

<u>Name of Meet</u>	<b>CAITLIN LEHMANN MEMORIAL MINI &amp; 11/Over MEET</b> <b>Hosted by Cougar Aquatic Team</b> (Held under the sanction of USA Swimming.)
<u>Meet Sanction #:</u>	<b>NJS120813SC</b> 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.
<u>Host Club:</u>	<b>Cougar Aquatic Team</b>
<u>Date of Meet:</u>	<b>Sunday, December 8<sup>th</sup>, 2013</b>
<u>Location:</u>	<b>Secaucus Swim Center, 2000 Koelle Blvd., Secaucus, NJ 07094</b>
<u>Facility Info:</u>	The Secaucus Swim Center is a 6 lane 25 yard pool, with Colorado Timing. There is gallery seating for all participants and spectators. The depth of the pool at the block end is 7 feet; the depth of the pool at the turn end is 4 feet.
<u>Pool Certification Statement:</u>	The competition course has not been certified in accordance with 104.2.2C(4). Note that this statement is a required meet announcement statement, and refers to the pre-certification of the pool length measurement in regards to National and World Record swims which may occur in the pool. The fact that this pool is not certified in accordance to 104.2.2C(4) does not impact on the validity of the times achieved in this pool. Times swum at this meet will in fact be entered in SWIMS and are eligible for qualifying for any other USA Swimming sanctioned competition.
<u>Audio/Visual Recording Statement:</u>	Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
<u>Internet Address:</u>	Internet location for all meet information: <a href="http://www.besmarttinc.com">www.besmarttinc.com</a>
<u>Meet Director:</u>	<b>Debbie Flint, <a href="mailto:Debflintnj@comcast.net">Debflintnj@comcast.net</a></b>
<u>Meet Referee:</u>	<b>Shawn Feeney, <a href="mailto:shawn.k.feeney@citi.com">shawn.k.feeney@citi.com</a></b>
<u>Meet Safety Marshal:</u>	<b>Judy Montalbano, <a href="mailto:coachjudym@comcast.net">coachjudym@comcast.net</a></b>
<u>Team Contact</u>	<b>Judy Montalbano, <a href="mailto:coachjudym@comcast.net">coachjudym@comcast.net</a></b>
<u>Entry Coordinator:</u>	<b>BE Smartt, Inc., 604 Paxson Avenue, Mercerville, NJ 08619</b> <b>Phone: Ellen 609-558-0988</b> <b>E-Mail: <a href="mailto:entries1@juno.com">entries1@juno.com</a></b> <ul style="list-style-type: none"> <li>• When e-mailing your entries, please put <b>clehmann2013</b> in the subject line.</li> </ul> Best time to call: After 8:00PM and weekends
<u>Entry Deadline:</u>	<ul style="list-style-type: none"> <li>• All entries will be accepted on a first come basis.</li> <li>• Meet Entries will be taken until the meet fills. The host club must stay within the four hour per session rule.</li> <li>• Entry Deadline Date: <b>Saturday, November 23<sup>rd</sup>, 2013</b></li> <li>• Email entries to: <a href="mailto:entries1@juno.com">entries1@juno.com</a></li> <li>• Mail the signed waiver and entry fee check to: <b>BE Smartt, Inc., 604 Paxson Avenue, Mercerville, NJ 08619</b></li> <li>• When e-mailing your entries, please put <b>clehmann2013</b> in the subject line.</li> <li>• It is not necessary to use overnight or express mail to send a hard copy and check which are sent in support of an email entry.</li> </ul>



