



Report of Insufficient Number of Officials

Meet Name: _____ Dates of Meet: _____

Meet Referee: _____ Meet Director: _____

Copies of this report shall be forwarded to the Zone 3 Treasurer at Zone 3, Pacific Swimming c/o Blanca Prado, 231 Echo Summit Road, Vallejo, California 94589, Z3Treasurer@pacswim.org within five (5) days following the completion of the meet. Please see instructions on back page.

Team Information:

Team Name: _____

Contact Information:

Name (Point of Contact): _____

Address: _____

Phone: _____ Email: _____

Team Meet Participation Information: Zone 3 Penalty is \$100 per Missing Official per Session.

	Session 1 Dtd:	Session 2 Dtd:	Session 3 Dtd:	Session 4 Dtd:	Session 5 Dtd:	Session 6 Dtd:	Total
# of Registered Swimmers							
A. # of Officials Required							
B. # of Officials Working							
C. (A subtract B)							
D. (C total multiplied by \$100.00)	\$	\$	\$	\$	\$	\$	\$

Team Bill (Total Amount Due):

\$

Meet Director Signature: _____ Date: _____

Meet Referee Signature: _____ Date: _____



Report Instructions

1. Meet Referee will tabulate the number of officials, Colorado operators, computer operators and intermediaries. Comparing the Zone 3 “officials” requirement outlined in the table with the number of swimmers in the session, any lack of “officials” will be confirmed by the Meet Director.
2. Team coach or representative will be verbally notified of the deficiency, if feasible.
3. Lack of “officials” form will be filed out by the Meet Referee, cosigned by the Meet Director and Sent to the Zone 3 Treasure. Payment check made out to Zone 3 or cash shall be sent to Zone 3 Treasurer:

Zone 3, Pacific Swimming c/o Blanca Prado, 231 Echo Summit Road, Vallejo, California 94589

4. Non-payment after fifteen (15) days following the end of the meet will result in a 10% fee fine.
5. Non-payment after thirty (30) days following the end of the meet will result in a 25% fee fine.
6. Non-payment after forty-five (45) days following the end of the meet will result in the matter being brought before the Zone 3 Board. In months with no Board meeting, matter will be communicated to the Board via e-mail.
7. If no resolution is agreed upon the Zone 3 Board meeting or email discussion, the matter will be referred to the LSC Administrative Board of Review.
8. All collected funds will be placed in the Officials’ Training and Retention Fund. Officials’ Chair will propose spending ideas of the funds for Board approval in the months of September and March.