Dear Parents and Swimmers

ARRANGEMENTS FOR PAYMENT OF ENTRY FEES FOR OPEN MEETS AND GALAS,

Background: -

When entering swimmers for open meets Marlins have to pay the host club all entry fees in full usually within 5-7 days of the acceptance of our entries. Often this is many weeks ahead of the actual event. If we do not pay in the time frame stated our whole club entry is at risk of being rejected.

If individual swimmers withdraw after their entry has been accepted most host Clubs will NOT refund the entry fees.

We add a £3.00 administrative charge to the entry fees payable by each individual competitor, irrespective of the number of events entered, for both Club competitions and open meets. The funds collected are used to pay for costs linked to organising events, for example the purchase of event passes for our coaches and Team managers.

When you enter your swimmers entries via ‘Meets’ on Swim manager and press submit, an invoice will be generated and sent to you.

The payment is made in full via the direct debit that is set up with Marlins.

Should you need to discuss this further please email Lorraine on [msmclubadmin@midsussexmarlins.org](mailto:msmclubadmin@midsussexmarlins.org)