<u>Meet Format Waiver:</u>	<p>The host club has the right to change the format of the meet with the approval of the sanctioning chairman and either the age group or senior chairman. These changes would be made for a more efficient swim meet for the swimmers and the host club. Reasons for these changes include:</p> <ul style="list-style-type: none"> <li>• To allow more swimmers to swim.</li> <li>• To conform to facility capacity limits or for facility safety concerns.</li> <li>• To condense the meet into smaller time frame.</li> </ul> <p>Some of the changes that can be made: 1) add a session, 2) heat limit distance events, and 3) condense sessions.</p>
<u>Internet Website Posting:</u>	<p><b>Swim Meet Website address: <a href="http://www.besmarttinc.com">www.besmarttinc.com</a></b></p> <p>Pre-Meet Information posted on website.</p> <ul style="list-style-type: none"> <li>• Meet Information will be posted on the website.</li> <li>• Downloadable Hy-Tek Events list (.HYV file) will be posted on the website.</li> <li>• List Teams whose entries have been received.</li> <li>• List Updated meet schedule.</li> <li>• List Warm-up Schedule and Team Warm-up Assignments.</li> <li>• List Timing assignments.</li> </ul> <p>Post-Meet Information posted on website.</p> <ul style="list-style-type: none"> <li>• Downloadable Results (.CL2 file)</li> <li>• Printable meet results</li> </ul>
<u>Meet Requirement Statement:</u>	<p>In order to be eligible for the New Jersey Swimming Zone Championship Team or for NJ Swimming Athlete Reimbursement for sectional and national level meets, NJ Swimming policy stipulates certain participation requirements. As a NJ Swimming sanctioned meet, this meet counts towards those participation requirements.</p>
<u>Coaches Eligibility:</u>	<ul style="list-style-type: none"> <li>• All coaches “on the deck” must be currently registered coach members of USA Swimming.</li> <li>• All coaches must display their current Swimming card at all times.</li> </ul>
<u>Swimmer Eligibility:</u>	<ul style="list-style-type: none"> <li>• All swimmers must be members of USA Swimming to enter and compete in this meet.</li> </ul> <p>Unattached Swimmers.</p> <ul style="list-style-type: none"> <li>• All transfer swimmer(s) must swim unattached for 120 days from their last attached competition. Swimmers must use an UN- (New Team Alpha Code) as their team affiliation. All Unattached swimmers must be listed on the team’s official waiver entry form.</li> </ul> <p>Age Groups that will be offered.</p> <ul style="list-style-type: none"> <li>• There will be 5/6, 7/8, 9/10, 11/12, 13/14, and 15/19 events.</li> <li>• No Time standards will be used.</li> </ul> <p>Individual Entry Limits:</p> <ul style="list-style-type: none"> <li>• New Jersey Swimming only allows swimmers to compete in 3 individual events per day.</li> </ul> <p>Age at Meet:</p> <ul style="list-style-type: none"> <li>• Age for this meet is as of: <b>December 8<sup>th</sup>, 2013</b></li> </ul>
<u>Swimmers Unaccompanied by a USAS Certified Coach</u>	<p>Any swimmer entered in the meet must be certified by a USA Swimming member coach as being proficient in performing a racing start or must start each race from within the water. When unaccompanied by a USA Swimming member coach, it is the responsibility of the swimmer or the swimmer’s legal guardian to ensure compliance with this requirement.</p>
<u>USAS Deck Change Policy Statement:</u>	<p>Except where venue facilities require otherwise, changing into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is prohibited.</p>



<u>Meet Format:</u>	<ul style="list-style-type: none"> <li>• This meet will be run in accordance to current USA Swimming Rules.</li> <li>• This meet will be run as a timed final meet.</li> <li>• This meet will be deck seeded with coaches checking in/scratching all swimmers. When the seeding has been posted, swimmers will report to the blocks.</li> <li>• Many of the events in the 11-over session will combine age-groups for competition. However, these events will be scored and award medals to each of the individual age-groups in the event (11-12, 13-14, 15-19).</li> </ul>
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**MEET SCHEDULE: This is a one day meet consisting of two sessions:**

Sunday, December 8 <sup>th</sup> , 2013	Warm-up Time	Start Time
Session #1 - A.M. Mini Meet Events for 10/Unders	7:00 A.M.	8:05 A.M.
Session #2 - P.M. 11/Over Events	TBA*	TBA*

