



**E.D.S.C. Masters Meet** - Sunday 20<sup>th</sup> May 2018  
 Incorporating the KCASA Masters Long Distance Championships  
 Crook Log Leisure Centre  
 Brampton Road, Bexleyheath, DA7 4HH  
 openmeetentries@edsc.org.uk



**Promoters Conditions**

1: The competition is promoted by John Burdett on behalf of Erith and District Swimming Club which is affiliated to the London Region ASA. It is to be held under ASA Laws and Technical Rules and Promoter's Conditions. The event will be held in an eight lane 25 metre pool with electronic timing pads and display.

2: The EDSC Masters Meet 2018 incorporates the KCASA Masters Long Distance Championships with all 200m, 400m, 800m and 1500m individual events counting as part of the KCASA Masters Long Distance Championships. Eligible swimmers will automatically be entered into both competitions. **Entry Conditions including eligibility rules for the KCASA Masters Long Distance Championships can be found on the KCASA website.**

3: Ages are as at midnight on 31<sup>st</sup> December 2018. It is the swimmers responsibility to ensure his/her eligibility for each event. All swimmers must be registered as Category 2 with the ASA. Swimmers not registered with a Club can use the ASA Temporary Membership scheme, see; <http://www.swimming.org/asa/clubs-and-members/categories-of-membership> for details. A competitor may only compete for one Club in the competition.

4: All events will be swum on a heat declared winner basis, there will be no finals. Swimmers will be seeded slowest to fastest irrespective of age and based on entry times provided. All heats will be spearheaded. All starts will be at the deep end of the pool and over the top starts will be at the discretion of the Referee.

5: Individual events (up to and including a distance of 400m) and Relay entries are priced at £5.00 each. 800m and 1500m events are priced at £10 each. Closing date for entries is 6pm on the 27<sup>th</sup> April 2018. Full printed meet programmes will be available on the day.

6: Swimmers entering individually should use the online entering system on the EDSC website:

[http://www.edsc.org.uk/html/masters\\_entry\\_female.html](http://www.edsc.org.uk/html/masters_entry_female.html)

[http://www.edsc.org.uk/html/masters\\_entry\\_male.html](http://www.edsc.org.uk/html/masters_entry_male.html)

Once you have entered your events you can pay for them using your Paypal account, or a debit / credit card. Alternatively, you can still enter by completing the entry form below and sending it with a cheque to the address on the form.

7: Clubs sending 5 swimmers or more are requested to submit entries electronically using Hy-Tek's TM Lite entry system. Further details on how to do this can be found in this entry pack.

8: Entries for all events up to 400m will be accepted on a first come first served basis. Entries will not be registered unless accompanied by the correct fee. Cheques must be made payable to EDSC. Entry fees will not be refunded for withdrawals after the closing date.

9: Entries for the 800m and 1500m events will also be accepted on a first come first served basis. There will be up to 4 heats of 800m and 2 heats of 1500m and the Promoter reserves the right to allow 2 swimmers per lane. Swimmers will need to abide by the following minimum entry guide times:

Female	18-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80+
800m	13:52	13:52	13:57	14.01	14.11	14.31	15.03	15.46	16.41	17.45	19.02	20.35	22.44
1500m	26.25	25.26	26.37	26.53	27.26	28.20	29.36	31.14	33.11	35.30	38.16	41.44	46.26

Male	18-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80+
800m	12.50	12.50	12.54	12.58	13.07	13.26	13.55	14.35	15.26	16.26	17.36	19.03	21.02
1500m	24.56	24.56	24.59	24.57	25.17	26.04	27.11	28.29	29.49	31.13	32.54	35.25	39.44



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10: Competitors must report to the Clerks of the Course, two events prior to their event. For the first two events of each session, competitors should report at the end of the warm up. Competitors not reporting in time for an event may be excluded.

11: Swimmers will earn points for each event swum as part of the EDSC Masters Meet. Medals will be awarded at the end of the day to the Top 3 scoring Female and Male swimmers in the following age groups: Seniors: 18 to 24yrs. Masters: 25 to 29yrs, 30 to 34 yrs, 35 to 39yrs, 40 to 44yrs, 45 to 49yrs, 50 to 54yrs, 55 to 59yrs, 60 to 64yrs, 65 to 69yrs, 70 to 74yrs, 75 to 79yrs and 80yrs+. Seniors must be 18 years or older on the date of the competition. **Information regarding KCASA Masters Long Distance Championships medals can be found on the KCASA website.**

12: In Relay events, medals will be awarded to the team placed first in the following Age Groups: 100 to 119 years, 120 to 159 years, 160 to 199 years, 200 to 239 years and 240 years plus. Seniors may swim in any relay team. There is no limit on the number of relays in which an individual may participate. Relay teams must consist of 2 female and 2 male swimmers and can be swum in any order.

