



SPEEDO CHAMPIONS SERIES
Southern Zone Southern Sectional Championship
July 17-20, 2008

SANCTIONED BY: Florida Gold Coast Swimming, **Sanction #** FGCSR071708

SPONSORED BY: Fort Lauderdale Aquatics and the City of Fort Lauderdale

PLACE: **Fort Lauderdale Aquatic Complex**
501 Seabreeze Boulevard
Fort Lauderdale, Florida 33316
(954) 468-5590

	WARM UP	PRELIMS	WARM UP	FINALS
July 17 - Thursday			3:30PM	5:00PM
July 18 - Friday	6:30AM	9:00AM	3:30PM	5:00PM
July 19 - Saturday	6:30AM	9:00AM	3:30PM	5:00PM
July 20 - Sunday	6:30AM	9:00AM	3:30PM	5:00PM

GENERAL MEETING: Friday, July 18 at 8:00 AM in the Hospitality Room of the Aquatic Center. Any changes to the conduct of the meet will be decided at this meeting. It is the responsibility of each swimmer and coach to be aware of any changes made during this meeting.

POOL: One 10-lane, 50-meter pool for competition. Colorado Timing System.
A Second 10-lane, 50-meter pool will be available for warm-up.
Flighting of Preliminary Sessions: In the situation where the number of entries including bonus swims drives a preliminary session beyond three hours in duration for the automatically qualifying entries, the meet committee will determine best how to manage the session and the decision will be announced at the General Meeting.

If any session of the meet is flighted, athletes that are no shows for the B flight will not be penalized.

ELIGIBILITY: Open to all 2008 USA Swimming registered athletes and foreign athletes that have been invited by USA Swimming; that have achieved the listed qualifying times between 7/1/2006 and the entry deadline. Teams from outside this Southern Zone-South Section must contact the meet director for a special invitation.

ON-LINE MEET ENTRY PROCEDURES – READ CAREFULLY
SEE “OME” HIGHLIGHTS ATTACHMENT FOR MORE INFORMATION

ENTRIES: **On-Line Meet Entry (OME)** – Entries will be processed using the USA Swimming On-Line Meet Entry System (OME) Only. Access this entry system from the USA Swimming web site at the address <http://www.usaswimming.org/ome>. Any team coach may initialize the entry. The account that initializes the entry will be the only account that has access to entries for this meet. That account must log in and select “Enter Team
Paper, Fax and Email entries will not be accepted.

OME OPENS: 12:00PM EST – Saturday June 17th, 2008
OME CLOSES: 6:00PM EST – Monday July 14th, 2008

OME HELP: Susan Woessner 719-866-3589 – swoessner@usaswimming.org
Jay Thomas 954-873-3370 – jayfthomas@comcast.net

Swimmers may enter the meet using confirming and non-confirming times in this order: Long Course Meters (LCM), then Short Course Meters (SCM), then Short Course Yards (SCY). Converted times are not permitted. Swimmers who have not achieved the qualifying standard are not qualified.

Individual Entries: Swimmers may enter at any time they have achieved during the qualifying date range that is equal to or faster than the qualifying standard. Override Times that cannot be proven by the National Times Coordinator during the entry process will be annotated with an asterisk (*) on the meet psych sheet (Entry List). Proof of asterisk (*) submitted times must be provided to the Administrative Referee by the scratch deadline in order to be seeded. An * next to the time on the psych sheet or Administrative Referee’s master entry indicates that the time must be cleared before the closing of the scratch box or that swimmer will not be seeded. Times that are missing from the National Database should be requested through the host LSC National Times Coordinator of the meet at which the time was achieved.

Relay Entries: ENSURE “RELAY ONLY” ATHLETES ARE INCLUDED IN THE TEAM ROSTER.

200 Reals: Since there are no time standards for the 200 Free and 200 Medley relay, it is acceptable to use an “OVERRIDE” time to enter these events. As in other override events, this will require an entry in the “Meet Location” and “Meet Date” fields. Please put the word “Entry” in the meet field and the current date in the Meet Date Field.

ATTENTION TEAM WITH UNATTACHED OR UNREGISTERED ATHLETES:

Teams may enter athletes with an Unattached or Unregistered status. When building the roster in OME, select the “Add Unattached/Unregistered Swimmer” link. Unregistered swimmers must provide proof of registration prior to the entry deadline to the FG Registration Chairman.

