



Swimming Championships

Hosted by

Army Navy Country Club



July 28-29, 2014

Finals

*Army Navy Country Club
1700 Army Navy Drive
Arlington, VA 22202
Main Number 703) 521-6800*

Scratch Meeting and Related Information

1. Scratch Meeting

The Scratch Meeting will commence promptly at 6:30 p.m. on Friday, July 25, 2014, in the Williamsburg Room at Army Navy Country Club. The Williamsburg Room is located on the 2nd floor of the Clubhouse. The agenda for the meeting will be as follows:

- a. Submission by each Club of: (1) Meet entries using HY-TEK format, in accordance with attached instructions (TAB A); (2) Review of Club Officials selected for Championships, all officials nominated and available for Championships are to be submitted to the CCSDA President Mary Wallack at wallackma57@yahoo.com and Vice President Jim Griffin at jamesegriffin@cox.net no later than Friday, July 25, 2014 (TAB B); (3) Individual Team Records (TAB C); and (4) Name and college/university of each graduating senior from each team (TAB D).
- b. Presentation by Army Navy Country Club representative regarding facilities, parking and general ground rules for supporting the meet (TAB F).
- c. The return of the CCSDA perpetual rotating trophies.
- d. CCSDA old and new business

PLEASE ENSURE THAT ALL REQUIRED MATERIALS ARE COMPLETED AND IN ORDER UPON ARRIVAL AT THE SCRATCH MEETING. WE ARE REQUESTING THAT EVERY TEAM REPRESENTATIVE AND COACH STAY UNTIL THEIR TEAM'S ENTRIES ARE LOADED AND ALL PAPERWORK IS CHECKED AND COMPLETED. TEAMS WHO HAVE OUTSTANDING DUES AND/OR MEET EXPENSES (PAPER AND RIBBONS) CAN MAKE PAYMENT TO THE CCSDA TREASURER AT THE SCRATCH MEETING.

2. Eight Lanes to be Used

- a. Army Navy Country Club has an eight-lane, 25 Meter pool. All eight lanes will be used for Trials, Consolation and Final events.
- b. Eight swimmers will qualify for the Finals and eight in the Consolation heat in each individual event. Awards will be given to all qualifiers.

3. **Time of Events**

TRIALS: Monday, July 28, 2014:

- a. 8 and Under and 10 and Under Trials: warm-ups at 9:00 a.m.; events at 10:00 a.m.
- b. Break from 12-1:00 p.m.
- c. 12 and Under; 14 and Under; and 18 and Under Trials: warm-ups at 1:00 p.m.; events at 2:00 p.m.

FINALS: Tuesday, July 29, 2014:

- a. Events 1-24: warm-ups at 9:00 a.m.; events at 10:00 a.m.
- b. Opening Ceremonies and Parade of Teams immediately following morning warm-ups.
- c. Lunch break immediately following Event 24 until 1:00 p.m.
- d. Events 25-50: warm-ups at 1:00 p.m.; events at 1:45 p.m.

ALL RELAY EVENTS WILL BE SWUM AS TIMED FINALS ON TUESDAY, JULY 29RD.

4. **Rain Postponement Plans**

Every effort will be made to complete this meet on the days scheduled. However, safety of swimmers and attendees at this meet is our primary concern.

- a. If Monday's Trials are rained out, in whole or in part, they will be rescheduled to begin or resume at 9:00 a.m. Tuesday, with warm-ups beginning at 8:00 a.m.
- b. If Tuesday's Finals are delayed by rain, every attempt will be made to continue the through Tuesday, through the evening if necessary, to complete the Finals.
- c. If either session has to be carried over into Wednesday, CCSDA Leadership will decide at the appropriate time.

5. **Rules for the Conduct of the Meet**

The 2014 CCSDA Championship Swimming Meet shall be competed using the USA Swimming Rules for 2014, as specifically modified by the current CCSDA Constitution and By-Laws.

