

# USA SWIMMING

## REQUEST FOR OBSERVATION -Form A

Use for Meets which are not regional, conference, league or state Championships

**Meets requiring authorization by National Times Coordinator (for Program Operations) - Requires 28 day advance application** This form is to be used to request observation for verification purposes at YMCA, High School, Collegiate or Masters meets which are not district, conference, league, or national championships. The observation program is not available for time trials. Provide all of the requested information. This form, and a copy of the meet information, including a schedule of events must be sent 28 days (minimum) prior to the event to the LSC Verification Chairperson for review and acceptance, then to the USA Swimming National Times Coordinator for approval, subject to concurrence by the Program Operations Vice President. Acceptance of verification requests from the meet is subject to proof that conditions at the meet were in conformance with the required procedures and pertinent USA Swimming Rules & Regulations. Swims to be observed must have a reasonable chance of meeting USA Swimming Championship, National, World Cup or U. S. Open qualifying standards.

Name of Meet: \_\_\_\_\_ Name of Facility \_\_\_\_\_

Date(s) of Meet: \_\_\_\_\_ Meet Director: \_\_\_\_\_

Name of person filing this request: \_\_\_\_\_ Phone: \_\_\_\_\_

Is this meet on the regular, published calendar? [ ] Yes [ ] No

Type of Meet: [ ] High School [ ] YMCA [ ] College [ ] Masters

Course: [ ] Long Course Meters [ ] Short Course Yards [ ] Short Course Meters

Approx. number of teams participating \_\_\_\_\_ Approx. number of swimmers participating \_\_\_\_\_

[ ] Electronic Timing will be in use, conforming to the conditions specified in 102.16 - USA Swimming Rules & Regs

[ ] The meet must be officiated by at least four officials. A minimum of two additional USA Swimming Certified stroke & turn officials shall be assigned as observers for the purpose of verifying conformance with USA Swimming technical rules. Observers shall be permitted access to the deck and be in position for **all** swims for which observation has been requested. Observers shall be positioned at each end of the course. Two competition courses require a minimum of four observers.

If the four meet officials are dually certified by USA Swimming, additional observers are not necessary.

[ ] The meet referee, or designee, will provide swimmers and coaches with information about the observation program and the procedures to be used to request observation. Requests may be submitted prior to the swim for which observation is desired, or the entire meet may be observed (recommended procedure).

[ ] A copy of the meet information is attached.

Names and phone numbers of USA Swimming officials who will serve as observers at this meet or the four dually certified officials:

1) \_\_\_\_\_ 2) \_\_\_\_\_

3) \_\_\_\_\_ 4) \_\_\_\_\_

This form must be first accepted by the LSC Verification Officer, then forwarded to the National Times Coordinator for approval.

**Step One** - Accepted by:

\_\_\_\_\_  
LSC Verification Officer

Date: \_\_\_\_\_

Terry Randolph [randtb@msn.com](mailto:randtb@msn.com) 757-887-0868

**Step Two** - Approved by:

\_\_\_\_\_  
National Times Coordinator

Date: \_\_\_\_\_

Suzanne Heath [suzanneheath@cox.net](mailto:suzanneheath@cox.net)

**This form can be filled in on the computer, saved, and then sent as an attachment to an email. Mac users – please select *Print* and then *Save as PDF* before attaching it to an email.**