

 **20** | **JANUARY** |   
**25** | **ROUTINE MEET** |

# COMPETITION INFO PACKAGE

**ONTARIO**   
**ARTISTIC**   
**SWIMMING**

## GENERAL INFORMATION

<b>DATES</b>	Friday, January 17 - Sunday, January 19, 2025
<b>VENUE</b>	Etobicoke Olympium 590 Rathburn Rd. Etobicoke, ON M9C 3T3
<b>REGISTRATION DEADLINE</b>	Friday, December 20, 2024
<b>HOST</b>	Olympium Artistic Swimming Club
<b>MEET MANAGER</b>	Jill Cheyne
<b>OAS RESOURCE</b>	Lauren Lindner
<b>ELIGIBLE CATEGORIES</b>	11-12, Youth, Junior, Senior, Adapted, Mixed Ability, Open
<b>INCLUDED EVENTS</b>	<p>11-12: Solo, Male Solo, Duet, Mixed Duet, Team</p> <p>Youth: Solo, Male Solo, Duet, Mixed Duet, Team</p> <p>Junior: Solo Tech, Solo Free, Duet &amp; Mixed Duet Tech, Duet &amp; Mixed Duet Free, Team Tech, Team Free</p> <p>Senior: Solo Tech, Solo Free, Duet &amp; Mixed Duet Tech, Duet &amp; Mixed Duet Free, Team Tech, Team Free</p> <p>Adapted: Solo, Duet, Team</p> <p>Open: Combo, Acrobatic Routine</p> <p>Mixed Ability: Duet, Team</p>

## RULES

This competition will be conducted under [Ontario Artistic Swimming rules](#).

## BYES

This is an optional meet for all categories. Byes will not be required for athletes not attending this event.

## SCRATCHES

Scratches may be submitted digitally until the start of the competition. To submit a scratch, [click here](#).

Once the competition has begun, scratches must be made on deck at the scoring table.

## AWARDS

There will be no awards for this event.

## EVENT STREAMS

For Youth, Junior and Senior events, coaches are asked to identify on their event registration whether each routine will be competing in the Provincial or National Stream.

## COACH CARD SUBMISSION

### SUBMISSION DEADLINE

**Sunday, January 12th, 2025 at 11:00 PM EST**

### DROPBOX ACCESS

OAS will request coach card files from be submitted into an OAS-owned Dropbox folder.

Head coaches will receive access to the submission folder via email following registration.

## RESUBMISSION GUIDELINES

Coach card submissions are considered final, aside from the following exceptions:

### **Medical Issue**

Clubs who need to change a coach card because of a medical issue that prevents them from performing a routine as per submitted coach card will be allowed to change their coach card up to 2 hours before the start of a session (event blocks will be considered one session). These changes will need to be approved by the Referee.

### **Changes between Prelims and Final (N/A for this event)**

### **Last Resort Desperation Move**

Clubs who want to change coach cards for reasons other than the 2 above will be allowed to do so no later than 8:00 PM the night before an event, but will need to pay a \$100 fine to do so.

New coach cards will always need to be submitted by email to Laura Steacy and Lauren Lindner. Confirmation of submission will be provided by email reply.

## LABELLING CONVENTIONS

Coach card files must be labelled with the following information, separated by underscores.

- 1. Category**
- 2. Event Name**
- 3. Club Call Letters**
- 4. Athlete Last Name**

For duets, use both last names. For teams, please use the first swimmer's last name, by alphabetical order.

## REGISTRATION, FEES & PAYMENT

<b>REGISTRATION DEADLINE</b>	Friday, December 20, 2024
<b>ENTRY SUBMISSIONS</b>	<p>Each club must submit their Excel registration booklet which includes a routine and figure entry list, invoice cost calculation and ISS-compatible athlete registration spreadsheet.</p> <p>Registrars will receive full instructions for completing their registration booklet by email.</p>
<b>ENTRY FEES</b>	<p>Entry fees have been updated for the 2024-2025 season. For more information, <a href="#">click here</a>.</p> <p>Solo ..... \$75.00 per entry                  Duet/Trio ..... \$100.00 per entry                  Team ..... \$140.00 per entry                  Combo / Acrobatic Routine ..... \$160.00 per entry</p>
<b>ATHLETE FEE</b>	The athlete fee for this event is \$50.00 per athlete.
<b>PAYMENT OPTIONS</b>	Entry payments must be received by Ontario Artistic Swimming no later than 10 days following the registration deadline.

