



*Approved by Program Development January 23, 2013. Effective September 1, 2013. Revised by Board of Directors April 7, 2015.  
Revised by Board of Directors February 27, 2018. Effective commencing with the 2018-2019 SC season.*

In granting a sanction or approval 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 (CSI) imposes a \$300.00 fee for each sanctioned or approved meet accepted.

Exemptions: Sanctioned Distance Meets as defined by CSI; sanctioned 9/U Meets; and sanctioned 8/U meets. In the case of sanctioned 10/U meets, no sanction fee is required when the meet contains 8/U events and 1-6 place finish awards are provided.

This fee is refundable according to the following schedule: \$150 refund if the meet announcement, event file, and session report arrive in the CSI office according to the schedule shown below. If the announcement, event file, and session report (all 3) are not received in accordance with the schedule, the \$150 is forfeited. The remaining \$150 will be refunded to the sponsoring team upon completion of all four of the following within 14 days of the meet. If not received in full, the \$150 is forfeited.

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. Meet database must be reasonably free of errors, such as but not limited to, accurate splits, relay names, USA IDs for athletes, etc.
3. Submittal of the online Meet Director Report.
4. Payment of surcharge payable to CT Swimming.

Nonrefundable Fees: In lieu of surcharge payment, sanction fees are nonrefundable for any meet held in which only the home team participates (intrasquad meets, etc.). Approved meets are subject to the same surcharge policy as are sanctioned meets, except that if there are no entry fees charged the surcharge shall be \$300.

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 \$150 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 \$300 sanction fee. Teams that have been awarded sanctioned or approved meets have an obligation to hold the awarded meet. Failure to hold the meet shall result in forfeiture of the entire sanction fee. Program Operations may refund the sanction fee under extenuating circumstances beyond the host's control, including but not limited to suspension and/or cancellation under the Meet Interruption and Cancellation Policy. A lack of entries shall not be an extenuating circumstance.

Meets held less than three weeks before a CSI Championship meet will have an accelerated timetable to submit results in order for times to be considered for entry into CSI championship meets. Clubs bidding on meets in this time frame will acknowledge and accept this additional responsibility. All other meets, results are due within 14 days of the conclusion of the meet:

Under no circumstances is a meet announcement, event file, or session report to be mailed or posted on a club's web site prior to approval from CSI Program Operations.

**Schedule:**

Thursday, February 14, 2019: Meet Acceptance Form and Sanction Deposit deadline for all meets.

Thursday, February 14, 2019: Meet Announcement, event files, and logo deadline for all meets.

Results sent to participating clubs, meet database, Meet Director's Report, and surcharge payment are due to CSI office.

Email submissions to [Ginger McCurdy](#).

Program Operations reserves the right to remove or deny future sanctions or approvals for unpaid fines, late submissions, and/or unpaid surcharge. Fines may be appealed in writing within 30 days to the CSI Administrative Vice-Chair.