

WASHINGTON TOWNSHIP SWIM CLUB

GROUNDHOG INVITATIONAL

February 1 - February 3, 2008

SHORT COURSE YARDS / TIMED FINALS MEET

SANCTION: The WTSC Groundhog Invitational will be held under the Sanction of USA Swimming and Indiana Swimming. Sanction Number **#IN08151**.

LOCATION: IU Natatorium
901 W. New York Street
Indianapolis, IN

FORMAT: Current USA Swimming and Indiana Swimming rules will govern this meet unless otherwise noted in this packet. All events will be swum as Short Course Yards, timed finals. There will be no 15-minute courtesy rest delays for swimmers swimming consecutive events.

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

ENTRY ACCEPTANCE DATE Entries will not be accepted prior to 12:01 AM January 12, 2008

ENTRY DEADLINE: **8:00 PM (Indianapolis time) January 18, 2008**
Teams not accepted will be notified by 8 PM January 21, 2008.
The deadline will be extended if the meet is not full.

ENTRY CHAIR: Submit entries per the following "Entry Procedure" section. Only limited information is required to be sent to:

Bennett Crantford
8749 Staghorn Rd
Indianapolis, IN 46260
Fax 317-262-1156
meetentry@wtscswim.org

MEET DIRECTOR: Mark Van Allen
mvanallen@RQAW.com

ENTRY PROCEDURE On or before 8:00 PM (Indianapolis time) January 18, 2008, submit your entries **over the internet** in a in a USA Swimming approved SDIF file format (any file type recognized by Hytek's Meet Manager) by following the procedure outlined below: (Note: the web site entry form specified below will not be available until the Entry Acceptance Date of January 12, 2008)

- **NOTE:** Any hard copy information and / or floppy disks sent to the Entry Chair in addition to the required information **WILL BE DISREGARDED**. Only that entry information sent via the internet will be considered as your team's entry. Floppy disks sent to the Entry Chair become the property of WTSC

1. Create a standard meet entry file on your computer (CL2, HY3, SDIF, or SD3) Files may be either zipped or unzipped. Teams without access to Team Manager or other appropriate software should contact the Meet Entry Chairman.
2. Log on to the Washington Township Swim Club web site at www.wtscswim.org
 - Note: the WTSC Webmaster may place a direct link to the entry form on the WTSC Homepage. If so, items 3 through 5 will be moot.
3. Click on the menu item "Hosted Meets"
4. Click on the sub-menu item "Hosted Meets – Entry Forms"
5. Select the Groundhog Invitational
6. Use the on-line form that appears in your browser to submit your entry
7. Use the "Browse" button on the form to attach your entry file to the entry
8. Click on the "Submit" button to send your entry to the Entry Chairman
9. In a short while, you will receive an e-mail at the address noted that will confirm your entry has been submitted
10. Report any problems entering to the Meet Entry Chairman. Your team will not be penalized or rejected from the meet if you experience technical difficulties.
11. Other entry rules:
 - Current and correct Swimming ID numbers must be supplied with your entry for every swimmer. (Foreign athletes not currently registered with USA Swimming should submit the registration number assigned to them by their country's FINA member organization) Athletes without proper registration will be denied participation in this meet.
 - No times and non-conforming times will be accepted. Non-conforming times will be converted by Hy-Tek Meet Manager and will be seeded with the conforming times accordingly.
 - Your electronic entry file must include all team information regarding your coach's name(s), team address, team phone number and team e-mail address. Those teams that do not include this information will not be accepted into the meet until all of the required information is provided.
 - Note: First-come, first-served is not listed in the meet acceptance criteria below

ACCEPTANCE CRITERIA: If the meet is over-entered, WTSC has sole discretion to determine which entries to accept. In exercising its discretion, WTSC will consider:

- Prior participation in this or other WTSC hosted meets (exclusive of State Championships)
- Teams will not be broken
- Number of officials and volunteers provided by team
- Balance of age groups and gender in entry
- Level of competition
- Geographic location

ONCE ACCEPTED: When your team is accepted into the meet, please perform the following tasks:

1. WTSC will email back to the designated individual an Entry Report for your team. Carefully check this Entry Report and report any errors or variances **by email** as soon as possible (deadline for changes is January 28, 2008).