**Warm-up and start times for Session 2 will be determined and posted when all entries have been received.**

<u>Warm-up Procedures:</u>	<ul style="list-style-type: none"> <li>• Warm-ups will be run under New Jersey Swimming Warm-up and Safety Guidelines. Warm-ups will include general warm-up lanes, sprint lanes, and pace lanes.</li> <li>• All swimmers must enter the pool from the starting end of the pool.</li> <li>• New Jersey Swimming officials will monitor warm-ups.</li> </ul> <p><u>Warm-up Procedures based upon number of entries:</u></p> <ul style="list-style-type: none"> <li>• There will be a one-hour warm-up session with sprint lanes offered in the final 15 minutes of warm-ups.</li> <li>- OR - (based on the number of swimmers/teams in the meet)</li> <li>• The warm-up sessions will be two 30-minute warm-ups divided by teams. There will be designated sprint lanes/pace lanes during the last 10 minutes.</li> <li>• Teams will be notified via email and on the web at <a href="http://www.besmartinc.com">www.besmartinc.com</a> as to which warm-up procedure and schedule will be in force, after all entries are received.</li> </ul>
<u>Entry Times:</u>	<ul style="list-style-type: none"> <li>• New Jersey Swimming does not allow 'NT' or 'No Time' to be used as an entry time.</li> <li>• There will be no qualifying times for this meet.</li> <li>• All entry times must be in short course yards.</li> </ul>
<u>Check-In:</u>	<ul style="list-style-type: none"> <li>• All check-in sheets must be turned into the scoring table 30 minutes before the start of each session. Swimmers that are swimming will have a line through their name. Swimmers that are being scratched will have their names circled with a "SCR" next to the circle. Swimmers scratching a single event will have a line through his/her name and the event number circled with "SCR" next to the circle. Failure to follow this procedure may result in the swimmer(s) being scratched from the session.</li> </ul>
<u>Starts:</u>	<ul style="list-style-type: none"> <li>• The host club will determine if 'Fly-over'/'Over-the-top' starts will be used after a time line has been produced. This information will be posted in the pre-meet information.</li> </ul>
<u>Scoring:</u>	<ul style="list-style-type: none"> <li>• No team scoring</li> </ul>
<u>Awards:</u>	<ul style="list-style-type: none"> <li>• Medals will be awarded for the top 3 swimmers in each individual event and each of the designated age groups (i.e., 5/6, 7/8, 9/10, 11/12, 13/14, 15/19).</li> </ul>
<u>Entry Fees:</u>	<ul style="list-style-type: none"> <li>• Individual event entry fee: \$4.00</li> <li>• Make checks payable to: <b>In Depth Aquatics</b></li> </ul>