ATTENTION INDIVIDUAL UNATTACHED ATHLETES: Unattached athletes that are not awaiting attachment to any team must enter individually. Access the OME system, log in and select “Enter Individual”.

ATTENTION INVITED FOREIGN TEAMS: Contact Jay Thomas at 954-873-3370 or email at jayfthomas@comcast.net

ENTRY LIMIT:

Individual Events: Athletes may enter all events which they qualify, however they may only compete in Six (6) individual events for the meet and no more than Three (3) individual events per day.

Relay Events: Two (2) per team per event.

BONUS SWIMS:

Bonus swims will be available as follows:

Swimmers with one (1) qualifying time may swim zero (0) bonus swims

Swimmers with two (2) qualifying times may swim one (1) bonus swim.

Swimmers with three (3) qualifying times may swim two (2) bonus swims.

Swimmers with four (4) qualifying times may swim two (2) bonus swims.

Swimmers with five (5) qualifying times may swim one (1) bonus swim.

Swimmers with six or more (6) qualifying times may swim zero (0) bonus swims.

In the OME system, select “Enter as Bonus” to enter bonus events.

ENTRY FEES:

WITHIN SECTION	OUTSIDE SECTION**
\$7.50 per individual event	\$10.00 per individual event
\$15.00 per relay team	\$20.00 per relay team
\$5.00 per athlete meet surcharge	\$10.00 per athlete meet surcharge

**** Out of section teams will pay the within section fees in OME. The balance is due at check-in at the meet****

Payment for Online Meet Entry may be made via Visa, MasterCard, American Express or Discover Card in the "Checkout" portion of OME. Teams that would like to pay via check or cash must contact the entry coordinator, Jay Thomas via phone or email at (954) 873-3370 or jayfthomas@comcast.net to close out the OME entry. Once the entry is closed out, the events and athletes may not be deleted. Athletes and events may however be added up to the entry deadline. NOTE: Entries are not accepted and the entry is not complete until payment via OME or the entry is closed out with the entry coordinator

SEEDING:

Eligible entries shall be seeded in the following order - Long Course Meters (LCM), Short Course Meters (SCM), Short Course Yards (SCY), followed by all Bonus entry Long Course Meters (LCM), Short Course Meters (SCM), Short Course yards (SCY).

All submitted times must have been achieved and match exactly the time that is on file with the USA Swimming SWIMS database. **CONVERTED TIMES ARE NOT PERMITTED.**

An * next to the time on the psych sheet or Administrative Referee's master entry indicates that the time must be cleared before the closing of the scratch box or that swimmer will not be seeded and will not be eligible to compete in that event.

FINALS:

A-Final, B-Final, C-Final, for all prelim/final events.

All Finals will be competed in 10 lanes.

The C-Final is reserved for athletes 18 years of age and younger.

SCRATCHES:

PRELIMS: Scratches prior to the seeding of heats shall be confirmed by properly filling out and depositing a scratch card in the scratch box.

The deadline for positive check-in for INDIVIDUAL DISTANCE EVENTS on Thursday, July 17th shall be 4:00 pm.

The deadline for check-in for Thursday night's relays shall be 5:45 pm.

Positive Check-in for Thursday night's events only will be accepted in person and by

Fax: (954) 468-5595, Phone: (954) 468-5590, Email: lmcluckie@FLAswim.com

Scratch Box located at Clerk of Course.

SCRATCH DEADLINES:

Friday's Events: Thursday 5:30 pm

Saturday's Events: Friday 5:30 pm

Sunday's Events: Saturday 5:30 pm

Failure to scratch by the deadlines listed above and not swim in the prelim will result in a fine of \$10.00. There is no event penalty. The swimmer must declare their intent to swim with the Administrative Referee for subsequent days of competition prior to the closing of the scratch box for the next days seeding (positive check in all subsequent events).

