

**FORM E**  
**SWIMS Times Module Policy Manual**  
**Meet Approval Request to Program Operations**

Reference USA Swimming Rules and Regulations 202.4 .13:

**“ In granting this approval it is understood and agreed that USA Swimming, and Metropolitan Swimming, shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event”**

**Requirements for Approval**

Approvals may be issued to member clubs for open competition conducted in accordance with USA Swimming technical rules if that competition has been specifically approved by the USA Swimming Program Operations Vice President or his/her designee.

Request for Approval: \_\_\_\_\_, a member club of the **Metropolitan Swimming**

Hereby requests approval of the following meet:

\_\_\_\_\_

Date \_\_\_\_\_ Facility \_\_\_\_\_

Person initiating this request \_\_\_\_\_

Position \_\_\_\_\_

Email address \_\_\_\_\_

**Requirements**

- The meet must be approved by the home LSC before submission to Program Operations.
- Approval meet status shall not be a means to avoid participants having USA Swimming membership.
- Reasons for hosting the meet as approved rather than sanctioned are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This form must be received by the designated person in the LSC at least 10 days prior to the meet.**

**Monique Grayson – 22 Pine Hill Court – Briarcliff Manor, NY 10510 – [monique.grayson@metroswimming.org](mailto:monique.grayson@metroswimming.org)**

**Approved by LSC: \_\_\_\_\_ Date: \_\_\_\_\_**

**Approved by Program Operations:**

**Suzanne Heath, designee,**

**suzanneheath@suddenlink.net**

\_\_\_\_\_ **Date: \_\_\_\_\_**