



1400 E Touhy Ave
Suite 410
Des Plaines, IL 60018
Phone: 847.824.1596 Fax: 847.824.1726
Email: ilswimoffice@ilswim.org

BID INFORMATION

- This informational packet includes information on each Championship event that Illinois Swimming conducts throughout a one-year period.
- All clubs submitting bids for Illinois Swimming Championship Meets shall be current Illinois Swimming Club Members in good standing with Illinois Swimming and USA Swimming.
- Short Course Illinois Swimming Championship (Age Group, Senior and Winter Regionals) bids are due **March 1st of the preceding year.**
- Long Course Illinois Swimming Championship (Age Group, Senior and Summer Regionals) bids are due **August 1st of the preceding year.**
- Short Course Championship hosts will be announced at the Illinois Swimming Spring House of Delegates Meeting of the preceding year.
- Long Course Championship hosts will be announced at the Illinois Swimming Fall House of Delegates of the preceding year.
- Before submitting a Bid please refer to the Championship Meet Agreement Examples attached to this document to be certain that responsibilities of the contract can be fulfilled.

FAQ SECTION

How are the Age Group Championship Meets awarded?

All championship meets are awarded under the Illinois Swimming Rules and Regulations Article 205.3 which states:

“ILLINOIS SWIMMING Championship Meet shall be awarded by the Board of Directors of Illinois Swimming pursuant to the recommendations of the Senior/ Age Group Committee or Chair. The award of the Board of Directors shall be ratified by the House of Delegates after the award is made. The House of Delegates shall have the power to overrule the Board’s award”.

What factors are taken into consideration for selecting a meet host?

- Experience in running Championship Meets.
- Experience in running “on the schedule” meets.
- Numbers of parental volunteers able to successfully manage the championship meet.
- Coaching staffs involvement within ILLINOIS SWIMMING activities.
- Parental involvement of club members who are ILLINOIS SWIMMING Certified Officials or Non-Athlete members.

What technical factors are considered in choosing a suitable site?

- All technical factors covered in detail in USA Swimming Rules and Regulations Articles 103 and 104

What other site factors outside of the competition course are considered?

- Automatic timing system and readout boards
- Public Address System
- Swimmer’s Rest Area
- On-Site rooms for Coaches and Officials Hospitality, Meetings and Ready Room for finals (Age Group and Senior Champs only).
- Restrictions and limitations imposed by site management
- Parking capacity and cost
- Hotel accommodations
- Meet/ participant enhancements
- Proper internet connections to accommodate the event webcast (Age Group and Senior Champs only)
- Location and number of **Dry** restroom/locker room for Coaches, Officials and Parents only
- Location and number of **Wet** restroom/locker room for Athletes only



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DATE

HOST CLUB CONTACT
HOST CLUB
ADDRESS
CITY, IL, ZIP

Re: ILLINOIS SWIMMING AGE GROUP CHAMPIONSHIP MEET AGREEMENT

Dear HOST CLUB CONTACT,

Illinois Swimming, Inc. ("ISI") is delighted to grant to **HOST CLUB** (the "Host") the right to host the **YEAR (Short Course / Long Course) Discover Student Loans / Illinois Swimming Age Group Championship Meet** at the **FACILITY NAME AND ADDRESS** on **MEET DATES** (the "Meet") subject to the following terms and conditions:

- (1) The Host shall conduct the Meet in accordance with the rules and regulations of USA Swimming and Illinois Swimming in effect on the date of the Meet (collectively, the "Rules"), and the Host shall have complete responsibility for the conduct of the Meet except as may otherwise be provided in the Rules or this Agreement.
- (2) ISI shall have exclusive jurisdiction and control over the conduct of the swimming competition, officials, athletes and coaches at the Meet.
- (3) Unless otherwise specifically provided in the Rules or this Agreement, all costs and expenses, of any nature whatsoever, of hosting and conducting the Meet, shall be borne by the Host and not by ISI.
- (4) The Host shall abide by all terms of sponsorship listed on ADDENDUM "A" attached hereto. Additional sponsorship agreements may be entered into by ISI prior to the meet event date. New sponsorship agreements will be outlined via additional ADDENDUMS and Host shall abide by all terms of said sponsorships. Host shall not be permitted to enter into any sponsorship agreement, or allow signage in the venue, which competes with vendors of Illinois Swimming's marketing partners.
- (5) The Host shall post "Psych Sheets" on-line and distribute entry lists for the Meet to all coaches at least 24 hours prior to the first day of competition. The Host shall also publish "Heat Sheets" for each session of the Meet. Prior to the start of the Meet, ISI shall provide Host with "Heat Sheet Booklets" along with instructions for the placement of Host provided "Heat Sheets" within these booklets. All "Psych Sheets" and "Heat Sheets" shall be in a format reasonably satisfactory to ISI.