FINALS: Any swimmer who competes in a preliminary heat and qualifies as one of the fastest thirty (30) swimmers must swim A-Finals, B-Finals, or C-Finals; or must declare his/her possible intention to scratch within thirty (30) minutes of the announcement or posting of the preliminary results of that event and further declare their final intentions within 30 minutes of their last individual preliminary event. **Scratches will be declared by drawing a single line and initialing on the preliminary result maintained by the Clerk of Course.** "Failure to Swim" will result in the swimmer being fined \$25.00. Upon payment of the fine, the swimmer will be eligible to continue competing in the meet. In the case of missing a Sunday night final, payment of the \$25.00 must be made in order to compete in future Speedo Champions Series meets.

A swimmer not in the originally announced or posted in the fastest thirty (30) swimmers who is moved into a final due to the scratch of another swimmer, will not be penalized for failing to swim in that final. Swimmers within the top 40 are encouraged to declare their intention not to compete if they do not intend to swim so that the Administrative Referee will be able to properly seed the meet for finals.

All fines must be paid prior to any swimmer competing in any future Southern Sectional Meet competition, at which time the swimmer will be reinstated in the meet.

NOTE 1: Alternates wishing to swim in an open lane in finals must be standing at the starter's tent, prepared to step on the block for the swim when the swimmers are called to the blocks. The Referee will instruct the Announcer to call for the alternate.

NOTE 2: Scratches must be done individually; "team" scratches are not accepted.

NOTE 3: In addition to the swimmers required to scratch if they are not going to swim in finals, all swimmers who do not plan to swim in finals are strongly urged to scratch, especially swimmers who finished the preliminary events in places 31 – 40.

800 and 1500 FREE: Positive check-in is required to be seeded in the Women's 800 Free and Men's 1500 Free. For Sundays Men's 1500 Free – Any swimmer who is ranked in the top 10 for seeding purposes who desires to swim in the preliminary session must declare their desire for a preliminary session swim by the check-in deadline (same as scratch box closing) on Saturday night.

400 IM /400 Free: Events 13 and 14, the Women's and Men's 400 IM; and Events 23 and 24, the Women's and Men's 400 FR

Will be swum as follows:

- Fastest 4 heats of women, slowest to fastest
- Fastest 4 heats of men, slowest to fastest
- All remaining heats, alternating women and men, fastest to slowest

RELAY EVENTS: Events 15 and 16, the Women and Men's 800 Free Relay
Events 25 and 26, the Women and Men's 400 Medley Relay
Events 35 and 36, the Women and Men's 400 Free Relay

Will be swum as follows:

- All heats to be swum at the end of finals on Friday, Saturday and Sunday
- 2nd fastest women's heat, fastest women's heat
- 2nd fastest men's hear, fastest men's heat
- All remaining heats, alternating women and men, fastest to slowest
- On Sunday, those 400 Free Relay teams declaring for the prelim session will be swum all women, all men, slowest to fastest; at the end of prelims; before the individual distance events. All other heats will be swum as stated above.

FINALS PROTOCOL: A - Finalists will be paraded.
B - Finalists will be announced behind the blocks.
C - Finalists will be announced in the water.

TIMELINES: There will be a 5-minute break before relays in each session; timed finals, prelims, and finals. During finals, there will be break for awards after every 4 events.
If Bonus entries take any preliminary session timeline beyond 3 hours; the meet committee will determine how to best manage the session and any change will be announced at the General Meeting.

SCORING: (A) Finals and (B) Finals will be scored.
Individual: 24-21-20-19-18-17-16-15-14-13-11-9-8-7-6-5-4-3-2-1
Relay: 48-42-40-38-36-34-32-30-28-26-22-18-16-14-12-10-8-6-4-2
No points will be awarded when not making the qualifying time, but qualifying times may be achieved during prelims or finals.

