

SWIMMING

Event Name: _____

Event Dates: _____

Main Tank Meet: Training Tank Meet:

25 Meter Course: 50 Meter Course:

Whole Pool:

of Athletes: _____ # of Officials: _____ # of Volunteers: _____

(Please be as accurate as possible as this will affect staffing costs on the permit.)

Host Club: _____

Meet Manager:	Email:	Cell Number:

FACILITY TIME REQUIREMENTS (Practice and Competition Times):

Date:	Time access to building is required:	Duration of Event:	After event access time:

--	--	--	--

SET UP:

Set Up To Be Completed By: Date: _____ Time: _____

Start Blocks on Deep End Bulkhead:

Touch Pads:

Locations (please be specific): Main Tank: Training Tank:

Main Tank

False Start Ropes: One: Two: **Backstroke Flags:** **Stanchions:**

Training Tank

False Start Ropes: One: Two: **Backstroke Flags:** **Stanchions:**

Warm-Up Lanes: # of lanes: _____

Locations: (please be specific): _____

1 Meter Dive Boards Up:

3 Meter Dive Boards Up:

Temperature of Water: _____ °C

ROOM USE AND TABLE/CHAIR REQUIREMENTS:

Location	Date/Time of First Access	# of Tables	# of Chairs
Main Boardroom <input type="checkbox"/>			
Timing Office <input type="checkbox"/>			
Training Tank Office <input type="checkbox"/>			
2 nd Floor Kitchen <input type="checkbox"/>			
Lobby Kitchen <input type="checkbox"/>			
Multi-Purpose Room <input type="checkbox"/>			
3 rd Floor Poseidon Room <input type="checkbox"/>			
Dive Tank <input type="checkbox"/>	N/A		
Mid Tank <input type="checkbox"/>	N/A		
Training Tank <input type="checkbox"/>	N/A		

IT REQUIREMENTS:

Video Board Access:

Internet Drop Ports:

Training Tank:

Training Tank Office:

Mid-tank:

Main floor Boardroom:

Dive Tank:

3rd Floor Poseidon Room:

Timing Office:

MPR:

Other IT Requirements: _____

MAINTENANCE REQUIREMENTS: _____

EVENT TIMES: (Please be as accurate as possible when estimating # of swimmers as this will affect staffing costs)

Date:	Location(s):	
Warm up Start:	Warm Up End:	# of Swimmers:
Event Start:	Event End:	# of Swimmers:
Date:	Location(s):	
Warm up Start:	Warm Up End:	# of Swimmers:
Event Start:	Event End:	# of Swimmers:
Date:	Location(s):	
Warm up Start:	Warm Up End:	# of Swimmers:
Event Start:	Event End:	# of Swimmers:
Date:	Location(s):	
Warm up Start:	Warm up Start:	# of Swimmers:
Event Start:	Event End:	# of Swimmers:
Date:	Location(s):	
Warm up Start:	Warm Up End:	# of Swimmers:
Event Start:	Event End:	# of Swimmers:
Date:	Location(s):	
Warm up Start:	Warm Up End:	# of Swimmers:
Event Start:	Event End:	# of Swimmers:
Date:	Location(s):	
Warm up Start:	Warm Up End:	# of Swimmers:
Event Start:	Event End:	# of Swimmers:

Permit: # _____
Office use only

Signed: _____

Date: _____