

GSI Meet Entry Process

Team Entries: All teams are to submit TM files to the District Entries Officer by the Sunday prior to the Scheduled Meet. Teams are encouraged to, but are not required to, include relay teams when applicable. See Program Instructions regarding relay entries. Clubs are encouraged to enter relay teams in their TM file, however relay teams may be entered on the day. *Note: Relays held in the morning session should be entered by TM file to ensure inclusion.*

Checking Entries for accuracy: An entry file will be posted on the GSI website after Sunday. Parents and Swimmers are encouraged to check the file for accuracy. Please contact your Team Entries Officer if entries are missing or incorrect.

Scratching from events: Scratching is to be done through Team Managers *only* (swimmers/parents are not to go to the recording table regarding scratching). **Team Managers are required to submit the appropriate forms by 10am for pre-meet scratching.** *After 10am swimmers or Team Managers may scratch through the Marshall.* A program will be printed after 10am including all pre-meet scratchings and the smooth running of the meet will be affected by the timely submission of scratchings. Swimmers who are unable to attend a meet for which you are entered should contact a Team Manager so they will be scratched from events.

Payment: The payable fee (Inc MAP levy) is to be paid to the Host Club upon entry to the meet. Meet fee is noted on each program. Only Gippsland Championship fees are paid through Clubs, not directly to GSI and not on the day.