. closest to time, highest points.

Please return completed form to Masters Swimming Victoria via admin@mastersswimmingvic.org.au