6. **Meet Entry Instructions**

- a. No entries will be accepted unless outstanding dues and meet expenses (paper and ribbons) have been paid to the CCSDA Treasurer.
- b. In accordance CCSDA by-laws, each team may enter a swimmer in no more than two individual events, one medley relay, and the graduated free relay.
- c. Each team is permitted two entries for each individual event and one entry for each relay event. Entry of a swimmer as an alternate counts against the limit of two individual events per swimmer. Unless the alternate is designated and entered in the specific event at the Scratch Meeting, the individual shall not swim that event in the Championships. Alternates who replace the designated swimmer for an event shall report to The Clerk of Course when the event is called, give his or her name, and give the name of the person being scratched.
- d. Each Club shall prepare a HY-TEK meet entry data. The event number for the individual event will be the same as for dual meets. Detailed instructions for HY-TEK computer entries are provided at TAB A.
- e. Relay entry time shall be the actual time from a relay swum during a dual meet or division championship meet. Times may be adjusted to convert from yards/feet to meters, as necessary, using the appropriate conversion factor. All names of relay swimmers shall be on the HY-TEK file submitted, 4 for medley and 5 for freestyle. If someone is scratched it must be done by 12:00 noon on the day of the finals, July 29, 2014, and handed in to the officials' desk.

7. **Scratching from Finals or Consolation Heat**

Any swimmer, who qualifies for the finals event or the consolation heat and does not intend to swim, has 30 minutes after the completion of the time trials to scratch. Scratches must be communicated to the Referee and the Table Officials.

8. **Warm-Ups**

Warm-ups for each session shall be held in the Competition Pool under the supervision of the deck referee. Warm-ups shall be monitored by Meet Marshals. The ANCC Adult Pool shall be made available for warm-up/warm-downs during the meet. Warm-up session times and designated lanes are contained in TAB E.

9. **Records**

CCSDA relies exclusively on the dedication and attention to detail of each member Club as the only source of individual, team, pool and meet records. CCSDA Club representatives shall compile appropriate listings of their records for the 2014 season and present them at the Scratch Meeting using the form at TAB C.

10. **Officials and Volunteers**

- a. In accordance with Article XIII, Section 6B, CCSDA intends to provide the best possible officiating at this meet. Attention is invited to Article X, Section 8 of the CCSDA Constitution and By-laws, which define the policies and procedures for qualification as a CCSDA official nominate one person per session to work with the Clerk of Course, "those individuals who are known to be fully qualified. A list of certified officials nominated for duty at the Preliminary and Finals events, using the form at TAB B, may be submitted by email to CCSDA President Mary Wallack at wallackma57@yahoo.com and Vice President Jim Griffin at jamesegriffin@cox.net or presented at the Scratch Meeting Friday, July 25, 2014. Each Club will use this form to nominate one person for duty as Clerk of Course.
- b. Timers are required for this meet. Clubs are requested to identify experienced timers in advance of the meet. Timers shall be asked to report to the Starter at the appropriate time before or during the meet. Eight Relay Judges are required for Tuesday's afternoon session. Clubs are asked to identify experienced judges for judging the take-offs of the medley and graduated freestyle relays. They will be asked to report with the Stroke and Turn officials at the start of the Tuesday afternoon session.
- c. Volunteers will be required for tee shirt and program sales Monday and Tuesday for all sessions. The following clubs need to supply volunteers for the sales: Argyle, Avenel, Belle Haven, Bethesda, Chevy Chase, Columbia, Edgemoor, Manor, Montgomery and Norbeck. Volunteers can sign up on the CCSDA web site www.countryclubswimanddive.org via Sign Up Genius. During the meet, preferred seating near the Officials Table will be provided for the volunteers to view their swimmer's events. The seating is available ONLY during their volunteer time slot.

