



ASA North West Region

2014 Regional (Winter) Championships Conditions

1. Introduction

- 1.1 The ASANWR Winter Regional Championships (hereafter 'the Championships') shall be competed for annually on dates decided by the ASANWR Swimming Management Group and confirmed by the ASANWR Management Board (hereafter the 'Board') and in accordance with the Rules of the ASANWR, ASA Laws and ASA Technical Rules.
- 1.2 The organisation of the Championships shall be managed by the ASANWR Swimming Management Group with powers delegated to a Competition Manager.
- 1.3 The entry fees will be set annually by the ASANWR Swimming Management Group and confirmed by the Board.
- 1.4 Coaches requiring access to the poolside must be in possession of a Pass issued by the ASANWR.

The fee is £8.00 per pass.

It is mandatory that all Coaches comply with the relevant ASA Child Protection Procedures and have an up to date CRB certificate. (See also section 13 below.)

- 1.5 Any question or dispute arising from these conditions or disputes related to a matter not covered in these conditions shall be determined by the Competition Manager and may be referred to the ASANWR Swimming Management Group at a later date.
- 1.6 ASANWR encourage disability swimmers to compete in these championships subject to their satisfying the conditions set out sections 3 and 4 below.

2. 2014 Winter Regional Championships

- 2.1 The Championships will be held at the **Liverpool Aquatics Centre** on Saturday 6th and Sunday 7th of December 2014.
- 2.2 **The closing date for entries will be Monday 10th November 2014.**
- 2.3 Entries (for both individual entries and for teams) must be returned no later than this date accompanied by the appropriate fee.
- 2.4 Age on the day for both individual and team events will be as of midnight on 7th of December 2014.

2.5 See section 7 for details of entry fees and the method of submitting entries.

3. Eligibility for entry

Individuals

- 3.1 The Championships shall be open to eligible swimmers, as defined by the ASA, who are members of clubs affiliated to the ASA North West Region and who either:
- Were born in the Region, or
 - Reside in the Region.

ASANWR may grant exemption from the residential qualification in individual cases. This will depend upon individual circumstances. Applications for dispensation shall be in writing and shall reach the Competition Manager no later than the event closing date (**Monday 10th November 2014**).

- 3.2 No individual may compete in the Championships if he/she has competed in the equivalent Championships of another Region in the same calendar year.
- 3.3 A swimmer must be a member of the club in whose name he is entered, and registered as such with the ASA at the closing date for entries.
- 3.4 Individual championship events for each sex will comprise Senior (17years/over) and Junior (16 years/under) awards.

Teams

- 3.5 Team Championships shall be open to all clubs affiliated to the ASANWR.
- 3.6 All teams shall consist of four members
- 3.7 A swimmer entered in the name of one club in the individual events may not compete in the name of another club in the teams events.
- 3.8 Clubs may enter one or more teams, but members shall swim for one team only.

4. Disability competitors

- 4.1 The general conditions for the ASANWR Championships shall apply to disability competitors except where varied by any of the following conditions.
- 4.2 In general swimmers (men and women) with the indicated classifications will be accepted for the following events but see section 12 below for details of events and classifications:
- Freestyle 50m, 100m (S1 to S14); 200m (S1 to S5 and S14); 400m (S6 to S14)
 - Backstroke 50m (S1 to S5), 100m (S6 to S14)
 - Butterfly 50m (S1 to S7), 100m (S8 to S14)
 - Breaststroke 50m (SB1 to SB3), 100m (SB4 to SB9 and SB11 to SB14)
 - Individual Medley 200m (SM5 to SM14)

- 4.3 Swimmers must indicate their disability classification OR provide a valid Certificate of Disability issued by the ASA at the time of entry.
- 4.4 Qualifying times for disability competitors:
- With a disability classification are shown in section 12.
 - With the Certificate of Disability are the times shown in section 11.
- 4.5 Personal Care Attendants/Coaches:
- Personal care attendants will only be permitted for swimmers in the following classes: S1, S2, S3, S4 and S11.
 - A swimmer in any of these classes may have both a coach and a personal care attendant present. No charge will be applied for personal care attendant poolside passes (see section 13).
 - All coaches, chaperones and personal care attendants must conform with the ASA child protection procedures.
- 4.6 Competition format:
- The competition format will be based on disability inclusion within the able bodied programme.
 - All swimmers will be seeded in the heats according to their entry times.
 - Disability competitors will be included within the results for their age group.
 - There will be no separate disability awards.
- 4.7 ASANWR will endeavour to provide an official who holds either an IPC qualification, or an ASA Disability Official to act as the Disability Competition Liaison in each of the sessions where disability athletes are entered.