Keep this original Entry Report sent to you by WTSC along with all subsequent Entry Reports notifying you of changed or updated entries. These are the official record of your team's entry. No other information will be considered if there is an entry error or discrepancy. No refunds or changes will be made to your team's entry due to your failure to review the reports sent to you by WTSC.

2. FAX the following so it will be received by the Entry Chair at the above Fax number on or before 5:00 PM (Indianapolis time) January 28, 2008. Please FAX this information as soon as possible to assist WTSC with meet planning

- Executed release and hold harmless agreement (included in this packet)
- Officials / Volunteer Sheets (included in this packet)

3. Pay your fees

- Optionally, you may pay your fees at the meet prior to your first swimmer starting competition
- Optionally, you may mail your entry fees so they will be received by the Entry Chair at the above address no later than January 30, 2008. Your fee check is the **only** information you need to mail or have delivered to the Entry Chair, and this is not required if your fees are paid at the meet.

FEES: \$1.00 per swimmer surcharge (will be collected by WTSC and paid to IUPUI Natatorium)
\$1.50 per swimmer surcharge (will be collected by WTSC and paid to Indiana Swimming)
\$4.00 per IE
\$8.00 per Deck Entry

- There will be no refund of fees for missed events, no-shows, scratches, disqualifications, or event cancellations.
- WTSC will refund entry fees for heat-limited events (See information on possible limited events)

- Spectators not volunteering will be charged admission.
- Volunteers not working the current session will be charged admission.
- Volunteer Timers and Officials - No Admission Charge - Report to Pool Deck.
- Parking Fees are controlled by IUPUI

**ENTRY
LIMITATIONS:**

Each swimmer is limited to 5 individual events per day. If entered in more than 5 events, the entry will be made by number order of events starting with event #1 until the limit is satisfied.
Events may be limited (see below)

**TIMELINE
MANAGEMENT:**

1. LIMITED EVENTS

- FRIDAY EVENING EVENTS
 - ◇ The Meet Entry Chair will establish cuts for Friday night events to keep the session within a reasonable time line.
 - ◇ Fees will be refunded for any swimmer cut from Friday night events.
 - ◇ No time updates or additional entries to Friday night events will be accepted after the cuts are announced.
 - ◇ If the Friday evening time line permits, the host team may add heats in limited events solely for host team swimmers that do not meet the cut.
 - ◇ Swimmers who are cut from all events on Friday night, do not need to report to the pool.
 - ◇ WTSC acknowledges and reminds participating clubs that scratches occurring after the cuts are published may result in empty lanes. No swimmers other than WTSC swimmers will be added to fill empty lanes. **Again, if you are not listed on the published Friday night Psych Sheet, you need not report to the pool as you will not be swimming.**
 - ◇ Swimmers who missed any cuts due to an entry error that was not reported to WTSC prior to the deadline for changes will not be added to limited events.
- SATURDAY AND SUNDAY EVENTS
 - ◇ WTSC reserves the right to limit select events during all sessions if it is deemed necessary to complete the session(s) within the requirements of Indiana Swimming rules
 - ◇ Fees will be refunded for any swimmer cut from an event due to timeline management.
 - ◇ No time updates or additional entries to any limited events will be accepted after the cuts are announced.
 - ◇ WTSC swimmers will be subject to the same cuts and no WTSC swimmers will be added who did not make the cut.
 - ◇ WTSC acknowledges and reminds participating clubs that scratches occurring after the cuts are published may result in empty lanes. No swimmers will be added to fill empty lanes.
 - ◇ Swimmers who missed any cuts due to an entry error that was not reported to WTSC prior to the deadline for changes will not be added to limited events
- PSYCH SHEETS

- ◇ Psych Sheets for limited events will be emailed to the participating clubs on or before January 28, 2008.
- ◇ Psych Sheets for limited events will also be posted to the WTSC web site at www.wtscswim.org
- **Failure by a coach or parent to determine if a swimmer has been cut is no excuse. Swimmers who have been cut may not swim.**