11. **Awards**

Awards shall be given to all swimmers who qualify to compete in the Finals and Consolation Heats. To reduce the stress on the swimmers and facilitate an efficiently run meet, the swimmers own award shall not be given to the swimmer immediately following the end of their race. Instead swimmers shall report to the awards stand, immediately after their race for pictures with symbolic awards. After the conclusion of the meet, awards shall be available for pick-up by the coaches and/or team representatives, in the Sports Camp (located on lower floor of the Fitness Center).

Please inform your parents that the CCSDA shall provide a professional photographer to take pictures of the event winners with their symbolic awards. These pictures will be available for purchase and the forms are available online at the CCSDA website www.countryclubswimanddive.org.

12. **Graduating Seniors**

CCSDA has traditionally recognized our swimmers who are completing their CCSDA careers at this meet. Each Club is requested to identify each graduating senior and the college or university they will attend using the form at TAB D.

TAB A

HY-TEK

Meet Entry Instructions

CCSDA SWIMMING CHAMPIONSHIPS

Hosted by

ARMY NAVY COUNTRY CLUB

July 28-29, 2014

**CCSDA CHAMPIONSHIP SWIMMING MEET 2014
INSTRUCTIONS FOR SUBMISSION OF ENTRIES
USING HY-TEK TEAM MANAGER**

GENERAL INSTRUCTIONS

1. All CCSDA member Clubs will submit their entries for championships in HY-TEK TEAM MANAGER format. In order for the entry process to proceed smoothly, all Clubs **ARE REQUIRED** to use **HY-TEK TEAM MANAGER for WINDOWS**. If your Club has not updated its current software or has not purchased this software, you may order this software directly from HY-TEK by telephone: (252) 633-5111. HY-TEK also has a website at www.hy-tekltd.com.
2. Since we will be interchanging information with your TEAM MANAGER and the CCSDA MEET MANAGER (the software that will actually run the championship meet), we must use the same team abbreviations. CCSDA uses the following common two-letter names for each member Club:

Army Navy - AN	Argyle - AG	Belle Haven - BH
Avenel – AV	Chevy Chase – CH	Columbia - CO
Bethesda - BE	Edgemoor - ED	Kenwood - KE
Congressional- CG	Lakewood - LA	Manor - MA
Montgomery - MO	Norbeck – NO	Washington Golf – WG

SPECIFIC INSTRUCTIONS

FIRST, FOLLOW INSTRUCTIONS IN THE HY-TEK TEAM MANAGER FOR WINDOWS MANUAL

Step 1 – Import Team Manager MEET EVENT file provided by CCSDA. “**Meet Events–2014 CCSDA Swimming Championships–28JUL2014-001**”. Contact **Rich Bettencourt** at lainirich@gmail.com or 290-428-6266 if you have questions.

Step 2 - Enter the names of your two swimmers for each event, by event number. NOTE: Each team is limited to two entries in each individual event, and one team for each relay event. Each swimmer may be entered in two individual events and two relays. **YOU MUST also enter the names of your alternates on your entry file.**

Step 3 – Prepare and Print the following REPORTS:

1. Meet Entry Report BY EVENT
2. Meet Entry Report BY NAME

Create these reports in Team Manager. **PDF** is the PREFERRED FORMAT!

Save these files as well. They will need to be emailed with your entries.

PLEASE DO NOT FORGET THIS STEP, IT IS IMPERATIVE THAT WE HAVE THE PROPER PAPERWORK WITH THE CORRECT SWIMMERS' NAMES.

Step 4 - In TEAM MANAGER, click on **File**, then **Export** from the Main Menu bar. Then click on **Meet Entries**. TEAM MANAGER will ask you to specify where you wish to store the Meet Entries export file. Please store to a zip drive or CD.

Step 5 - TEAM MANAGER will then ask you the meet name (**Meet Events–2014 CCSDA Swimming Championships–28JUL2014-001**) and course (S). You will then EXPORT the meet entries in the COMMLINK II/SDIF file format just as you have specified them. This can only be done if you have designated which swimmers will swim in each event of the meet. Your entry should now be complete.