Initial _____



(6) ISI, at its cost, shall provide all awards for the Meet to the Host at least two weeks prior to the start date of the Meet.

(7) Any use by or on behalf of the Host of ISI trademarks or tradenames, including logos or designs, shall be subject to the prior approval of ISI which approval may be granted or denied by ISI in its discretion. If the Host desires to distribute any merchandise with ISI trademarks or trade names affixed, the Host shall submit artwork depicting the proposed use of such trademarks or trade names at least sixty (60) days prior to the initial proposed distribution, and ISI shall grant its approval, approval subject to conditions or denial within fifteen (15) days of the Host's submission to ISI.

(8) The Host shall be responsible for crowd control and security at the Meet, and shall take such measures to supervise the venue throughout the Meet that are reasonably necessary to protect the safety and well being of all authorized persons attending the Meet. ISI shall have no responsibility in this regard. Additionally, the Host shall have full responsibility for all timers for all sessions of the Meet. The Host shall provide a list of timing assignments made up of teams with swimmers entered in the meet (including the Host club) at least 48 hours prior to the start of competition.

(9) ISI shall have all rights to broadcast or transmit media coverage, regardless of the form, including radio, television, cybercasting or any other printed or electronic media, of the Meet. If ISI elects to broadcast or transmit media coverage of the Meet, ISI shall notify the Host of such election by thirty (30) days prior to the initial entry deadline whereupon the Host shall provide ISI with access to computers, phone lines, electrical outlets and other communication equipment or devices reasonably available at the venue that may be necessary to facilitate media coverage of the Meet. Subject to any reasonable terms or guidelines imposed by ISI with which the Host shall comply, the Host may broadcast or transmit media coverage of the Meet in any manner that does not interfere or diminish ISI's broadcast or transmission of the Meet.

(10) Immediately upon completion of competition and official review of final results, the Host will provide an electronic file of the Meet results to the ISI office for publication on the ISI website.

(11) Within fourteen (14) days of completion of the Meet, the Host shall provide to ISI a final report of all items of income and expense arising from the Meet together with any payment due ISI.

(12) In the event of a breach of this agreement by one party, the non-breaching party may terminate this agreement by giving seven (7) days prior written notice of such alleged breach to the breaching party, unless such breach has been cured during such period to the reasonable satisfaction of the non-breaching party. Any dispute under this agreement shall be submitted to arbitration before the Illinois Swimming Administrative Review Board in accordance with the rules and regulations governing that body, and any final decision made by that body shall be binding on the parties.

Initial _____



(13) Upon notice by ISI to the Host at least thirty (30) days prior to the initial entry deadline for the Meet, all meet entries for the Meet shall be administered by ISI, at its expense, through USA Swimming's online meet entry ("OME") system. At this time the Host will create an .hyv file for posting on their website for clubs to use as a courtesy to monitor their entries from Hy-Tek for in-putting them into OME. The Host shall use its best efforts to comply with all policies and procedures applicable to this system and to cooperate with ISI in this regard.

(14) Payments for entries and surcharges from OME will be received by ISI from USA Swimming and paid to the Host minus the required portion of the athlete surcharge payable to ISI.

(15) If the Host enters into any agreement with a third party to photograph athletes for commercial purposes, the Host shall provide in such agreement, in form and substance reasonably satisfactory to ISI, that ISI shall have unlimited access to all such photographs at no cost to ISI without restriction on their use.

(16) At its sole cost and expense, the Host will supply and install at the Facility an automatic and backup timing system, as well as, computer systems and equipment operating the latest version of HyTek connected to at least (2) two computers and (2) two printers. Network version of HyTek is recommended to allow for additional computers and/or printers as needed to sufficiently conduct the Meet in an efficient manner without undue delay. The Host shall also provide at its expense, an experienced timing operator and HyTek (Meet Manager) computer operator for all sessions of the Meet, as well as, a public address announcer reasonably satisfactory to ISI to work all sessions of the Meet, and will staff in an accessible area a table or other reasonable space for the implementation of Championship Meet procedures (Clerk of Course, etc.) pursuant to ISI Rule 206.