2. FLY-OVER STARTS

- WTSC reserves the right to employ fly-over starts to control the timeline if it is deemed necessary to complete the session(s) within the requirements of Indiana Swimming rules. If the number of entries requires fly-over starts, team representatives will be notified via e-mail on or before January 28, 2008

3. SESSION START TIMES

- WTSC reserves the right to adjust the start times of warm-ups or competition to be either earlier or later than the times published as dictated by the number of entries received and to coincide with the requirements of Indiana Swimming rules. If start times are to be adjusted, team representatives will be notified via e-mail on or before January 28, 2008

4. EVENT ORDER WITHIN SESSIONS

- WTSC reserves the right to adjust the order of events within a given session to control the timeline it is deemed necessary to complete the session(s) within the requirements of Indiana Swimming rules. If event order is to be adjusted, team representatives will be notified via e-mail on or before January 28, 2008 (Note: events will not be moved between sessions)

SWIMMER ELIGIBILITY:

The swimmer's age as of February 1, 2008 will determine eligibility for age group events. All swimmers must be currently registered with USA Swimming. USA Swimming registration numbers must accompany the entry.

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.

COACH ELIGIBILITY

All coaches on deck must be registered USA Swimming coaches. Coaches **MUST** constantly display their USA Swimming coach's credentials to gain deck access. The meet referee reserves the right to ask the coach to display their credentials or deny deck access if the coach does not comply with the request.

CHANGES, ADDITIONS AND CORRECTIONS:

Coaches should double check their entries before submission. No additions, changes or corrections will be accepted after January 28, 2008. Additions after this date may be accepted as deck entries. These entries may be disallowed if, at the sole discretion of the Meet Director, they will unduly extend the meet.

DECK ENTRIES:

Deck Entries will be accepted only from coaches. They will be accepted only if, at the sole discretion of the Meet Director, they will not unduly extend the meet, and only as new additions. Deck entries will be seeded only if received at least 1 hour before the start of the session. Unseeded deck entries will only be accepted to swim in empty lanes in the slowest heat.

COMMUNICATION: WTSC will communicate only with your club's coaches and / or your club's designated representatives. Parents should not contact the WTSC Meet Entry Chair, Meet Directors or the WTSC Coaching Staff. Please seek any additional information you may need from your coach or team representative. They have additional information available to them that will probably answer your question. If they don't, they can contact WTSC on your behalf to obtain the information you need.

CLERK OF COURSE: **Eight and Under Events -**

Swimmers must report to the Clerk of Course at least 10 minutes before the start of each event. The Clerk will be located adjacent to the Diving Well.

All other age groups –

There will be **no Clerk of Course** for age groups other than eight and under (including multi-age ten and under events). Seeded heat sheets will be posted on deck immediately before the start of each session. It is the swimmer's responsibility to appear at the correct starting platform ready to swim in time for the start of his/her heat.

DISTANCE EVENTS:

Lap counters (the person, not the device) and timers will not be provided by the host club for the 1650 yard events. Swimmers must provide one timer (mandatory) and one lap counter (optional)

CHECK IN/SCRATCH:

There will be no positive sign-in or scratch deadlines for this meet. The meet will be pre-seeded and will be swum as seeded. No shows will not be penalized and those lanes will be empty during competition. Swimmers cut for timeline management WILL NOT be added back into empty lanes.

SCORING & AWARDS:

Ribbons will be awarded for the top 16 places in each individual event. Team high point trophies will be awarded for the top three teams. Ribbons not picked up at the end of the meet will not be mailed. No events will be scored as multi-age events.

FINAL RESULTS:

Within three days following the conclusion of the meet, WTSC will e-mail to the designated Club Contact the following results files: (WTSC will also be glad to e-mail results files to other addresses upon request)

- Hytek Meet Manager Back-up (SwmmBkup.zip)
- Hytek Team Manager results (CL2)
- Text file (Html and / or PDF)

Any team wishing a hard copy of the results should indicate accordingly in the "Special requests" section of the on-line entry form.