Step 6 - After you EXPORT your Entry File, please EXPORT your **ENTIRE** Team Roster file.

Step 7 – Email your entries to **Rich Bettencourt** at lainirich@gmail.com **no later than Thursday, July 24 at 5 p.m.**

Please use the following SUBJECT LINE when sending your entries – 2014 CCSDA Champs Entry – “YOUR CLUB NAME”. The following items should be attached to your email:

1. Team Entry File
2. Team Roster File
3. Report BY NAME
4. Report BY EVENT

Entries will be accepted at the Scratch Meeting, but having the files ahead of time will allow for any necessary corrections to be made ahead of time and save time at the meeting. Any questions call Rich at 290-428-6266. In addition, please bring a back-up copy of your entries to the Scratch Meeting at Army Navy Country Club. Bring all paper reports (see below) to the Scratch Meeting. Be sure to include your ALTERNATES in the reports. The reports are imperative. They are very useful if problems arise and will shorten the duration of the Friday Scratch Meeting.

ADDITIONAL INSTRUCTIONS

1. As noted above, all entries shall be accompanied by a copy HY-TEK TEAM MANAGER Roster File, Meet Entry report BY NAME and a Meet Entry Report BY EVENT. These TEAM MANAGER inputs shall be used to generate the meet program, heat sheets and lane assignment/timer sheets. This **MUST** be done.
2. We will use MEET MANAGER to build the meet itself. Please proof read all your entries.
3. With your entry file, please provide **the names and telephone numbers of the Head Coach and available Team Representative**. A contact must be available during the period of July 24 through July 29 for any format or entry related questions.
4. Names of swimmers participating in relay events must be submitted to the Table Officials in hard copy format no later than 12:00 noon the day of the final meet Tuesday, July 29, 2014.

5. NOTE: SCRATCH/SUBSTITUTION POLICY - In accordance with CCSDA By-Laws, after the names of swimmers are submitted, no changes are permitted except that a Club may scratch a swimmer from an event and substitute that Club's alternate for that PRELIMINARY event. In Finals, scratched swimmers will be replaced from the 1st and 2nd alternates. The alternates do not move up to the Championship heat. If there is a scratch in the Championship heat, the 9th place swimmer moves up. Then the 1st place alternate moves up to the 16th place.

6. **These meet materials shall be delivered to CCSDA President Mary Wallack at the CCSDA Scratch Meeting, to be held at Army Navy Country Club on Friday, July 25, 2014 at 6:30 p.m. If you have any questions, please call or email CCSDA President Mary Wallack at wallackma57@yahoo.com or 202-669-9161 (cell).**

HY-TEK questions can be directed to: *Rich Bettencourt* at lainirich@gmail.com. Any questions call Rich at 290-428-6266

TAB B

**OFFICIALS
NOMINATED FOR DUTY**

CCSDA SWIMMING CHAMPIONSHIPS

Hosted by
ARMY NAVYCOUNTRY CLUB
July 28-29, 2014

OFFICIALS FORM

Each Club shall complete the attached Officials Form, indicating those officials from their Club willing and qualified to perform the designated duties. Your attention is invited to Article X, Section 8 of the CCSDA Constitution and By-Laws and to the procedures; concerning the qualification requirements for the key officials (Referee, Starter and Stroke & Turn Judge).

CCSDA intends to provide the best possible officiating at this very important meet (Article XIII Section 6b). Hence, the team representative should nominate as officials for any position only those individuals who are known to be fully qualified and capable of consistent performance over an extended period and under stressful conditions.

Please indicate beside the name of each nominated official for those three positions the number of CCSDA (dual and divisional championship) meets at which they officiated in that position this year. (Example: Referee, John Doe, 5 meets). Also, please enter the phone number for each person.