5. The Events

- 5.1 Individual events for both men and women:
- Freestyle: 50m, 100m, 200m, 400m,
800m for Women only, 1500m for Men only
 - Backstroke: 50m, 100m, 200m
 - Butterfly: 50m, 100m, 200m
 - Breaststroke: 50m, 100m, 200m
 - Individual Medley: 200m, 400m.
- 5.2 The 50m, 100m, 200m and 400m events shall have heats and finals. The 800m and 1500m events shall be swum as HDW (Heat Declared Winner) events.
- 5.3 Team events for both men and women shall be swum as HDW:
- 4x100m Freestyle team
 - 4x100m Medley team
 - 4x200m Freestyle team

6. Awards

- 6.1 The first, second and third placed swimmers/teams shall be awarded medals for each Senior, Junior and Team Championship.

- 6.2 The winner of each Championship shall be entitled to hold the trophy where one has been provided.
- 6.3 The trophy holder (individual or club) shall comply with the regulations governing the holding of trophies. The trophy holder shall give a receipt for it and an undertaking that reasonable care will be taken of it and that it will be returned, suitably engraved when and as required.
- 6.4 There will be a trophy for the overall Best Club based upon the points accrued in all individual events.

7. Submission of entries

- 7.1 Entries MUST be made using Sportsystems Entry Manager. The necessary Sportsystems entry file set can be downloaded from the swimnorthwest website. The filename will be '**2014 Winter Championships entry file**'. However, it should be noted that this procedure cannot be used for disability swimmers and their entries will have to be made by email or by post.
- 7.2 A swimmer's entry time must be downloaded into Sportsystems Entry Manager from the British Swimming Rankings and have been achieved since **November 10th 2013**. If an entry time cannot be verified against the British Swimming Rankings the entry will be rejected and the entry fee will not be refunded.
- 7.3 Entry fees for each event shall be:
- Individual entries: £5.75
 - Team entries: £12.00
 - Additional entries may be accepted at the discretion of the Championship Manager after the closing date. The Entry Fee for such entries shall be £10.00 per event for individuals and £20 for teams.
 - Any entries that do not use Sportsystems Entry Manager other than for disability competitors will be charged as Additional Entries.
- 7.4 **Clubs are invited to submit entry times via the Sportsystems '2014 Winter Championships entry file'. Teams without a time will be seeded in the slowest heat.** A team entry form (see section 14 below) should be submitted (for checking purposes) – this can be sent via email or through the post.
- 7.5 Entries, accompanied by the appropriate entry fee must be received by the closing date - Monday 10th November 2014.
- 7.6 Cheques should be made payable to: **ASA North West Region** and sent to:

K J Chisholm
33 Rannerdale Drive
Whitehaven
CA28 6LA

Tel: 01946-694019
e-mail: keithchisholm@gmail.com

7.7 Entry fees can also be paid by arranging a BACS transfer; details will be provided on request. **Evidence of the electronic transfer will be required to aid the reconciliation of payments.**

7.8 Qualifying times will be applied to all individual events. There are no qualifying times for any team events.

7.9 Entry times must be:

- 25m times, or
- 50m times converted to 25m times.

All converted times must use the ASA Equivalent Performance Tables (use of the ASA Tables section on www.pullbuoy.co.uk/times/ or the swim time converter on the Sportsystems website www.sportsys.co.uk is permissible).

Where times are converted the second decimal place can be disregarded and entry times should be shown to one decimal place.

