



Team Dolphins  
1411 N.E. Tara Cir.  
Blue Springs, MO 64014  
816-229-7951  
www.TeamDolphins.com

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August 1, 2009

Dear Dolphin Families:

Thank you for your interest in our team! We are dedicated to offering a fun and challenging atmosphere for all ages. We put a strong emphasis on technique and high quality stroke work.

A theme you will hear throughout the year is 'TEAM.' We will be forming new friendships and team spirit among swimmers and their families. From the involvement of every swimmer in the activities to parents being more involved in the operations, Team Dolphins will require a commitment from every person in the organization to continue our progress. Being a team means that we are a cooperatively functioning group that can achieve more.

Like last year, our fundraising system and process will be streamlined and clearly set for each group; each family will have an escrow account to draw from to pay entry fees prior to the deadlines; team goals and policies will be clearly defined as well as philosophies so that our entire organization is held to consistent levels of excellence throughout the training groups.

We hope that you are interested in joining our quest for excellence. This packet includes a great deal of information on the team's administration, structure and policies. Please read it carefully even if you are a returning Dolphin family, as updates have been made. If Team Dolphins is a good fit for your interests in swimming, please fill out the registration forms and return them to our mailing address or to your swimmer's coach as soon as possible.

We look forward to you joining our excitement and synergy in 2009-2010 as Team Dolphins continues to build an environment where success is inevitable and fun!

Best regards,

Coaching Staff



**MEMBER CLUB**





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## Team Dolphins Contact Information

### Mailing Address (send contracts, payments and all correspondence):

Team Dolphins  
1411 N.E. Tara Cir.  
Blue Springs, MO 64014

### Website

[www.TeamDolphins.com](http://www.TeamDolphins.com)

#### CEO & General Manager:

Robert Sturman

816-918-2714

[rsturman@hotmail.com](mailto:rsturman@hotmail.com)

#### Billing & Administrative Questions:

Jill Brammer

816-427-6898

[jill.brammer@yahoo.com](mailto:jill.brammer@yahoo.com)

#### Coach Contacts:

##### Missouri – Blue Springs

Coach

Rob Kenley

816-679-2702

[rkenley@teamdolphins.com](mailto:rkenley@teamdolphins.com)

##### Kansas – Overland Park

Senior / Head Coach

Tom Ringwelski

913-385-5230

[ringwel@swbell.net](mailto:ringwel@swbell.net)

[ringer@teamdolphins.com](mailto:ringer@teamdolphins.com)

Age Group & Novice Coach

Kaan Aydulun

913-709-8027

[kaydulun@hotmail.com](mailto:kaydulun@hotmail.com)



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## SWIMMER REGISTRATION INSTRUCTIONS

Welcome to all new and returning Dolphin Swimmers & Families! This document will walk you through our registration process and provide all other necessary information about our program. Please read carefully, complete and give your packet to the coach, representative or mail your forms to the team address:

Team Dolphins  
1411 N.E. Tara Cir.  
Blue Springs, MO 64014

### LEARNING ABOUT AND JOINING TD

**Step One:** Read through this entire registration packet for information on the contracts and how to register for the team.

**Step Two:** Fill out the family registration form and contact information (please print clearly). If you registered with Team Dolphins last year, please fill out the form completely and highlight or circle any changes from last year **especially email addresses**.

**Step Three:** Read thoroughly the contract with the Dolphins you are entering into. Determine the appropriate group contract for your swimmer. Team Dolphins operates on an annual budget based on the number of swimmers in each group. If these numbers fluctuate, then the budget may not balance. For the Senior group, the total annual fee must be paid even if a swimmer ceases to participate with Team Dolphins either temporarily or permanently (for illness, high school swimming, vacation, summer swimming etc.). For Age Group and Novice swimmers, a contract may be cancelled if given 45 days notice and paying an early termination fee of \$50 per swimmer contract. No contracts may be canceled after March 1<sup>st</sup>, 2010.

**Step Four:** Fill out and sign the Direct Debit Authorization Form. You may use one form for your entire family, but all members must be on the same length of contract, otherwise, please use an additional form.

**Step Five:** Read and fill out the code of conduct.

**Step Six:** Attach a check for the first month's dues (or paid in full) and annual registration fees (may be in one check). Attach a voided check to start the Direct Debit for the second month of the contract (if not paying in full).

**Step Seven:** Submit completed forms and checks to the coaching staff. You may also mail the forms and payment to the team address.

**Step Eight:** Welcome to the Dolphins! Our main team communication is through our team website ([www.TeamDolphins.com](http://www.TeamDolphins.com)). It is updated regularly with general information such as practice schedules, meet information, team events, and other important team updates. We also use email communications to send out important announcements and newsletters.



