



### **Procedure for entering SAS events:**

- Meets to be entered as SAS will be clearly indicated on the Competition Calendar. Unless otherwise stated any member of a SAS club with an appropriate time will be eligible for entry.
- SAS Meet Entry Secretary will (when possible) send a Master SAS Meet entry form to the Club Meet Entry Secretaries at least 28 days before the closing date.
- Club Meet Entry Secretary will issue the SAS Meet Entry Form to all eligible swimmers.
- Completed SAS Meet Entry Forms shall be returned to Club Meet Entry Secretaries 10 days prior to the closing date, and a Hytek entry file will then be sent on to the SAS Meet Entry Secretary by each club no later than 7 days prior to the closing date.
- SAS Meet Entry form requests advance notification of travel/accommodation requirements to allow advance bookings to be reasonably accurate. Club Meet Entry Secretaries should forward these to the Team manager by the closing date.  
*(SAS encourages all swimmers to travel and stay with the Team)*
- Swimmer to keep the bottom tear off portion for reference as regards sessions and events.
- Cheque for the entry fees to be sent to the SAS Treasurer by Club Meet Entry Secretary/Club Treasurer at the time of entry.
- Any refunds will be sent to the SAS Treasurer after the event and distributed to the appropriate clubs.