FACILITY:

There will be two 25 yard competition pools. Each is 8 lanes with Keifer-McNeil non-turbulent lane markers and a Daktronics electronic timing system. A continuous warm-up facility will be available. Spectator seating will be provided (one side only). Parking is available in the adjacent parking garage at a cost determined by IUPUI.

FACILITY RULES: The following rules will be strictly enforced. **PERSONS VIOLATING THESE RULES WILL BE BARRED FROM THE FACILITY.**

1. No posters, placards, signs or banners may be taped to any painted surface. These items may be taped to any tiled surface. Teams caught violating this rule will be subject to damages payable to the IUPUI Natatorium.
2. No smoking anywhere in facility
3. No flash photography during starts
4. Only swimmers competing in current session, coaches of entered teams, and officials and volunteers working in current session will be allowed on deck. No other persons are allowed on deck at any time
5. No damage or vandalism to property
6. Keep all trash picked up
7. Do not go, or let children go, in unauthorized areas. This means any place other than the lobby, seating area, steps to seating area and pool deck. Elevators and steps going upstairs are off limits.
8. The natatorium may enforce a rule of no food allowed in the spectator seating area. Please inform your parents that this rule maybe instituted.

CONCESSIONS: Natatorium concessions will be available. WTSC does not control the price, selection or service of the University's concession vendor. WTSC makes no profits from these concessions. Additional restaurants may be found in the Food Court of the University Place Hotel two blocks North of the Natatorium on University Avenue. Several "fast food" restaurants are located 6 blocks North of the Natatorium on University Avenue at the intersection of Indiana Avenue and 10th Street.

SPECIAL PARKING ISSUES: Be advised that IUPUI Parking Services has control over the adjacent parking garage. WTSC cannot warrant that gate admissions personnel will be present or that they will be present in sufficient numbers to accept cars into the garage on a timely basis. WTSC will endeavor to keep track of the parking situation and may chose to adjust the session start times as conditions in the garage merit. However, WTSC cannot be held responsible for the consequences of your arriving late. IUPUI sets the parking fees and their cost may range between \$3.00 a day to \$5.00 a day, or higher. WTSC does not control the price, nor do we derive any profits from the parking fees

SCHEDULE: (Also see attached Event List)

	Start Time	Age Groups
Friday General Warm-ups	5:00 PM	All except 8U
Friday General Competition	6:00 PM	All except 8U
Sat. & Sun. AM Warm-ups	7:00 AM	8U, 13-14, 15 & O
Sat. & Sun. AM Competition	8:00 AM	8U, 13-14, 15 & O
Sat. & Sun. PM Warm-ups	Not before 12:00 PM	9-10, 11-12
Sat. & Sun. PM Competition	1 hr. after warm-ups start	9-10, 11-12

FRIDAY PM EVENTS (Limited Entries)

Warm-ups Start 5:00 PM, Competition starts 6:00 PM

GIRLS EVENT #	AGE	DIST	STROKE	BOYS EVENT #
1	15 & Over	400	IM	2
3	13-14	400	IM	4
5	11-12	200	IM	6
7	10 & Under	200	IM	8
9	15 & Over	500	Free	10
11	13-14	500	Free	12
13	11-12	500	Free	14
15	10 & Under	200	Free	16
17*	13 & Over	1650	Free	18*

* Events swum fastest to slowest mixed Girls then Boys heats

SATURDAY AM EVENTS

WARM-UPS START 7:00 AM

MEET STARTS AT 8:00 AM

GIRLS EVENT #	AGE	DIST	STROKE	BOYS EVENT #
19	13-14	200	IM	20
21	15 & Over	200	IM	22
23	8 & U	100	IM	24
25	13-14	100	FLY	26
27	15 & Over	100	FLY	28
29	8 & U	50	FLY	30
31	13-14	200	BREAST	32
33	15 & Over	200	BREAST	34
35	8 & U	25	BREAST	36
37	13-14	100	BACK	38
39	15 & Over	100	BACK	40
41	8 & U	50	BACK	42
43	13-14	100	FREE	44
45	15 & Over	100	FREE	46
47	8 & U	25	FREE	48