AWARDS:	<p>Awards will be presented after every 4 events (2 Female, 2 Male)) the top 3 finishers must report to the podium to participate in the award ceremony. The winning coach for each event will present the awards for that event. The previous nights relay awards will be presented prior to finals on the next night (with the exception of Sunday night).</p> <p>Individual Events: 1st-10th place</p> <p>Relay Events: 1st-3rd place</p> <p>Team High Point Awards:</p> <p> Combined: 1st-5th</p> <p> Women: 1st-3rd</p> <p> Men: 1st-3rd</p> <p>Individual High Point Awards: Top Female and Top Male</p>
RULES:	Current USA Swimming rules will apply.
TEAM REPRESENTATIVE:	Prior to the start of the meet, the name of one person other than the coach, who will check with the referee about any matter pertaining to the meet, may be given to the referee. For each team, the coach and that person only will be recognized.
OFFICIALS:	Pending Selection
OFFICIALS INFORMATION:	Applications to work assigned positions are due by June 1, 2008; non-specific deck positions applications are due by July 1, 2007. All officials must attend a mandatory briefing one hour before each session of the meet in the Press Room. UNIFORM: White Shirts over Khaki – Shorts, Slacks or Skirts.
OFFICIAL CERTIFICATION:	Application has been made to have this meet designated as an "Officials Qualifying Meet" under the national certification procedure. Evaluations will be offered for eligible officials assigned to work the meet. Please see the USA Swimming web site – Volunteers/Officials/Certification section to view the latest procedures regarding evaluation and certification. Applications for evaluation must be submitted to Clark Hammond – Southern Zone Officials Chair at hamm5690@bellsouth.net .
IDENTIFICATION:	Coaches and Officials shall wear their 2008 USA Swimming registration card in a conspicuous location at all times during this swim meet.
POOL DECK RESTRICTION:	USA Swimming Insurance Safety Regulations require the swimming pool deck, during the operation of Florida Gold Coast Swimming sanctioned meets, be closed to all persons except swimmers, coaches, marshals, officials and meet personnel. Credential tags must be presented to enter the pool deck area.
ADMISSION FEES:	\$6.00 per session (Includes Heat Sheet)
INFORMATION:	Call (954)-468-5590 or Email the Meet Director at meetdir@FLAswim.com

WARM UP PROCEDURES

NO EQUIPMENT PERMITTED. SWIMMERS MUST ENTER THE WATER FEET FIRST.

Thursday, Friday, Saturday and Sunday Preliminaries

6:30 am – 8:15 am General Warm Up
Swimming and Pulling Only, Push Off
No Racing Starts
No Sprinting or Pace Work

8:15 am – 9:00 am

Controlled Warm Up

Lane	1	Pace, 50 and 100 Circle Swim, Push Off
Lane	2	Racing Starts 50s One Length
Lane	3	Racing Starts 50s One Length
Lane	4	Swimming and Pulling, Push Off
Lane	5	Swimming and Pulling, Push Off
Lane	6	Swimming and Pulling, Push Off
Lane	7	Swimming and Pulling, Push Off
Lane	8	Racing Starts 50s One Length
Lane	9	Pace, 50 and 100 Circle Swim, Push Off
Lane	10	Pace, 50 and 100 Circle Swim, Push Off

FINALS WARMUP

Thursday - Sunday

3:30 pm – 4:15 pm	General Warm Up – See Above
4:15 pm – 4:55 pm	Controlled Warm up – See Above

SPEEDO CHAMPIONS SERIES
Southern Zone Southern Sectional Championship

THURSDAY, July 17, 2008		QUALIFYING TIMES					
ORDER OF EVENTS		<u>CONFORMING TIMES</u>		<u>NON CONFORMING TIMES</u>			
		LONG COURSE		SHORT COURSE METERS		SHORT COURSE YARDS	
Ev #	Event	WOMEN	MEN	WOMEN	MEN	WOMEN	MEN
1	1500M Women Free*	18:38.09		18:14.09		18:02.79	
2	800 M Men Free*		9:04.69		8:51.89		10:00.59
3-4	200 M Medley Relay*	NTS	NTS	NTS	NTS	NTS	NTS
5-6	200 M Free Relay*	NTS	NTS	NTS	NTS	NTS	NTS

* Events 1-6 will be deck seeded. Positive check in by 4:15 pm is required to be seeded in events 1 & 2. Events 1& 2 will be swum fastest to slowest, alternating one heat of event 1 and one heat of event 2 if only one course is used.
Events 3, 4, 5, & 6 will be swum after the conclusion of events 1 & 2. They will not begin before 7:00 pm with a positive check in by 6:15pm.
There will be at least a 5 min break after event 4.

