

**TO: Boys and Girls Sectional Swimming and Diving Coaches at
Keating Natatorium and Miami University**
FROM: Ward Billhimer, Claudia Multer, Pat Lunsford - Managers
DATE: January 20, 2005

***** PLEASE NOTE ITEM #11 REGARDING TEAM CHEERS****

1. DETAILED ENTRY INFORMATION AND SCHOOL ASSIGNMENTS ARE POSTED TO www.ohsaa.org AND www.swdab.org which are linked to www.swimmeet.com. Detailed DIVING information is posted to www.swdab.org and www.swimmeet.com.

2. The 2005 Cincinnati **BOYS** Sectional Swimming Championships will be held in the Keating Natatorium at St. Xavier High School as follows:
SWIMMING - Friday, February 11, 2005

Swimming Warm-Ups	5:00 p.m.
Swimming Competition	6:00 p.m.

DIVING - Wednesday, February 9, 2005 at **Miami University**

Diving Warm-Ups	5:00 p.m.
Diving Competition	6:00 p.m.

3. The 2005 Cincinnati Girls **DIVISION I** Sectional Swimming Championships will be held in the Keating Natatorium at St. Xavier High School as follows:
SWIMMING - Saturday, February 12, 2005

Swimming Warm-Ups	10:00 a.m.
Swimming Competition	11:00 a.m.

DIVING - Thursday, February 10, 2005 at **Miami University**

Diving Warm-Ups	5:00 a.m.
Diving Competition	6:00 a.m.

4. **FOR INFORMATION ONLY** - The 2005 Cincinnati Girls **DIVISION II** Sectional Swimming Championships will be held at Mason High School.
SWIMMING - Saturday, February 12, 2005

Check the Tournament Master Schedule for times.

DIVING - Tuesday, February 8, 2005 at **Miami University**

Diving Warm-Ups	5:00 p.m.
Diving Competition	6:00 p.m.

****CHECK THE WEBSITES FOR THE WEATHER CONTINGENCY PLAN****

5. There will not be a meeting this year. All entries are to be submitted electronically. The following items are to be mailed to Ward Billhimer, 1009 Marcie Lane, Milford, OH 45150.
 - A current eligibility list **FROM THE SCHOOL**.
 - List of eligible coaches. Admission to the competition will not be allowed if coaches names are not submitted.

**** COACHES NAMES CAN BE SUBMITTED ELECTRONICALLY IN THE TEAM MANAGER FILE IN LIEU OF MAILING.

Be sure that contact information is included for the HEAD COACH AND DIVING COACH. This information is to be sent to Ward Billhimer.

NOTE – The School Entry Form is NO longer required with the electronic entry.

These items must be received (not postmarked) by Friday, February 4th, 2005.

Call Ward Billhimer to arrange for an alternate delivery if they cannot be mailed and received by the deadline. Electronic entries must be received no later than Sunday, February 6, 2005 at 4:00 P.M.

6. The electronic procedure (required for teams of 7 or more) for Sectional entries is the same as last year. Refer to www.swdab.org and www.swimmeet.com to obtain the information/instructions regarding downloading the file for your computer generated entry into the meet. You must e-mail the entry to Claudia Multer at claudiam@one.net no later than 4:00 P. M. on Sunday, February 6th. *SUGGESTION* - Entry information should be downloaded by January 30th. Claudia Multer should be notified immediately of any difficulties.

*****MAKE SURE YOUR DIVERS ARE ENTERED ON THE TEAM MANAGER FILE AND THE DIVING COACH GETS THE APPROPRIATE SPECIFIC INFORMATION FROM THE APPROPRIATE WEBSITES!!!!!!**

REMINDER – build your USA Swimming ID# for every athlete in your database to simplify National Time verifications.

Also, be certain to use the correct team code in your entry.

7. Admission of \$5.00 will be charged (OHSAA mandated).
8. Teams and/or individuals must be accompanied by a coach or faculty representative of the school from which the swimmer or diver is entered. A parent is **NOT** an acceptable alternative, nor is an out-of-school coach, unless designated in writing by the principal **on school letterhead**.
9. A concession stand will be available for food and drinks.
10. Diving forms are available on www.swdab.org and www.swimmeet.com. For **ALL DIVISIONS**, one sheet per diver must be FAXED TO Tim Myers (see DIVING COACH ON www.swdab.org and www.swimmeet.com) no later than February 4, 2005. Copies will be made on site in the colors:

Centerville/Wittenberg teams	BLUE
Keating teams	YELLOW
Mason teams	GREEN

Refer to the DIVING COACHES information sheet on the websites for details.

11. Coaches are instructed to educate your swimmers on proper behavior, good sportsmanship and respect. ***COACHES ARE TO GUARANTEE CHEERING WILL NOT BE DEROGATORY OR IN BAD TASTE (I.E. – PUBLIC vs. PRIVATE)***
12. Coaches are responsible to see that the team areas are clean before they leave.
13. The meet is computerized - please be precise on your entries. All events are timed finals.
14. ***Be sure to have your medical emergency forms at each session INCLUDING the diving. NO FORM – NO PARTICIPATION!!!!***
15. This information is also located on two web sites: www.swdab.org
www.swimmeet.com
16. Any questions need to be directed to Claudia, Ward, or Pat.

Sincerely,

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