



Policy & Procedures Manual

Wisconsin Swimming, Inc.

Policy 11: Fines

Effective Date: *November 28, 2023*

Last Revision Date: *August 28, 2024*

Scope: *This policy provides direction to LSC members relating to potential fines that may be levied by the LSC.*

11.1 Levying Fines

11.1.1 Wisconsin Swimming, Inc. provides for and allows for fines levied on an individual member and/or group member for a violation of Rules or Bylaws of Wisconsin Swimming, Inc. or USA Swimming. The General Chair, Treasurer, Sanction Manager, or Administrative Manager (or their designees) may levy fines. The interested party may appeal any fine to the LSC Executive Committee. These fines are recommendations only and may be increased for repeat violations, as determined by the Board of Directors.

11.2 Registration Fines

- 11.2.1 \$50 Athlete competes in a sanctioned Meet and is not a USA Swimming registered athlete member in good standing. The fine is assessed for each infraction, i.e., for each event in which the athlete competed, against the:
- A. Group member, if the athlete competes as an athlete member of that group or the group member entered the athlete into the Meet; or
 - B. Athlete, if the athlete competes as an unattached athlete and submitted his/her own Meet entry(ies).
- 11.2.2 \$100 Person coaches at a sanctioned Meet and is not a USA Swimming registered coach member. The fine is assessed against the club, or if the coach is unattached, against the coach.
- 11.2.3 \$100 Person officiates at a sanctioned Meet and is not a USA Swimming registered official member. The fine is assessed against the person.
- 11.2.4 \$50 Athlete competes in a sanctioned Meet as a USA Swimming registered athlete member of a specific USA Swimming group member and, in fact, is not eligible to represent that group member. The fine is assessed against the group member for each infraction, i.e., each event in which the athlete competed. In addition, the athlete member shall:
- A. Serve sixty (60) days as an “unattached” athlete from the date of the infraction; and
 - B. Be ineligible for membership in the group member until the group member pays the fine.
- 11.2.5 \$100 Athlete competes as a USA Swimming registered athlete member of a specific group member in a sanctioned Meet, and, in fact, is not eligible to represent

that group member. The fine is assessed against the group member. In addition,

A. The athlete shall:

- a. Serve sixty (60) days as an “unattached” athlete from the date of the infraction; and
- b. Be ineligible for membership in the group member until the group member pays the fine.

B. The relay team shall be disqualified, except that the lead-off swimmer’s time remains an official time, provided that this swimmer was a registered athlete member of USA Swimming.

11.2.6 \$50 A group member enters a non-USA Swimming registered athlete member or someone who is not a registered an athlete member of another group into a sanctioned Meet. The fine is assessed against the group member. To compete, the swimmer must comply with USA Swimming registration requirements for a new or transferring athlete and the group member must pay the fine.

11.3 Meet Sanction Fines

11.3.1 \$100 Meet Host fails to obtain a Meet sanction prior to distribution of Meet Information.

11.3.2 \$100 Meet Host fails to e-mail either

- A. the Athlete Recon file (.CL2) to the LSC Operations Manager, or
- B. the “UNLOCKED Meet Back-up” within forty-eight (48) hours of the last day of Meet to the Operations Manager and the Sanction Manager, as specified in LSC Policy 2.4.4.

11.3.3 \$200 Meet Host fails to adhere to sanctioned Meet Information or fails to adhere to the information presented to the LSC in the group member’s Meet Bid.

11.3.4 \$100 Meet Host fails to send Meet Information to all Wisconsin Swimming group members or to post Meet Information on the on the LSC website, when reservations are not accepted.

11.3.5 \$100 Meet Host fails to e-mail either

- A. the meet Financial Report to Wisconsin Swimming Sanction Manager within seven (7) days of the Meet, or
- B. the Meet Report to the Wisconsin Swimming Sanction Manager within seven (7) days of the meet end.

11.3.6 \$100 Meet Host fails to format Meet Final Results properly. In addition, the Meet Host must correct the format and distribute the corrected Meet Final Results to all teams participating in the Meet and to all Wisconsin Swimming officers on the Meet Final Results distribution list.

11.3.7 \$50 Meet Host fails to send Meet Final Results to all participating teams and Wisconsin Swimming Officers on the Meet Final Results distribution list within fourteen (14) days of the Meet. This fine increases by fifty dollars (\$50) for each additional week of delay. (One week is defined as days one through seven.)