(17) At least thirty (30) days prior to the start of the Meet, at a time mutually acceptable to the Host and ISI, the Host will arrange and participate in a "walk through" of the Facility with representatives of ISI.

(18) Failure to fulfill all requirements of this agreement may result in penalties up to and including future disqualification from Championship Meet bid applications.

If the foregoing terms and conditions are acceptable to you, please indicate your agreement by signing in the space designated on the Signature Page and initialing on each page of this agreement.

Thank you very much for your support of Illinois Swimming

Initial _____



SIGNATURE PAGE

Very truly yours,
Illinois Swimming, Inc.

By: _____
Peter Kozura
Executive Director

Accepted and agreed to:
[Host]

By: _____
HOST CLUB CONTACT / MEET DIRECTOR SIGNATURE

Please sign and return by **DEADLINE DATE**. Enclosed copy is for your records.

Initial _____



CHAMPIONSHIP MEET AGREEMENT ADDENDUM "A"

Sponsorships

Discover Student Loans is the exclusive Title Sponsor for all Illinois Swimming Championship Meets. The championship meets will be named, and the Host will make appropriate reference to such meets, respectively, as follows:

Discover Student Loans / Illinois Swimming Regional Championship Meets
Discover Student Loans / Illinois Swimming Age Group Championship Meet
Discover Student Loans / Illinois Swimming Senior Championship Meet

The Discover Student Loans logo/name shall be the only name on any merchandise, flyers, banners, event staff shirts/caps/uniforms, etc. in combination with the following terms and titles: "Illinois Swimming, Inc", "ISI", "Age Group Championship", "Regional Championship", "Senior Championship" or any combination of the above.

Meet Hosts will procure and make individual arrangements with any swim-related merchandise vendor of their choice. Said vendor will not be able to display banners, signs, etc. in any area of the venue aside from their immediate working area and 90% of their sellable merchandise will be Speedo brand items.

Ocean's Apparel is the exclusive event-related merchandiser for all ISI Championship Meets and will be present at all sessions. Ocean's Apparel will provide Host Club an accrual of gross revenues, less applicable sales taxes, of 20% for event sales less than \$6,000, 21% for event sales between \$6,000 and \$15,000 and 22% for event sales over \$15,000 and guarantees a minimum accrual to Host Club of \$500. Ocean's Apparel will provide Host with 60 complimentary t-shirts for Host Club's event usage. Ocean's Apparel will work with Host Club, in conjunction with ISI, to create event logos and merchandise offerings. Host Club, at its discretion, can choose to work with, or create event logo through other sources. Logo design will need to be approved by ISI prior to submission to Ocean's Apparel.

Signage

Full venue signage and banners shall be provided by ISI to the Host within 48 hours prior to the start of the Meet, and shall be displayed by the Host as instructed by ISI. This provision does not restrict any participating club/team from placing its team or club banners throughout the venue as long as they do not violate the Exclusivity clause listed above. Security and return shipping to ISI office of all sponsor signage is the responsibility of the Host.

Initial _____



CHAMPIONSHIP MEET AGREEMENT ADDENDUM "A"

Public Relations/Publicity/Promotions

The Discover Student Loans logo/name shall be included in any of the below listed items in regard to Championship meets:

- Inclusion in all print, outdoor, and/or broadcast advertising for the meet
- Inclusion on event promotional items (posters, flyers, psych sheets, heat sheets, apparel, etc. – logo or name)
- Event driven promotional radio or television schedule
- Event driven outdoor (billboard, vehicle, public transportation)
- Sponsor/retailer share media (themed display ads, 30/30 or 15/15 broadcast)

Information Technology

The Host shall provide a link to all sponsor company websites on any webpage created specifically for the Meet. All references to the named event shall meet the requirements listed above under the Sponsorship Type clause listed above.

Other Sponsors

Subject to the prior approval of ISI, which approval shall not be unreasonably withheld, sponsors other than those listed at the bottom of this document may be solicited by the Host for financial support, provided that the terms of any such sponsorship do not violate the terms or conditions of any sponsorship agreement to which ISI is a party. ISI has the right to determine whether any sponsorship agreement proposed by the Host violates any sponsorship agreement with ISI, and such determination shall be binding on the Host unless such determination by ISI is clearly shown to have been arbitrary and capricious.

PA Announcements

At least once during each session of the Meet, or as otherwise directed by ISI during any "down" time during the Meet, the Host shall make public address announcements provided by ISI to the Host.