FRIDAY, July 18, 2008		QUALIFYING TIMES					
ORDER OF EVENTS		<u>CONFORMING TIMES</u>		<u>NON CONFORMING TIMES</u>			
		LONG COURSE		SHORT COURSE METERS		SHORT COURSE YARDS	
Ev #	Event	WOMEN	MEN	WOMEN	MEN	WOMEN	MEN
7-8	200 M Freestyle	2:13.59	2:01.69	2:10.39	1:58.49	1:57.49	1:46.79
9-10	100 M Breaststroke	1:22.39	1:15.49	1:20.39	1:13.49	1:12.39	1:06.19
11-12	100 M Butterfly	1:08.19	1:01.79	1:06.79	1:00.39	1:00.17	54.39
13-14	400 M Individual Medley *	5:17.29	4:59.89	5:10.89	4:53.49	4:40.09	4:24.29
15-16	800 M Freestyle Relay**	9:29.89	8:58.89	9:17.09	8:46.09	8:29.79	7:35.59

*Event 13 & 14 will be swum as follows: fastest 4 heats of women; fastest 4 heats of men, slowest to fastest. All remaining heats, alternating women and men, fastest to slowest. **Event 15 & 16 will be swum in finals as follows: 2nd fastest women's; fastest women's; 2nd fastest men's; fastest men's; remaining heats will swim fastest to slowest, alternating women and men.

SATURDAY, July 19, 2008		QUALIFYING TIMES					
ORDER OF EVENTS		<u>CONFORMING TIMES</u>		<u>NON CONFORMING TIMES</u>			
		LONG COURSE		SHORT COURSE METERS		SHORT COURSE YARDS	
Ev #	Event	WOMEN	MEN	WOMEN	MEN	WOMEN	MEN
17-18	100 M Backstroke	1:12.79	1:07.19	1:11.59	1:05.99	1:04.49	57.49
19-20	200 M individual Medley	2:33.29	2:20.99	2:30.09	2:17.79	2:15.19	2:04.19
21-22	50 M Freestyle	29.19	25.79	28.39	24.99	25.49	22.49
23-24	400 M Freestyle***	4:37.69	4:17.49	4:31.29	4:11.09	5:06.39	4:43.29
25-26	400 M Medley Relay****	5:00.09	4:32.89	4:53.69	4:29.49	4:23.49	3:55.89

Event 23-24 will be swum as follows: fastest 4 heats of women; fastest 4 heats of men, slowest to fastest. All remaining heats, alternating women and men, fastest to slowest. * Event 25-26 will be swum in finals as follows: 2nd fastest women's; fastest women's; 2nd fastest men's; fastest men's; remaining heats will swim fastest to slowest, alternating women and men.

SUNDAY, July 20, 2008		QUALIFYING TIMES					
ORDER OF EVENTS		<u>CONFORMING TIMES</u>		<u>NON CONFORMING TIMES</u>			
		LONG COURSE		SHORT COURSE METERS		SHORT COURSE YARDS	
Ev #	Event	WOMEN	MEN	WOMEN	MEN	WOMEN	MEN
27-28	200 M Butterfly	2:31.19	2:18.89	2:28.39	2:16.09	2:13.69	2:02.59
29-30	100 M Freestyle	1:01.99	56.59	1:00.39	54.99	54.39	49.59
31-32	200 M Breaststroke	2:57.09	2:45.99	2:53.09	2:41.99	2:35.99	2:25.99
33-34	200 M Backstroke	2:34.09	2:23.59	2:31.69	2:21.19	2:16.69	2:03.49
35-36	400 M Free Relay#	4:28.49	4:04.09	4:22.09	3:57.69	3:49.89	3:23.59
37	800 M Wom Freestyle##	9:34.79		9:21.99		10:34.99	
38	1500 M Men Freestyle##		17:36.99		17:12.99		17:02.09

Event 35 & 36: Teams must declare AM/PM by the scratch deadline on Saturday night; based on declarations, meet management will best organize the order of finals relays. AM declared relays will swim slow to fast, all women, all men, prior to the distance events.
Events 37 and 38 are deck seeded events and will be swum as timed finals. The fastest heat of each Event will swim in the finals. The remaining heats will swim fastest to slowest, alternating with next fastest seeded heat of 37 followed by the next fastest seeded heat of 38 beginning after event 36 in the prelims. These swimmers may also declare AM/PM by the scratch deadline for Sunday's events.

