

## SECTION 5

### CONDUCT OF MEETS

#### A. Rules

1. Meets shall be conducted under current rules and regulations of USA Swimming and Pacific Swimming. The sanction application and meet announcement shall be submitted by the deadlines outlined in the Pacific Swimming Policies and Procedures.
2. At each sanctioned competition, every warm-up session shall be supervised and controlled using the warm-up procedures adopted by Pacific Swimming. A complete copy of the Pacific Swimming warm-up procedures shall be provided with each sanction and shall be posted at the Clerk of Course during the meet.
3. Except for coaches accompanying athletes participating under the provisions of USA Swimming's "open border" policy, all persons acting in any coaching or officiating capacity shall show proof of valid USA Swimming membership in accordance with Pacific Swimming Policies and Procedures.
4. All animals except service animals are prohibited from all areas of the competition venue.
5. In Preliminaries and Finals meets, the finals may not begin less than one hour after the completion of the last preliminary heat that day.
6. No athlete will be eligible to participate in a Pacific Swimming-sponsored swim meet if the athlete or the athlete's family is indebted to Pacific Swimming. Resolution of the indebtedness subsequent to selection or entry in a Pacific Swimming-sponsored swim meet may not make the athlete eligible for participation. An athlete will not be eligible for further participation as long as the indebtedness remains unresolved.
7. Timing systems to be provided by meet hosts of all meets sanctioned by Pacific Swimming shall conform to USA Swimming Timing Rules Article 102.24. Minimum timing system requirements are described in USA Swimming Policies and Procedures.
8. Any meet having qualifying time standards not in accordance with those published by Pacific Swimming shall be approved by the Board of Directors prior to being sanctioned.

#### B. Meet Operations

1. Entries
  - a. Competitors shall be current athlete members of USA Swimming. The meet host shall check all athlete registrations against the USA Swimming SWIMS database.
  - b. At all sanctioned meets that include time trials, only athletes that are entered in an individual event in the meet are eligible to enter time trials.
  - c. Once the meet or a meet session has met an imposed capacity and has closed, all further meet entries and payments shall be returned per Pacific Swimming Policies and Procedures.
    - (1) The host club shall accept entries in the order they are received. Athletes from the host club shall not be given preference or exception.
    - (2) Failure of the host club to notify, in the prescribed manner, the athletes that their entries are not being accepted, shall result in a complaint filed with the Pacific Swimming Administrative Review Board. A host club not attempting to notify non-accepted entrants may be barred by the Board of Directors from hosting meets the following year.

## 2. Check-In

- a. No event shall be closed more than thirty (30) minutes before the scheduled start of the session. Close of check-in for remaining events shall be no more than sixty (60) minutes before the estimated time of the start of the first heat of the event. Zone Board of Directors may modify this rule for Zone meets in order to facilitate the check-in process. Any such modification must be posted in a location clearly visible to the coaches and athletes.

## 3. Scratch-Down Procedures

- a. Mandatory Scratch-down – If conditions warrant, the referee, with the concurrence of the meet director, may require athletes to scratch an event or events in order to regulate and control the length of time for competition in a sanctioned meet.
  - (1) Meet announcements shall include the following statement “If local conditions warrant it, the meet referee, with the concurrence of the meet director, may require a mandatory scratch down, subject to the provisions of Pacific Swimming Rules and Regulations.”
  - (2) The mandatory scratch procedure shall be applicable to timed final events only.
  - (3) To the maximum extent possible, the mandatory scratch requirement shall be applied uniformly to all age groups and all athletes.
  - (4) The entry fee for each event scratched pursuant to the mandatory scratch procedure shall be refunded in full to athletes in cash prior to the close of the meet.

## 4. No-Show Penalties

- a. Age Group Meet: Refer to Pacific Swimming Rules and Regulations Section 6.
- b. Senior Meet: Refer to Pacific Swimming Rules and Regulations Section 7.

## C. Meet Results

1. Meet results shall be submitted to Pacific Swimming no later than 48 hours after the completion of the meet, in the manner and format prescribed in Pacific Swimming Policies and Procedures.
2. Failure to provide meet results as required shall be grounds for denying future sanctions.

## D. Financial Reports, Meet Summary Reports and Fees

1. Financial Reports, Meet Summary Reports and Fees must be submitted to Pacific Swimming in accordance with the Policies & Procedures. Failure to provide the required reports will result in fines that are outlined in Pacific Swimming’s Policy and Procedures.