Listed Sponsors

Discover Student Loans
Speedo
Wintrust Financial
Ocean's Apparel

The Sports Authority
AthletiCo
Marriott Hotels
The Swim Team Store

Initial _____



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DATE

HOST CLUB CONTACT
HOST CLUB
ADDRESS
CITY, IL, ZIP CODE

Re: ILLINOIS SWIMMING REGIONAL CHAMPIONSHIP MEET AGREEMENT

Dear HOST CLUB CONTACT,

Illinois Swimming, Inc. ("ISI") is delighted to grant to **HOST CLUB** (the "Host") the right to host the **YEAR Discover Student Loans / Illinois Swimming (Winter / Summer) Regional Championships** at **FACILITY NAME** on **MEET DATES** (the "Meet") subject to the following terms and conditions:

- (1) The Host shall conduct the Meet in accordance with the rules and regulations of USA Swimming and Illinois Swimming in effect on the date of the Meet (collectively, the "Rules"), and the Host shall have complete responsibility for the conduct of the Meet except as may otherwise be provided in the Rules or this Agreement.
- (2) ISI shall have exclusive jurisdiction and control over the conduct of the swimming competition, officials, athletes and coaches at the Meet.
- (3) Unless otherwise specifically provided in the Rules or this Agreement, all costs and expenses, of any nature whatsoever, of hosting and conducting the Meet, shall be borne by the Host and not by ISI.
- (4) The Host shall abide by all terms of sponsorship listed on ADDENDUM "A" attached hereto. Additional sponsorship agreements may be entered into by ISI prior to the meet event date. New sponsorship agreements will be outlined via additional ADDENDUMS and Host shall abide by all terms of said sponsorships. Host shall not be permitted to enter into any sponsorship agreement, or allow signage in the venue, which competes with vendors of Illinois Swimming's marketing partners.
- (5) The Host shall publish "Psych Sheets" on-line and distribute entry lists for the Meet to all Coaches at least 24 hours prior to the first day of competition. The Host shall also publish "Heat Sheets" for each session of the Meet. Prior to the start of the Meet, ISI shall provide Host with "Heat Sheet Booklets" along with instructions for the placement of Host provided "Heat Sheets" within these booklets. All "Psych Sheets" and "Heat Sheets" shall be in a format reasonably satisfactory to ISI.
- (6) ISI, at its cost, shall provide all awards for the Meet to the Host at least one week prior to the start date of the Meet.

Initial _____



(7) Any use by or on behalf of the Host of ISI trademarks or tradenames, including logos or designs, shall be subject to the prior approval of ISI which approval may be granted or denied by ISI in its discretion. If the Host desires to distribute any merchandise with ISI trademarks or trade names affixed, the Host shall submit artwork depicting the proposed use of such trademarks or trade names at least sixty (60) days prior to the initial proposed distribution, and ISI shall grant its approval, approval subject to conditions or denial within fifteen (15) days of the Host's submission to ISI.

(8) The Host shall be responsible for crowd control and security at the Meet, and shall take such measures to supervise the venue throughout the Meet that are reasonably necessary to protect the safety and well being of all authorized persons attending the Meet. ISI shall have no responsibility in this regard. Additionally, the Host shall have full responsibility for all timers for all sessions of the Meet. Host shall provide a list of timing assignments made up of teams with swimmers entered in the meet (including Host) at least 48 hours prior to the start of competition.

(9) ISI shall have all rights to broadcast or transmit media coverage, regardless of the form, including radio, television, cybercasting or any other printed or electronic media, of the Meet. If ISI elects to broadcast or transmit media coverage of the Meet, ISI shall notify the Host of such election by thirty (30) days prior to the initial entry deadline whereupon the Host shall provide ISI with access to computers, phone lines, electrical outlets and other communication equipment or devices reasonably available at the venue that may be necessary to facilitate media coverage of the Meet. Subject to any reasonable terms or guidelines imposed by ISI with which the Host shall comply, the Host may broadcast or transmit media coverage of the Meet in any manner that does not interfere or diminish ISI's broadcast or transmission of the Meet.

(10) Immediately upon completion of competition and official review of final results, the Host will provide a HyTek electronic file backup of the complete meet and time trials, if held, to the ISI office. Final meet results will be posted onto the ISI website by ISI.

(11) Within fourteen (14) days of completion of the Meet, the Host shall provide to ISI a final report of all items of income and expense arising from the Meet together with any payment due ISI.

