



Connecticut Swimming, Inc.

860-657-1164
office@ctswim.org

SANCTION POLICY and FEE

In granting this sanction it is understood and agreed that USA Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event.

Connecticut Swimming, Inc. imposes a \$150.00 Sanction Fee for each meet accepted. This fee is refundable according to the following schedule. Fifty dollar (\$50) refund if the meet announcement and meet file (.mt6 or .hyv) are received (via email attachment) in the CSI office according to the schedule shown below. If the announcement and meet file are not received in accordance with the schedule, the \$50 is forfeited. If the announcement is typed (or retyped) in the CSI Office or the meet file created, the \$50 is forfeited. The remaining \$100 will be refunded to the sponsoring team upon completion of the following within 14 days of the meet:

1. Submittal to participating clubs the electronic meet results. Paper results are to be mailed to clubs upon request. These results must be in the proper format as outlined on the Results Checklist.
2. Submittal to CSI office the meet database backup file (zipped) via email attachment.
3. Submittal to CSI office of the Meet Director Report Online.
4. Submittal to CSI office of the Meet Surcharge Report Online
5. Payment of surcharge payable to CT Swimming.
6. Submittal to CSI office of the Meet Evaluation Forms.

If a meet is canceled by the host club without the approval of Program Operations more than eight weeks prior to the scheduled date, the club will forfeit \$75 of the Sanction Fee. If a meet is canceled by the host club without the approval of Program Operations less than eight weeks prior to the scheduled date, the club will forfeit the entire \$150 Sanction Fee. **Teams which run meets shall not be eligible for relief from the \$150 Sanction Fee should the teams choose to cancel the meet due to poor subscription.**

The Meet Director Report, Surcharge Report, Meet Evaluation Forms, surcharge payment and meet database are to be received in the Connecticut Swimming Office within fourteen days of the conclusion of the meet. Failure to comply with any of the above requirements within the 14-day time frame will result in the forfeiture of the Sanction Fee to Connecticut Swimming, Inc. Up to 10 days late- \$25 withheld; 11-20 days late- \$50 withheld; 21-30 days- \$75 withheld and over 30 days- \$100 withheld.

The Connecticut Swimming office must receive meet announcements and meet files by **September 9, 2011**. Please send announcements and meet files as email attachments to ctswim.mccurdy@gmail.com. Under no circumstances is a meet announcement to be mailed or posted on a club's web site prior to approval from CSI Program Operations. Thank you.