Key officials will be called to ensure their availability. Timers will be asked to report when volunteers are called at the beginning of and during each meet session. Relay Judges will report with the Stroke and Turn Officials at 1:15 p.m. on Tuesday.

CLUB NAME: _____

[illegible]

TAB C

CLUB RECORDS

CCSDA SWIMMING CHAMPIONSHIPS

Hosted by

ARMY NAVY COUNTRY CLUB

July 28-29, 2014

CCSDA INDIVIDUAL TEAM RECORDS 2014

DUAL MEET RESULTS

CLUB_____

DIVISION_____

DIVISIONAL MEETS

MEETS WON_____ **MEETS LOST**_____

YOUR RELAY SCORE_____ **PLACE**_____

MEET SCORES

OPPONENT

YOUR SCORE

THEIR SCORE

- 1.
- 2.
- 3.
- 4.
- 5.

NON-DIVISIONAL MEETS

MEET SCORES

OPPONENT

YOUR SCORE

THEIR SCORE

- 1.
- 2.
- 3.

DIVISIONAL CHAMPIONSHIPS

YOUR TEAM SCORE_____ **YOUR TEAM PLACE**_____

YOUR TRIPLE WINNERS

NAME

AGE GROUP

EVENTS

- 1.
- 2.
- 3.
- 4.

NEW CCSDA OR POOL RECORDS SET AT YOUR POOL

(USE REVERSE SIDE IF NECESSARY)

CLUB_____ **DIVISION**_____

LENGTH OF POOL_____

NAME

AGE GROUP

EVENTS

- 1.
- 2.
- 3.
- 4.

TAB D

GRADUATING SENIORS

CCSDA SWIMMING CHAMPIONSHIPS

Hosted by

ARMY NAVY COUNTRY CLUB

July 28-29, 2014

CCSDA 2014
GRADUATING SENIORS

CLUB: _____

Swimmer

College/University

TAB E

WARM-UPS

CCSDA SWIMMING CHAMPIONSHIPS

Hosted by

ARMY NAVY COUNTRY CLUB

July 28-29, 2014

CCSDA CHAMPIONSHIP SWIMMING MEET 2014
WARM-UP SCHEDULE

Monday, July 28, 2014

LANE #	9:00-9:15 AM	9:15-9:30 AM	9:30-9:45 AM
1	SPRINT LANE	SPRINT LANE	SPRINT LANE
2	WGCC	CONGRESSIONAL	MONTGOMERY
3	BELLE HAVEN	AVENEL	MANOR
4	ARMY NAVY	EDGEMOOR	NORBECK
5	KENWOOD	COLUMBIA	ARGYLE
6	BETHESDA	CHEVY CHASE	LAKEWOOD
7	SPRINT LANE	SPRINT LANE	SPRINT LANE
8	PACE LANE	PACE LANE	PACE LANE

Monday, July 28, 2014

LANE #	1:00-1:15 PM	1:15-1:30 PM	1:30-1:45 PM
1	SPRINT LANE	SPRINT LANE	SPRINT LANE
2	ARMY NAVY	AVENEL	NORBECK
3	BELLE HAVEN	CHEVY CHASE	MONTGOMERY
4	BETHESDA	EDGEMOOR	ARGYLE
5	WGCC	KENWOOD	MANOR
6	CONGRESSIONAL	COLUMBIA	LAKEWOOD
7	SPRINT LANE	SPRINT LANE	SPRINT LANE
8	PACE LANE	PACE LANE	PACE LANE

Tuesday, July 29, 2014

LANE #	9:00-9:15 AM	9:15-9:30 AM	9:30-9:45 AM
	1:00-1:10 PM	1:10-1:20 PM	1:20-1:30 PM
1	SPRINT LANE	SPRINT LANE	SPRINT LANE
2	ARMY NAVY	CHEVY CHASE	MANOR
3	BELLE HAVEN	CONGRESSIONAL	NORBECK
4	KENWOOD	AVENEL	ARGYLE
5	BETHESDA	EDGEMOOR	LAKEWOOD
6	WGCC	COLUMBIA	MONTGOMERY
7	SPRINT LANE	SPRINT LANE	SPRINT LANE
8	PACE LANE	PACE LANE	PACE LANE