(12) In the event of a breach of this agreement by one party, the non-breaching party may terminate this agreement by giving seven (7) days prior written notice of such alleged breach to the breaching party, unless such breach has been cured during such period to the reasonable satisfaction of the non-breaching party. Any dispute under this agreement shall be submitted to arbitration before the Illinois Swimming Board of Review in accordance with the rules and regulations governing that body, and any final decision made by that body shall be binding on the parties.

Initial _____



(13) All meet entries for the Meet shall be administered by ISI, at its expense. ISI shall provide an .hyv file for posting on-line for clubs to use as a courtesy to monitor their entries from HyTek. The Host shall use its best efforts to comply with all policies and procedures applicable to this system and to cooperate with ISI in this regard.

(14) Payments for entries and surcharges will be received by ISI and paid to the Host minus the required portion of the athlete surcharge payable to ISI.

(15) If the Host enters into any agreement with a third party to photograph athletes for commercial purposes, the Host shall provide in such agreement, in form and substance reasonably satisfactory to ISI, that ISI shall have unlimited access to all such photographs at no cost to ISI without restriction on their use.

(16) At its sole cost and expense, the Host will supply and install at the Facility an automatic and backup timing system, as well as, computer systems and equipment operating a networked version of HyTek connected to at least one (1) computer and one (1) printer. Network version of Hytek is recommended to allow for additional computers as needed to sufficiently conduct the Meet in an efficient manner without undue delay. The Host shall also provide at its expense, an experienced timing system operator, HyTek (Meet Manager) computer operator and Administrative Judge for all sessions of the Meet, as well as, a public address announcer reasonably satisfactory to ISI to work all sessions of the Meet and staff in an accessible area a table or other reasonable space for the implementation of Championship Meet procedures (i.e. Clerk of Course, etc) pursuant to ISI Rule 206.

(17) At least thirty (30) days prior to the start of the Meet, at a time mutually acceptable to the Host and ISI, the Host will arrange and participate in a "walk through" of the Facility with representatives of ISI.

(18) Failure to fulfill all requirements of this agreement may result in penalties up to and including future disqualification from Championship Meet bid applications.

If the foregoing terms and conditions are acceptable to you, please indicate your agreement by signing in the space designated below and initialing on each page of this agreement.

Thank you very much for your support of Illinois Swimming

Initial _____



SIGNATURE PAGE

Very truly yours,
Illinois Swimming, Inc.

By: _____
Peter Kozura
Executive Director

Accepted and agreed to:
[Host]

HOST CLUB REPRESENTATIVE/MEET DIRECTOR SIGNATURE

By: _____
Meet Director

Please sign and return by **DEADLINE DATE**. Enclosed copy is for your records.

Initial _____



CHAMPIONSHIP MEET AGREEMENT ADDENDUM "A"

Sponsorships

Discover Student Loans is the exclusive Title Sponsor for all Illinois Swimming Championship Meets. The championship meets will be named, and the Host will make appropriate reference to such meets, respectively, as follows:

Discover Student Loans / Illinois Swimming Regional Championship Meets
Discover Student Loans / Illinois Swimming Age Group Championship Meet
Discover Student Loans / Illinois Swimming Senior Championship Meet

The Discover Student Loans logo/name shall be the only name on any merchandise, flyers, banners, event staff shirts/caps/uniforms, etc. in combination with the following terms and titles: "Illinois Swimming, Inc", "ISI", "Age Group Championship", "Regional Championship", "Senior Championship" or any combination of the above.

Meet Hosts will procure and make individual agreements with any swim-related merchandise vendor of their choice. Said vendor will not be able to display banners, signs, etc. in any area of the venue aside from their immediate working area and 90% of their sellable merchandise will be Speedo brand items.

Ocean's Apparel is the exclusive event-related merchandiser for all ISI Championship Meets and will be present at all sessions. Ocean's Apparel will provide Host Club an accrual of gross revenues, less applicable sales taxes, of 20% for event sales less than \$6,000, 21% for event sales between \$6,000 and \$15,000 and 22% for event sales over \$15,000 and guarantees a minimum accrual to Host Club of \$500. Ocean's Apparel will provide Host with 24 complimentary t-shirts for Host Club's event usage. Ocean's Apparel will work with Host Club, in conjunction with ISI, to create event logos and merchandise offerings. Host Club, at its discretion, can choose to work with, or create event logo through other sources. Logo design will need to be approved by ISI prior to submission to Ocean's Apparel.

