

MUNSTER SWIM CLUB
8 & UNDER SPECTACULAR
FEBRUARY 3, 2008

- SANCTION:** This meet is sanctioned by USA Swimming and Indiana Swimming. **Sanction Number #IN08030**
- HOST:** Munster Swim Club, Inc.
- LOCATION:** Munster High School, 8808 Columbia Avenue, Munster, Indiana 46321.
- FORMAT:** Current USA Swimming and Indiana Swimming rules will govern this meet. *USA Swimming Rules 202.3.2 - At a sanctioned competitive event, USA Swimming athlete members must be under the supervision of a USA Swimming member coach during warm-up, competition, and warm-down. The Meet Director or Meet Referee shall assist the athlete in making arrangements for such supervision.* Timed finals.
- TIMELINE:** **This is a meet for younger swimmers and it is our intention to run a festive meet with emphasis on fanfare! In addition to a “Parade of Champions” at the beginning of the meet (bring your team banners!), there will be a Team Spirit Competition (details will be sent to all teams accepted into the meet), and an awards podium decorated with balloons for the athletes. The timeline for each session includes several breaks for awards presentations.**
- ENTRY PERIOD & PROCEDURE:** Entries will be accepted starting Wednesday, January 2, 2008. The entry deadline will be 5 p.m. on Friday, January 18, 2008. We will extend the deadline if the meet is not full. All entry packets must be submitted via email (preferred method), U.S. Mail, or other delivery service. **NO HAND DELIVERIES OR TELEPHONE ENTRIES WILL BE ACCEPTED.** Email entries should be sent to: Matthewwalee@hotmail.com. Participants will receive a return email confirmation upon receipt of the Hy-Tek Team Manager file. Please note that this confirmation only acknowledges receipt of the file, not acceptance into the meet. The email entry must be followed up by a hard copy of the entry information, and submission of the hard copy prior to the entry deadline date would be appreciated. If not using email we recommend using FedEx, UPS, or other delivery service.
- ACCEPTANCE CRITERIA:** Entries will be accepted primarily in the order that they are received, but the number of officials provided by a club will also be considered. No teams will be broken, but entries will be limited to keep within the 4-hour rule. We will notify teams being turned away by phone or e-mail within 72-hours after the meet entry deadline, or 72-hours after meet becomes full, whichever comes first.

ENTRY CHAIR: Submit entries to: **Matt Lee**
9200 Greenwood Ave.
Munster, IN 46321
Email: Matthewalee@hotmail.com

NO HAND DELIVERIES OR TELEPHONE ENTRIES WILL BE ACCEPTED – NO EXCEPTIONS!

MEET

DIRECTOR: **Matt Lee, telephone: (219)-902-6734 email: matthewalee@hotmail.com**

FEES: \$2.00 per Individual Event. \$5.00 per Relay Team. In addition, teams must include a \$1.00 per swimmer, Indiana Surcharge. Please make 1 check payable to Munster Swim Club, Inc. Entry fees for scratched events are non-refundable.
NO DECK ENTRIES ACCEPTED.

ENTRY

FORMAT:

The following must be submitted by the entry deadline:

- Hy-Tek Meet Manager file for entries (on 3.5” diskette). A printed copy of the entry must also accompany the diskette. All times must be completed to the hundredth of a second. No times will be accepted;
- Team Roster with each swimmer’s current USA Swimming number. Unattached swimmers must be entered independently of attached swimmers;
- Completed team summary report (included in this packet);
- Completed relay entry sheet (included in this packet);
- Executed release and hold harmless agreement (included in this packet);
- **Officials Volunteer Sheet;**
- 1 check for payment of all entry fees made payable to **Munster Swim Club, Inc.**

IMPORTANT REMINDERS

- **Data on disk must be consistent with the data on the print out(s).**
- **We will NOT accept hand delivered entries.**
- **Unattached swimmers must be entered independently of attached swimmers.**

ENTRY

LIMITATIONS:

Swimmers will be limited to 3 individual events per session, and 5 individual events and 1 relay for the meet. If more than 5 individual events are entered, the last event(s) will be dropped. No refunds will be issued to over-entered swimmers. Entries will be limited to keep within the 4-hour rule; however, no teams will be broken.

ELIGIBILITY:

Swimmers must be registered with USA Swimming to be accepted into this meet. Age as of February 3, 2008, will determine the swimmer’s age for the entire meet. USA Swimming registration numbers must accompany the entry.

CHECK-IN: This is a **POSITIVE SIGN-IN MEET**. Positive sign-in means, “I’m here. I intend to swim.” To sign-in positively, circle the swimmer’s name on sign-in sheets. Sign-in sheets will be posted 30 minutes before the start of warm-ups for the morning session. **The morning deadline for positive sign-in will be 8:15 a.m.** At that deadline, the sheets will be removed from the wall and no changes or corrections will be accepted for the morning session. Any swimmer scratched under this rule may present to the Referee at least 2 minutes before the start of the slowest heat of the missed event and request to swim in an empty lane. The Referee will honor such requests on a first come, first serve basis and only to the extent empty lanes are available. All swimmers who sign in for the morning session will be considered signed in for the afternoon session. **Those swimmers who did not sign in for the morning session will also be scratched from the afternoon session unless they sign in with the Clerk of Course prior to 12:40 p.m.**

CLERK OF COURSE: Although this invitational will be pre-seeded, a standard Clerk of Course will be operated during the meet. Please note: positive sign-in is a requirement for all age groups. Since this is a meet for younger swimmers we highly encourage coaches to cover check-in, scratch and meet procedures with their new swimmers and parents. **Absolutely no parents will be allowed on the pool deck.** This is a requirement of USA Swimming.