## 2009-2010 TEAM DOLPHINS FEES & POLICY OVERVIEW

### PAYMENT PLANS AND MONTHLY BILLING

#### Contract Payment

**Auto Debit Monthly Payment:** Using the automated debit system, the monthly payment will be taken directly out of your checking account on the 5<sup>th</sup> of each month of the contract. If a swimmer moves up to a more advanced group, parents must email Jill Brammer to authorize a change in fee deduction for their auto debit. A swimmer may not change groups until Jill has received such an email.

**Payment by Check:** For an additional fee of \$25 per month, you may pay your monthly fees by check (received by the 5<sup>th</sup>).

A billing reminder email will be sent out on the 25<sup>th</sup> of each month. Parents are responsible for contacting the billing department if a reminder is not received.

All contract dues **not paid by auto payment** must be received by the 5<sup>th</sup> of each month. Other fees not associated with the contract (i.e. entry fees, fundraising, service fees, team travel) are to be received by the 5<sup>th</sup> of each month. Accounts will be considered late if the account balance (contract dues, entry fees or other) is not received by the 5<sup>th</sup> and a late fee of \$25.00 will be charged.

**No contract will be renewed for a new season until the prior year's contract has been paid in full.**

### REGISTRATION FEES

USA Swimming requires that every swimmer be a member of USA Swimming. The cost for registering for the 2009-10 swimming year is \$50 per swimmer.

In order to help with administrative costs, data processing, account set up and billing, Team Dolphins requires an annual registration fee based on a per swimmer formula by family. The first swimmer is \$80; the second and all remaining swimmers from the same household are \$70 each. Also see escrow fees below.

### TRAINING FEES

In order to pay for pool rental, coaches' salaries and other club obligations, each swimmer is required to commit to an annual contract. Because we have limited room and coaching staff, we are required to hold each family to fulfill the contract in order to maintain the programs we have lined up for the year. Fees may be paid up-front or paid over the length of the contract via auto debit or check (for an additional fee).

Fundraisers: (For Example) Flower Sales, Lap-A-Thon, and Tax-Deductible Donations (via United Way or direct check)

	Total Contract	Monthly Payment	Fundraising
Novice	\$960	\$80	\$250
Age Group	\$1140	\$95	\$300
Advanced Age Group	\$1440	\$120	\$325
Senior	\$1680	\$140	\$450
Summer League Prep	\$275	na	\$100
High School Prep	\$315	na	\$100

### SEASONAL PREPARATION PROGRAMS

Team Dolphins offers a seasonal membership for swimmers wanting to prepare for their high school or summer league season.

Swimmers are required to pay the full, non-refundable seasonal preparation fee up-front. At the end of this period, a new contract may be signed for the remainder of the year at a pro-rated amount determined by the group in which they are assigned. This will include payment of all registration fees and fundraising commitments. The \$315/\$275 fee includes the USA Swimming registration fee. If swimmers wish to enter a swim meet, they will need to pay the TD registration fee and meet escrow fee.

Total Contract

\$315 High School Prep + \$100 fundraising/\$275 Summer League Prep + \$100 fundraising

#### Dates

Boys MO 6/1/10 – 7/30/10 KS 9/2/09 – To starting date of boys high school season in November

Girls MO 9/1/09 – 11/13/09 KS 12/1/09 – To starting date of girls high school season in February

Summer League Prep 4/5/10 – 5/28/10

**Summer League Prep is available to swimmers entering elementary through 8<sup>th</sup> grade in the upcoming school year.**

**High School Prep programs are available to swimmers in/entering grades 9-12.**

### MEET ESCROW FEES

Team Dolphins must pre-pay all entry fees for meets up to two weeks prior to the meet date. We require that every family who will participate in swim meets maintain a meet fee escrow account in the amount of \$100 per swimmer. This will allow us to enter swimmers into meets prior to receiving payment. When the account balance is below \$100, the difference will be reflected on your



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monthly escrow statement. The escrow account must be replenished to the \$100 balance by the 5<sup>th</sup> of each month. The payments (via check) should be sent through the mail to Jill Brammer at team mailing address or given to swimmer's coach. If the escrow account reaches a balance of \$20, your swimmer will not be entered into any meets until the account balance is replenished.

Entry fees for meets vary. For most meets, the fees are the following:

Surcharge	\$5-\$20
Per Event Fee	\$3.50

The initial \$100 per swimmer is to be paid with the registration fees. At the conclusion of the season, any left over credit may be applied to the new season's registration or refunded if the swimmer is at the conclusion of their Team Dolphin swimming career.

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### **LATE PAYMENT FEES AND PENALTIES**

Late Payment Assessments: Will be assessed \$25.00 on the 5<sup>th</sup> day of the following month. Payments are due by the 5<sup>th</sup> day of each month. The billing system will automatically add the late payment assessment of \$25.00 to accounts not paid in full by the due date.