**PAYMENT OPTIONS  
(CONT.)**

Payments can be received through two methods:

1. Electronic Fund Transfers can be sent to [oaspayments@ontarioartisticswimming.ca](mailto:oaspayments@ontarioartisticswimming.ca)
2. Authorized Club Credit Cards or Personal Credit Cards  
To coordinate, please call Sue Marnica-Wall at 416-679-9522 (ext. 221)

**LATE ENTRIES**

Club entry packages which are not received or incomplete upon the stated deadline is automatically subject to a late fine of \$25.00 per routine. This fine must be paid to the OAS office (for Ontario competitions) or to the Chief Referee/designate at the coaches meeting prior to the competition. Routines whose fines are not paid will be disqualified from the event.

For Ontario sanctioned competitions, late entries or corrections to incomplete entries will be accepted beyond two weeks prior to the event start date, but will be subject to the following fines:

2 weeks (14 days) prior to first event of the competition: \$50.00 per correction (to a maximum of \$500.00 per Club) Fines apply per figure event and/or per routine per event.

Within 24 hours of the first event of the competition: \$100.00 per correction (to a maximum of \$500.00 per Club) Fines apply per figure event and/or per routine per event.

# MUSIC SUBMISSION

## MUSIC SUBMISSION DEADLINE

Routine music files must be received no later than one week prior to the start of the competition, by **Friday, January 10th, 2025.**

## DROPBOX ACCESS

To avoid issues of Dropbox storage space, OAS will request music files from each coach be submitted into an OAS-owned Dropbox folder.

Head coaches will receive access to the submission folder via email following registration.

## LABELLING CONVENTIONS

Music files must be labelled with the following information, separated by underscores with NO blank spaces (underscores are acceptable).

- 1. Category**
- 2. Event Name**
- 3. Club Call Letters**
- 4. Athlete Last Name**

For duets, use both last names. For teams, please use the first swimmer's last name, by alphabetical order.

**For example:**

Junior\_SoloTech\_WRASC\_Smith.mp3

10U\_Duet\_LRASC\_Jones-Chen.mp3

Youth\_Team\_IGNT\_Bryant.mp3

## FILE FORMAT

Digital music will be used at this competition. There must be one digital file for each registered routine in an mp3 format, with a minimum required resolution of 192kbps.

Coaches are asked to review each digital file for quality, timing and completeness. Please ensure that volume is consistent throughout all cuts of music.

## METADATA & ID3 TAGS

Metadata (also known as ID3 tags for MP3 files) is information (such as title, artist, album, genre etc.) that is stored inside the song file.

This is often different from the name of the file itself. In order to avoid confusion at the competition music table, we ask coaches to ensure that the title of the song file, and the ID3 tag title of the song file are the same.

For instructions on changing ID3 tags, [click here](#) for Windows and [click here](#) for iTunes.



## COMMUNICATION & MEDIA

### EMAIL POLICY

Entry and registration correspondence as required will be done through email using registrar contact information. Results will be emailed to head coaches following events.

### COMMUNICATIONS

Meet packages and relevant information will be distributed by email through the OAS Communications account.

Competition information, schedules and results will also be made available on the OAS website and on the Sportity app.

### SPORTITY

The Sportity App is used to store meet information packages, schedules, publish results and other pertinent information throughout the competition.

**The password for this event is: JRM2025**

The Sportity app can be downloaded from the App Store or from Google Play.

### EVENT PHOTOGRAPHY

Gerson Photography will be working with OAS for the 2024-2025 season as our OAS official photographers. Photos will be available for viewing and purchase on the Gerson Photography [website](#) following the event.

During events, flash photography is prohibited.

## STREAMING

Competition events will be streamed live on the [OAS Facebook page](#).

Please note that, occasionally, streams may be blocked by copyright detectors. Streaming will return as soon as possible in these instances.

## ACCESSIBILITY

### ACCOMMODATION REQUESTS

Accommodation requests may be submitted for Athletes, Coaches, Officials or Volunteers in need of additional support at any OAS sanctioned competition. To submit a request, [click here](#).

### ACCESSIBILITY COORDINATOR

As per new OAS meet manager guidelines, host clubs are asked to identify an accessibility coordinator to assist as needed. The accessibility coordinator will be identified by each host club prior to the competition.