

President: Ric Whiting (46653673)
Secretary: Judy Dickinson (46884658)
Treasurer: David White

CRITERIA NOTES FOR CLUBS WISHING TO APPLY TO HOLD A MEET
The Full policy is on the DDRSA.org website

Request for Approval of Swim Meet closes Friday 1st May 2011:

All open (open to all SQ Competitive members) and closed (interclub meets involving more than 2 clubs other than the host club) events conducted by the Clubs must be sanctioned. Clubs are not to hold meets unless sanctioned

Clubs requesting to hold a meet in the 2011-2012 season are required to

- Fill in the Event Approval Application 2011- 2012 Season
This form must be sent to the DDRSA and will be retained by the DDRSA
- Fill out a Swim Meet Approval Request Form.
This form must be sent to the DDRSA. If approved it will be signed off by the DDRSA and forwarded to SQ for their Happening Calendar.
- Inclose the DDRSA Event Development Levy
This Levy is based on the cluster the host club is in
- Clubs are asked to submit 3 dates in order of preference.
The Competition Subcommittee will look at any conflicting dates with other events or better suited dates in regard to your meet type and suggest changes if needed. You may also be asked to alter events offered in your program. We will confirm meet dates at the DDRSA AGM
- All applications and Development Levy must be in by the due date as advertised Friday 1st May 2011
All components must in full before the application will be processed
- Events will be approved after this date only if dates on the DDRSA Calendar are available and if approval documents are received by the DDRSA no later than 28 days prior to the event.

Clubs holding a Sanctioned meet in the 2011-2012 season are required to

- Send a copy of the flyer to the DDRSA via Email or Post at least 1 month before closing date of nominations
- Qualifying meets - Clubs are required to send a list of club official's names to the DDRSA prior to the meet at least 7 days before the meet. If a club official is not accredited they will be accessed at the meet and the club is responsible in organising this with the DDRSA If the club cannot provide sufficient Officials you should not hold a Qualifying Meet and the Region may decide to cancel your meet if already approved.
- Non Qualifying meets -Clubs are required to send a list of club official's names to the DDRSA prior to the meet at least 7 days before the meet. If a club official is not accredited they will be accessed at the meet if possible however the club is responsible in organising this. The DDRSA will do everything to help the club develop sufficient Officials to hold a Meet. The Region may decide to cancel your meet if already approved.

All sanctioned meets will appear on the DDRSA events page and Swimming Queensland happening page.

Results:

- A copy of the Meet Manager back-up of a qualifying meet must be forwarded to SQ – [Laura Lynn laura.lynn@swimming.org.au](mailto:laura.lynn@swimming.org.au)
- A copy of the Meet Manager back-up of a qualifying meet is to sent to the DDRSA our records and for placement on the DDRSA web-site.
- An Event Report is to be sent to the DDRSA within 4 days of holding the sanctioned meet
- The Club Development levy eligible repayment will not be returned until the report is received