13: Relay teams must be declared before the start of each session on the day using the forms which will be sent by e-mail to the Team Managers before the meet. Relay team member's names, dates of birth, age on 31/12/18 will be required. Undeclared teams will not be able to swim.

14: Relay Teams may be entered up to the start of the appropriate Session Warm Up on the day of the Meet.

15: A Relay team or individual claiming a National or International record must comply with all the requirements of the record concerned. In order to make it easier for Clubs to enter relay teams the conditions of this competition are not as stringent as they are for National and International records. If you think that you will break a record then please advise the Referee before your race so that adequate Officials can be allocated. If you do break either an Individual or Relay record, please complete the application form available from the medal table as soon as possible after the swim and hand it to the Promoter so that the appropriate signatures can be obtained.

16: Swimmers are requested to check entry lists before the date of the Meet as errors are harder to rectify on the day.

17: A card-less entry system will operate at the Meet. All swimmers are required to sign in at the signing in desk in the reception area by the stated signing in time.

18: Results will be made available on the EDSC website: [www.edsc.org.uk](http://www.edsc.org.uk) as soon as possible after the event. Real time results will also be available via Hy-Tek's free Meet Mobile App.

19: The EDSC Masters Meet Trophy will be awarded to the top scoring visiting Club on the day.

20: The warm up, sign in and start times will be confirmed as soon as possible after the closing date.

21: The Promoter reserves the right to alter the schedule if circumstances demand and any item not covered within these conditions will be at the discretion of the Promoter.



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**Programme of Events**

Event No.	Session 1 – 20 <sup>th</sup> May – Sign in by 07:40 Warm up 07:40am Start 08:00		
101	Mixed	800m	Freestyle
102	Mixed	1500m	Freestyle

Event No.	Session 1 – 20 <sup>th</sup> May – Sign in by 10:30 Warm up 10:30 Start 11:15		
201	Ladies	200m	Individual Medley
202	Mens	200m	Individual Medley
203	Ladies	200m	Butterfly
204	Mens	50m	Breaststroke
205	Ladies	100m	Backstroke
206	Mens	100m	Butterfly
207	Ladies	50m	Freestyle
208	Mens	200m	Backstroke
209	Ladies	200m	Breaststroke
210	Mens	50m	Butterfly
211	Ladies	100m	Freestyle
212	Mens	100m	Breaststroke
213	Ladies	50m	Backstroke
214	Mens	200m	Freestyle
215	Ladies	400m	Freestyle
216	Mens	400m	Individual Medley
217	Mixed 240 +	200m	Medley Relay
218	Mixed 200-239yrs	200m	Medley Relay
219	Mixed 160-199yrs	200m	Medley Relay
220	Mixed 120-159yrs	200m	Medley Relay
221	Mixed 100-119yrs	200m	Medley Relay

Event No	Session 3 – 20 <sup>th</sup> May – Sign in by 14:15 Warm up 14:15 Start 15:00		
301	Mens	100m	Individual Medley
302	Ladies	100m	Individual Medley
303	Mens	200m	Butterfly
304	Ladies	50m	Breaststroke
305	Mens	100m	Backstroke
306	Ladies	100m	Butterfly
307	Mens	50m	Freestyle
308	Ladies	200m	Backstroke
309	Mens	200m	Breaststroke
310	Ladies	50m	Butterfly
311	Mens	100m	Freestyle
312	Ladies	100m	Breaststroke
313	Mens	50m	Backstroke
314	Ladies	200m	Freestyle
315	Mens	400m	Freestyle
316	Ladies	400m	Individual Medley
317	Mixed 240 +	200m	Freestyle Relay
318	Mixed 200-239yrs	200m	Freestyle Relay
319	Mixed 160-199yrs	200m	Freestyle Relay
320	Mixed 120-159yrs	200m	Freestyle Relay
321	Mixed 100-119yrs	200m	Freestyle Relay



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**Female Individual Entry Form**

