



Fina

ARTISTIC SWIMMING
WORLD SERIES

ORANGE COUNTY (USA) 2018

2018 Synchro America Open FINA Artistic Swimming World Series

June 7-9, 2018

Orange County, CA

Bulletin #2 / Entry Instructions

Please read the updated version of Bulletin #1 for many important details.

Version 5/1/18

FOREIGN ENTRY INSTRUCTIONS & DEADLINE

Foreign Federations must complete FORMS A-K and email them by **Monday, May 7, 2018 at 11:59 pm PST**. Please email forms A-K to: events@usasynchro.org; jennifer@usasynchro.org; bettyhazle@yahoo.com. **Entry is not complete unless accompanied by payment.** Please mail check or money order postmarked no later than **Monday, May 7, 2018 at 11:59pm PST** to:
 USA Synchro, Attn: Jennifer Hawkins
 7915 S. Emerson Ave., Suite 239
 Indianapolis, IN 46237
 USA
 +1-719-866-2219

Credit card payment is also accepted. Email Jennifer Hawkins at jennifer@usasynchro.org to pay with a credit card. **Cash payments will not be accepted.**

FORMS Posted on event page

- Appendix 1** U.S. Club registration info. USASynchro.org - Entries, Fees, Credentials, Officials
- Appendix 2** Digital Music Submission Guidelines (Deadline **Monday, May 7, 2018**)
- Foreign Form A** Flight Information
- Foreign Form B** Fees*
Please note a small increase in previously published fees. We apologize for this change due to an unforeseen local tax.
- Foreign Form C** Hotel Rooming List
- Foreign Form D** Personnel List
- Foreign Form E** Foreign Entry – Junior Tech Routines
- Foreign Form F** Foreign Entry – Junior Free Routines
- Foreign Form G** Foreign Entry – Senior Tech Routines
- Foreign Form H** Foreign Entry – Senior Free Routines
- Foreign Form I** Foreign Entry - Junior Free Combination
- Foreign Form J** Foreign Entry - Senior Free Combination
- Foreign Form K** Foreign Entry - Senior Highlight

U.S. ENTRY INSTRUCTIONS & DEADLINE

U.S. Entries must be submitted electronically by **Monday, May 7, 2018 at 11:59 pm PST**. **Entry is not complete unless accompanied by payment.**
 U.S. clubs must register online only. To register online (See Appendix 1), login to your account from the homepage of the USASynchro.org website, by clicking on “My Account”. If you have any technical difficulties or questions, email or call Jennifer Hawkins at 719-866-2219 or jennifer@usasynchro.org.

FEE INFORMATION

- **Entry Fee** \$30 per competitor (U.S. only) per routine, including reserves (alternates). Payments are made online at the USASynchro.org website. Any swimmer who is listed as a reserve (alternate) for a routine and who is not swimming any other routine event shall pay the entry fee. (Rulebook, Appendix C)
Foreign Federations do **NOT** pay this fee.
- **Sponsor Fee** \$30 per competitor. U.S. payments are made online at the USASynchro.org website. Foreign Federations must send a check for the required sponsor fees to Jennifer Hawkins at USA Synchro.
- **Webcast Surcharge** \$7.70 per competitor (U.S. only), including alternates. Payments are made online at the USASynchro.org website. Any swimmer who is listed as an alternate for a routine and is not swimming any other routine event shall pay the surcharge. This surcharge is to cover the minimum fee for TakeltLive to Live Stream the competition. Foreign Federations do **NOT** pay this fee.
- **Credentials** Each U.S. club will receive coach and chaperone credentials per the chart below. Additional credentials can be purchased for \$30 each. Payments are made online at the USASynchro.org website. Foreign federations and clubs will receive complimentary coach and chaperone credentials.

All U.S. coaches and judges need to register online even if free credentials are included with their team registration.