Signage

Full venue signage and banners shall be provided by ISI to the Host within 48 hours prior to the start of the Meet, and shall be displayed by the Host as instructed by ISI. This provision does not restrict any participating club/team from placing its team or club banners throughout the venue as long as they do not violate the Exclusivity clause listed above. Security and return shipping to ISI office of all sponsor signage is the responsibility of the Host.

Initial _____



CHAMPIONSHIP MEET AGREEMENT ADDENDUM "A"

Public Relations/Publicity/Promotions

The Discover Student Loans logo/name shall be included in any of the below listed items in regard to Championship meets:

- Inclusion in all print, outdoor, and/or broadcast advertising for the meet
- Inclusion on event promotional items (posters, flyers, psych sheets, heat sheets, apparel, etc. - logo or name)
- Event driven promotional radio or television schedule
- Event driven outdoor (billboard, vehicle, public transportation)
- Sponsor/retailer share media (themed display ads, 30/30 or 15/15 broadcast)

Information Technology

The Host shall provide a link to all sponsor company websites on any webpage created specifically for the Meet. All references to the named event shall meet the requirements listed above under the Sponsorship Type clause listed above.

Other Sponsors

Subject to the prior approval of ISI, which approval shall not be unreasonably withheld, sponsors other than those listed at the bottom of this document may be solicited by the Host for financial support, provided that the terms of any such sponsorship do not violate the terms or conditions of any sponsorship agreement to which ISI is a party. ISI has the right to determine whether any sponsorship agreement proposed by the Host violates any sponsorship agreement with ISI, and such determination shall be binding on the Host unless such determination by ISI is clearly shown to have been arbitrary and capricious.

PA Announcements

At least once during each session of the Meet, or as otherwise directed by ISI during any "down" time during the Meet, the Host shall make public address announcements provided by ISI to the Host.

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Marriott Hotels
The Swim Team Store

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Phone: 847.824.1596
FAX: 847.824.1726

DATE

HOST CLUB CONTACT

HOST CLUB

ADDRESS

CITY, IL, ZIP

Re: ILLINOIS SWIMMING SENIOR CHAMPIONSHIP MEET AGREEMENT

Dear HOST CLUB CONTACT,

Illinois Swimming, Inc. ("ISI") is delighted to grant to **HOST CLUB** (the "Host") the right to host the **YEAR Discover Student Loans / Illinois Swimming (Short Course / Long Course) Senior Championship Meet** at **FACILITY NAME AND ADDRESS** on **MEET DATES** (the "Meet") subject to the following terms and conditions:

- (1) The Host shall conduct the Meet in accordance with the rules and regulations of USA Swimming and Illinois Swimming in effect on the date of the Meet (collectively, the "Rules"), and the Host shall have complete responsibility for the conduct of the Meet except as may otherwise be provided in the Rules or this Agreement.
- (2) ISI shall have exclusive jurisdiction and control over the conduct of the swimming competition, officials, athletes and coaches at the Meet.
- (3) Unless otherwise specifically provided in the Rules or this Agreement, all costs and expenses, of any nature whatsoever, of hosting and conducting the Meet, shall be borne by the Host and not by ISI, except that the Host may be entitled to receive from ISI a Stipend (as defined) payable in accordance with paragraph 11 below.
- (4) The Host shall abide by all terms of sponsorship listed on ADDENDUM "A" attached hereto. Additional sponsorship agreements may be entered into by ISI prior to the meet event date. New sponsorship agreements will be outlined via additional ADDENDUMS and Host shall abide by all terms of said sponsorships. Host shall not be permitted to enter into any sponsorship agreement, or allow signage in the venue, which competes with vendors of Illinois Swimming's marketing partners.
- (5) The Host shall post "Psych Sheets" on-line and distribute entry lists for the Meet to all coaches at least 24 hours prior to the first day of competition. The Host shall also publish "Heat Sheets" for each session of the Meet. Prior to the start of the Meet, ISI shall provide Host with "Heat Sheet Booklets" along with instructions for the placement of Host provided "Heat Sheets" within these booklets. All "Psych Sheets" and "Heat Sheets" shall be in the format reasonably satisfactory to ISI.

Initial _____



(6) ISI, at its cost, shall provide all awards for the Meet to the Host at least one week prior to the start date of the Meet.

(7) Any use by or on behalf of the Host of ISI trademarks or tradenames, including logos or designs, shall be subject to the prior approval of ISI which approval may be granted or denied by ISI in its discretion. If the Host desires to distribute any merchandise with ISI trademarks or trade names affixed, the Host shall submit artwork depicting the proposed use of such trademarks or trade names at least sixty (60) days prior to the initial proposed distribution, and ISI shall grant its approval, approval subject to conditions or denial within fifteen (15) days of the Host's submission to ISI.