FINAL RESULTS: One complimentary copy will be provided to each club entering 5 or more swimmers. You may order additional copies for \$8.00 each.

FACILITY: 6 lane, 25 yard pool with starting blocks. Colorado timing with two (2) back up timers per lane. Keifer non-turbulent lane markers. Adjacent locker rooms.

COACHES: Information packets will be distributed to the club coaches upon their arrival at the meet. A Coaches’ meeting will be held 15 minutes before the start of each session. Coaches **MUST** constantly display their USA Swimming coach credentials to gain deck access. The meet referee reserves the right to ask for coach credential display and/or deny deck access if the coach does not comply.

SCORING: We will be scoring the top 12 individual places in the following age groups: 6 & Under, 7 Yr. Old, and 8 Yr. Old. The 100 Individual Medley and 100 Freestyle events will be swum together but will be scored separately. Relays will not be scored, but will receive awards in the 8 & Under age group as set forth below. Scoring will be as follows:

Individual events: 16-13-12-11-10-9-7-5-4-3-2-1
Relays: None

AWARDS: Individual Events: Ribbons will be awarded for first 12 places in each age group.

Individual High Point: Trophies for 1st, 2nd and 3rd place to girls and boys in each age group. Swimmers' relative placement in the 100 Yard Individual Medley will be used to break any ties in the high point standings.

Relays: 1st through 6th Medals.

CONCESSIONS: Refreshments will be available in the concessions stand located adjacent to the pool.

NOTES: **ONLY COACHES AND PARTICIPATING OFFICIALS ARE ALLOWED ON THE POOL DECK. NO FOOD IS ALLOWED ON THE POOL DECK. SMOKING IS NOT PERMITTED ANYWHERE IN MUNSTER HIGH SCHOOL.**

SCHEDULE: (Also see attached Order of Events)

PLEASE NOTE: Munster is on Central Standard Time (i.e., CHICAGO)

	Start Time
Morning Warm-ups (Girls)	7:30 a.m.– 7:55a.m.
Morning Warm-ups (Boys)	7:55 a.m. – 8:20 a.m.
Parade of Champions	8:30 a.m. – 9:00 a.m.
Morning Competition	9:00 a.m.
Afternoon Warm-ups (Girls & Boys)	45 minutes after end of Event 22 – not before 12:30 p.m.
Afternoon Competition (not before)	30 minutes after Afternoon warm-ups begin – not before 1:00 p.m.

Order of Events

MORNING SESSION

WARM-UPS: Girls - 7:30 a.m. to 7:50 a.m.
 Boys – 7:55 a.m. to 8:20 a.m.
 PARADE OF CHAMPIONS: 8:30 a.m.
 MEET STARTS: 9:00 a.m.

Girls	Event	Boys
1	8 & U 100 I.M.*	2
3	6 & U 25 Breast	4
5	7 Yr. Old 25 Breast	6
7	8 Yr. Old 25 Breast	8
	AWARDS BREAK	
9	6 & U 50 Back	10
11	7 Yr. Old 50 Back	12
13	8 Yr. Old 50 Back	14
15	6 & U 25 Free	16
17	7 Yr. Old 25 Free	18
19	8 Yr. Old 25 Free	20
	AWARDS BREAK	
21	8 & U 100 Medley Relay	22
	RELAY AWARDS	

AFTERNOON SESSION

(Not Before)

WARM-UPS (Girls & Boys): 12:30 p.m. to 12:50 p.m.
 MEET STARTS: 1:00 p.m.

Girls	Event	Boys
23	8 & U 100 Free*	24
25	6 & U 25 Fly	26
27	7 Yr. Old 25 Fly	28
29	8 Yr. Old 25 Fly	30
	AWARDS BREAK	
31	6 & U 50 Free	32
33	7 Yr. Old 50 Free	34
35	8 Yr. Old 50 Free	36
37	6 & U 25 Back	38
39	7 Yr. Old 25 Back	40
41	8 Yr. Old 25 Back	42
	AWARDS BREAK	
43	8 & U 100 Free Relay	44
	RELAY AWARDS	
	HIGH POINT AWARDS	

*Events 1, 2, 23 and 24 will be swum together but scored separately.

