

## REQUEST FOR TIME SUBMISSION FROM FOREIGN MEETS FORM E

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This form is to be used to request that times achieved by USA Swimming member athletes at meets sanctioned by another FINA member be entered into the SWIMS database. The USA Swimming member must be representing his/her club or be swimming unattached. The meet must comply with the minimum standards for an official time from a USA Swimming meet according to Article 102.16.4 & .5 in the USA Swimming Rules and Regulations.

NOTE: Times from international competitions that include the USA Swimming National Team are automatically submitted.

For times to be included in SWIMS the meet information should be submitted for approval to the Program Operations' designee 10 days in advance. SWIMS data entry shall be completed in coordination and with the approval of Program Operations.

### Conditions:

- 1) The meet must be sanctioned by a FINA member. A link to the posted meet information on the FINA Member's web site must be provided to the Program Operations' designee.
- 2) A link to official meet results on the FINA member web site must be provided to the Program Operations' designee.
- 3) It is recommended that a .cl2 file or SDIF file of official results for USA Swimming members be provided, with a list of member athletes for whom inclusion of times is being requested, to the Program Operations' designee. If the USA-Swimming ID numbers and/or birthdates are not in the meet results, those must also be included for each participating athlete.

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

\_\_\_\_\_ Date(s): \_\_\_\_\_

FINA Member: \_\_\_\_\_ Host Team: \_\_\_\_\_

Web Link: \_\_\_\_\_ (Meet Information)

Person Requesting SWIMS time submission:

\_\_\_\_\_ Position: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

This form should be emailed or faxed to the Program Operations'

designee:

Suzanne Heath  
suzanneheath@suddenlink.net  
FAX 252-974-0732

**Times will be entered into SWIMS within 2 weeks of receipt of the meet results by the Program Operations' designee.**