



REPORT OF SANCTIONED/APPROVED MEETS

(This report is required for USA Swimming/Arizona Swimming sanctioned or approved meet, including closed meets)

Host Team: _____ Sanction/Approval # _____

Meet Name: _____

Dates of Meet: _____ No. of Participants: _____
Women Men Teams

CALCULATION OF AMOUNT DUE ARIZONA SWIMMING

1. Sanction / Approval Fees

Fee Sanction / Approval (member entity) \$50.00 _____

Fee Approval (non-member entity) \$100 _____

2. AZ LSC Surcharges # of Swimmers _____ @ \$10.00 each _____

3. Equipment Rental

Miscellaneous Rental \$50.00 per day (minimum) _____

Complete Pad System \$150.00 per day _____

2 Full Pad System \$300.00 per day _____

Prep for Delivery/Check-In \$ 50.00 (required) 50.00

Set up/ Installation/ Assembly \$150.00 _____

Total Equipment: _____

Note: May be billed separately, but may be paid with this report or by separate check.

*Minimum Rental Fee \$100

4. One-half Time Trial Revenue _____

5. No-Show penalty _____

5. Miscellaneous (Ex: Sanction Revision fee/NO Show fees per fees schedule) _____

Balance Due: (Payable to Arizona Swimming, Inc. by check or web payment) \$ _____

(**Note:** Must be received in AZSI office within 21 days after meet to avoid penalty)

Check or Web Order No. Issued in payment of above: # _____

INSTRUCTIONS FOR FILING REQUIRED REPORTS AFTER CONCLUSION OF MEET

✓ Within 7 days of completion of meet, host team must send a complete set of meet results in the appropriate electronic format (.cl2 file), to results@azswimming.org with a copy to office@azswimming.org.

✓ Within 7 days of completion of meet, meet referee must update OTS with a copy of the report sent to office@azswimming.org.

✓ Within 7 days of completion of meet all awards must be distributed per Arizona Swimming Policy 201C.

✓ Within 21 days of completion of meet, host team shall send, by mail or electronically: i) completed Report of Sanctioned / Approved Meet attached with the following:

✓ Attach the Hy-tek Team Report – Entry Fee Summary with Scratches (Located in Hy-Tek Meet Manager – Reports).

✓ Attach a copy of any written protests filed.

✓ Attach a copy of any Reports of Occurrence.

✓ Attach a copy of the meet session timelines, coach sign in sheets, officials sign in sheets, meet operation personnel forms

✓ Attach a list of athletes who “no showed” and include required no show fees payable to AZSI.

Note: Failure to submit reports/ forms and pay fees due to AZSI by deadlines noted above will result in penalties being assessed in accordance with AZSI Policy.

Authorized Signature

Date