

## Information for Team Reps

### **NVSL ALL-STAR RELAY CARNIVAL – JULY 16, 2014 4:00 PM**

Meet Mangers: Bill Cook (NVSL), Linda Buckner (HV) (703) 451-1972

#### **PRE-MEET ACTIVITIES**

**TEAM SCRATCHES:** Team Reps should provide any TEAM scratches to your Division Coordinator by 1:30 PM, Saturday, **July 12**, so they can be removed from the Meet program and alternate teams can be notified.

**SWIMMER SUBSTITUTIONS:** One swimmer substitution may be made at any time (see NVSL Rule 5.c.). Substitutions made by the Team Scratch deadline (see above) will also have the substitute's name printed in the meet program.

**MEET OFFICIALS:** Following the Seeding Meeting, Division Coordinators will identify each team's requirements for Meet Officials. Team Reps are to provide names of persons working as officials to your Division Coordinator by 12:00 PM, Sunday, **July 13** so they can be published in the Meet Program and placed on the parking lot access list. Prior to the meet, Team Reps must notify their Officials working the meet to sign-in and receive Name Tags for access to deck areas. Deck Officials are to arrive no later than 3 p.m. Failure to provide a name prior the publication cutoff times does not relieve the Division/Team of their obligation.

**ALL-STAR SALES/MEET PROGRAMS:** At the Pool Familiarization and on Meet Day, All-Star T-shirts, Swim Caps, and meet programs will be available for purchase. An order form is available on the NVSL web site under the documents section. Team orders placed per the instructions on the form are guaranteed to receive T-shirts in the sizes and quantity ordered. One voucher will be included with team orders for the total number of programs purchased by your team rather than individual coupons. Please assign a representative from your team to bring the voucher on Meet Day to pick up all of the programs for your team and distribute them in your team area. Below are the t-shirt and cap:



**POOL FAMILIARIZATION:** Pool Familiarization will be held on Sunday, July 13, 8 – 11 a.m.

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### **DAY OF THE MEET**

**WHAT TO BRING:** A list of All Star Relay Carnival swimmers and alternates for use in the Awards Area. Upon arrival, Team Reps and the Head Coach should report to the Team Rep/Coach/VIP Check-in. Team Reps must turn in their list of swimmers and alternates at check-in. All Star Patches will be provided with awards.

**NAME TAGS AND PROGRAMS:** Go to sign-in to receive your team's meet program, the Coaches' meet sheet, and the Team Rep and Coaches name Tags for access to reserved viewing areas. Seating areas only allow for one Team Rep and one Coach Badge per team.

**SWIMMER SUBSTITUTIONS:** One swimmer substitution may be made at any time (See NVSL Rule 5.c). In order to obtain ribbons and results with the substitution swimmer's name included, you must notify the Scorer of the swimmer substitution prior to 3:00 PM meet day.

**ALTERNATE TEAMS:** Alternate Teams should report to the Clerk of Course when their event is called. Alternate Teams will be escorted to the deck and will be placed in the meet should a seeded team not be available to compete. Alternate Teams receive All-Star Patches.

**AWARDS AND PATCHES:** Team Reps should pick up their team's medals, ribbons, and patches at the Awards Area after your team's last event (Awards are usually ready 3 to 4 events after they occur). Trophies are awarded at the end of the meet to teams finishing in the first six places.