# of athletes	Maximum # of free credentials	
	Coaches	Chaperones
1-10	2	1
11-15	3	2
16-20	4	2
21-25	5	3
26-30	6	3
31-35	7	4
36-40	8	4
41-45	9	5
46-50	10	5

TENTATIVE SCHEDULE	Please refer to Bulletin #1 for the tentative schedule and other details about the meet.
FINAL SCHEDULE	A final schedule will be posted on the event page on USASynchro.org by May 30, 2018.
TICKETS	\$10 for each morning session and \$15 for each evening session or \$50 for an all-event pass. Tickets can be purchased online (click here) or at the door.
TECHNICAL MEETING	All coaches are requested to attend the Technical Meeting, which will be held on Wednesday, June 6 at 7:30pm (approximate time) at the Clarion Hotel Anaheim Resort. The exact time will be listed in the final meet schedule.
JUDGES MEETING	All judges are expected to attend the Judges Meeting, which will be held on Wednesday, June 6 at 7:30pm (approximate time) at the Clarion Hotel Anaheim Resort. Final time will be listed in the final meet schedule.
REGISTRATION	Registration times and locations will be listed in the final meet schedule.
U.S. OFFICIALS	Please register online by the entry deadline. In addition, please e-mail Judges Administrator, Shannon Korpela, with your intent to attend at s_korpela@msn.com . Those wishing to take the National judge's tests should notify Shannon.
RULES TO GOVERN	Current FINA rules, with noted exceptions listed here and as listed in USA Synchro Rulebook. <ol style="list-style-type: none">1. Junior Open competitors shall be 15 – 18 years of age, based on year of birth.2. Senior Open competitors shall be 15 or older, based on year of birth.3. New this year – athletes may enter the same event in both championships.4. Free Combination routines must have 8 – 10 competitors.5. Foreign Federations may have multiple club entries, including their National Teams, in each category: Junior, Senior, Highlight and Free Combination.6. The top-12 in each event will move to finals. If applicable, the 13th place routine in each event will serve as the pre-swimmer for the final event.7. All team routines will have a .50 deduction for each competitor fewer than 8 on a team.
ADDITIONAL JUNIOR OPEN INFORMATION	<ol style="list-style-type: none">1. In the Junior Open, every free routine must have a corresponding technical routine.2. In the Junior Open, each Foreign Club or National Team may have unlimited entries in all routine events (Solo, Duet, Team and Free Combination).
ADDITIONAL SENIOR OPEN INFORMATION	<ol style="list-style-type: none">1. In the Senior Open, Tech Routines and Free Routines are separate events. Each Senior event will be awarded separately.2. In the Senior Open, each Foreign Club or National Team may have unlimited entries in all Technical and Free routine events (Solo, Duet, Mixed Duet, Team, Highlight and Free Combination).
AWARDS	<p>All competitors (U.S. and Foreign) will compete for the same awards in their respective Open. Medals will be awarded for places 1 – 3. In the Senior category, two sets of awards will be presented. Medals shall be awarded to places 1-3 in each Final Technical and Final Free event.</p> <p>In the Senior category, medals will be given to reserves who swim either the technical or free routine. In the Junior category, medals shall be given to competitors who swim in finals only.</p>
COACHES CERTIFICATION AND SAFESPORT FOR U.S. COACHES	<p>CCP Level 1 – Required for all coaches to be on deck at any meet.</p> <p>CCP Level 2 – Required for all coaches to be on deck at any Regional, Zone and National Championship.</p> <p>CCP Level 3 – Required for all coaches to be on deck at any Zone and National Championship.</p> <p>SafeSport – Required for all coaches to be on deck at any competition.</p> <p>Properly submitted safety credentials (Current CPR/First Aid) - Required for all coaches to be on deck at any competition.</p> <p>Registered U.S. coaches will be verified and those holding the required certifications will be granted credentials. If you have any questions, please contact Shari Darst at shari@usasynchro.org.</p>

**LIVE WEB
STREAMING**

While it's not always possible to make it to an event in person, the good news is Takeitlive.tv will provide LIVE coverage for anyone wanting to watch and be a part of the event. In addition to tuning in LIVE, On-Demand video will be made available at the following link: <https://www.teamusa.org/USA-Synchronized-Swimming/Events/Video/2018-Championships/2018-Synchro-America-Open>. We highly encourage friends and family to tune in live.