#### **Additional Late Payment Penalties:**

**30 days past due:** swimmer will not be entered into meets

**30 days past due:** swimmer will be removed from practice

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### **CONTRACT TERMINATION POLICY**

Swimmers in the Senior group will not be eligible for terminating a contract under any circumstances. Swimmers in the Novice and Age Group programs may, with 45 days written notice, payment of remaining fundraising commitments and volunteer obligations, and a \$50 termination fee be released from a contract with Team Dolphins. All contracts regardless of group will be ineligible for termination after March 1, 2010.

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### **SWIM MEET DECLARATIONS**

All swimmers who want to participate in a swim meet must declare their intentions by completing a meet declaration form prior to the deadline established for each meet. Any forms submitted after the deadline may be ineligible for entry into the given meet. A full list of the tentative meets for the short course season as well as the long course (summer) season is available in this packet. Declaration forms will be available at practices and, when possible, online in advance of the meet. It is each family's responsibility to keep track of the deadlines and declaring swimmers' participation in meets. Coaches will ultimately decide appropriate events for swimmers, but swimmers & parents may provide input on the declaration forms. Entries will be e-mailed and, when possible, posted online after the declaration deadline prior to the swim meet. For meets that have qualifying times, there will be eligibility reports provided along with the declaration forms.

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### **COMMUNICATION WITH THE COACH**

When you join the club or make changes to your regular email address, please send your current email address to [jill.brammer@yahoo.com](mailto:jill.brammer@yahoo.com), [rsturman@hotmail.com](mailto:rsturman@hotmail.com), [rkenley@teamdolphins.com](mailto:rkenley@teamdolphins.com), [ringwel@swbell.net](mailto:ringwel@swbell.net), [ringer@teamdolphins.com](mailto:ringer@teamdolphins.com). The majority of club communication is done through email and web postings. If you would like to speak individually with your coach, contact him or her via email or phone, and ask for a meeting.

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### **FUNDRAISING POLICY**

Each practice group will have a set dollar amount for fundraising. Participate in fundraising events, pay in full, or pay with monthly dues payment. You can buy out of your commitment at any time or have your fundraising commitment deducted monthly via auto debit with dues during the contract period. Families with more than one swimmer from the same household will have a modified fundraising commitment. The swimmer at the most advanced practice group will be responsible for the fundraising commitment for that group, and the second swimmer will be responsible for half of the fundraising commitment for his or her practice group. Any additional swimmers from the same family/household will not be subject to any additional fundraising commitment.

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### **VOLUNTEER POLICY**

Swimming for one of the best teams in the country requires the support and dedication of its swimmers and their parents. As a non-profit organization, Team Dolphins (TD) is dependent upon the parents of our swimmers working together to maintain this standard of excellence. Even though TD is not hosting any swim meets for the 2009-2010 season, we are required to provide timers at meets throughout the year. All parents are expected to help.



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## Practice Group Descriptions

The following age group structure is intended to continue our progression towards being the best program anywhere – and offer the best possible product to our customer (you!). Note that the descriptions and guidelines to move into certain groups may change throughout the swimming year based on the needs of the members of each group. Each group is designed to build on the skills each swimmer has and provide a challenge to continue a steady growth through each swimmer's career. Also, based on the numbers and abilities at each site, practice groups may be split and times adjusted to best suit the members of the team.

As early as possible in an athlete's swimming career, it is important to understand that athletes will continue to improve with poor or average stroke technique while they are growing. Once athletes stop growing, they often have trouble swimming faster if their technique is not exceptional. Good practice attendance and attitude at an early stage in an athlete's swimming career can go a long way to ensuring long-term success.

Listed below is the necessary training equipment for all groups:

- Fins (soft rubber in appropriate shoe size)
- Water bottle
- Pull buoy
- Stroke Maker hand paddles – appropriate size for age
- Speedo swimsuit (TD Speedo swimsuit required for swim meets)
- Goggles (two pair)
- Cap (required for anyone with long hair) (TD cap required for swim meets)
- Kickboard
- Mesh bag to hold equipment

For equipment and apparel, please contact Swim Things ([www.SwimThings.com](http://www.SwimThings.com))

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### NOVICE GROUP

The Novice group is an entry-level group of beginning 6 to 12 year olds who are new to competitive swimming and/or swimmers looking to continue to develop sound fundamentals of all four strokes including competitive starts and turns. Novice group swimmers are encouraged to participate in competitions throughout the year. Novice group swimmers practice 2 days per week for 1 hour. See practice schedule page for days/times.

