

Hawaiian Swimming

January 17, 2023

To: Hawaiian Swimming Member Clubs

From: Eric Nagoshi, General Chair

Re: Procedures for Post-Meet Reporting

This is a reminder to all teams regarding the procedures for post meet reporting for host clubs.

- ❑ All hosting teams must submit a **Meet Financial Report**, postmarked no later than 14 days from the last day of the meet. The current version of the Meet Financial Report can be found at on the Hawaiian Swimming website.
- ❑ Include the **Team Entry Fee Summary report** which is generated by your meet Administrative Official.
- ❑ Payment for appropriate LSC fees must accompany your Meet Financial Report and Team Entry Fee Summary Report.

In accordance with the Hawaiian Swimming Rules and Regulations a \$50 penalty will be assessed to the host club for noncompliance.

Reports and payments should be mailed to:

Hawaiian Swimming
c/o Gwenn Tomiyoshi
171 Ainaola Dr. Apt G
Hilo HI, 96720-3100

Thank you all for your cooperation.