<u>Admissions and Programs:</u>	<ul style="list-style-type: none"> <li>• Admission will be \$5.00 per session.</li> <li>• Cost of Program will be \$5.00 for the entire meet.</li> </ul>
<u>Entries:</u>	<ul style="list-style-type: none"> <li>• In accordance with NJS policy, team entries may be submitted by E-mail to: <a href="mailto:entries1@juno.com">entries1@juno.com</a> (When e-mailing your entries, please put <b>clehmann2013</b> in the subject line.)</li> <li>• All entries must be Hy-Tek program entries as an attached file to an e-mail.</li> <li>• The meet entry coordinator will respond to e-mails entries within 48 hours. If you do not receive an e-mail response within 48 hours, assume that your email has not been received. It then becomes the e-mailer's responsibility to make sure that the host club's meet entry coordinator receives the e-mail. If you do not receive an e-mail response, you must contact the entry coordinator by email or phone.</li> <li>• An Entry Summary with a signed NJ Swimming waiver and a check must accompany or follow each entry.</li> <li>• Accuracy of seed times is essential. Incomplete entries will not be accepted.</li> <li>• Deck entries will not be accepted. No phone or faxed entries will be accepted.</li> </ul>
<u>Results:</u>	<ul style="list-style-type: none"> <li>• Results will be sent via email to all teams.</li> <li>• Results can be found at <a href="http://www.besmartinc.com">www.besmartinc.com</a></li> </ul>
<u>Host Club Responsibilities:</u>	<ul style="list-style-type: none"> <li>• The host club will provide a single timer in each lane throughout the meet.</li> <li>• The host club will have stopwatches available for volunteers helping to time.</li> <li>• The host club will e-mail all club entries back to the participating clubs.</li> <li>• The host club will create a warm-up schedule that will be fair and equal to all teams. This warm-up schedule will be e-mailed to all participating clubs and posted on the website: <a href="http://www.besmartinc.com">www.besmartinc.com</a> no later than one week before the meet.</li> <li>• The host club will create timing assignments that are fair and equitable with as many teams participating as possible. These timing assignments will be e-mailed to all participating clubs and posted on the website: <a href="http://www.besmartinc.com">www.besmartinc.com</a> no later than 1 week before the meet.</li> </ul>
<u>Participating Club Responsibilities:</u>	<ul style="list-style-type: none"> <li>• Participating clubs must help with timing assignments. Timing assignments will be e-mailed to participating clubs and posted on the swim meet website: <a href="http://www.besmartinc.com">www.besmartinc.com</a> one week prior to the meet.</li> <li>• Participating club parents must stay off the pool deck except for timing assignments.</li> <li>• Participating clubs should help with officiating whenever possible. List the club contact for club officials on the meet summary.</li> </ul>
<u>Concessions:</u>	A food concession will be available.
<u>Vendor:</u>	A swim vendor will be at the meet.
<u>Directions:</u>	<p>From the NJ Turnpike...</p> <p>Take Exit 16E toward the Lincoln Tunnel/RT-3. Take the NJ3 exit on the left toward Secaucus. Turn right onto Paterson Plank Road. Take the RT-3 W ramp. Turn slight right onto RT-3W. Take the ramp toward Secaucus. Turn right onto Radio Avenue. Turn right onto Huber Street. Take the 2<sup>nd</sup> left onto Koelle Blvd.</p>



**Meet Events -**

*(There are no qualifying times for this meet.)*

**SUNDAY A.M. SESSION #1: 7:00 AM Warm-up; 8:05 AM Start**

- |                            |                               |
|----------------------------|-------------------------------|
| Event 1 Girls 9-10 50 Free | Event 13 Girls 9-10 100 IM    |
| Event 2 Boys 9-10 50 Free  | Event 14 Boys 9-10 100 IM     |
| Event 3 Girls 7-8 50 Free  | Event 15 Girls 9-10 50 Breast |
| Event 4 Boys 7-8 50 Free   | Event 16 Boys 9-10 50 Breast  |
| Event 5 Girls 5-6 25 Free  | Event 17 Girls 7-8 25 Breast  |
| Event 6 Boys 5-6 25 Free   | Event 18 Boys 7-8 25 Breast   |
| Event 7 Girls 9-10 50 Back | Event 19 Girls 9-10 50 Fly    |
| Event 8 Boys 9-10 50 Back  | Event 20 Boys 9-10 50 Fly     |
| Event 9 Girls 7-8 50 Back  | Event 21 Girls 7-8 25 Fly     |
| Event 10 Boys 7-8 50 Back  | Event 22 Boys 7-8 25 Fly      |
| Event 11 Girls 5-6 25 Back | Event 23 Girls 7-8 100 IM     |
| Event 12 Boys 5-6 25 Back  | Event 24 Boys 7-8 100 IM      |

