



LICENCE NUMBER:

PROMOTER'S REPORT FORM TO REGIONAL LICENSING CO-ORDINATOR

MEET	
CLUB	
VENUE	
DATE	
ORGANISER	
NAME & CONTACT DETAILS OF REFEREE	

CHECK REQUIRED	TICK	COMMENTS
Promoter briefed by pool staff prior to meet		
ASA guidelines complied with regarding the logging of Video & Camera use		
Please indicate any problems encountered which may have influenced the smooth flow of the competition or reasons for exceeding the daily limit.		

Computer results e-mailed to rankings@swimming.org or asarakings@yahoo.co.uk + copy of results in document format. (Please send complete Sportsystems folder zipped)	Date & Time:
Full list of all technical officials enclosed with this form together with their duties at the meet.	
Meet entry summary printout or if not available copy of programme	
Cheque for levy payable to Region (If applicable)	Entries & p =
Date sent to Regional Licensing Meet Co-ordinator	Date:

I confirm that the Licensing Criteria appropriate to this level of Licensed Meet were met.

Signature of person submitting report.....

Print Name..... Date:.....