Club Name:				
Swimmer Surname:				
Swimmer First Name:				
E Mail:				
Date of birth:				
ASA Registration Number:				
<b>Session 1 – 20<sup>th</sup> May – Start 08:00</b>				
<b>Event</b>	<b>Session 1 – 20<sup>th</sup> May – Start 08:00</b>	<b>Time Entered</b>	<b>Price</b>	
101	800m Freestyle		£10.00	
102	1500m Freestyle		£10.00	
<b>Session 1 – 20<sup>th</sup> May – Start 11:15 (tbc)</b>				
<b>Event</b>	<b>Session 1 – 20<sup>th</sup> May – Start 11:15 (tbc)</b>	<b>Time Entered</b>	<b>Price</b>	
201	200m Individual Medley		£5.00	
203	200m Butterfly		£5.00	
205	100m Backstroke		£5.00	
207	50m Freestyle		£5.00	
209	200m Breaststroke		£5.00	
211	100m Freestyle		£5.00	
213	50m Backstroke		£5.00	
215	400m Freestyle		£5.00	
<b>Session 2 – 20<sup>th</sup> May – Start 15:00 (tbc)</b>				
<b>Event</b>	<b>Session 2 – 20<sup>th</sup> May – Start 15:00 (tbc)</b>	<b>Time Entered</b>	<b>Price</b>	
302	100m Individual Medley		£5.00	
304	50m Breaststroke		£5.00	
306	100m Butterfly		£5.00	
308	200m Backstroke		£5.00	
310	50m Butterfly		£5.00	
312	100m Breaststroke		£5.00	
314	200m Freestyle		£5.00	
316	400m Individual Medley		£5.00	
<b>Total:</b>			<b>£</b>	

I hereby declare that the particulars I have entered are correct and that I will abide by the conditions.

Signature of Competitor: \_\_\_\_\_

If you are entering as an individual then please send this completed entry form along with a cheque (payable to EDSC) by 6pm on the 27<sup>th</sup> April 2018 to:

John Burdett, 68 Darent Park Avenue, Dartford, Kent DA2 6LX.

If you are entering as part of a team with 5 or more swimmers then you should send this completed entry form to your Team Manager who should complete the electronic entry file and send all forms plus the Entry Summary Sheet to the address above.



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**Male Individual Entry Form**

Club Name:				
Swimmer Surname:				
Swimmer First Name:				
E Mail:				
Date of birth:				
ASA Registration Number:				
<b>Session 1 – 20<sup>th</sup> May – Start 08:00</b>				
<b>Event</b>	<b>Session 1 – 20<sup>th</sup> May – Start 08:00</b>	<b>Time Entered</b>	<b>Price</b>	
101	800m Freestyle		£10.00	
102	1500m Freestyle		£10.00	
<b>Session 1 – 20<sup>th</sup> May – Start 11:15 (tbc)</b>				
<b>Event</b>	<b>Session 1 – 20<sup>th</sup> May – Start 11:15 (tbc)</b>	<b>Time Entered</b>	<b>Price</b>	
202	200m Individual Medley		£5.00	
204	50m Breaststroke		£5.00	
206	100m Butterfly		£5.00	
208	200m Backstroke		£5.00	
210	50m Butterfly		£5.00	
212	100m Breaststroke		£5.00	
214	200m Freestyle		£5.00	
216	400m Individual Medley		£5.00	
<b>Session 2 – 20<sup>th</sup> May – Start 15:00 (tbc)</b>				
<b>Event</b>	<b>Session 2 – 20<sup>th</sup> May – Start 15:00 (tbc)</b>	<b>Time Entered</b>	<b>Price</b>	
301	100m Individual Medley		£5.00	
303	200m Butterfly		£5.00	
305	100m Backstroke		£5.00	
307	50m Freestyle		£5.00	
309	200m Breaststroke		£5.00	
311	100m Freestyle		£5.00	
313	50m Backstroke		£5.00	
315	400m Freestyle		£5.00	
Total:			£	

I hereby declare that the particulars I have entered are correct and that I will abide by the conditions.

Signature of Competitor: \_\_\_\_\_

If you are entering as an individual then please send this completed entry form along with a cheque (payable to EDSC) by 6pm on the 27<sup>th</sup> April 2018 to:

John Burdett, 68 Darent Park Avenue, Dartford, Kent DA2 6LX.

If you are entering as part of a team with 5 or more swimmers then you should send this completed entry form to your Team Manager who should complete the electronic entry file and send all forms plus the Entry Summary Sheet to the address above.



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**Relay Entry Form**

<b>Club Name:</b>			
<b>£4.50 per event</b>			
<b>Event</b>	<b>Session 2 – 20<sup>th</sup> May – Start 11.15</b>		
<b>217</b>	Mixed 240 years plus Medley Team	£5.00	
<b>218</b>	Mixed 200-239 years Medley Team	£5.00	
<b>219</b>	Mixed 160-199 years Medley Team	£5.00	
<b>220</b>	Mixed 120-159 years Medley Team	£5.00	
<b>221</b>	Mixed 100-119 years Medley Team	£5.00	
<b>Event</b>	<b>Session 3 – 20<sup>th</sup> May – Start 15:00 (tbc)</b>		
<b>317</b>	Mixed 240 years plus Freestyle Team	£5.00	
<b>318</b>	Mixed 200-239 years Freestyle Team	£5.00	
<b>319</b>	Mixed 160-199 years Freestyle Team	£5.00	
<b>320</b>	Mixed 120-159 years Freestyle Team	£5.00	
<b>321</b>	Mixed 100-119 years Freestyle Team	£5.00	
<b>Total:</b>			£

I hereby declare that the particulars entered are correct and that we will abide by the conditions.

