

CONNECTICUT SWIMMING, INC.

**SURCHARGE POLICY and MEET DIRECTOR'S REPORT
SHORT COURSE and LONG COURSE**

The only financial information that CSI requires from meet sponsors is that necessary to calculate the surcharge. It is often possible to submit this report prior to the meet, and you must submit it within fourteen days of the competition. Distance meets are not subject to a surcharge, but reports should be completed.

The short course meet surcharge is 25% of visiting team individual event entry fees, including scratched events and time trials. The long course surcharge is 15%. No surcharge is collected on relays or home team event entries.

You must submit the Surcharge report and Meet Director's report within 14 days. Up to 10 days late- \$25 withheld; 11-20 days late- \$50 withheld; 21-30 days- \$75 withheld and over 30 days- \$100 withheld from sanction deposit.

Surcharge Report must be completed online at
<http://www.ctswim.org/CTNet/CFPaintForm.aspx?f=21>.
Meet Directors Report must be completed online at
<http://www.ctswim.org/CTNet/CFPaintForm.aspx?f=20>

You will need the information listed below. Surcharge payment may be made by credit card (MC or VISA) or by check made payable to CONNECTICUT SWIMMING and mailed to:

Nan Cooper
851 North Glebe Rd
#1311
Arlington, VA 22203

Sanction Number: _____ Meet Sponsor: _____

Meet Name: _____ Date: _____ Location: _____

Name of Referee: _____

List the duration of each session in hours: _____

When doing the worksheet below, scratched events and time trials are included in the event count.

1. Total home team individual events (# of events multiplied by the entry fee) = \$ _____

2. Total other teams individual events (# of events multiplied by the entry fee) = \$ _____

3. Standard surcharge: .25 for scy and .15 for lcm

4. Total surcharge due (.25 or .15 multiplied by line 2) = \$ _____

No surcharge is collected on any relays or home team individual event entries.