

LBSL League Record Documentation Guide 6/25/2018 - D. Riegel

3 pieces of documentation are required for league record recording: Official's List (can be photo image) and Meet Manager Printout as PDF and Signed Time's Slip – submit to lrc@lbsl.org

1) Officials List

(can be image)

Event date, division, home & away teams

Starter/Referee
(**validated** against LBSL Certified Officials List)

Notes about broken League Record and/or note about meet being interrupted by weather & if weather issue, note whether meet will be completed later or is considered completed - if meet is considered completed, then both Coaches signatures are also required

LBSL Lower Bucks Swim League
Officials List (Updated 6/23/2016 12:30pm - by LBSL Oper Sec)
Date: 6/23/16 Division: White

Home Team	Officials	Away Team
SOM	Team Name	PAST
Anthony Powell	Coaches Names	Meghan Harrington
Marie Rahabalo	Starter/Referee	
Danae Lerner	Stroke & Turn Judges	John Shupp
Heather Pagan	Place Judges	Annee Smith
Maura Londo	Head Scorer	NA
Marie Meyers	Table Workers	Danae Lerner
Bill Bellington	Announcer	
338	FINAL SCORE	139

Please also provide Meet Manager output with Heat Point Scoring and Event Total scores.
Comments/League Records (for records, please also provide proper documentation):
League Record - Event 2 - Boys 14V 100 Free
Liam Smith 56.06

Signature of Referee: Marie Rahabalo
Signature of Visiting Team Rep: Annee Smith
Signature of Home Team Rep: Jeffrey J. Short

Note: All signatures should occur after final scores are filled in.

Home and Away Team Coaches
(**validated** against LBSL Directory)

Home and Away Team Stroke and Turn Judges
(minimum 2 required)
(**validated** against LBSL Certified Officials List)

Printed and Signed names of Referee and Home & Visiting Team Reps
(**validated** against LBSL Directory)

2) Meet Manager

(can be image or PDF)

Must show Name, Age, Team, Event, Date, Location and Recorded Time

HY-TLK's MEET MANAGER 6.0 - 9:09 AM 6/20/2016 Page 1
Somerton vs Quartette - 6/23/2016

Name	Age	Team	Seed Time	Finals Time	Points
1 Smith, Liam	14	Quartette Swim Team	NT	56.06	5
2 Cunningham, Pat	14	Somerton Sharks Swim Team	NT	1:01.11	3
3 Engart, Tony	14	Somerton Sharks Swim Team	NT	1:21.82	1

Event 2 Boys 13-14 100 SC Meter Freestyle Finals
Lane 3 Heat 1 Smith, Liam 14 PNT NT 56.06 56.06 56.06 Official Time

Head official → Marie Rahabalo
TIMERS ← S. Faybards, J. Friedrichs, Colleen Greika

3) Timers Slip

(can be image)

Median/middle time circled & signed by Referee & Timers
(referee **validated** against LBSL Certified Officials List)
(printed names also preferred)

* When submitting league records via email, PLEASE INCLUDE categorization information in the Subject Line of the emails, such as; Date of Event, Dual Meet/Invitational event name (team vs team), Type of Information (Dual Meet Scores, League Record), etc.

Please try to ENSURE the signatures are legible and images are in focus & readable.

Example: Email Subject Line PSC vs. OSC – 6/28/17 - League Records

Submit to: lrc@lbsl.org for records (League Record Coordinator)