



2016 MEET TENDER FORMS

(ONE FORM PER MEET)

Name of Club(s) Applying:	
Date of Meet:	Level / Type
Pool Venue:	Length
We would like to use ASA Electronic timing equipment (Charge \$100 per session plus GST paper rolls used at cost)	YES / NO
We would like to use the ASA stand alone starting equipment	YES / NO
Contact Name: Email:	Phone:

Please note how many other meets you have applied for:

ASA set up :	
Level 1:	
Level 2:	
Level 3:	

Meets run by your Club in the current Season

Level:	Date:
Level:	Date:
Level:	Date:
Level:	Date:

Notes:

To be returned to ASA office by Friday 16th October 2015

P O Box 20241 Henderson

Ph: (09) 448 1480

Email: info@akswim.co.nz Website: www.akswim.co.nz

MEET TENDER PROCESS – CRITERIA

1. Technical

- a) List of Names and Qualifications of Registered and **Active Qualified Officials** working at any of the following ASA meets: Level 1, 2 & 3 and Auckland Championships together with potentially active trainees (1 session per month).
- b) Name, phone and email address of Technical Representative from each club
- c) Favour will be granted to those clubs who have registered, active qualified officials – Referee, Starter, JOS, IOT, Recorder and AOD Operators.
- d) Backup of Meet Manager to be forwarded to ASA Office at least 1 week prior to meet, for the loading of events for **Live Timing**

Minimum pool deck requirements for running ASA meets:

- 1x Referee (Auckland qualified Referee)
- 2x Judge of Stroke (National qualified IOT or Auckland qualified JOS or Referee)
- 1x Starter (Auckland qualified Starter)
- 6x Inspectors of Turns (Auckland qualified)
In 8 & 7 lane pools. 6x qualified IOTs & 2 trainees. In 6 & 5 lane pools. 4 qualified IOTs & 2 trainees
- 2 Timekeepers per lane.

2. Meet Tender Criteria

ASA Championship Meet Set up

A club or clubs may now tender for the set up and pack down of ASA Championship meets. There is no limit to the amount of meets you can tender for, however you must have successfully tendered to run at least 1 L1-3 meet. Successful tenders will be reimbursed at the rate of \$400 per meet.

Requirements

The club(s) tendering for ASA Championship meet set up will be expected to provide the necessary personnel to enable the following to be set up and packed down in a timely and efficient manner

- Set up and pack up of chairs
- Set up and pack up of tables
- Set up and pack up of Touch pads as required.
- Set up and pack up of ASA Banner
- 4x personnel to man the door(s) for each session.
- The club will still be expected to fulfill its officials obligation for the meet i.e 1 official per 4 swimmers entered.

Level 3

The Club tendering for a Level 3 meet must be able to obtain from within the Zone, the following:

- 1 Qualified Referee
- 1 Qualified Judge of Stroke
- 1 Starter (Qualified or Trainee)
- 4 Qualified IOTs
- 4 Trainee IOTs
- 3 Timekeepers per lane.
-

Level 2

The club(s) tendering for a Level 2 meet must have within their club(s) a minimum of the following:

- 1 Qualified Referee
- 1 Qualified Judge of Stroke or 1 Qualified Starter
- 4 Qualified IOTs
- 1 (experienced) Recorder
- AOD team (or source people from other clubs to assist).

The Divewell must be booked if running Level 2 at West Wave.

Level 1

The club(s) tendering for a Level 1 meet must have within their club(s) a minimum of the following:

- 1 qualified Referee;
- 1 Qualified Judge of Stroke or 1 Qualified Starter
- 4 Qualified IOTs
- 1 (experienced) Recorder
- AOD team (or source people from other clubs to assist).

The Divewell must be booked if running Level 1 at West Wave.

Additional Level 1 and 2 Criteria

1. All Level 1 & 2 meets are to be electronically timed.
2. A qualified AOD supervisor must be present.
3. The AOD supervisors club must be reimbursed at the rate of \$60 per session
4. Meet Directors/Referees, Starters and JOS clubs must be reimbursed at the rate of \$60 per session
5. IOT's clubs must be reimbursed at the rate of \$30 per session
6. All Level 1 & 2 meets must be able to be obtain SNZ Meet Approval.
7. Failure to achieve SNZ Meet Approval will result in a \$500 ASA fine for a L2 meet and a \$1000 ASA fine for a L1 meet

Criteria 3, 4 and 5 only apply if those positions cannot be filled by the host club(s) and if they are needed over and above 1 official to 4 swimmer ratio per club. i.e. Clubs are expected to provide the minimum number of officials before they will be reimbursed for any extra officials.

3. Entry Fees:

Level	Maximum Entry Fee	Minimum Prizes
Level 3	\$5.00	Ribbon – Zones - Time buster or 1, 2, 3 rd EACH HEAT
Level 1 & 2	\$7.00	Suggestions for overall winners - in each age group Money , Towels, CD vouchers, prizes must be relevant to age group of swimmers
Open	\$8.00	

4. Age Groups:

Level 1 & 2: 11/u, 12, 13, 14, 15, 16/over

5. Posters:

Tender information is to be sent electronically. This includes:

Tender Forms	(1 per meet)
Posters	(1 per meet)
Pool booking Forms	(1 per meet) at West Wave Aquatics
Officials Lists	

Please forward Events File to ASA Administrator once you have had your meet tender confirmed.

7. Tender Process:

1. Meets to be processed starting at January and working through the year.
2. Clubs may tender together to run a meet in order to meet Officials criteria.
3. If only one tenderer, they will be awarded meet subject to meeting ALL tender criteria.
4. If more than one tenderer, meet will be awarded to club that has been awarded the least number of meets, subject to meeting ALL tender criteria.
5. No Club will be eligible to tender if they have not paid their current year ASA affiliation fee at the time of tender.
6. No club will be eligible to tender if they still retain sums outstanding to the ASA (subject to normal trading terms) from previous events which they have run under previous allocations.