SUNDAY FINALS ORDER OF EVENTS:

27-28	200 M Butterfly	
29-30	100 M Freestyle	
37	Women's 800 M Freestyle	
32-31	200 M Breaststroke	(Men before Women)
34-33	200 M Backstroke	(Men before Women)
38	Men's 1500 M Freestyle	
35-36	400 M Free Relay	

BONUS TIME STANDARDS

THURSDAY, July 17, 2008		BONUS QUALIFYING TIMES					
ORDER OF EVENTS		<u>CONFORMING TIMES</u>		NON CONFORMING TIMES			
		LONG COURSE		SHORT COURSE METERS		SHORT COURSE YARDS	
Ev #	Event	WOMEN	MEN	WOMEN	MEN	WOMEN	MEN
1	1500 M Women Free*	18:58.09		18:28.09		18:32.29	
2	800 M Men Free*		9:19.89		9:03.89		10:24.39

FRIDAY, July 18, 2008		BONUS QUALIFYING TIMES					
ORDER OF EVENTS		<u>CONFORMING TIMES</u>		NON CONFORMING TIMES			
		LONG COURSE		SHORT COURSE METERS		SHORT COURSE YARDS	
Ev #	Event	WOMEN	MEN	WOMEN	MEN	WOMEN	MEN
7-8	200 M Freestyle	2:16.49	2:05.59	2:12.49	2:01.59	2:01.29	1:48.79
9-10	100 M Breaststroke	1:26.79	1:16.49	1:24.79	1:15.29	1:14.89	1:07.09
11-12	100 M Butterfly	1:10.89	1:03.39	1:08.89	1:01.39	1:02.59	56.59
13-14	400 M Individual Medley	5:30.39	5:05.49	5:22.39	4:57.49	4:50.29	4:32.79

SATURDAY, July 19, 2008		BONUS QUALIFYING TIMES					
ORDER OF EVENTS		<u>CONFORMING TIMES</u>		NON CONFORMING TIMES			
		LONG COURSE		SHORT COURSE METERS		SHORT COURSE YARDS	
Ev #	Event	WOMEN	MEN	WOMEN	MEN	WOMEN	MEN
17-18	100 M Backstroke	1:15.49	1:07.29	1:13.49	1:05.29	1:05.89	57.59
19-20	200 M individual Medley	2:35.89	2:22.19	2:31.89	2:18.19	2:16.49	2:04.79
21-22	50 M Freestyle	29.89	26.69	28.89	25.69	26.39	23.29
23-24	400 M Freestyle	4:43.29	4:26.39	4:35.29	4:18.39	5:16.59	4:54.89

SUNDAY, July 20, 2008		BONUS QUALIFYING TIMES					
ORDER OF EVENTS		<u>CONFORMING TIMES</u>		NON CONFORMING TIMES			
		LONG COURSE		SHORT COURSE METERS		SHORT COURSE YARDS	
Ev #	Event	WOMEN	MEN	WOMEN	MEN	WOMEN	MEN
27-28	200 M Butterfly	2:34.39	2:23.99	2:30.39	2:21.99	2:17.49	2:05.59
29-30	100 M Freestyle	1:04.19	57.99	1:02.19	55.99	56.79	50.79
31-32	200 M Breaststroke	3:05.39	2:49.79	3:01.39	2:45.79	2:41.69	2:27.09
33-34	200 M Backstroke	2:40.19	2:24.99	2:36.19	2:20.99	2:21.19	2:07.59
37	800 M Wom Freestyle##	9:49.39		9:33.39		11:00.49	
38	1500 M Men Freestyle##		17:44.99		17:14.99		17:21.49

SPEEDO CHAMPIONSHIP SERIES
Southern Zone Southern Sectional Championship
MASTER ENTRY FORM
July 17-20

Team Name _____ Call Letters _____

Address _____

Coach _____ LSC _____

Home Phone _____ Office Phone _____

Fax # _____ E-Mail Address _____

SWIMMER/COACH REGISTRATION

I certify that all individuals listed on the attached entry forms are currently registered members of USA Swimming and are eligible to compete in this meet. I further certify that one or more of the following coaches will be on deck supervising the activities of these individuals during warm-up and competitive sessions at the meet.

Name of Coach

Team Affiliation

_____	_____
_____	_____
_____	_____

I certify that the individuals listed above are currently registered USA Swimming Coach Member, and that I am a current USA Swimming registered Non-Athlete Member.