#### Guidelines to Enter Novice Group

Swimmer must be able to complete the following:

- Swim 25 yards of freestyle
- Swim 25 yards of backstroke
- Able to jump into water

#### Goals of Novice Group

- Swim IM legally
- Do flips turns
- Perform track start and backstroke start effectively
- Acquire basic understanding of the pace clock

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### AGE GROUP

Age Group transitions swimmers from introductory competitive swimmers to more experienced competitive swimmers. Age Group swimmers are 8-14 years old with a good understanding of all four competitive strokes. Age Group swimmers practice 3 times per week for 1 to 1 ½ hours. See practice schedule page for days/times. Placement in Age Group is up to coach's discretion.

#### Guidelines to Enter Age Group

Swimmers will be required to complete a 200 Individual Medley successfully to swim in this group. Swimmers also need to be able to complete three of the following:

- 10x50 free @ 1:25
- 8x25 @ :45 IM order



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- Swim under 1:40 in 100 freestyle
  - Swim under 2:05 in 100 IM

#### **Goals of Age Group**

- Swim 400IM legally
- Improve turns, push-offs and starts
- Learn and improve goal setting skills

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### **ADVANCED AGE GROUP**

The Advanced Age Group consists of highly developed swimmers 11 years old and up looking to advance in the training aspects of swimming and continue to improve overall times. Advanced Age Group practice is offered 5 times per week for 1 ½ hours. See practice schedule page for days/times. This program is intended for the age group swimmers who have goals of pursuing their swimming career as far as possible. Placement in Advanced Age Group is up to the coach's discretion.

#### **Guidelines to enter Advanced Age Group**

- 8x100 free @ 2:00
- Under 4:00 in 200yd freestyle
- Gain approval from Advanced Age Group coach to move up

#### **Goals of the Advanced Age Group**

- Achieve Zone qualifying times
- Qualify for Division Championships
- Continue to develop goal setting skills
- Improve technical proficiency

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### **SENIOR**

Once swimmers are fully grown and are promoted as far as the Senior program, they must train more and better than they did when they were younger to continue to improve (swim faster). Practice is offered 5-6 days per week for two hours, and morning workouts are also offered. See practice schedule page for day/times. Placement in the Senior Group is up to the coach's discretion.

#### **Guidelines for Senior Group**

Swimmers entering the Senior program must complete the following and obtain approval of the Senior Coach:

- 10x100@ 1:30
- 8x50@ 1:00 kick
- Swim under 1:10 in 100 freestyle for girls/ 1:05 for boys

#### **Goals of the Senior Group**

- Achieve Sectional, Junior National and/or Senior National qualifying times
- Improve in technical proficiency

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### **PREPARATION GROUP**

The Preparation Group is comprised of swimmers looking to prepare for the upcoming high school season or summer league season through stroke development and fitness improvement. The Summer League Prep program is available to swimmers entering elementary through grade 8. The High School Prep program is available to swimmers in/entering grades 9-12. See practice schedule page for day/times.

#### **Goals of the Preparation Group**

- Achieve High School State or Club Championship qualifying times
- Improve in technical proficiency



