

## Double Dual Meet, 8 or 10 lanes WITH CTS

**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 to this email or sending a text to my cell XXX-XXX-XXXX.

### A NOTE ABOUT THIS MEET:

- CTS (timing system) WILL 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.	<b>COACHES AND CAPTAINS MEETING</b> <i>*There should be a Meet Head Official. Team(s) Head Official (if available)</i>	10 minutes
7:00 – 7:40 p.m.	<b>WARM-UPS:</b> 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	<b>20 Minute</b> Warm Ups
7:00 p.m.	<b>Confirm Starter is set and Ready to go</b>	Officials
7:05 p.m.	<b>OFFICIALS BRIEFING</b> <i>*Introductions of team officials and assignments.</i>	Meet Referee: Introductions and Briefing
7:15 p.m.	<b>TIMER MEETING</b> <b>(CTS Used)</b> <i>*Note for this meet we are going to have 2 timers per lane</i> <i>Timer 1: Stop Watch and Plunger.</i>	Starter(s) Meet Head Official

	<p><i>Timer 2: Stop Watch, Plunger, Recorder*</i>  <i>*Recorder opposite lanes of team association (odds/evens)</i>  <i>Note: Pads (primary), Plungers (2<sup>nd</sup>), Stop Watch (Or Dolphins) (tertiary)</i></p> <p><b>(CTS NOT Used)</b>  <i>*Note for this meet we are going to have 3 timers per lane</i>  <i>Timer 1: Stop Watch</i>  <i>Timer 2: Stop Watch</i>  <i>Timer 3: Stop watch and Recorder</i>  <i>*Recorder opposite lanes of team association (odds/evens)</i></p> <p><b>Head Timer-</b> Home Team – _____  <b>Assist Head Timer</b> – Visiting Team(s) – _____</p>	<p>Home Odd # Lanes  Visitors Even # Lanes</p>
7:40 p.m.	Warm-ups Completed	
7:43 p.m.	National Anthem	
7:45 p.m.	Swim Meet begins <i>**Reminder there will be a 10 minute break after event #8</i>	
10:00 p.m. /-	<p><b>End of Meet</b>  <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>	