

EFFECTIVE DATE: September 1, 2016

B. COMPETITION SECTION

4. Completion of Approved and Observed Meet Authorization Forms

Approved Meets

These are meets conducted under the technical rules of USA Swimming and comply with the LSC requirements of an approved meet. Participants at the meet may include USA-S and non-USA-S athletes.

All requests for Approved Meets must be submitted to the NJS Administrative Office for review and authorization by the Administrative Chair at least 60 days prior to any meet wishing approval. The meet approval request form found on the NJ Swimming website must be used for this purpose. Once approved, the NJS Administrative Chair in conjunction with the NJS Officials Chair will ensure that the SWIMS Time Module Policy and Guideline Manual is enforced. A link to this manual is maintained on the Officials page of the NJS web site.

Upon conclusion of the meet, results for the meet should be submitted to the NJS Administrative Office for inclusion within the SWIMS database.

NJS Requirements for Approval

Approval Fees

The approval fee for a one-day meet is \$20 and \$40 for a multi-day meet.

Four-Hour Rule

NJS Approved Meets will follow the same NJS Four Hour rule as NJS Sanctioned Meets. Refer to B. Competition Section 4. Session Duration - "The Four Hour Rule"

Entry Fees

Entry fees for NJS Approved Meets may not exceed the entry fee matrix for NJS Sanctioned Meets. Refer to B. Competition Section 6. Entry Fees

Athlete Surcharges

Any NJS club hosting a Long Course meet on the NJS schedule may request an athlete surcharge. The maximum surcharge per swimmer is \$2.00. The surcharge request must be included in the bid packet. The NJS Administrative Vice-Chair must receive surcharge requests no later than 90 days prior to the proposed competition.

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Preservation of NJS Meet Calendar

Approval requests will only be considered for new meets offered on non-traditional NJS meet calendar weekends.

Payment of Fees

1. A check for the splash fee assessment should be mailed to the NJ Swimming office within 15 days of the conclusion of the meet. The Hy-tek Team Entry Fee Summary Report from Meet Manager or the equivalent report from other software competitors should accompany the payment. Upon receipt by the NJ Swimming office, the Administrative Assistant will e-mail the NJ Swimming Treasurer indicating the receipt date, postmark date on the envelope, name of the meet and splash fee amount.

2. The New Jersey swimming Assessment Fee is calculated as 15% of the total entry fees for every approved meet.
3. Entry fees for the above calculations are for all entries whether the swimmer swims the event or not and includes fees if the swimmer is disqualified or is scratched.
4. For any meet where an entry fee is charged, the sponsor is responsible for payment of the assessment for every entry in the meet regardless of whether or not the host team pays entry fees.

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Financial Report - Failure to mail the appropriate financial report and monies to the Treasurer within 15 days will result in an automatic fine of \$100.00.

Exceptions to Above Requirements

Existing YMCA State Championship Meet and YMCA Silver Championship Meet

Deck Changing

The following statement must be included in all meet announcements; "Except where venue facilities require otherwise, changing into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is prohibited."