11.3.8 \$200 Meet Host fails to register its Meet Director as a USA Swimming non-athlete member.

11.3.9 \$300 Meet Host fails to hold a group member’s reservation check until the Meet entry due date.

- 11.3.10 \$100 Meet Host fails to send Meet Information at least twenty-one (21) days prior to the entry deadline.
- 11.3.11 \$100 Meet Host fails to send Meet Heat Sheets, Meet Final Results, or other Meet reports, as specified in 2.4.4 or 2.4.6, which are conditions of receiving a Meet sanction or approval by mail or e-mail, as requested by the Sanction Manager.
- 11.3.12 \$200 Meet Host fails to send the Administrative Manager the unlocked Meet Backup file for the Regional Championships by 11:59PM Sunday evening of said meet. In addition, failure to submit Meet Results by the deadline will keep the Meet Host from bidding for the next bidding cycle's Regional meets.

11.4 Other Fines

- 11.4.1 The aforementioned fines are not all inclusive.
- 11.4.2 A fine may be levied for a violation not mentioned above if the violation is determined not to be in the best interest of competitive swimming. Any such fine shall be levied by the Board of Directors of Wisconsin Swimming, Inc.

11.5 Payment of Fine

- 11.5.1 Failure to pay a fine, pursuant to *Bylaws 603.9 FAILURE TO PAY*, means:
- A. The athlete is unable to compete;
 - B. The Meet Host is unable to obtain another Meet sanction;
 - C. A Wisconsin Swimming Club shall not be allowed to renew its annual registration; and
 - D. A Wisconsin Swimming Club shall not participate in the Meet Bid process for LSC Championship Meets.
- 11.5.2 Fines shall be paid to Wisconsin Swimming, Inc. within sixty (60) days after being levied and shall be sent to the LSC Treasurer for deposit for the LSC's general operations.

Date of Revision	Policy Section(s)	Changes Made
April 27, 2004	11.2.6 11.10	Add fine for entering a non-registered swimmer in a Meet Move part of 2.4.1 regarding refunding any unused reservation moneys to this section
June 22, 2004	11.2.4 11.5	Add fine for not have a registered member for Club's Safety Coordinator Add Rule and re-number and specify depositing fines and failure to pay fine
April 26, 2005	11.3.2 11.3.4 11.3.5	Replaced host requirements for checking registration Post information rather than email Aid treasurer in gaining compliance with sanction requirements
October 22, 2013	All	Updated amount of fines
October 24, 2017	11.1.1 & 11.3.2 11.1 11.3.12	Replaced references to "Registration Coordinator" to new position of "Administrative Manager" Add "Treasurer" and change all references of LSC Sanctioning Officer, and Sanction Chair, Administrative Chairman, or Administrative Chair to be referred to either LSC Sanction Coordinator or simply Sanction Coordinator. Add new article

April 25, 2020	11.1.1	Replace “Sanction Coordinator” with “Sanction Manager” Replaced references to “Registration Coordinator” to new position of “Administrative Manager”. Replaced appeal process reference from Board of Review to Executive Committee
October 25, 2022	11.2.4 & 11.2.5 11.3.2 11.3.2A 11.3.2B 11.3.5	Revised timeline from 120 days to 60 days as per USA Swimming rule change effective immediately. Reformatted, adding subsections A. and B. Changed “seven (7) days” to “forty-eight (48) hours” Changed “Administrative” to “Operations” Added “Operations Manager and Sanction Manager” to agree with section 2.4.4 Changed “Treasurer” to “Sanction Manager”. Changed “twenty-one (21)” to “fourteen (14)” Deleted “or Silver State Championships”. Changed “seven (7) days” to “forty-eight (48) hours”
November 28, 2023 adopted, & January 23, 2024 ratified	11.3.2 11.3.5 11.3.11	Clarification that both submissions are required Added the “Meet Report” as a required submission in addition to the “Meet Financial Report”. Add reference to Policy 2.4.6 and correct title for Sanction Manager
June 25, 2024	11.3.5	Housekeeping to conform with April 2024 HOD ratified amendment to Policy 2.4.9 changing due date to 7 days. Adopted by BOD.
August 28, 2024	11.2.1	Add the clarifying term “in good standing” to be consistent with Policy 2.2.1 AA.