7.10 Entry times must be equal to or less than the qualifying time i.e. the second decimal place can be disregarded.

7.11 **Qualifying times must have been achieved at a Level 1, 2 or 3 Licensed Meet between November 10th 2013 and November 10th 2014.**

7.12 The competitor's club shall be responsible for:

- 7.12.1 Checking and validating the entry times and fees payable.
- 7.12.2 Returning the entry files electronically to the Championship Manager.
- 7.12.3 Sending a cheque or arranging a BACS transfer to cover individual and team entries, and poolside passes.

7.13 Entries will be checked against the British Swimming Rankings.

THERE WILL BE NO REFUNDS FOR INCORRECT ENTRIES.

7.14 The Championship Manager reserves the right to correct any time conversion calculations that are found to be incorrect in order that competitors are seeded correctly.

7.15 The Championship Manager reserves the right to restrict entries in the interests of safety, time constraints and to ensure the smooth running of the competition. Where this rule is invoked the swimmers with the fastest submitted times shall take precedence. Events chosen for restriction will be at the discretion of the Championship Manager.

7.16 Submitted entry times shall be used for seeding and rejection purposes as required.

7.17 Refunds will only be given:

- 7.17.1 Where entrants are denied entry because paragraph 7.15 above has been invoked.
- 7.17.2 Where a competitor has to withdraw on medical grounds subject to an

appropriate medical certificate being received by the Championship Manager.

- 7.18 Once an entry has been submitted improved times will not be accepted.
- 7.19 It is permissible for split times to be used for entries providing that the split time is less than or equal to the appropriate qualifying time. Evidence of the achievement of this split time must accompany the entry as this will not be available from British Swimming Rankings.
- 7.20 Entries from any swimmer who has an outstanding fine from a previous ASANWR competition will not be accepted until the fine(s) have been paid (see also paragraphs 9.3 and 9.12 below).

8. Confirmation of entry

- 8.1 Draft programmes will be posted onto the ASANWR website as soon as possible after the closing date for the competition. These should be used to cross check the accuracy of swimmer entries and to allow any necessary corrections to be made. The final gala programmes will be produced as a result of any corrections that are received.
- 8.2 Clubs will be informed of the reasons for any rejected entries.

9. Meet procedures

Heats

- 9.1 A withdrawal system will be in operation. Competitors or their representatives must inform the organisers at least one hour before the start of the session if they do not intend to swim. Notification may be by email, telephone or text – details will be advised to all competing clubs - or by completing the form shown in section 17 below. There will be no refund of entry fees for such withdrawals unless the withdrawal is for medical reasons in which case an appropriate certificate must be provided.
- 9.2 Any swimmer who has previously withdrawn can be reinstated before the appropriate closing deadline without penalty.
- 9.3 Fines:
- 9.3.1 A fine of £20 may be levied in respect of each competitor/team who fails to withdraw and then does not swim (except in the case of genuine illness or of a proven emergency).
- 9.3.2 Each 'no show' will be subject to a separate fine of £20.
- 9.3.3 Fines will be levied on the club which enters a competitor unless the Championship Manager has been advised of any change to the membership status of the competitor.
- 9.3.4 The individual(s) concerned shall not be eligible to swim in any future ASANWR event until the fine has been paid.

- 9.4 Heat Start Lists will be made available to clubs as soon as possible after the commencement of the warm-up of each session.
- 9.5 For events that culminate in a final the last three heats shall be cyclically seeded. All heats for HDW events shall be spearheaded.
- 9.6 Competitors are responsible for reporting to the Competitor's Stewards one event prior to the one in which they are competing. This applies to both heats and finals.