(8) The Host shall be responsible for crowd control and security at the Meet, and shall take such measures to supervise the venue throughout the Meet that are reasonably necessary to protect the safety and well being of all authorized persons attending the Meet. ISI shall have no responsibility in this regard. Additionally, the Host shall have full responsibility for all timers for all sessions of the meet. The Host shall provide a list of timing assignments made up of teams with swimmers entered in the meet (including the host club) at least 48 hours prior to the start of competition..

(9) ISI shall have all rights to broadcast or transmit media coverage, regardless of the form, including radio, television, cybercasting or any other printed or electronic media, of the Meet. If ISI elects to broadcast or transmit media coverage of the Meet, ISI shall notify the Host of such election by thirty (30) days prior to the initial entry deadline whereupon the Host shall provide ISI with access to computers, phone lines, electrical outlets and other communication equipment or devices reasonably available at the venue that may be necessary to facilitate media coverage of the Meet. Subject to any reasonable terms or guidelines imposed by ISI with which the Host shall comply, the Host may broadcast or transmit media coverage of the Meet in any manner that does not interfere or diminish ISI's broadcast or transmission of the Meet.

(10) Immediately upon completion of competition and official review of final results, the Host will provide an electronic file of the Meet results to ISI office for publication on the ISI website.

(11) Within fourteen (14) days of completion of the Meet, the Host shall provide to ISI a final report of all items of income and expense arising from the Meet together with any payment due ISI. Provided that the Host, in all material respects, has conducted the Meet in accordance with and has otherwise complied with this Agreement, within ten (10) days of the Host's delivery to ISI of the items specified in this paragraph, ISI shall pay to the Host a stipend of \$11,000.00 to help defray the Host's costs of conducting the Meet (the "Stipend"). The Host may apply all or a portion of the Stipend as a credit against any payment otherwise due ISI pursuant to this paragraph, and any credit so applied will reduce the amount of the Stipend otherwise payable to the Host by ISI under the previous sentence.

Initial _____



(12) In the event of a breach of this agreement by one party, the non-breaching party may terminate this agreement by giving seven (7) days prior written notice of such alleged breach to the breaching party, unless such breach has been cured during such period to the reasonable satisfaction of the non-breaching party. Any dispute under this agreement shall be submitted to arbitration before the Illinois Swimming Administrative Review Board in accordance with the rules and regulations governing that body, and any final decision made by that body shall be binding on the parties

(13) Upon notice by ISI to the Host at least thirty (30) days prior to the initial entry deadline for the Meet, all meet entries for the Meet shall be administered by ISI, at its expense, through USA Swimming's online meet entry ("OME") system. At this time the Host will create an .hyv file for posting on their website for clubs to use as a courtesy to monitor their entries from Hy-Tek for inputting them into OME. The Host shall use its best efforts to comply with all policies and procedures applicable to this system and to cooperate with ISI in this regard.

(14) Payments for entries and surcharges from OME will be received by ISI from USA Swimming and paid to the Host minus the required portion of the athlete surcharge payable to ISI. Any percentages of entry fees and/or additional surcharges required by the sanctioning LSC will be the responsibility of the Host Club.

(15) If the Host enters into any agreement with a third party to photograph athletes for commercial purposes, the Host shall provide in such agreement, in form and substance reasonably satisfactory to ISI, that ISI shall have unlimited access to all such photographs at no cost to ISI without restriction on their use.

(16) At its sole cost and expense, the Host will supply and install at the Facility an automatic and backup timing system, as well as, computer systems and equipment operating the latest version of HyTek connected to at least (2) two computers and (2) two printers. Network version of HyTek is recommended to allow for additional computers and/or printers as needed to sufficiently conduct the Meet in an efficient manner without undue delay. The Host shall also provide at its expense, an experienced timing operator and HyTek (Meet Manager) computer operator for all sessions of the Meet, as well as, a public address announcer reasonably satisfactory to ISI to work all sessions of the Meet, and will staff in an accessible area a table or other reasonable space for the implementation of Championship Meet procedures (Clerk of Course, etc.) pursuant to ISI Rule 206.

(17) At least thirty (30) days prior to the start of the Meet, at a time mutually acceptable to the Host and ISI, the Host will arrange and participate in a "walk through" of the Facility with representatives of ISI.