Signature of Club Official: \_\_\_\_\_

If you are entering relay teams then please complete this form, the electronic entry file and the Entry Summary Sheet and send all forms back to the following address:

John Burdett, 68 Darenth Park Avenue, Dartford, Kent DA2 6LX.



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**Entry Summary Sheet**

Enclosed are the entries from: \_\_\_\_\_ Swimming Club

One cheque for the sum of £ \_\_\_\_\_ payable to EDSC is enclosed to cover all entries.

**50m – 400m events**

Number of events: \_\_\_\_\_ @ £5.00 per event = £ \_\_\_\_\_

**800m & 1500m events**

Number of events: \_\_\_\_\_ @ £10.00 per event = £ \_\_\_\_\_

**Relays**

Number of events: \_\_\_\_\_ @ £5.00 per event =£ \_\_\_\_\_

Grand Total = £ \_\_\_\_\_

**For Clubs entering 4 or less swimmers or Individuals** - please remember to complete the Individual Male/Female Entry Forms and enclose them with this Entry Summary Sheet.

**For Clubs entering 5 or more swimmers** you are requested to submit your entries electronically using the Hy-Tek entry file which was sent to you as part of the Entry Pack. It should be completed and e-mailed to: [openmeetentries@edsc.org.uk](mailto:openmeetentries@edsc.org.uk)

If you do not have the Hy-Tek Team Manager programme then you can download a free programme – TM Lite – from the Hy-Tek website: [www.hy-tek.com/downloads.html](http://www.hy-tek.com/downloads.html) .

**All entries to be submitted to: John Burdett, 68 Darenth Park Avenue, Dartford, Kent DA2 6LX.**

**Closing date for entries is 6pm on the 27<sup>th</sup> April 2018**

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Declaration:

I certify that all entered competitors are ASA Registered Members of the Club and are eligible to compete as defined by ASA Law.

Signed by Club Secretary: \_\_\_\_\_



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### How to Use TM Lite

**Teams entering 5 or more swimmers are required to submit their entries electronically. Team Managers will need to download [Team Manager Lite](#) if they do not already use this software.**

If you have previously downloaded & set-up TM Lite, skip to step 4.

If you are already using the full version of Team Manager, then skip to step 5.

1. Click **File / Open** and type in a database name to create a TM database (normally the abbreviation of your Club, but the default will suffice). Click OK on the 'Log-In to' window;
2. In System Preferences, choose British Swimming in **Default Team Registration**, AGE in **Default Team Type** and GBR in **Default Country**. In the **Meet Age-Up Date** box enter the age-up date according to the conditions of the meet. Enter the same date in the **System Age-Up Date**. A window will then pop-up. Click OK;
3. From the main menu click **Teams** then click **Add** and add your **Team Abbr, Full Team Name and Short Team Name**. Click  to return to the main menu;
4. Click Athletes in the main menu. Click Add to add swimmers that are to compete in the Meet. Fill in: **Last Name, First Name, Birthdate, ID#** (ASA number), **Gender** and **Team 1**. Ensure full name is as per their ASA membership record to avoid problems with acceptance by rankings. Click OK. Upon completion of last swimmer record, click OK then Cancel, then click .
5. Import the Meet Events file into TM Lite or TEAM MANAGER using **File / Import / Meet Events**. This is a zipped file – there is no need to unzip the files before attempting to import the Meet Events.
6. On the main screen click **Meets**, select the meet and click **Entries** and select **Entry By Event** or **Entries By Name** to place swimmers into individual events. If a valid entry time is not available, for each entry, you must enter a custom entry time, or enter NT (no time).
7. For relay events, on the main screen click Meets, select the meet and click Entries and select **Entry by Event**. Click "New Relay". If a valid entry time is not available you must enter a custom entry time, or enter NT (no time). To add a second relay team, click "New Relay" and repeat process.
8. On the main screen click **Reports / Meet Reports / Meet Entries** to create a report of the meet entries to verify that all entries are complete and correct;
9. On the main screen click **File / Export / Meet Entries**. This will create a zipped file. Locate that zipped file and send it via e-mail to [openmeetentries@edsc.org.uk](mailto:openmeetentries@edsc.org.uk).

Upon receipt of your entries EDSC will send you a final entry report so that you can double check your entries.

*Please note that if you had the basic **TEAM MANAGER**, this entry process would be **much easier** as your athlete's data is already entered and TM would automatically be able to determine which of your swimmers qualify for each event and will use each swimmer's Best Time as the entry time for the meet - no need to enter a Custom Entry Time for each entry and each meet. You can order TEAM MANAGER on the web at [www.hy-tekltd.com/store](http://www.hy-tekltd.com/store).*