Finals

- 9.7 For the Senior and Junior Championship finals, the maximum number of places practicable (up to 8) shall be allocated. Two reserves will be declared for finals where possible.
- 9.8 Lanes for finals shall be allocated on the spearhead principle.
- 9.9 The names of finalists and two reserves shall be announced as soon as practicable after the completion of each event.
- 9.10 **Finalists who do not intend to swim must withdraw** by completing the relevant form (see section 15 below) no later than 15 minutes after the end of the Heats session.
- 9.11 **ALL FINALISTS AND RESERVES MUST REPORT TO THE COMPETITORS STEWARDS FOR THE FINAL UNLESS THEY HAVE WITHDRAWN.**
- 9.12 Fines:
- 9.12.1 Any withdrawals that are later than 15 minutes after the end of the Heats session may incur a £20 fine (except in the case of genuine illness or of an emergency).
- 9.12.2 **ANY FINALIST OR RESERVE** who fails to withdraw and then does not report to the Competitors Stewards at the marshalling area (except in the case of genuine illness or of a proven emergency) may incur a £20 fine.
- 9.12.3 Each 'no show' may be subject to a separate fine of £20.
- 9.12.4 Fines will be levied on the club which enters a competitor unless the Championship Manager has been advised of any change to the membership status of the competitor.
- 9.12.5 The individual(s) concerned shall not be eligible to swim in any future ASANWR event until the fine has been paid.
- 9.13 Where a reserve is brought in as a result of a declared withdrawal then the final shall be re-seeded. Where a reserve is brought in at short notice the reserve shall occupy the vacant lane and there shall be no changes made to the allocation of other lanes.

Teams

- 9.14 Each competing club shall declare their intention to swim by submitting to the

recorders a list of the names of its swimmers in swim order (see section 16 below) **no later than one hour prior to the warm up for the session in which the event shall be swum.** If a team sheet is not received by this time then the team concerned may be withdrawn from the event.

- 9.15 If the individuals or swim order is changed after the declaration form has been submitted, another declaration form must be submitted before the event is swum.
- 9.16 In the event of a race being recalled following a faulty start, the order of swimming may be changed so that another member of the same team swims the first leg. Substitutions may only be made in the case of an emergency. The referee must be informed of any changes.
- 9.17 A team shall be disqualified if they do not swim in the declared order.

Other

- 9.18 Any swimmer who withdraws from a heat or from a final of any event on medical grounds will not be allowed to compete again on the same day. However, they may compete on subsequent days, if any, of the championships. If they do not comply with this requirement they may be fined £20 for each event in which they compete.
- 9.19 A swimmer/team failing to comply with any of the foregoing conditions shall not be allowed to compete in the Championships.
- 9.20 Wherever possible there will be at least a 1 hour break after the end of the morning session and before the commencement of the warm up for the finals.
- 9.21 If any session is programmed to last more than 3 hours a break may be inserted at an appropriate point in order to give the technical officials an opportunity for a short rest and to leave the poolside.

10. Competition Programme

<p>Session 1 Date – Saturday 6/12/2014 Time – 8.00am warm up for 8.45am start</p>	<p>Session 3 Date – Saturday 6/12/2014 Time – Warm up will be for 45 minutes starting approximately 1 hour after the end of Event 214</p>
<p>EVENT 101 Womens Open 800m freestyle EVENT 102 Mens Open 400m IM</p>	<p>EVENT 301 Mens 4x100m medley team EVENT 302 Womens 4x100m medley team</p>
<p>Session 2 Date – Saturday 6/12/2014 Time – Warm up will be for 45 minutes starting immediately after the end of Event 102</p>	<p>EVENT 303 Final of Senior Mens 400m IM EVENT 304 Final of Junior Mens 400m IM EVENT 305 Final of Senior Womens 200m freestyle EVENT 306 Final of Junior Womens 200m freestyle EVENT 307 Final of Senior Mens 100m backstroke EVENT 308 Final of Junior Mens 100m backstroke EVENT 309 Final of Senior Womens 200m IM EVENT 310 Final of Junior Womens 200m IM EVENT 311 Final of Senior Mens 50m breaststroke EVENT 312 Final of Junior Mens 50m breaststroke EVENT 313 Final of Senior Womens 50m backstroke EVENT 314 Final of Junior Womens 50m backstroke EVENT 315 Final of Senior Mens 200m butterfly EVENT 316 Final of Junior Mens 200m butterfly EVENT 317 Final of Senior Womens 100m breaststroke EVENT 318 Final of Junior Womens 100m breaststroke EVENT 319 Final of Senior Mens 100m freestyle EVENT 320 Final of Junior Mens 100m freestyle EVENT 321 Final of Senior Womens 100m butterfly EVENT 322 Final of Junior Womens 100m butterfly EVENT 323 Final of Senior Mens 400m freestyle EVENT 324 Final of Junior Mens 400m freestyle EVENT 325 Final of Senior Womens 50m freestyle EVENT 326 Final of Junior Womens 50m freestyle EVENT 327 Final of Senior Mens 50m butterfly EVENT 328 Final of Junior Mens 50m butterfly EVENT 329 Final of Senior Womens 200m backstroke EVENT 330 Final of Junior Womens 200m backstroke EVENT 331 Final of Senior Mens 200m breaststroke EVENT 332 Final of Junior Mens 200m breaststroke</p> <p>EVENT 333 Womens 4x100m freestyle team</p>
<p>EVENT 201 Womens Open 200m freestyle EVENT 202 Mens Open 100m backstroke EVENT 203 Womens Open 200m IM EVENT 204 Mens Open 50m breaststroke EVENT 205 Womens Open 50m backstroke EVENT 206 Mens Open 200m butterfly EVENT 207 Womens Open 100m breaststroke EVENT 208 Mens Open 100m freestyle EVENT 209 Womens Open 100m butterfly EVENT 210 Mens Open 400m freestyle EVENT 211 Womens Open 50m freestyle EVENT 212 Mens Open 50m butterfly EVENT 213 Womens Open 200m backstroke EVENT 214 Mens Open 200m breaststroke</p>	

