



SBAY Meet Entry Policy

last update: 10/15/05

1. The SBAY season Meet Schedule will be posted on the SBAY bulletin boards at each pool at the beginning of each season.
2. The Meet Schedule indicates which groups (PC, BRZ, SLV, GLD, SR) will participate at each meet.
3. Each swimmer will also get a Meet Sign-up Sheet that lists all meets your group will attend. This must be returned to you coach at the beginning of the season.
4. For each meet a particular group is scheduled to attend, the coaches will enter all qualified swimmers from that group, unless a swimmer has indicated on the Meet Sign-up Sheet that they **cannot** attend, or cannot attend on a particular day or time of day, etc. These "exceptions" need to be indicated on the Meet Sign-up Sheet at the beginning of the season.
5. Bronze swimmers who do **not** turn in a Meet Sign-up sheet will not be entered in any meets until one is turned in. Silver and up swimmers who do not turn in a sheet will be entered in all meets on their schedule until the coach is notified otherwise.
6. If a swimmer cannot attend a meet or part of a meet, this must be indicated on the Meet Sign-up Sheet. Changes can be made during the season but must be made **AT LEAST THREE WEEKS PRIOR** to the first day of the meet.
7. Once entered in a meet, the swimmer is responsible to pay the meet fees, whether or not they compete. They are also expected to notify the coach in advance if they will not be attending the meet.
8. The coaches will choose the events, though swimmers are encouraged to discuss event selection with their coach.
9. The team's Master Entry is submitted to the host club **at least 10 days prior to the meet**, by the Master Entry Chairperson. So changes cannot usually be made to the entry after this time.
10. A copy of the Master Entry, showing all events each swimmer has been entered in, will be posted at each pool about one week prior to the meet.
11. A SBAY surcharge will be added to defray meet-related costs, and may vary for each meet.
12. Swimmers will be billed after the team's Master Entry is finalized. Meet fees are billed monthly by our bookkeeper.