



## **Club Responsibilities**

- Clubs are expected to understand Conference eligibility rules for athlete participation in Conference events and to strive to encourage and support those rules in letter and spirit.
- Annual dues are to be received by the required date set by the WCSC Calendar.
- Each member club must send a representative to all meetings of the WCSC.
- Each member club will assume responsibilities associated with the running of the Championship meet, regardless of the particular clubs level of participation in the meet.
- Each member club will be expected to account for at least two (2) sponsors for the Championship meet. Failure to do so will result in an assessment to the member club equal to the cost of two sponsorships.
- Members will file a roster to include name, address and birth date for every member of their swim team. The roster must be received by your Division Rep June 30th.
- Members must report scores of each WCSC dual meet to their Conference Website within 24 hours of the meet.
- Member clubs, will, at the conclusion of each season file with their Division Rep, a final report to include name, address and telephone number for the following year for: Swim Team Chairperson, Club Manager, Pool Director and Swim Coach. If, through the winter, any of this information changes, it is the responsibility of the member club to contact the WCSC with updated information.
- When hosting a WCSC dual meet, member clubs will supply the following: pool, lane dividers, starting blocks, backstroke flags, stop watches or other appropriate timing device, scoring table, diving flash cards (3), lane clipboards (each lane), time slips and pencils for recording times and rundowns, scorers, timers (3 minimum), runners.
- In the event of a cancellation, the Division Rep and the Assignor of Officials must be notified by the home team. The home team will make decisions on cancellations due to weather conditions.
- In the event of cancellation, the meet will be made up at a date and time mutually agreeable to the two clubs and acceptable to the Assignor of Officials. If no date is mutually agreeable the Assignor of Officials will set a date for the meet according to the availability of officials and taking into account the meet schedules of the two clubs involved. No meet will be rescheduled without the approval of the Assignor of Officials.
- All questions pertaining to conference business should first be directed to the Division Representative.