<p>Session 4 Date – Sunday 7/12/2014 Time – 8.00am warm up for 8.45am start</p>	<p>Session 6 Date – Sunday 7/12/2014 Time – Warm up will be for 45 minutes starting approximately 1 hour after the end of Event 514</p>
<p>EVENT 401 Mens Open 1500m freestyle EVENT 402 Womens Open 400m IM</p>	<p>EVENT 601 Womens 4x200m freestyle team EVENT 602 Mens 4x200m freestyle team</p>
<p>Session 5 Date – Sunday 7/12/2014 Time – Warm up will be for 45 minutes starting immediately after the end of Event 402</p>	<p>EVENT 603 Final of Senior Womens 400m IM EVENT 604 Final of Junior Womens 400m IM EVENT 605 Final of Senior Mens 200m freestyle EVENT 606 Final of Junior Mens 200m freestyle EVENT 607 Final of Senior Womens 100m backstroke EVENT 608 Final of Junior Womens 100m backstroke EVENT 609 Final of Senior Mens 200m IM EVENT 610 Final of Junior Mens 200m IM</p>
<p>EVENT 501 Mens Open 200m freestyle EVENT 502 Womens Open 100m backstroke EVENT 503 Mens Open 200m IM EVENT 504 Womens Open 50m breaststroke EVENT 505 Mens Open 50m backstroke EVENT 506 Womens Open 200m butterfly EVENT 507 Mens Open 100m breaststroke EVENT 508 Womens Open 100m freestyle EVENT 509 Mens Open 100m butterfly EVENT 510 Womens Open 400m freestyle EVENT 511 Mens Open 50m freestyle EVENT 512 Womens Open 50m butterfly EVENT 513 Mens Open 200m backstroke EVENT 514 Womens Open 200m breaststroke</p>	<p>EVENT 611 Final of Senior Womens 50m breaststroke EVENT 612 Final of Junior Womens 50m breaststroke EVENT 613 Final of Senior Mens 50m backstroke EVENT 614 Final of Junior Mens 50m backstroke EVENT 615 Final of Senior Womens 200m butterfly EVENT 616 Final of Junior Womens 200m butterfly EVENT 617 Final of Senior Mens 100m breaststroke EVENT 618 Final of Junior Mens 100m breaststroke EVENT 619 Final of Senior Womens 100m freestyle EVENT 620 Final of Junior Womens 100m freestyle EVENT 621 Final of Senior Mens 100m butterfly EVENT 622 Final of Junior Mens 100m butterfly EVENT 623 Final of Senior Womens 400m freestyle EVENT 624 Final of Junior Womens 400m freestyle EVENT 625 Final of Senior Mens 50m freestyle EVENT 626 Final of Junior Mens 50m freestyle EVENT 627 Final of Senior Womens 50m butterfly EVENT 628 Final of Junior Womens 50m butterfly EVENT 629 Final of Senior Mens 200m backstroke EVENT 630 Final of Junior Mens 200m backstroke EVENT 631 Final of Senior Womens 200m breaststroke EVENT 632 Final of Junior Womens 200m breaststroke EVENT 633 Mens 4x100m freestyle team</p>

