



# Arizona Swimming, Inc.

## SANCTION/APPROVAL INSTRUCTIONS

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### **Application**

The Arizona Sanction/Approval/Swim-a-thon Application is one form. This form must be completed and submitted to the AZSI office, along with your meet information (meet flyer), before any consideration will be provided. This form may be located at [http://www.azswimming.org/document\\_library.html](http://www.azswimming.org/document_library.html) under the Document and Forms tab – Sanctions.

### **Meet Information**

With the exception of scheduled meets with mandated formats, the Sanctions Chair will review your meet flier solely to confirm it contains the items necessary to comply with the rules and regulations of USA and AZSI rules. Only then will a sanction/approval/swim-a-thon number be assigned.

### **When to Apply**

It is in the best interest of Arizona Swimming, the host club and all participating teams that Sanction/Approval/Swim-a-thon applications be submitted in a timely manner. As a guideline, the following time frames are strongly encouraged:

Closed Meets	4 weeks prior to event
Calendar Meets	8 weeks prior to event
Invitational	12 weeks prior to event

### **Following the Event**

You must file the required reports along with required payments within the time frame outlined in the Policy and Procedures. Failure to properly file these reports in the required time frame will result in a penalty and may also jeopardize further sanctions/approvals/swim-a-thons. These forms are found on the web at [http://www.azswimming.org/document\\_library.html](http://www.azswimming.org/document_library.html) under the Document and Form Tab - Sanctions.