## 2009-2010 Tentative Swim Meet Schedule

<b>SHORT COURSE SEASON</b>					
<b>Meet Start Date</b>	<b>Meet End Date</b>	<b>Meet Description</b>	<b>Location</b>	<b>Standards</b>	<b>Group</b>
26-Sept	26-Sept	NLU Sprint Pentathlon	Park Hill Aquatic Center	TBD	TBD
9-Oct	11-Oct	SPA Age Group, Senior Open	Drury University	None	All Swimmers
23-Oct	25-Oct	Lightning Spooktacular	Lawrence Aquatic Center	TBD	TBD
6-Nov	8-Nov	Tsunami Fall Roundup	Henley Aquatic Center	None	All Swimmers
13-Nov	15-Nov	Swim Academy Invitational	Gladstone Pool	None	Novice-Adv AG
20-Nov	22-Nov	CSC Fall Invitational	Mizzou Aquatic Center	Yes	All Qualifiers
3-Dec	6-Dec	Senior Short Course Nationals	Washington	SC Nat'ls	All Qualifiers
5-Dec	6-Dec	Level II Championships	Gladstone Pool	Level II	All Qualifiers
10-Dec	13-Dec	Short Course Junior Nationals	Ohio	SC Nat'ls	All Qualifiers
11-Dec	13-Dec	Level I	Wichita	Level I	All Qualifiers
18-Dec	20-Dec	Chesapeake Pro Am	Oklahoma	Yes	All Qualifiers
8-Jan	10-Jan	Polar Bear Meet	Lee's Summit School Pool	None	All Swimmers
16-Jan	17-Jan	Midwest All Stars	Lawrence Aquatic Center	Application	All Qualifiers
29-Jan	31-Jan	NLU Last Chance Meet	Gladstone Pool	TBD	TBD
6-Feb	7-Feb	Mardi Gras Last Chance Meet	Henley Aquatic Center	TBD	TBD
12-Feb	12-Feb	MAL 8 and Under Championships	Central High School Pool	None	8 & Under
13-Feb	14-Feb	MAL Championships	TBD	None	All Swimmers
26-Feb	28-Feb	Division II Championships	Lee's Summit School Pool	DII	All Qualifiers
4-Mar	7-Mar	Sectionals / Region VIII	Oklahoma	SECT	All Qualifiers
12-Mar	14-Mar	Division I Championships	Wichita	DI	All Qualifiers
<b>LONG COURSE SEASON</b>					
30-Apr	2-May	TSA Voorhees-Maxfield Long Course	Capitol Federal Topeka	None	All Swimmers
14-May	16-May	KCB Early Bird Meet	Lee's Summit School Pool	None	All Swimmers
4-June	6-June	TSA Beach Bash	Blaisdell Aquatic Topeka	None	All Swimmers
11-June	13-June	LCM ABC	Lawrence Aquatic Center	None	All Swimmers
18-June	20-June	CSC Summer Invitational	Mizzou Aquatic Center	Yes	All Qualifiers
18-June	20-June	Dad's Day Dunk / Invitational	Clay Platte YMCA	None	All Swimmers
9-July	11-July	Lawrence Wave the Wheat	Lawrence Aquatic Center	None	All Swimmers
21-July	24-July	Sectionals/Region VIII	Mizzou Aquatic Center	SECT	All Qualifiers
22-July	24-July	Division II Championships	Clay Platte YMCA	DII	All Qualifiers
30-July	1-Aug	Division I Championships	Lenexa	DI	All Qualifiers
3-Aug	7-Aug	USAS National Championship	California	National	All Qualifiers
5-Aug	8-Aug	Central Zone 14 & Under Champ.	TBD	AAA	All Qualifiers
5-Aug	8-Aug	Central Zone 15 & Over Champ.	TBD	AAA	All Qualifiers
9-Aug	13-Aug	USAS Junior Nationals	California	JRN	All Qualifiers
18-Aug	23-Aug	Pan Pacific Championships	California	Yes	All Qualifiers



# 2009-2010 Team Dolphins Contract

I \_\_\_\_\_, the legal guardian of the swimmers listed below agree to commit to the Dolphins  
(Parent or guardian)

swim program for the designated period of time indicated below. I understand that my checking account will be debited for the monthly dues on the 5<sup>th</sup> of each month for the length of this contract with the first month being paid by check. Registration fees are required for each new swimmer's contract.

### REGISTRATION

The registration fees for 2009-2010 are \$230 (\$220 for each additional swimmer):

- \$50 USA Swimming Registration (every swimmer)
- \$80 Team Dolphins first swimmer in household registration (\$70 for each additional swimmer)
- \$100 Meet Entry Escrow fee
- \$230 TOTAL (\$220 for each additional swimmer)

Check the appropriate group and contract commitment for the above swimmer (one swimmer per contract)

The start date is the first day of the first month that dues are charged; the finish date is the final day the final month dues are charged.

NOVICE GROUP (2 practices per week) Swimmer(s) \_\_\_\_\_

- \_\_\_ 12-month contract DATES \_\_\_/\_\_\_/\_\_\_ TO \_\_\_/\_\_\_/\_\_\_
- \_\_\_ \$960 paid with registration
- \_\_\_ 12 monthly payments of \$80 each
- \_\_\_ \$250 commitment to fundraising efforts

AGE GROUP (3 practices per week/ up to 5 in June & July) Swimmer(s) \_\_\_\_\_

- \_\_\_ 12-month contract DATES \_\_\_/\_\_\_/\_\_\_ TO \_\_\_/\_\_\_/\_\_\_
- \_\_\_ \$1140 paid with registration
- \_\_\_ 12 monthly payments of \$95 each
- \_\_\_ \$300 commitment to fundraising efforts

ADVANCED AGE GROUP (5 practices per week) Swimmer(s) \_\_\_\_\_

- \_\_\_ 12-month contract DATES \_\_\_/\_\_\_/\_\_\_ TO \_\_\_/\_\_\_/\_\_\_
- \_\_\_ \$1440 paid with registration
- \_\_\_ 12 monthly payments of \$120 each
- \_\_\_ \$325 commitment to fundraising efforts

SENIOR GROUP (5-6 practices per week) Swimmer(s) \_\_\_\_\_

- \_\_\_ 12-month contract DATES \_\_\_/\_\_\_/\_\_\_ TO \_\_\_/\_\_\_/\_\_\_
- \_\_\_ \$1680 paid with registration
- \_\_\_ 12 monthly payments of \$140 each
- \_\_\_ \$450 commitment to fundraising efforts