11. Qualifying Times

These are 25m times.

Qualifying times must have been achieved at a Level 1, 2 or 3 Licensed Meet between November 10th 2013 and November 10th 2014

Age on the day will be as of midnight on December 7th 2014

	Men	Women
50m Freestyle	27.2	29.6
100m Freestyle	57.4	1:02.1
200m Freestyle	2:04.7	2:14.9
400m Freestyle	4:21.0	4:39.7
800m Freestyle	N/A	9:30.0
1500m Freestyle	18:06.0	N/A
50m Backstroke	32.7	35.0
100m Backstroke	1:05.8	1:09.2
200m Backstroke	2:18.9	2:29.6
50m Breaststroke	36.4	39.6
100m Breaststroke	1:15.8	1:22.9
200m Breaststroke	2:48.0	2:52.7
50m Butterfly	29.6	32.6
100m Butterfly	1:04.3	1:11.9
200m Butterfly	2:30.8	2:34.3
200m IM	2:21.4	2:32.0
400m IM	4:59.7	5:19.3

12. Disability Qualifying Times

Age on the day will be as of midnight on December 7th 2014. Times may be achieved in either a long course or a short course pool.

		Freestyle				Back		Fly			Breast			IM
		50m	100m	200m	400m	50m	100m	50m	100m		50m	100m		200m
S1	Boys	02:10.7	05:23.5	11:38.5		02:27.9				SB1	02:31.7			
	Girls	04:05.2		10:35.9		05:07.0		02:38.6			03:38.0			
S2	Boys	01:43.5	03:45.7	07:57.7		01:43.5		02:10.7		SB2	01:33.6			
	Girls	01:59.8	04:24.1	09:36.7		01:44.3					02:18.1			
S3	Boys	01:23.9	02:45.1	06:07.7		01:14.4		02:11.2		SB3	01:20.4			
	Girls	01:29.2	03:11.6	07:34.1		01:47.6		01:52.6			01:59.4			
S4	Boys	01:03.1	02:16.0	04:50.6		01:14.4		01:16.2		SB4		02:35.6		
	Girls	01:25.2	03:10.1	06:29.7		01:26.4		02:42.0				03:05.9		
S5	Boys	00:53.9	02:01.1	04:21.0		01:02.2		00:59.5		SB5		02:35.0	SM5	05:43.9
	Girls	01:00.6	02:12.1	04:37.9		01:25.7		01:14.6				02:54.9		
S6	Boys	00:48.1	01:48.8		08:18.5		02:01.5	00:50.3		SB6		02:19.3	SM6	04:23.0
	Girls	00:57.1	02:01.9		08:54.0		02:22.5	01:02.1				02:41.4		
S7	Boys	00:45.4	01:38.4		07:38.8		01:56.1	00:49.2		SB7		02:12.2	SM7	04:11.5
	Girls	00:53.3	01:56.1		08:30.3		02:16.5	00:57.6				02:35.2		
S8	Boys	00:42.1	01:33.3		07:12.8		01:48.0		01:39.2	SB8		01:53.6	SM8	03:55.5
	Girls	00:50.5	01:48.2		08:15.0		02:08.3		01:57.3			02:11.9		
S9	Boys	00:41.5	01:30.7		06:53.7		01:42.0		01:37.1	SB9		01:47.8	SM9	03:44.1
	Girls	00:46.9	01:41.8		07:32.6		01:55.7		01:52.2			02:07.1		
S10	Boys	00:38.2	01:24.4		06:37.1		01:37.2		01:32.4				SM10	03:35.6
	Girls	00:45.9	01:38.3		07:23.6		01:50.4		01:50.5					
S11	Boys	00:42.2	01:35.4		07:30.8		01:49.2		01:42.3	SB11		01:58.4	SM11	03:56.4
	Girls	00:50.7	01:51.7		08:26.1		02:07.4		02:23.7			02:25.9		
S12	Boys	00:39.0	01:27.1		06:51.4		01:38.5		01:36.0	SB12		01:48.5	SM12	03:35.7
	Girls	00:44.4	01:36.4		07:27.6		01:51.2		01:49.7			02:08.3		
S13	Boys	00:38.6	01:24.6		06:37.6		01:37.6		01:30.2	SB13		01:47.3	SM13	03:28.4
	Girls	00:44.7	01:37.8		08:16.8		02:03.7		01:50.2			02:10.4		
S14	Boys	00:41.6	01:30.1	03:11.9	07:06.2		01:42.8		01:39.3	SB14		01:49.5	SM14	03:49.8
	Girls	00:46.0	01:39.6	03:33.1	07:41.6		01:50.8		01:54.5			02:09.4		