TAB F

HOST CLUB ARRANGEMENTS

CCSDA SWIMMING CHAMPIONSHIPS

Hosted by
ARMY NAVY COUNTRY CLUB
July 28-29, 2014

July 28-29, 2014

*Army Navy Country Club
1700 Army Navy Drive
Arlington, VA 22202
Main Number 703) 521-6800*

Host Club Arrangements

Army Navy Country Club is proud to host the 2014 CCSDA Championship Swimming Meet. Our goal is to provide the venue and infrastructure for a safe, rewarding and memorable event for each participating CCSDA swimmer and their parents with plenty of food and beverages.

1. **Guidelines for CCSDA Championship Swimming Meet at Army Navy Country Club**

Safety is paramount. All athletes, coaches, and spectators must comply with published and posted regulations and follow the direction of Army Navy pool staff and meet marshals.

Specific instructions include:

- Swimmers may not enter the Competition Pool deck unless swimming or waiting for their heat.
- Everyone must stay off the diving boards and guard stands.
- No running or horseplay in the pool areas.
- No swimmers are allowed unattended in the warm-up and warm-down pool area.
- Please place all trash in the provided containers.
- Food and beverage service will be offered during the familiarization session and on each day of the meet. Food and beverage tickets will be sold at the entrance to the Competition Pool and may be purchased with check & cash only (except that members of Army Navy may use their Club number).
- No outside food or beverages may be brought into the Club.
- After each day's session, please clean your team area and remove all trash and personal belongings.
- First aid assistance is available at the Aquatic Director's office.
- Swimmers and spectators should not enter the Clubhouse unless there is an emergency, and they are instructed to do so.

- No tobacco products, with the exception of inside your car.
- No cell phones inside the Clubhouse. No talking on cell phones anywhere on Club premises, except in the parking lots.
- Assign an assistant coach or parent to your team area to maintain order and to ensure that swimmers report to Clerk of Course on time.
- Complimentary Internet access for Swim Champs 2014.
ANCC Member (network) & (security key code: ANCCGolf)

2. **Location**

Army Navy Country Club is located at 1700 Army Navy Drive, Arlington, VA. Directions are attached.

A diagram describing the flow of swimmers during the meet and the location of principal activities such as the Clerk of Course, Team Areas, Locker Rooms, Refreshment Stands and Warm-up areas will be distributed at the Scratch Meeting on Friday, July 25, 2014.

Please note that access to the pool areas will not be until 8:00 a.m. each morning. Swimmers, coaches and families should not arrive any earlier than this time as they will not be able to access the pools.

3. **Parking**

Parking will be available on Club premises but spaces are limited. We strongly encourage carpooling. Priority parking passes will be distributed to coaches and/or team representatives at the Scratch Meeting. All others may park as directed by Club officials on the Club grounds. Look for signage throughout the grounds of ANCC for direction. The following should be noted during the entire meet:

- There will be a clearly marked off drop off area for swimmers.
- Please drive slowly and carefully entering and leaving the Club.
- Please respect pedestrians.
- Please note posted signs and obey instructions for Club personnel directing traffic.

4. **Locker Facilities and Rest Rooms**

Toilet and shower facilities are available in the women and men locker rooms main floor of Fitness Center and two family rooms on lower level.

5. **Team Area**

ANCC has covered areas designated for each team. A map of the layout and assigned area shall be provided at the Scratch Meeting and out intention is to mix team locations. Each team is requested to assign an assistant coach or a parent to its team area to maintain order and to ensure that swimmers report to the Clerk of Course on time. Teams are requested to keep its assigned area policed during the trials and finals and completely cleaned at the end of each day. (astro turf, sound system & fans are in use)

6. **Off Limits Areas to Athletes and Spectators**

The following areas are off-limits to athletes and spectators:

- a. Exercise Room
- b. Clubhouse Locker Rooms
- c. Golf and Tennis Facilities
- d. Main Clubhouse, except for designated eating areas, with the appropriate attire.