SATURDAY PM EVENTS

WARM-UPS START NO EARLIER THAN 12:00 PM

MEET WILL START 1 HOUR AFTER WARM-UPS HAVE STARTED

GIRLS EVENT #	AGE	DIST	STROKE	BOYS EVENT #
49	10 & Under	100	FLY	50
51	11-12	50	FLY	52
53	9-10	50	BREAST	54
55	11-12	100	BREAST	56
57	10 & Under	100	BACK	58
59	11-12	50	BACK	60
61	9-10	50	FREE	62
63	11-12	100	FREE	64

SUNDAY AM EVENTS

WARM-UPS START 7:00 AM

MEET STARTS AT 8:00 AM

GIRLS EVENT #	AGE	DIST	STROKE	BOYS EVENT #
65	13-14	200	FREE	66
67	15 & Over	200	FREE	68
69	8 & U	100	FREE	70
71	13-14	200	FLY	72
73	15 & Over	200	FLY	74
75	8 & U	25	FLY	76
77	13-14	100	BREAST	78
79	15 & Over	100	BREAST	80
81	8 & U	50	BREAST	82
83	13-14	200	BACK	84
85	15 & Over	200	BACK	86
87	8 & U	25	BACK	88
89	13-14	50	FREE	90
91	15 & Over	50	FREE	92
93	8 & U	50	FREE	94

SUNDAY PM EVENTS

WARM-UPS START NO EARLIER THAN 12:00 PM

MEET WILL START 1 HOUR AFTER WARM-UPS HAVE STARTED

GIRLS EVENT #	AGE	DIST	STROKE	BOYS EVENT #
95	11-12	100	FLY	96
97	9-10	50	FLY	98
99	11-12	50	BREAST	100
101	10 & Under	100	BREAST	102
103	11-12	100	BACK	104
105	9-10	50	BACK	106
107	11-12	50	FREE	108
109	9-10	100	FREE	110
111	11-12	200	FREE	112

Hotels and Motels

WTSC has secured a preferred hotel vendor for this meet. Rooms have been blocked at a special rate. The Hampton Inn Hotel Downtown Indianapolis is located in the heart of Indianapolis. This beautiful hotel housed in the historic Chesapeake building is across the street from the Circle Center Mall and is just a short walk from the Indianapolis Convention Center, the RCA Dome, Conseco Fieldhouse and several of Downtown's favorite restaurants. The hotel features 180 well-appointed guestrooms that offer the perfect place to relax when you're traveling for business or for pleasure. A complimentary continental breakfast bar offering over 45 items is available every morning and freshly brewed coffee, cappuccino and hot chocolate are also available daily. The hotel provides valet parking, free local calls, free in-room high-speed Internet access, in-room movies, and more.

Rates are \$108 / night to include continental breakfast. Parking is \$14 / day with in and out privileges.

Hampton Inn Downtown-Indianapolis

105. S. Meridian Street

Indianapolis IN 46225

Phone:317.261.1200

Be sure to ask for the Washington Township Swim room rate

For general hotel information, check out the Indiana Swimming web site at www.inswimming.org or <http://www.inswimming.org/misc/hotels.html>

WASHINGTON TOWNSHIP SWIM CLUB

GROUNDHOG INVITATIONAL - February 1 - February 3, 2008

RELEASE AND HOLD HARMLESS AGREEMENT

CLUB _____ (“CLUB”)

IN CONSIDERATION OF BEING PERMITTED TO PARTICIPATE IN THE SWIM MEET, CLUB, AND ITS SWIMMERS, COACHES, PARENTS, MEMBERS AND VOLUNTEERS HEREBY RELEASE AND FOREVER DISCHARGE WASHINGTON TOWNSHIP SWIM CLUB, USA SWIMMING, INDIANA SWIMMING, INDIANA UNIVERSITY, IUPUI NATATORIUM, 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 OR 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 WASHINGTON TOWNSHIP SWIM CLUB, USA SWIMMING, INDIANA UNIVERSITY, IUPUI NATATORIUM, 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 OR 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 HARMELSS 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 _____

