

A MESSAGE FROM THE REGISTRARS

Registering Athletes for Swim Meets is a time consuming process that requires 100% accuracy.

To ensure that your entry is processed accurately we ask that you assist us by;

- Placing each meet entry in a separate envelopes/ zip lock bag with the correct entry fee for each meet included. Especially important where a number of meets have the same closing date.
- Please do not combine payment for more than one meet as this creates accounting problems when the club submits its entry to the meet hosts.
- When paying by cash, please ensure that the correct cash amount for the total meet entry is enclosed. There will be no return of excess entry fees.

Due to security problems at the club-room, Arena Swim Club no-longer carries or holds change. The club will accept any overpayment as a donation toward club functions.

- When using paper or card envelopes to submit entries please seal them tightly to stop coins fall through the small gaps at the top of the envelope – adhesive tape is great for sealing these gaps.
- Entries for meets not targeted by our club and that do not appear on our swim meet list – **TO BE HANDED TO THE REGISTRAR IN PERSON AT LEAST 7 DAYS PRIOR TO THE PUBLISHED CLOSING DATE**
- Arena Swim Club Friday Night Race Sessions - A \$2.00 entry fee applies for each event entered. For most athletes, the total fee for the evenings meet will be \$4.00.

When it comes to completing your entry card;

- A guide to help you fill out all of fields of the meet entry card is located on the Arena Swim Club notice board in the glass cabinet next to the Lady's Change Rooms. Please read and follow the instructions carefully.
- Please read the information provided in the calendar including information found in the SWA Almanac, for all meets.
- Swimmers do not have to nominate or pay for relay entries.

Relay Swimmers are selected electronically using Meet Manager software, based on fastest recorded times and then vetted by the Coaching staff. Team selection is subject to change.

Important Points – Qualifying times

If no qualifying time appears next to the event, please don't assume that that State Qualifying times don't apply – check the information at the beginning of the program.

Where an event is separated into divisions, the oldest age qualifying time applies to all swimmers in that division. (Ie: 11 year old swimmers need to have achieved the 12 year old qualifying time to enter.)