## **Swimming Carnival Nominations**

- Check the pool notice board (or <u>http://www.cqswim.org.au</u>) regularly for any upcoming swim meets.
- All nominations can be submitted into the office 'mail box' prior to the close date.
- Clearly indicate the swimmers name, DOB, nominated event numbers, your contact phone number and email address either on the flyer or directly onto the submitting envelope.
- Calculate fees payable (the 'TM entry fee' on the flyer is the fee that needs to be submitted for each event nominated).
- Seal the entry/ fee in an envelope and place it into the 'nominations box' prior to the close date/time. **Please use the correct change**; no change is given except for genuine mistakes.
- You will receive an email confirming your entry within 3 days after the close date. Please review this and flag any errors within 24 hours. I can make mistakes so please check this entry: the onus is on you to check that it is correct.
- If you have not received confirmation of your entry within the 3 days after the close date please contact me ASAP.

## Note:

- We have an obligation to the host club to supply time keepers to help out on the day; this is generally proportional to the number of swimmers we have attending. All parents/guardians are asked help out with this where possible. It's easy and fun.
- You'll notice that the close date on the flyer has been revised. This is to allow time for your club to collate, submit and confirm our entries with the host club. **No late** entries will be accepted after this date.
- Copies of the carnival flyers can be found in the 'carnival folder' in the office.

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