**PHOTO / VIDEO
REGULATIONS**

Any photographs, videotape or other audio and/or visual recordings taken at the event by a spectator may be used solely for such spectator's personal use, and may not be broadcast, published or disseminated or used for any commercial purposes, without the prior written consent of USA Synchro.

Photography for personal use will be allowed by the audience, from the stands, as long as not obstructing the view of others, and does not use a flash. Photographs must be for personal, non-commercial use.

If you are a member of USA Synchro you are eligible to receive discount flights to USA Synchro sanctioned events on United Airlines. Book now by calling the United Olympic Desk at 1-800-841-0460 and receive up to 10 percent off the retail fare price.

SOUND / MUSIC

We will be using digital music for this competition. It is essential all music be sent by email in advance. Email music files to Chris Leahy at leahycm@gmail.com by **Monday, May 7, 2018**. See Digital Music Submission Guidelines, Appendix 2, for specifications.

SCORING CHAIR

Maggie Downey downeymm@gmail.com

BULLETIN #3

Stay tuned for an upcoming bulletin #3 which will have more information on the venue rules, coolers, tents, and concessions.

QUESTIONS

Please email Sheila McNabb at smmcnabb@aol.com with any questions.

Appendix 1: U.S. CLUB ENTRY AND FEES

To register online, login to your account from the homepage of the USA Synchro website

<http://www.usasynchro.org/> , by clicking on “My Account”.

See the entry instructions on the site.

If you have any technical difficulties or questions, please email or call Jennifer at 719-866-2219 or

jennifer@usasynchro.org.

Appendix 2: DIGITAL MUSIC SUBMISSION GUIDELINES FOR U.S. and all Foreign Federations and Clubs

Digital music files (MP3, M4A) are to be submitted for routines for this competition.

- Email music to Chris Leahy at leahycm@gmail.com by **May 7, 2018**.
- Music files may be sent as email attachments or shared using a file sharing/ transfer service.
 - Dropbox, Google Drive, OneDrive, WeTransfer, etc.
- We recommend submitting 160 kbit/s M4A or higher quality audio for best sound results.
- 128 kbit/s MP3s are **NOT** recommended, if sending MP3 files, please ensure they are at least 192 kbit/ sec.
- A minimum one second leader (silence) before the music starts added to all files is recommended.
- Contact Chris if you have any questions.
- A CD player will be provided as back up for play through the sound system. A device with a 1/8" TRS (headphone) jack is also acceptable as a backup.
- Use the following naming conventions (see bolded below) when saving files.
 - Routines names should be “space” separated

<p>JR Duet OSU Jones</p> <p>JR = Junior Duet = Routine event OSU = Club Abbreviation/ Three Letter Code ** Jones = Last name of the first alphabetical member of the routine</p> <p>** email Jennifer Hawkins - jennifer@usasynchro.org if you do not know your code</p>	<p>SR Duet Free or Tech OSU Jones</p> <p>SR = Senior Duet = Routine event Free = Free Routine or Tech = Technical Routine OSU = Club Abbreviation/ Three Letter Code ** Jones = Last name of the first alphabetical member of the routine</p> <p>** email Jennifer Hawkins - jennifer@usasynchro.org if you do not know your code</p>
--	--

Optional- If you know how to modify the Artist/Album/Track Title tags of your files, please use the following conventions.

Artist = “2017 US Open”
 Album = “Jr/ Sr”, “Routine event”, “Free or Tech for Senior routines”
 Album Artist = “Three Letter Code”
 Title = “Last name of the first alphabetical member of the routine”

**** email** Jennifer Hawkins - jennifer@usasynchro.org
 if you do not know your code