**SUNDAY AFTERNOON SESSION #2: Warm-up and Start Times TBA**

- |                               |                                 |
|-------------------------------|---------------------------------|
| Event 25 Girls 11-12 200 IM   | Event 35 Girls 11-12 50 Breast  |
| Event 25 Girls 13-14 200 IM   | Event 36 Boys 11-12 50 Breast   |
| Event 25 Girls 15-19 200 IM   | Event 37 Girls 13-14 100 Breast |
| Event 26 Boys 11-12 200 IM    | Event 37 Girls 15-19 100 Breast |
| Event 26 Boys 13-14 200 IM    | Event 38 Boys 13-14 100 Breast  |
| Event 26 Boys 15-19 200 IM    | Event 38 Boys 15-19 100 Breast  |
| Event 27 Girls 11-12 100 Free | Event 39 Girls 11-12 100 Fly    |
| Event 27 Girls 13-14 100 Free | Event 39 Girls 13-14 100 Fly    |
| Event 28 Boys 11-12 100 Free  | Event 39 Girls 15-19 100 Fly    |
| Event 28 Boys 13-14 100 Free  | Event 40 Boys 11-12 100 Fly     |
| Event 29 Girls 15-19 200 Free | Event 40 Boys 13-14 100 Fly     |
| Event 30 Boys 15-19 200 Free  | Event 40 Boys 15-19 100 Fly     |
| Event 31 Girls 11-12 100 Back | Event 41 Girls 11-12 50 Free    |
| Event 32 Boys 11-12 100 Back  | Event 41 Girls 13-14 50 Free    |
| Event 33 Girls 13-14 200 Back | Event 41 Girls 15-19 50 Free    |
| Event 33 Girls 15-19 200 Back | Event 42 Boys 11-12 50 Free     |
| Event 34 Boys 13-14 200 Back  | Event 42 Boys 13-14 50 Free     |
| Event 34 Boys 15-19 200 Back  | Event 42 Boys 15-19 50 Free     |



**Caitlin Lehmann Memorial Mini & 11/Over Meet**

**December 8<sup>th</sup>, 2013**

**ENTRY SUMMARY**

**TEAM:** \_\_\_\_\_ **USA-S CLUB CODE:** \_\_\_\_\_

**NAME (S) OF COACH (ES):** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CLUB MAILING ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ENTRY CONTACT PERSON:** \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ E-Mail \_\_\_\_\_

**TIMERS/OFFICIALS CONTACT PERSON:** \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_ E-Mail \_\_\_\_\_

**ENTRY FEE SUMMARY:**

Number of Individual Entries: \_\_\_\_\_ X \$4.00 = \_\_\_\_\_

**Please make checks payable to: In Depth Aquatics**

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**WAIVER**

In consideration of the acceptance of this entry, I/we hereby for myself/ourselves, my/our heirs, administrators and assignors, waive and release any and all claims against USA SWIMMING, NJ Swimming, In-depth Aquatics, Secaucus Community Center, BE SMARTT, Inc, and their staffs for any injuries and/or expenses incurred by me/us at the swim meet, or while on the road to and from the meet. I/we am/are USA SWIMMING registered athlete(s) and eligible to compete in all of the events I/we have entered.

**Signature:** \_\_\_\_\_  
(Club Official, Coach, and/or Parent or Guardian)

**Date:** \_\_\_\_\_

# New Jersey Swimming Inc.

*Meet Verification Form*

Club Name \_\_\_\_\_ Club Code \_\_\_\_\_

Coach's Name \_\_\_\_\_ Phone # \_\_\_\_\_

E-mail Address \_\_\_\_\_

Postal Address \_\_\_\_\_



**NEW JERSEY  
SWIMMING**

I hereby certify that all entered swimmers and coaches listed on the entry the Entry Summary form for the **2013 Caitlin Lehmann Memorial Meet** to be held on December 8<sup>th</sup>, 2013 are registered members of United States Swimming. All United States Swimming numbers are correctly listed and, unless otherwise noted, are not required to swim unattached (UN) due to the 120-day transfer. Also I acknowledge that deck access is limited to coaches and/or officials working the meet and displaying their credentials.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Signature cannot be photocopied)

Article 302.4 of the USA Swimming Rules and regulations.

**FALSE REGISTRATION:** An LSC may impose a fine of up to **\$100 per event** against a member coach or a member club's representative signing a document which indicates a swimmer is registered with United States Swimming for a meet when that swimmer is not properly registered or eligible to compete for that club. This will be enforced by the LSC and the LSC will be entitled to the fines imposed.

Unattached Swimmer \_\_\_\_\_, Unattached Swimmer \_\_\_\_\_

Unattached Swimmer \_\_\_\_\_, Unattached Swimmer \_\_\_\_\_

Unattached Swimmer \_\_\_\_\_, Unattached Swimmer \_\_\_\_\_