PREPARATION GROUP Swimmer(s) \_\_\_\_\_

- \_\_\_ Seasonal contract DATES \_\_\_/\_\_\_/\_\_\_ TO \_\_\_/\_\_\_/\_\_\_
- \_\_\_ \$315 High School paid with registration / \$275 Age Group Summer League Prep
- \_\_\_ Paid upfront
- \_\_\_ \$100 commitment to fundraising efforts

I agree to commit to the above contract for the given dates. I understand that this contract is for the dates indicated above and that the monthly fees are installments on my annual commitment whether or not my swimmer participates for all 12 months of the swimming year. I understand that contracts are to be paid in full regardless of my swimmer's level of participation. I understand that fees paid up front and registration fees are not refundable.

Signed (parent) \_\_\_\_\_

Print Parent's Name \_\_\_\_\_

Date \_\_\_\_\_



## 2009-2010 REGISTRATION FORM

### Family Information

(The information entered will be used for registration, billing and communications, please print clearly)

Parent 1 \_\_\_\_\_ Parent 2 \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone \_(\_\_\_\_)\_\_\_\_\_

Parent 1 \_ (\_\_\_\_) \_\_\_\_\_ / \_ (\_\_\_\_) \_\_\_\_\_ / \_\_\_\_\_  
                     Work phone                      Cell phone                      email (for billing, news and updates)

Parent 2 \_ (\_\_\_\_) \_\_\_\_\_ / \_ (\_\_\_\_) \_\_\_\_\_ / \_\_\_\_\_  
                     Work phone                      Cell phone                      email (for news & updates)

I understand that I am entering a contract with Team Dolphins for the swimming year of 2009-2010. I agree to pay the monthly dues through auto debit for the length of the contract or, if I am paying by check each month, I will send the check made payable to Team Dolphins to be received by the 5<sup>th</sup> of each month for the monthly dues amount plus a \$25.00 handling charge per month. I understand that if I am signing a contract for a swimmer in the Senior Group, this contract is to be paid in full regardless of termination of the contract. If this contract is for a swimmer in the Novice or Age Group programs, I must submit in writing 45 days in advance of the termination date and pay a \$50 early termination fee. I also understand my obligation to Team Dolphins Swim Team and agree to the following:

1. To pay the annual fees associated to have my swimmer participate with Team Dolphins for all or part of the year (auto debit or check) and agree to all late fees and penalties if applicable.
2. To pay or raise the minimum amount of fundraising required for my swimmer's participation.
3. To give 45 days written notice should my swimmer no longer wish to participate and, if this is the case, send the \$50 termination fee and pay all outstanding fees on my account prior to being released. I understand that no swimmer may drop out of an annual contract after March 1<sup>st</sup> and that Senior swimmers may not terminate a contract at any time.

#### Contract Worksheet (see group fees for descriptions)

Please use the following to determine the amount to be auto debited each month and the amount that you plan to fundraise for the 2009-10 season. If you are planning to offset the costs through fundraising, please complete the worksheet below and sign the fundraising contract.

Registration Fees				
	USAS Reg.	TD Reg.	Meet Escrow	Total Registration (Due at time of sign up)
Swimmer 1	\$50	\$80	\$100	\$230
Swimmer 2	\$50	\$70	\$100	\$220
Swimmer 3	\$50	\$70	\$100	\$220
Contract Dues + Fundraising =				Amount to be paid (contract amount plus fundraising)
Swimmer 1	_____	_____	_____	_____
Swimmer 2	_____	_____	_____	_____
Swimmer 3	_____	_____	_____	_____
Swimmer 4	_____	_____	_____	_____
<b>TOTALS</b>	_____	_____	_____	_____
	<b>(Annual Total Due)</b>	<b>(Annual Total of family fundraising)</b>		<b>(Annual Total to be debited)</b>

**Fundraising Contract**

I agree to commit to raising \$\_\_\_\_\_ through fundraising efforts. I understand that if I terminate my contract, the remaining balance must be paid prior to stopping my contract. Also, any remaining balance must be paid by July 31, 2010. United Way contributions through payroll deductions may be negotiated through Jill Brammer.