(18) Failure to fulfill all requirements of this agreement may result in penalties up to and including future disqualification from Championship Meet bid applications.

If the foregoing terms and conditions are acceptable to you, please indicate your agreement by signing in the space designated on the signature page and initialing on each page of this agreement.

Initial _____



Thank you very much for your support of Illinois Swimming.

SIGNATURE PAGE

Very truly yours,
Illinois Swimming, Inc.

By: _____
Peter Kozura
Executive Director

Accepted and agreed to:
[Host]

By: _____
HOST CLUB CONTACT / MEET DIRECTOR SIGNATURE

Please sign and return by **DEADLINE DATE**. Enclosed copy is for your records.

Initial _____



CHAMPIONSHIP MEET AGREEMENT ADDENDUM "A"

Sponsorships

Discover Student Loans is the exclusive Title Sponsor for all Illinois Swimming Championship Meets. The championship meets will be named, and the Host will make appropriate reference to such meets, respectively, as follows:

Discover Student Loans / Illinois Swimming Regional Championship Meets
Discover Student Loans / Illinois Swimming Age Group Championship Meet
Discover Student Loans / Illinois Swimming Senior Championship Meet

The Discover Student Loans logo/name shall be the only name on any merchandise, flyers, banners, event staff shirts/caps/uniforms, etc. in combination with the following terms and titles: "Illinois Swimming, Inc", "ISI", "Age Group Championship", "Regional Championship", "Senior Championship" or any combination of the above.

Meet Hosts will procure and make individual agreements with any swim-related merchandise vendor of their choice. Said vendor will not be able to display banners, signs, etc. in any area of the venue aside from their immediate working area and 90% of their sellable merchandise will be Speedo brand items.

Ocean's Apparel is the exclusive event-related merchandiser for all ISI Championship Meets and will be present at all sessions. Ocean's Apparel will provide Host Club an accrual of gross revenues, less applicable sales taxes, of 20% for event sales less than \$6,000, 21% for event sales between \$6,000 and \$15,000 and 22% for event sales over \$15,000 and guarantees a minimum accrual to Host Club of \$500. In addition, Ocean's Apparel will provide Host with 24 complimentary t-shirts for Host Club's event usage. Ocean's Apparel will work with Host Club, in conjunction with ISI, to create event logos and merchandise offerings. Host Club, at its discretion, can choose to work with, or create event logo through other sources. Logo design will need to be approved by ISI prior to submission to Ocean's Apparel.

Signage

Full venue signage and banners shall be provided by ISI to the Host within 48 hours prior to the start of the Meet, and shall be displayed by the Host as instructed by ISI. This provision does not restrict any participating club/team from placing its team or club banners throughout the venue as long as they do not violate the Exclusivity clause listed above. Security and return shipping to ISI office of all sponsor signage is the responsibility of the Host.

Initial _____



CHAMPIONSHIP MEET AGREEMENT ADDENDUM "A"

Public Relations/Publicity/Promotions

The Discover Student Loans logo/name shall be included in any of the below listed items in regard to Championship meets:

- Inclusion in all print, outdoor, and/or broadcast advertising for the meet
- Inclusion on event promotional items (posters, flyers, psych sheets, heat sheets, apparel, etc. - logo or name)
- Event driven promotional radio or television schedule
- Event driven outdoor (billboard, vehicle, public transportation)
- Sponsor/retailer share media (themed display ads, 30/30 or 15/15 broadcast)

Information Technology

The Host shall provide a link to all sponsor company websites on any webpage created specifically for the Meet. All references to the named event shall meet the requirements listed above under the Sponsorship Type clause listed above.

Other Sponsors

Subject to the prior approval of ISI, which approval shall not be unreasonably withheld, sponsors other than those listed at the bottom of this document may be solicited by the Host for financial support, provided that the terms of any such sponsorship do not violate the terms or conditions of any sponsorship agreement to which ISI is a party. ISI has the right to determine whether any sponsorship agreement proposed by the Host violates any sponsorship agreement with ISI, and such determination shall be binding on the Host unless such determination by ISI is clearly shown to have been arbitrary and capricious.

PA Announcements

At least once during each session of the Meet, or as otherwise directed by ISI during any "down" time during the Meet, the Host shall make public address announcements provided by ISI to the Host.

Listed Sponsors

Discover Student Loans
Speedo
Wintrust Financial
Ocean's Apparel

The Sports Authority
AthletiCo
Marriott Hotels
The Swim Team Store

Initial _____