

Westchester County Swimming Association

Required Entry Procedure for Swimming Events

- Type or print entry forms in ink. Forms in marker or pencil will not be accepted.
- Coaches are requested to make a copy of all forms for their information.
- Entry blanks and rosters must be completed in full to ensure that proper fees are paid and passes issued for entry to Playland and Lake Isle.
- **Rosters** must include **All** swimmers and **Divers** and their birth dates, including swimmers listed on relays and as alternates.

Please enter and complete the following where required, for **Each Event** entered on the entry blanks:

1. List full name and age as of the first day of diving
2. In the box under the correct event number, on the same line as the swimmer's name and age, list the best previous time (yards) or NT (no time)
3. As there are separate sheets for different ages and boy/girls events, please number the pages if you will be using more than one of any sheet.

If you have swimmers who "swim up" and are on 2 different sheets make sure they are not entered in more than 4 individual events including diving.

Alternates - Alternate entries are designated by an "A" on the entry sheet. **If** more than four swimmers are entered in one event, we retain the right to choose any swimmers as alternates at our discretion. Coaches must report alternates to the scores table before the start of the meet **Each Evening** to substitute an alternate for a listed swimmer. Failing to do so will prevent the alternate from competing.

**Alternates should be included in the Meet Manager Entry, click the ALT box.
They must also be submitted on the paper Entry Form.**

Relay Events - Coaches must complete entry forms for each relay and must list:

1. Best previous time (yards) or NT (no time).
2. Names of all eight swimmers entered. Please use the same spelling and/or abbreviations for each swimmer on relay entry sheets as on individual entry sheets

Note: Only those swimmers listed on the relay entry form will be eligible to swim. Failure to list swimmers' names or the use of an unlisted or unregistered competitor will result in **Disqualification** of the relay team.

Remember, all swimmers who are not registered with the WCSA **will not** be permitted to participate in individual events or relays. If you are unsure if a swimmer is registered, consult the registration lists, call (914) 231-4586 or email wcsacounties@gmail.com to check on a swimmer who has swum in the Counties before and is not on your registration list.