

Double Dual Meet, 8 or 10 lanes WITHOUT CTS – No Plungers or Dolphins

Subject Line: XXX SWIM MEET | Call for Officials Include: Date, time of meet, location

All,

Hoping you can help officiate for the meet against **Osborn High School** held at **Colgan High School, 13833 Dumfries Rd, Manassas, VA 20112.**

Please let me know if you can officiate by either responding this this email or sending a text to my cell XXX-XXX-XXXX.

A NOTE ABOUT THIS MEET:

- CTS (timing system) WILL NOT be used for this meet.
- This is a Double Dual with **XXX vs XXX, XXX vs XXX**. This means there will be an A & B heat for each event.
- Lane assignments are provided below.
- Exhibition swims are unknown at this time.

Timeline for the meet is as follows:

6:50 p.m.	COACHES AND CAPTAINS MEETING <i>*There should be a Meet Head Official. Team(s) Head Official (if available)</i>	10 minutes
7:00 – 7:40 p.m.	WARM-UPS: Pool available for warm-ups Warm-Ups 1 – 7:00 – 7:20 p.m. Lanes 1-4 or 1-5 Home Lanes 5-8 or 6-10 Visiting Warm-Ups 2 – 7:20 – 7:40 p.m. Lanes 1-4 or 1-5 Home Lanes 5-8 or 6-10 Visiting	20 Minute Warm Ups
7:00 p.m.	Confirm Starter is set and Ready to go	Officials
7:05 p.m.	OFFICIALS BRIEFING <i>*Introductions of team officials and assignments.</i>	Meet Referee: Introductions and Briefing
7:15 p.m.	TIMER MEETING (CTS NOT Used) <i>*Note for this meet we are going to have 3 timers per lane Timer 1: Stop Watch</i>	Starter(s) Meet Head Official

	<p><i>Timer 2: Stop Watch</i></p> <p><i>Timer 3: Stop watch and Recorder</i></p> <p><i>*Recorder opposite lanes of team association (odds/evens)</i></p> <p>Head Timer- Home Team – _____</p> <p>Assist Head Timer – Visiting Team(s) – _____</p>	<p>Home Odd # Lanes</p> <p>Visitors Even # Lanes</p>
7:40 p.m.	Warm-ups Completed	
7:43 p.m.	National Anthem	
7:45 p.m.	<p>Swim Meet begins</p> <p><i>**Reminder there will be a 10-minute break after event #8</i></p>	
10:00 p.m. /-	<p>End of Meet</p> <p><i>This is a double dual meet and If there are exhibition it will be dependent on the Event and number of heats of exhibition that could extend the timeline</i></p>	