7. **Competition Pool Deck**

The pool deck shall be open only to officials, coaches, and swimmers. A coaches' area has been established along one side of the pool deck. Each team will be assigned two on-deck passes and or bag tags for coaches. Marshals shall ensure only authorized officials, coaches, and swimmers are on the pool deck. Safety is paramount. All athletes, coaches, and spectators must comply with published and posted regulations and the direction of Army Navy pool staff and meet marshals.

8. **Clerk of Course**

The Clerk of Course will be located at the Pavilion adjacent to the Competition Pool.

9. **Programs and Tee Shirts**

CCSDA volunteers will sell programs and meet tee shirts and tank tops at the designated sales tables. The shirts & tank tops will be sold for \$20.

10. **Refreshments and Meals**

Army Navy Country Club will offer beverage service only during the familiarization sessions and food and beverage service on each day of the meet. Tickets will be required for the purchase of all food and beverages during this time. Tickets may be purchased starting at 8:00 a.m. on each day of the meet at the tables located at the entrance to the Competition Pool. Cash & Checks is required for the purchase of food and beverage tickets on Monday and Tuesday. Tickets also may be pre-purchased on Sunday, July 27st, between the hours of 8:00 a.m. -12:00 p.m. at the entrance to the Competition Pool. *On Sunday only*, members of clubs with reciprocal agreements with Army Navy may use their club number to purchase tickets. ALL TICKET SALES ARE FINAL.

- a. Beverage service will be offered during the familiarization swim on Sunday beginning at 8:00 a.m.
- b. The Dive Inn (snack bar) located outside the Competition Pool will be serving breakfast, lunch and beverages on Monday & Tuesday from 8:00 a.m. – 7:00 p.m.
- c. On Tuesday, from 11:00 a.m. – 2:00 p.m., freshly grilled lunch items will be available near the Great Lawn.
- d. Bar service will be available for adults at on Monday & Tuesday from 12 p.m. – 4:00 p.m.
- e. A member sign bar will be available at the Scratch Meeting. Members with reciprocal Club arrangements are welcome to dine in Grille after the Scratch Meeting. 6:30p.m.

WITH THE EXCEPTION OF FOOD FOR INFANT CHILDREN, PLEASE DO NOT BRING FOOD OR BEVERAGES ONTO THE PREMISES.

11. **Pool Familiarization**

The Competition Pool will be open on Sunday morning, July 27st, for pool familiarization. A coach from each team must be present and responsible for supervising that team's athletes during familiarization. The snack bar will be open and food may be purchased using food and beverage tickets as previously described. Tickets will be available for purchase from 8 a.m. - 12 p.m.

Sunday, July 27, 2014

LANE #	9:00-10:00 AM	10:00-11:00 AM	11:00-12:00 NOON
1	SPRINT LANE	SPRINT LANE	SPRINT LANE
2	AVENEL	BETHESDA	WASHINGTON GOLF
3	CONGRESSIONAL	EDGEMOOR	ARMY NAVY
4	NORBECK	COLUMBIA	BELLE HAVEN
5	MANOR	CHEVY CHASE	MONTGOMERY
6	ARGYLE	KENWOOD	LAKEWOOD
7	SPRINT LANE	SPRINT LANE	SPRINT LANE
8	PACE LANE	PACE LANE	PACE LANE

12. **Sportsmanship**

CCSDA was founded on June 4, 1952 to foster age-group swimming and diving competition. The objectives of CCSDA and its 15 member Clubs are: to promote competitive swimming and diving between member Clubs; to foster amateur swimming and diving; to encourage good sportsmanship; and to protect and promote the mutual interest of its members. Spirit and enthusiasm are an integral part of this swimming competition, which must be properly bounded by good order and discipline. Excessive displays shall be dealt with accordingly.

