

# **METRO WEST SWIMMING VICTORIA INCORPORATED**

## **RULES & BY-LAWS**

### **1. ANNUAL GENERAL MEETING**

- 1.1 Election of Office Bearers and Committee:  
President, Secretary, Treasurer, Vice President, Assistant Secretary/Minute Secretary, Referee and all necessary officials will be elected at Metro West Annual General Meeting (AGM), to be held in May, where two delegates from each club may be present, with one delegate voting and speaking.
- 1.2 A club affiliation fee to the district will be determined at the AGM and be paid by each of the Metro West clubs, each season prior to the first District swim meet. Club swim levy fees based on prior year's registrations to be paid by the first District Swim Meet.
- 1.3 Pool admission and swim meet charges to be determined at the AGM each year for all Metro West swim meets.

### **2. Committee**

- 2.1 Committee can consist of two delegates from each club in Metro West with only one delegate voting and speaking.
- 2.2 Any Metro West member or club who has not complied with Swimming Victoria affiliation shall not be entitled to voice, or vote at any Metro West meeting after the AGM, until such time as affiliation had been granted.

### **3. Competition Rules**

- 3.1 District to arrange championships, competition, interclub and any other competitions Member clubs require.
- 3.2 Not applicable
- 3.3 Swimmers selected for any District teams who do not turn up without an acceptable reason will not be considered for District teams for the remainder of the season.
- 3.4 Each season, an initial list of Swimming Victoria registered members (in duplicate) including all competing swimmers MUST be given to the District Secretary by clubs, before a swimmer is eligible to compete.  
A copy of these registrations MUST be lodged with Swimming Victoria prior to swimmers competing. Lists must be updated over the season. All points earned by an ineligible swimmer will be withdrawn.
- 3.5 Entries for all Metro West competitions MUST be on the entry form specified as per competition program. All entries and monies MUST go through Club Secretary/Competition Officer.

- 3.6 Club Secretaries/Competition Officer **MUST** forward entries and Club Summary, including one club cheque to the person organizing the particular swim meets. (Cheques should be made payable to Metro West Swimming Victoria Inc.)
- 3.7 Swimmers who transfer from a Metro West club to another within the district after competing for the original club in a competition, cannot compete for the new club during **that** competition. Clubs involved in the transfer must notify the District Secretary by noting previous club and registration number.
- 3.8 Any club failing to compete at a Metro West meet for which they have entered, shall be responsible for a share in any losses incurred at that meet.
- 3.9 Team sheets must be handed in to compilers no later than five minutes after the last event, otherwise a penalty may be imposed on the offending club.

#### **4. Interclub Meets**

[See also: Rules 3.3, 3.6, 3.8, 5.1, 7.1, 8.1]

- 4.1 Not applicable
- 4.2 No second claim swimmers for Metro West Interclub.
- 4.3 For Metro West Interclub there is a limit of 6 swims per swimmer - includes team and individual events. All points accrued by the swimmer over the limit will be deducted.
- 4.4 A swimmer must swim in at least 50% of Metro West interclub swim meets to be eligible to compete in the interdistrict competition, and any other Metro West team, unless prevented from competing because of Swimming Victoria commitments, or entry may be approved by Metro West Committee.
- 4.5 Age shall be as at the first District Interclub meet of the season.

#### **5. Championships**

- 5.1 A swimmer 9 years and over must be available to swim in 50% of interclub swim meets to swim in Metro West Championships, unless entry is approved by Metro West Committee.
- 5.2 A swimmer who has competed for a club outside Metro West in the District's interclub or championships will be ineligible to swim in Metro West competition, unless entry approved by the Metro West Committee.

#### **6. Penalties**

- 6.1 All penalties are to be decided by the Committee unless otherwise stated. \* being decided on by delegates at district meetings.
- 6.2 All penalties shall be notified in writing to the respective club.
- 6.3 At the direction of the Committee, a penalty may be imposed for any breach of the Rules and By-Laws.

## **7 Officials/Assistants**

7.1 Interclub meets - each club must provide four (4) officials/assistants per club.

7.2 At all other competitions organised by Metro West each club must provide officials/assistants as follows:

1-3 Swimmers per session	1 Adult assistant to be provided
4-6 Swimmers per session	2 Adult assistants to be provided
7-12 Swimmers per session	3 Adult assistants to be provided
13 or more Swimmers per session	4 Adult assistants to be provided

If insufficient officials/assistants, clubs will be asked to provide more officials/assistants.

7.3 All officials/assistants **MUST** report to the Referee in Charge 15 minutes prior to the start of the swim meet. Any person reporting to officiate must ensure that their name and club are recorded even if they are not required.

7.4 Any club not providing the correct number of officials/assistants will be penalised.

## **8. Protests**

8.1 *Interclub:*

Protests to be lodged in writing to the Referee in Charge, c/- District Secretary by the Wednesday following the day/night of competition. A lodgment fee of \$20.00 must accompany protest.

8.2 *Other District Meets:*

Protests in writing and lodgment fee of \$20.00 must be submitted to the Referee in Charge within 20 minutes following the conclusion of the respective event.