14. Team Entry Form

Club/Team: _____

Contact Name: _____

Telephone Number: _____

E-Mail Address: _____

If you enter more than one team in the same event please submit a separate form.

Please insert the entry time in the appropriate box (teams without a time will be seeded in the slowest heat).

	Distance	Freestyle	Medley
Men	4x100m		
Men	4x200m		
Women	4x100m		
Women	4x200m		

No. of entries _____ @ £12.00 = £ _____

Declaration

I certify that the above details are correct and comply with ASA regulations.

Signed _____ Club Position _____

Name: _____ (Please PRINT)

15. Finals withdrawal form

FINALISTS and RESERVE FINALISTS wishing to withdraw from a final must submit this form to the Recorders in the Timing Suite no later than 15 minutes after the end of the Heats session.

ALL FINALISTS AND RESERVES MUST REPORT TO THE COMPETITORS STEWARDS FOR THE FINAL UNLESS THEY HAVE WITHDRAWN

Competitors who fail to appear for finals shall be fined and may be subject to disciplinary action.

Swimmers Name: _____

Club: _____

Event No. of Final	Age	Distance	Stroke

Name (Print): _____

Signed: _____

Time of Delivery of the withdrawal form: _____

Received By: _____

Date: _____ Time of Receipt: _____

----- Please detach and retain lower portion when the form has been submitted -----

Finals Withdrawal Form -RECEIPT

Name: _____ Age: _____

Club: _____

Event No. of Final : _____ Distance: _____ Stroke: _____

Form received by: _____

Time of Delivery of the withdrawal form: _____

16. Declaration Form for relay events

Each competing club **MUST** declare their intention to swim by submitting to the recorders a list of the names of its swimmers in swim order no later than one hour before the start of the session in which they are due to swim. If team members and/or order of swim are changed for any reason, ANOTHER Declaration Form must be submitted.

Club/Team Name: _____

Event No. _____ Session No. _____

Please tick as appropriate

4 x 100m medley team	<input type="checkbox"/>	4 x 100m freestyle team	<input type="checkbox"/>	4 x 200m freestyle team	<input type="checkbox"/>
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Type of Team	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>
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Names of Swimmers in Swim Order

1.
2.
3.
4.

Coach Name: (Please print) _____

Signature: _____

Received By: _____

Time of Receipt: _____

17. Heats withdrawal form

Club: _____

Session No: _____

Competitors wishing to withdraw from a heat may use this form. When completed it should be submitted to the Recorders in the Timing Suite. Any competitor who does not swim AND who fails to withdraw shall be fined.

If the withdrawal is on medical grounds then the swimmer MUST withdraw from all other events on the same day. If they do not withdraw from later events then they may be fined £20 for each event in which they compete.

Event Number	Event title	Competitor Number	Swimmer Name

Coach Name (Print): _____

Signed: _____

Received By: _____

Time of Receipt: _____