RETURN THIS PAGE AS PART OF YOUR ENTRY

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Relay Form

Coach: _____ Club: _____ Code: _____

Number of Entries: _____ x \$5.00 per Entry = \$ _____

Event Seed Time

Event	Event #	"A" Relay	"B" Relay	"C" Relay	"D" Relay
8 & Under Girls 100 Yd. Med. Relay	21				
8 & Under Boys 100 Yd. Med. Relay	22				
8 & Under Girls 100 Yd. Free Relay	43				
8 & Under Boys 100 Yd. Free Relay	44				

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FINAL RESULTS TRANSMITTAL PREFERENCE FORM

CLUB: _____ CLUB CODE: _____

Please Indicate how You Would Like to Receive Final Results:

_____ **Hard Copy (snail mailed OR .html file emailed)**

_____ **Meet Manager Backup (Emailed)**

_____ **Team Manager .cl2 file (Emailed)**

_____ **ALL of the above**

**Email address in
which to send above:** _____

RETURN THIS PAGE AS PART OF YOUR ENTRY

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TEAM SUMMARY REPORT

THIS SUMMARY REPORT MUST BE COMPLETED AND RETURNED WITH ALL ENTRIES.
PLEASE MAKE CERTAIN TO INCLUDE ALL OF THE FOLLOWING:

- 1) HYTEK COMMLINK files on 3.5" Diskette and a hard printed copy of your Team Entry
- 2) Summary Report (i.e., This Form)
- 3) Completed Relay Entry Form
- 4) Release and Hold Harmless Agreement
- 5) Officials Volunteer Sheet

MAIL ENTRIES TO: Matt Lee 9200 Greenwood Ave. Munster, IN 46321

- 6) Check for entry fees payable to: **MUNSTER SWIM CLUB**

CLUB: _____ CLUB CODE: _____

Total Swimmers Entered: _____ x \$1.00 **IS** surcharge per swimmer = \$ _____

Number of Boys' Individual Entries _____ x \$ **2.00** EACH = \$ _____

Number of Girls' Individual Entries _____ x \$ **2.00**EACH = \$ _____

Total number of Relay Entries _____ x \$ **5.00** EACH = \$ _____

Total Amount Enclosed: \$ _____

CLUB OFFICIAL	COACH	COACH
Name:	Name:	Name:
Street:	Street:	Street:
City:	City:	City:
State:	State:	State:
Zip:	Zip:	Zip:
Phone(H):	Phone(H):	Phone(H):
Phone(W):	Phone(W):	Phone(W):
Fax:	Fax:	Fax:
Email:	Email:	Email:

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Release and Hold Harmless Agreement

CLUB: _____

In consideration of being permitted to participate in this Swim Meet, Club, and its Swimmers, Coaches, Parents, Members and Volunteers hereby release and forever discharge Munster Community Swim Association, USA Swimming, Indiana Swimming, Munster Community Schools, the Respective Owners, Trustees, Directors, Officers, Agents, Employees, Members, Successors and assigns of each of them and all other persons or entities in any way connected with sponsoring or holding this Swim Meet, of and from any and **ALL** Liabilities, Claims, Demands, Actions, Causes of Action, Losses, Damages or Expenses, of whatever kind of character, arising out of or in connection with said Swim Meet and the Facilities and personnel for it. Further, Club and its swimmers, Coaches, Parents, Members and Volunteers shall indemnify and Hold Harmless Munster Community Swim Association, USA Swimming, Indiana Swimming, Munster Community Schools, the Respective Owners, Trustees, Directors, Officers, Agents, Employees, Members, Successors and assigns of each of them and all other persons or entities in any way connected with sponsoring or Holding this Swim Meet, of and from any and all liabilities, claims, demands, actions, causes of action, losses, damages or expenses, of whatever kind of character, arising out of or in connection with any injury to any person, including Death, or Injury or Damage to any property.

The **UNDERSIGNED REPRESENTS** that **HE/SHE** is authorized by the **CLUB**, and its swimmers, coaches, parents, members and volunteers to execute this **RELEASE** and **HOLD HARMLESS AGREEMENT** on behalf of each of them, binding Club, and its swimmers, coaches, parents, members and volunteers to the terms hereof.

Executed this _____ day of _____, 2008.

Signature _____

Printed Name _____

Position _____

*Person who signs this is responsible for any fines imposed on the club

**You may have one designated spokesperson from your team to talk to the referee or Clerk-of-Course. The coach would be the logical person. Please list the name of your spokesperson: _____

Munster Area Hotel Information

Amerihost Inn
7813 Indianapolis Blvd.
Hammond, IN
(219) 845-4678

Best Western
1905 Harder Ct.
Schererville, IN
(219) 565-3400

Best Western Chicago South
2505 Bernice Rd.
Lansing, IL
(708) 895-7810

Courtyard by Marriott
7730 Corinne Dr.
Hammond, IN
(219) 845-6350

Courtyard
(I-65 & US 30)
7850 Rhode Island Ave
Merrillville, IN
(219) 756-1600

Fairfield Inn
7720 Corinne Dr.
Hammond, IN
(219) 845-6950

Hampton Inn and Suites
8936 Calumet Avenue
Munster, Indiana, US, 46321
(210) 836-5555

Holiday Inn Express
1019 W. Lincoln Hwy (US 30)
Schererville, IN
(219) 865-7500

Radisson Hotel
(I-65 & US 30)
Merrillville, IN
(219) 769-6311

Residence Inn
7740 Corinne Dr.
Hammond, IN
(219) 844-8440