

**Wednesday May 2, 2018**

From: Joey Morgan, Technical Chair ([technical@azswimming.org](mailto:technical@azswimming.org))  
To: AZSI Head Coaches and Club Contacts  
Subject: AZSI 2018-2019 Meet Bid Packet

Included or attached is the AzSI 2018-2019 Meet Bid Packet for your review and consideration. The parts of this packet include:

1. Instructions for completing entries in the Online Bid Portal
2. 2018-2019 Championship Meet Dates
3. All pertinent dates for fulfilling bid requirements
4. Sanction Request/Meet Flyers

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**1. Bid Portal Instructions**

The bid portal will be open from May 9<sup>th</sup> – May 23<sup>rd</sup>. Club Contacts and/or Head Coaches must go to <http://www.azswimming.org> and find the link to the **Portal for Meet Bid Submittals (Clubs only)** listed under the **Online Services** Tab. Be sure to fill out the forms completely with the information, as it will appear on your meet flyer. This is the information that will be published to the Arizona Swimming Web Calendar. Once your bid is prepared and submitted, the website will automatically update a tentative calendar. The website will automatically send you and the technical chair a copy of your bid. If you **DO NOT** receive a confirmation email, assume that your bid was not submitted properly and you should resend the information. Bid received after the Closing Date will not be considered in the Bid Meeting.

If you are planning to submit a bid for the AzSI Championship Series (Junior Olympics, Age Group State Championships and Senior Open Championships) you will need to submit a bid the same way you prepare your other meet bids. Make sure to check the box indicating it is a championship bid.

All clubs who bid for a Championship Meet will be allowed to present their bid during the Technical Meeting that will be held prior to the start of the Bid Meeting.

Once the Closing Date is reached. The Tentative Calendar will be posted on the Arizona Swimming website.

Lastly, The Technical Committee will run a Bid Meeting to discuss the tentative calendar to identify any potential conflicts or dates where there is a lack of programming. The Technical Committee will then identify the time and format of any additional meets that is needed to better serve our athletes. These meets will be listed during Bid Meeting and Host Clubs will then be given the opportunity to host them without the normal review of conflicts done with other meets. It is strongly encouraged that Host Clubs attend the meeting to be able to commit to filling any vacant slots in the tentative calendar

**2. Championship Meets**

**2018-2019 Championship Meets that are open for bids:**

February 22-24, 2019	Junior Olympic Championships	(3 Sites)
February 28-March 3, 2019	Senior Open Championships	
March 7-10, 2019	Age Group State Championship	
March 16-17, 2019	8-Under Championships	

**Approved 2018-2019 USA Swimming Championship Meets:**

November 28-December 1, 2018	Winter Nationals (LCM)	Greensboro, NC
December 5-8, 2018	Short Course Junior Champs West	Austin, TX
March 21-24, 2019	Four Corners Sectionals	Phoenix, AZ

### 3. Bid Cycle Important Dates

Bid Portal Open Date	Wednesday May 9, 2018
Bid Portal Closing Date	Wednesday May 23, 2018
Technical Committee Meeting	Wednesday June 6, 2018 (Az Swim Office) 6:30 PM - Championship Meet Bid Presentations - Awards for Championship Meets - Discussion on Tentative Calendar
Technical Committee Bid Meeting	Wednesday June 6, 2018 (Az Swim Office) 7 PM - Bid Meeting Open to discuss Tentative Calendar - Host Club allowed to add and/or shift meets where vacant slots exist. - Technical Committee to finalize calendar for submittal to Board of Directors.
June Board of Directors Meeting	Wednesday June 20, 2018
Meet Flyer Due to Sanctions Chair	Wednesday July 11, 2018

### 4. Sanction Request/Meet Flyers

There is no need to submit a Sanction Request or Meet Flyer with the bid. All Sanction Request and Meet Flyers are sent to the Sanctions Chair [sanctions@azswimming.org](mailto:sanctions@azswimming.org) after the acceptance of the calendar by the Board of Directors.

Sanction Request Forms and Meet Flyers are due to [sanctions@azswimming.org](mailto:sanctions@azswimming.org) by Wednesday July 11, 2018.

Reminder that the information submitted in your bid (ie. Name of the meet) must match the information submitted in the Meet Flyer.

### 5. Things to Consider:

- Reducing weekend timelines by hosting mid-week intrasquad or distance sessions. Could be as simple as hosting an Distance Intrasquad on a Tuesday afternoon. This has worked really well for the clubs that have done this in previous seasons.
- Contact other clubs to inquire about hosting any variation of A-B-C Meets on the same weekend. An example would be Club 1 hosting A/B swimmers, Club 2 hosting C swimmers with same event line-ups at both meets. Possible variations include:
  - **A Meet**
  - **A/B Meet**
  - **B/C Meet**
  - **C Meet**

For Suggested Event Formats, please email me.

Thank you for all you do providing opportunities for swimmers in our LSC. Please don't hesitate to contact me with any questions or concerns.

Joey Morgan  
Technical Chair

[technical@azswimming.org](mailto:technical@azswimming.org)