_____	_____	_____
Signature of USA Swimming Non-Athlete Member	Team Affiliation	Date

FINANCIAL RECAP:

WITHIN SOUTHERN SECTION:

Total Women's Individual Events	_____	at \$7.50 each = \$ _____
Total Men's Individual Events	_____	at \$7.50 each = \$ _____
Total Women's Relay Events	_____	at \$15.00 each = \$ _____
Total Men's Relay Events	_____	at \$15.00 each = \$ _____
Total Women's Surcharges	_____	at \$5.00 each = \$ _____
Total Men's Surcharges	_____	at \$5.00 each = \$ _____

OUTSIDE SOUTHERN SECTION:

Total Women's Individual Events	_____	at \$10.00 each = \$ _____
Total Men's Individual Events	_____	at \$10.00 each = \$ _____
Total Women's Relay Events	_____	at \$20.00 each = \$ _____
Total Men's Relay Events	_____	at \$20.00 each = \$ _____
Total Women's Surcharges	_____	at \$10.00 each = \$ _____
Total Men's Surcharges	_____	at \$10.00 each = \$ _____

Total Entry Fees Paid = \$ _____

Make Checks Payable to: *FLA AQUATICS*

USA SWIMMING – ON-LINE MEET ENTRY HIGHLIGHTS

- Ensure that swimmers times are loaded into the USA Swimming SWIMS database – Particular attention should be given to times achieved at observed and approved meets. Do not wait until immediately before the entry deadline to discover the time has not been loaded. Coaches and swimmers can verify that times are in the database by using the times look up at www.usaswimming.org/times. Contact the host LSC National Times Coordinator of the meet at which the times were achieved to have the missing times loaded.
- Only one account per team can be used for team entries.
- Read the tutorial comments on each page during the entry process. Most questions will be answered if the instructions are read.
- When advancing to through the entry process, each time the “NEXT” link is pressed, the information on that page is saved. This allows the entry to be processed during multiple sessions. Coaches can start an entry, save it as-you-go, and sign out without paying for it – in other words coaches don’t have to pay every time an addition is made and OME will retain the progress that has been made on the entry.
- Use the links on the left side of the entry page to jump forward or backwards to specific sections of the entry process (i.e. Relay, payment/checkout, etc.). Using these links also saves the information on the previous page.
- Payment must be made using VISA, MasterCard, American Express or Discover or arrangements must be made for acceptance of entries without payment with the entry coordinator.
- Once an event entry has been purchased, there are no refunds.
- Teams do not have to wait until the entire entry is complete to purchase events. Teams can enter some athletes, purchase those entries, then return at a later date and add more events, relays, or athletes and purchase events.
- An athlete is not entered in the meet until the event(s) have been purchased or until arrangements have been made with the entry coordinator to have the entries accepted without payment.
Be sure to check the relay only button on the roster when entering relay only athletes.
- When entering “Override Times” (times not currently showing up in the SWIMS database), in the meet name field, give meet name and brief details on where the time was achieved – i.e.: FGJO13-14-400FRelay Lead – There is room for 25 characters of data. Also enter the date of the meet in the date field. The National Times Coordinator will pre-clear as many (*) times as possible.
- Relays: There are three types of times that may be used for an “A” relay entry: **1. Team Time** – a time that has been achieved by a club in competition during the entry qualifying period. **2. An aggregate relay** – the aggregate time of any 4 athletes on a team regardless as to whether those athletes are registered in the meet. **3. The event qualifying time.**
NOTE: “B” relay entries follow the same rules with the addition that for Team Times and Aggregate Times – Athletes whose time was used in the “A” Relay entry may not be used for entry into the “B” relay.
- Hy-Tek Team Manager can be used as a tool to assist in the OME process.
 1. First load the “Meet Events File”.
 2. In the Meet Maintenance panel, set the minimum age for open events as desired.
 3. Click on the “Enforce Qualifying Times”.
 4. Set the “Use Times Since” date to the beginning of the qualifying period for the meet.
 5. Create a “Meet Eligibility” report. REPORTS/PERFORMANCE/MEET ELIGIBILITY. Select “Only Eligible Swimmers”. This report shows all eligible swimmers for the meet.
 6. Highlight events to be entered for each swimmer.
 7. Look up and record bonus event entry times for swimmers eligible for bonus events.
 8. Proceed with On-Line Meet Entry.