

## Chapter 6

### 6.1.3 Club-hosted meets

#### 1. Entries/Fees

Incoming entries should be entered on a first come/first served basis unless an alternate method is stated in the meet information. See guideline in Section 6.9. Maximum entry fees are defined in Section 6.1.1 of this manual.

#### 2. Sanctions are required for all Club Run Meets.

a. All applications to host Middle Atlantic Swimming Open Water events must be reviewed and approved by the Open Water Committee prior to the Middle Atlantic office for sanctioning. Because of the uniqueness of the Open Water events, the Open Water Committee shall appoint the referee and safety officer for each event.

b. Middle Atlantic registered clubs holding a non-sanctioned meet will be charged \$.60 a splash for their first offense. A second offense will result in Board of Review action.

c. Clubs wanting to sanction an Intra-Squad meet must present such meet at the 'bidders meeting' and have said meet listed on the SC schedule. There shall be a \$25 per day Sanction fee, and the club shall pay an \$.80 /splash rebate fee to MA. Requests to sanction an Intra-squad meet after the bidders meeting will be granted only if there are no other sanctioned MA meets on the same weekend.

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#### 3. Surcharge

a. Requests for a surcharge at Club-hosted meets must be reviewed and approved by an ad-hoc Surcharge Sub-Committee consisting of the following individuals: Admin, Senior, Age-Group, Financial and Operations.

b. Surcharge shall be considered only for Long-Course Meets

c. Requests must be supported by appropriate and sufficient meet entry and financial information comparing the proposed meet with previous years - e.g., facility charge, number of swimmers, number of splashes, entry fee revenue, other revenue, etc., to allow consideration of the request.

d. The Surcharge Sub-Committee can approve or reject a Club request for a surcharge, subject to review by the MA Board.

e. When the surcharge request is approved solely on the basis to meet an increase in the Facility charge, the rebate to MA from the surcharge may be waived.

f. Requests for a Surcharge must be submitted to the MA Office by Jan 1.

g. At their discretion, a Club may impose a \$15 per swimmer processing fee for all manual (i.e., non-electronic) entries to a club-hosted meet, regardless of whether said swimmer is from a team or is an 'unattached' swimmer. The processing fee may be increased up to an additional \$25 per swimmer when the entry is from a team submitting five or more individual swimmers by manual entry. The amount of any such processing fee must be stated in the Meet Information. Clubs are encouraged to offer 'TM Lite' (from HyTek) as an alternative entry method for teams or individuals not having other electronic means to enter a meet.

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*(surcharge policy adopted 9/22/2003; rev Jan, '09)*