Signed \_\_\_\_\_

Monthly Payment/ Debit \_\_\_\_\_ x \_\_\_\_\_ Months

Parent Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

#### FOR OFFICE USE ONLY

Registration Form  
  Contract  
  Auto Debit Form  
  Registration Fees  
  1<sup>st</sup> Month Dues  
  Blank Check  
  Medical Release  
 Paid in full check



2009-2010 Swimmer Information
&
Team Dolphins Medical & Liability Release

Name: Last First (legal) Middle Preferred Name (if different than legal name)

Birthday / / Age Male / Female

Swimmer's Cell Phone (optional) Swimmer's Email (optional)

Did you register with another USA Swimming team in 2008 or 2009? Yes / No
If you registered with another team associated with USA Swimming within the last 12-months, you must fill out a transfer form available online at http://www.missourivalleyswimming.com/eforms/index.asp and send it to Team Dolphins prior to your first competition.

Please place a check mark by the appropriate group for the above swimmer:
Novice Age Group Advanced Age Group
Senior Prep Group

Person to notify in case of emergency:
1. Phone:
2. Phone:

Physician: Phone:

Medical Insurance Company:
Medical Insurance Number:

Medical Conditions, Medications, Known Allergies, Previous hospitalizations, surgeries and illnesses:

To Whom It May Concern:
I declare that I am the parent or legal guardian of, a minor. I have full custody and control of the child. By filling out this form and signing below, I allow my swimmer to participate on Team Dolphins Swim Team and register for an annual or seasonal membership with USA Swimming. In the event that said child is injured or should require medical attention, I hereby authorize you to contact our physician as listed below. In the event that this doctor cannot be reached, I hereby authorize a coach or representative of Team Dolphins to secure necessary medical treatment for my child. I further acknowledge that I will be responsible for any medical or hospital fees or costs associated with my child's medical treatment.

In consideration of the above swimmer being permitted to participate with the Dolphins, I (we) hereby release and agree to hold harmless, Team Dolphins, the coaching staff, management and official representatives, from any and all claims and liability, costs and expenses arising out of or resulting from the need of medical treatment for swimmer. This release also includes practices and any Dolphin sponsored activities in which parents are absent, should a child need medical treatment.

Guardian's Name Signature of Guardian Date



# Authorization Form Direct Debit of Account

ACCOUNT NAME \_\_\_\_\_  
Last First Middle

Complete & sign this form. **Attach a voided check for the account you wish to withdrawal from.**

Financial Institution \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Swimmers names auto debit is paying for

<u>NAME</u>	<u>AMT</u>	<u>NAME</u>	<u>AMT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\$ \_\_\_\_\_ Total Dollar amount to be debited each month (monthly contract payment – you may use one form for the entire family, but all mentioned swimmers on this contract must be for the same length of time)

Start Date Month \_\_\_\_ /Year \_\_\_\_\_ (This is the first date of dues being taken out, not the first month, which should be paid by check. If you start swimming in September, the first month of payment on this form will be October, 2009)

Final Date Month \_\_\_\_ / Year \_\_\_\_\_ (This is the final date of dues being taken out for the final month. If you're starting a contract in September, the final withdrawal will be August, 2010)

Payment date will be between the 1<sup>st</sup> and 5<sup>th</sup> of each month.

### AUTHORIZATION STATEMENT:

I hereby authorize Team Dolphins and the financial institution above to debit my account electronically. This authority will remain in effect until the end of the contract period, until I have signed a new authorization or upon cancellation of participation with **45 days written notice**, payment of remaining fundraising commitments, plus a \$50 early termination fee (Age Group & Novice only). I (we) agree to fully comply with all aspects of the U.S. laws.

Signature \_\_\_\_\_ Date \_\_\_\_\_

You are entitled to receive a copy of this completed authorization upon request.



# Team Dolphins

## 2009-2010 Swimmer's Code of Conduct

The following is an agreement between each swimmer with Team Dolphins to promote the highest standards of character, composure and impression during participation in practice, competitions, team activities or any All-Star, Zone or National Team program or camp with Missouri Valley Swimming, USA Swimming or Team Dolphins.

### Code of Conduct Rules

1. All team members will be held accountable for knowing, understanding and abiding by the rules of this code of conduct.
2. Any type of physical or sexual harassment or abuse between swimmers will not be tolerated.
3. Careless and destructive actions and behavior that harm other's property is unacceptable.
4. Use of drugs, other than those prescribed by a doctor, are grounds for immediate dismissal from the team.
5. Use of alcoholic beverages and tobacco products for underage individuals is not tolerated.

### Team Trip Additions to Code of Conduct

While on team trips, there are additional rules that must be followed:

1. Curfews will be obeyed unless prior approval obtained from the Head Coach.
2. Swimmers or visitors of the opposite sex may not be in each other's rooms on any team trip unless supervised by a chaperone or coach.
3. Swimmers will remain in the custody of the chaperones or coaching staff unless prior arrangements have been made by parents to release the swimmer.
4. Renting movies at the hotel (if available) must be approved by the coach in charge or chaperones prior to renting the movie.
5. Approval must be granted to leave the pool premises and/or hotel campus from the Head Coach – in addition, no one will be allowed to go anywhere without two other people with them or under direct chaperone supervision.