The annual Parade of Teams will be held Tuesday before the meet.

Please ensure that all pagers and cell phones are turned off or have audible ringers disabled during the meet. Cell phone use is not permitted in the Clubhouse. Talking on cell phones is not permitted anywhere on Club premises, except in the parking lots. Kindly maintain quiet for the Start. No flash photography is permitted during the Start.

13. **Emergency Procedures**

IN THE EVENT OF AN EMERGENCY, ALL ATHLETES, COACHES, DECK OFFICIALS AND SPECTATORS SHALL COMPLY WITH THE INSTRUCTIONS OF THE POOL STAFF.

CCSDA Representatives

CCSDA President
Mary Wallack
202-669-9161 (cell)

CCSDA Vice President
Jim Griffin
703-994-1161 (cell)

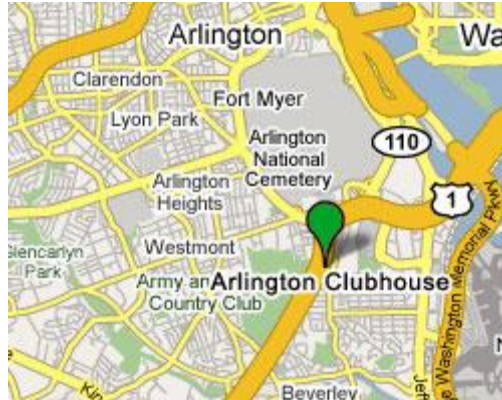
ANCC Representatives

Army Navy Country Club Swim Team Representative
Christopher Hardimon
703-980-7879 (cell)

Army Navy Country Club, GM of Aquatics
Peter Karl
703-521-7946 (pool office)
301-613-3822 (cell)

Army Navy Country Club Assistant GM of Aquatics
Melanie McKula
703-283-1182 (cell)

***Directions to
Army Navy Country Club
1700 Army Navy Drive
Arlington, VA 22202
Main Number 703) 521-6800***



From 95/495:

1. Take 395 North to Exit 7B (North Glebe Road).
2. Stay on Glebe Road for about ½ Mile and make a Right Turn on to 17th Road.
3. 17th Road quickly splits into 18th Street (right) and 17th Road (left)- Bear to the Right, which will be 18th Street and is a residential area.
4. Stay on 18th Street as it will become the entrance to Army Navy Country Club.

The Clubhouse is straight ahead.

From Washington:

1. Cross the 14th Street Bridge and following the Signs for 395 South.
2. Stay on 395 South until Exit 7 (Glebe Road). Exiting 395 South, stay in the Right Exit Lane and go to the Traffic Light.
3. At the Traffic Light make a Right Turn on to Glebe Road.
4. Stay on Glebe Road for about ½ Mile and make a Right Turn on to 17th Road.
5. 17th Road quickly splits into 18th Street (right) and 17th Road (left), Bear to the Right, which will be 18th Street.

Stay on 18th Street until you see entrance to Army Navy Country Club.
The Clubhouse is straight ahead.

From the Pentagon (to East Gate) to the Army Navy Drive Entrance of Army Navy Country Club.

1. From the Pentagon go to the Army Navy Drive Entrance/Exit.
2. Make a Right Turn on to Army Navy Drive.
3. Proceed South for about 1 Mile, looking for the Army Navy Country Club Sign on the Right, which is located at an underpass of Route 395.
4. Make a Right Turn after the Sign and you will see the main gate of ANCC.
5. Follow the Road up to the Main Clubhouse at the top of the hill.

Main Parking is to the left and overflow to the right of the Main Clubhouse. Please travel slowly and observe signs as we are still currently under construction.

******* Swimmer Drop Off Area top Level by Fitness Center- see signage*******