

MEET NAME
DATE

The following is an example of a meet announcement that can be customized for your meet. Information in red is required to be included in the announcement per USA Swimming Rules and Regulations. Information in blue can be customized for your meet.

- Sponsored by** *<insert host club>*
- Sanctioned by** Louisiana Swimming, Inc., Sanction # *<insert number>*
Held under the sanction of USA Swimming.
- Meet Director** *<insert name>*
- Meet Referee** *<insert name>*
- Location** *<insert name and address of facility including city. Optional: Directions to facility and parking information for visitors.>*
- Date and Time** *<insert date and time, including warm-up times>*
- Facilities** *<describe the facility and pool, including one or two pools or using both ends; number of lanes and course length (short course yards or meters, long course meters); description of warm-up pool or lanes and its availability to athletes before and during the meet.>*
- Water Depth:** The meet announcement shall include information about water depth measured for a distance of 3 feet 3 ½ inches (1.0 meter) to 16 ft. 5 inches (5.0 meters) from both end walls.
- Pool Certification:** Include ONE of the statements below that is applicable to your facility:
- a. The competition course has been certified in accordance with 104.2.2C(4). The copy of such certification is on file with USA Swimming; or
 - b. The competition course has not been certified in accordance with 104.2.2C(4).
- Timing** *<describe the exact timing systems used, software used to run the meet (i.e., Hy-Tek Meet Manager)>*
- Rules** Conduct of this sanctioned event shall conform in every respect to all technical and administrative rules of USA Swimming and Louisiana Swimming.
- Any swimmer entered in the meet must be certified by a USA Swimming member-coach as being proficient in performing a racing start or must start each race from within the water. When unaccompanied by a member-coach, it is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement.

All meet directors, referees, starters, and stroke and turn judges, serving in an official capacity must be members of USA Swimming.

All coaches and officials MUST constantly display their current USA Swimming credential or be prepared to present their USA Swimming ID card as proof of their registration to the Meet Director or designee at any time. The meet referee reserves the right to ask for coach credential display and/or deny deck access if coach does not comply or card is no longer valid or current.

Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms, or locker rooms.

Changing into or out of swimsuits other than in locker rooms or other designated areas is not allowed.

It is understood and agreed that USA Swimming and Louisiana Swimming, Inc. shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event.

<Add additional meet-specific rules>

Eligibility	No entrant will be permitted to compete unless the entrant is a member of USA Swimming as provided in Article 302.
Limit of Events	<i><Describe limit></i>
Entries	<i><State deadline for entries and where they should be sent.></i> A statement indicating whether on-deck registration will be permitted and under what conditions.
Entry Fees	Individual events: \$ 3.50 each Relay events: \$ 8.00 each LA Surcharge: \$ 5.00 per swimmer
Scoring	<i><Describe scoring></i>
Awards	A statement of the nature of prizes to be awarded. Individual Events: Ribbons: Relay Events: Ribbons:

Order of Events

Distances are in (SC yards – SC meters, LC meters)

Insert order of events here, with any time standards if applicable, and include footnotes if applicable to indicate events that require positive check-in or events that require swimmers to provide their own backup timers and/or lap counters.)