### Violation of the Code of Conduct

At the discretion of the Head Coach or team management, any or all of the following penalties will apply.

1. Actions will be explained to parents.
2. Swimmer may be sent home immediately from practice and, if at a meet, will be scratched and sent home on the next available transportation home at swimmer's expense.
3. Suspension from all team trips and activities.
4. Swimmer may be suspended from the team for a time varying from 1 day to indefinitely – contract will still be fulfilled financially by family.

I \_\_\_\_\_ (swimmer's name) agree to abide by the rules of conduct as set forth above and

acknowledge that should I violate any provision, I will be subject to disciplinary action as listed above,

including suspension.

\_\_\_\_\_

Signature of Swimmer                      Date                      Signature of Parent                      Date



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## Volunteer Job Descriptions

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### **Starter, Stroke & Turn Official** (up to 8 per session)

As a Stroke & Turn Official, you are responsible for enforcement of all swimming rules regarding strokes and turns. You will be responsible for making calls that disqualify swimmers and notifying the swimmer, coaches or other officials of their disqualification. Becoming a USA Swimming Official requires a written test and a series of training sessions at USA Swimming sanctioned events.

### **Meet Referee** (up to 2 per session)

The Meet Referee has the final word regarding all rules, infractions and disqualifications, and is responsible for the safety of all swimmers. The Referee requires 4 years of experience as a Stroke & Turn Official, 2 years experience as a Starter, additional testing and training.

### **Timers** (12-16 per session)

Team Dolphins use up to eight lanes per meet. Each lane requires 2 back up timers at all times. As a lane timer, you will be asked to operate a stop watch and at the same time push an electronic button connected to our electronic timing system. Additional duties include maintaining organization of the individual event cards handed to you by swimmers, and double checking to make sure the correct swimmer is in the correct lane and heat. At the completion of the swimmer's event in your assigned lane, you record their time onto the event card or a heat sheet. A runner then comes by to collect the cards from you. This is a very easy job to do. It's also the best seat in the house! No experience is necessary.

### **Head Timer** (1 per session)

The Head Timer is in charge of all individual lane timers and making sure that each lane is properly staffed. The Head Timer also runs backup stop watches. Previous experience as a Timer is highly desired.

### **Computer Operator** (up to 2 per session)

The computer operator works the Meet Manager Program during the meet which uploads the times from the Timing System and coordinates the final results of the meet. Familiarity with Hy-Tek's Meet Manager software and some computer experience is highly desired.

### **Timing System Operator** (up to 2 per session)

The Timing System Operator works with the electronic timing system and helps with the setup and maintenance of the timing system.

### **Clerk of Course** (up to 2 per session)

The Clerk of Course works with the computer operators to ensure scratches, deck entries and lane assignments are taken care of. The Clerk of Course may also help coordinate the 8 & under swimmers to make sure they are in the proper lanes when starting at the opposite end as the timers.

### **Hospitality** (up to 4 per session)

The Hospitality person is responsible for providing food and drinks for meet officials and coaches. Most coaches and officials are at the meet from beginning to end and this provides them with meals, refreshments and breaks. No experience is necessary.

### **Meet Announcer** (1 per session)

Throughout the meet, the announcer lets the swimmers, coaches and spectators know what event is going on, what event is coming up and in some circumstances results from previous events.

### **Meet Photographer** (1 per session)

The Meet Photographer is responsible for taking casual pictures of swimmers, officials, coaches and spectators throughout the meet. These pictures are later used for publishing on the Dolphin's Website. TD provides an easy-to-use digital camera. All you need to do is press the button, or you can use your own digital camera and submit the photos to your swimmer's coach to post. If you've used a camera before, then you're qualified!

### **Program Sales** (1 per session)

To provide additional revenue to the Dolphins, meet programs (heat sheets) are always sold during the meet. This position is responsible for staffing the table where these items are sold, collecting money from sales, and replenishing the "stock" as necessary. Since most programs are sold as the swimmers arrive for each session, you will need to be at this table prior to the beginning of each meet session. No experience is necessary.

### **Awards** (up to 3 per session)

Not all meets will have awards, however some championship meets will require placing labels on ribbons or medals as the results are posted. Your responsibility will be to label, organize and sort the awards so they're ready to be given to the swimmers at the end of each event. In Championship meets, this position is staffed during the "finals" session only, and not the "preliminary" sessions held earlier in the day. No experience is necessary.

### **Volunteer Management** (1 per session)

Each meet will require a person to keep track of the volunteers that are providing service hours to the meet. This person will tabulate the hours and provide team management with a report of the families to be credited.



