

## SECTION III

### FEES

#### A. Membership

1. The Pacific Swimming fee to be added to the USA Swimming fees, as provided for in Article 3 of the Pacific Swimming Bylaws shall be established by the Pacific Swimming Board of Directors and shall be approved by the House of Delegates.

#### B. Meet Fees

1. Sanction Fees
  - a. \$35.00 for one-day meets (including dual, tri and quad meets);
  - b. \$75.00 for two or three day sanctioned competitions; and
  - c. \$105.00 for sanctioned competitions lasting four days or longer.
2. Meet Processing Fee for an Approved Meet
  - a. \$35.00 for one-day meets (including dual, tri and quad meets);
  - b. \$75.00 for two or three day approved competitions; and
  - c. \$105.00 for approved competitions lasting four days or longer.
3. Meet Processing Fee for Time Trials
  - a. \$50.00 for Time Trials. No additional fees are due.
  - b. There shall be no fee for time trials conducted between sessions of a Senior Preliminaries and Finals meet.

#### C. Entry Fees

1. Entry Fees for the different categories of meets are outlined in Section 2.B of the Pacific Swimming Rules and Regulations. Any change to entry fees shall be approved by the Board of Directors and the House of Delegates. Exceptions for entry fees:
  - a. The event entry fee for a Zone Championship meet may be lower than that listed in Pacific Swimming Rules and Regulations 2.B with the following provision:
    - (1) The Zone shall pay the fees due to Pacific Swimming as listed in the Rules and Regulations.
2. League Entry Fees
  - a. All meets sanctioned by Pacific Swimming that do not fit any of the standard fee categories prescribed in Pacific Swimming Rules and Regulations, shall submit to Pacific Swimming, by the prescribed deadline, a flat percentage of the total fees charged by the host according the following chart:

Length of Meet:	1 day	2 days	3 days	4 or more days
Percentage of fees owed:	20%	25%	25%	30%

- b. See Appendix A.5. for League Administrative Policies.

## D. Meet Reporting Requirements

### 1. Pre-Meet Requirements

Registration verification file must be submitted to the Pacific Swimming Membership Manager no later than 5 days before the competition. If a registration check does not occur, athletes who participated while not in good standing will not have their times recorded. The host club shall not be eligible to bid on/be awarded further meets for a period of one year.

### 2. Post Meet Requirements

Post meet report completed by the Meet Referee shall be submitted to the Pacific Swimming Time Verification Manager, and the LSC Officials Chair. Once received, meet results will be loaded into SWIMS and posted on the Pacific Swimming Website.

### 3. Meet Financials:

#### a. Zone and LSC Meets

The Meet Summary report must be emailed to [msr@pacswim.org](mailto:msr@pacswim.org) no later than 48 hours after the conclusion of the meet. An electronic invoice will be generated and emailed to the meet director no later than the end of business on the Friday following the meet. Payment is due upon receipt of the invoice. A 10% late fee will be assessed if payment is not received within 15 days of the conclusion of the meet.

#### b. Sanction Fee Only Meets (Entry fees and splash fees Shall not be allowed)

Pacific Swimming shall generate an electronic invoice for the sanction fee and email it to **the** meet director within 3 days. Payment is due upon receipt of the invoice. A 10% late fee will be assessed if payment is not received 5 days before the start of the meet.

#### c. Flat Fee Meet

Athletes are charged one fee to enter the meet. Host Club determines the fee charged to the athletes. The percentage amounts due to Pacific Swimming are outlined in Section III C. The Meet Summary report must be emailed to [msr@pacswim.org](mailto:msr@pacswim.org) no later than 48 hours after the conclusion of the meet. An electronic invoice will be generated and emailed to the meet director no later than the end of business on the Friday following the meet. Payment is due upon receipt of the invoice. A 10% late fee will be assessed if payment is not received within 15 days of the conclusion of the meet.

#### d. MEFAP Entries (MEFAP – Meet Entry Financial Assistance Program for Outreach Members)

Pacific Swimming's Meet Management shall provide a summary of any MEFAP entries to the host team prior the meet. The electronic invoice will reflect a reduction in the amount due to Pacific Swimming due to MEFAP Entries.

Footnote: For additional explanation of meet types refer to Pacific Swimming's website.

## **E. Co-Pays**

1. The co-pay for Pacific Swimming All-Star meets shall be 50% unless otherwise specified by the Board of Directors.
  - a. The treasurer shall issue a refund to athletes attending All-Star meets , if the actual co-pay amount is less than the original co-pay amount paid with the athlete's application by \$50 or more.

## **F. Meet Entry Fee Assistance Program (MEFAP)**

1. The Meet Entry Fee Assistance Program (MEFAP) shall assist athletes with the costs of entering swim meets. Eligibility and program guidelines are as follows:
  - a. Athletes shall be a registered outreach athlete or have a family-proven hardship, verified by a coach.
  - b. The athlete or representative shall pay a participation fee with entry request. The participation fee is \$8 for short course and \$14 for long course meets.
  - c. Pacific Swimming shall be responsible for the athlete's entry fees.
    - (1) Meet Management shall send a recap of MEFAP entries to the host club prior to the meet.
    - (2) For each MEFAP entry , the host portion of the entry and participation fees shall be deducted from the amount due to Pacific Swimming .
  - d. Athletes may submit up to two (2) MEFAP requests per month.
  - e. Checks returned from the bank marked as "not sufficient funds" shall be cleared by Pacific Swimming Staff prior to additional applications being accepted. Service fees shall be added to the original value of the check.

## **G. Job Postings**

The fee for a job posting on the website for non-Pacific Swimming members shall be established by the Board of Directors.

## **H. Financial Fees**

1. The minimum service charge for checks returned to Pacific Swimming shall be \$25 plus any bank charges. The second offense for a returned check within one year shall be referred to the Pacific Swimming Administrative Review Board.
2. The minimum service charge for a stopped check or to reissue lost or stale dated checks not cashed shall be \$25. No fee shall be charged to reissue checks sent to an address other than the one listed on the request form.
3. The Late Payment Fee for clubs who have "A" Medal or Equipment Rental invoices still unpaid after 45 days shall be \$25.00. Pacific Swimming shall, at their discretion, discontinue extension of credit for A Medals or Equipment Rental to clubs with an outstanding balance in excess of 60 days.