



**JULY 18 - 22, 2018**  
**Toronto Pan Am Sports Centre**  
**Toronto, Ontario**

**Information Package #2**  
As of May 1, 2018

Hosting Province  
**Synchro Swim Ontario**

In Partnership With  
**Synchro Alberta + Synchro Québec**



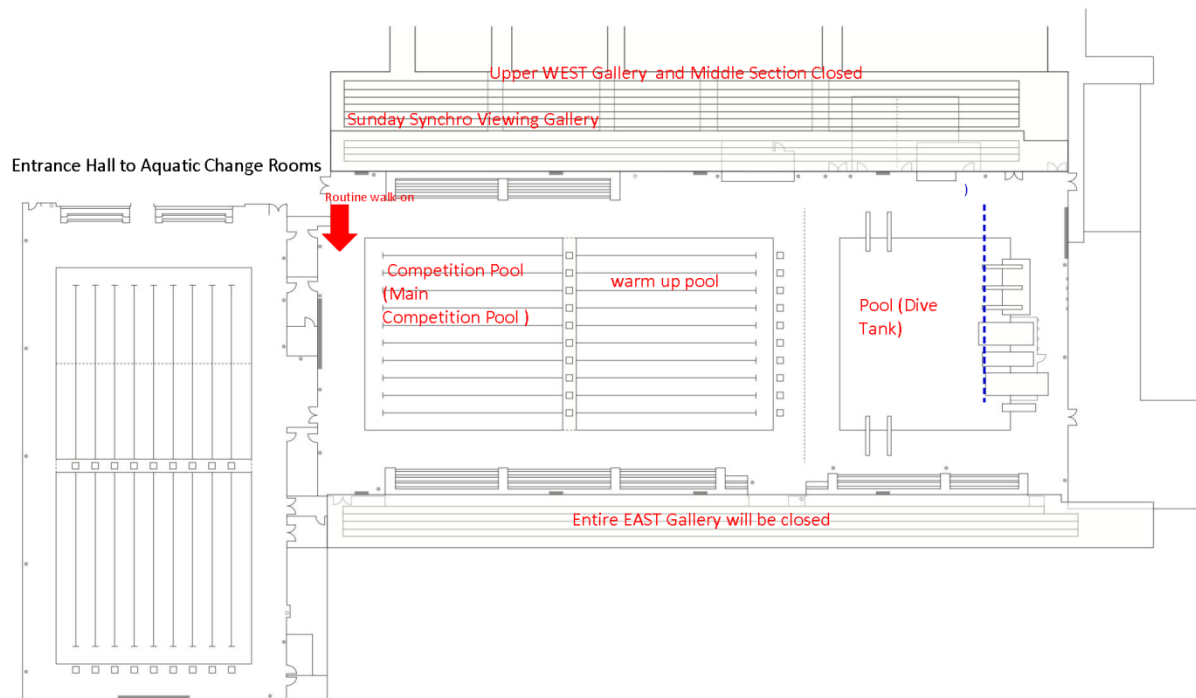
## GENERAL INFORMATION

Dates	July 18 - 22, 2018		
Hosts	Synchro Swim Ontario in partnership with Synchro Alberta and Synchro Québec		
Meet Manager	Ellen Blainey <a href="mailto:eblainey@synchroontario.com">eblainey@synchroontario.com</a> Elizabeth Vogt <a href="mailto:marketing@synchroontario.com">marketing@synchroontario.com</a>		
Venue	Toronto Pan Am Sports Center (TPASC)		
Events	<p style="text-align: center;"><b>11-12 National</b> <i>Provincial steam athletes can participate</i></p> <ul style="list-style-type: none"> <li>• Solo</li> <li>• Duet</li> <li>• Team</li> <li>• Figures</li> </ul>	<p style="text-align: center;"><b>13-15 National</b> <i>Provincial steam athletes can participate</i></p> <ul style="list-style-type: none"> <li>• Solo</li> <li>• Duet</li> <li>• Team</li> <li>• Figures</li> </ul>	<p style="text-align: center;"><b>Junior FINA</b> <i>Provincial steam athletes can participate</i></p> <ul style="list-style-type: none"> <li>• Solo Free &amp; Solo</li> <li>• Duet Free &amp; Duet Tech</li> <li>• Tech Free &amp; Team Tech</li> <li>• Open Combo</li> </ul>
Rules	<ul style="list-style-type: none"> <li>• The competition will be held in accordance with CASSA Rules with exceptions specifically defined <a href="http://www.synchro.ca/resources/competitions/rulebooks/">http://www.synchro.ca/resources/competitions/rulebooks/</a></li> <li>• Prelims and Finals will be held for Team events only</li> <li>• Finals only for Solo and Duet events</li> </ul>		

## POOL AND VENUE INFORMATION

Pool Information	Toronto Pan Am Sports Complex (TPASC) 875 Morningside Ave, Toronto, ON M1C 0C7		
Pool Specs	Warm up Pool Length:	25 Meter	
	Competition Pool Length:	25 Meter	
	Entry:	Raised Deck	
Spacing	<ul style="list-style-type: none"> <li>• Spacing will be available only for attending <b>teams only</b>. All spacing time will be at a cost of \$25.00 per team entered (5 minutes per team).</li> <li>• All clubs must register for spacing time by the deadline of <b>June 11, 2018</b> in order to ensure pool time using <a href="#">Online Event Registration Form</a></li> <li>• Spacing Schedules will be created according to distance travelled to the Host Pool, with furthest clubs assigned later time slots. <i>Special requests from long distance entries will be taken under consideration.</i></li> </ul>		
Deck Privileges	Only Registered Coaches, Athletes, Officials and accredited volunteers will be allowed on lower level, in change rooms and on pool deck.		
Security & Health Services	Trained Lifeguards will be on deck at all times during the competition.		
Rules for Gelling	Gelling will only be allowed in designated area.		
Rules for Stretching & Land Warm Up	Designated athlete area(s) will be identified for athlete stretching and warm up. <b><i>Athletes are not to warm up in hallways due to facility and fire regulations</i></b>		

## TPASC Pool Diagram for Sync



## TPASC Competition Pool



## Schedule

\*\*Schedule will be defined once registration is near completion.

Tentative schedule will begin Wednesday July 18<sup>th</sup> with spacing commencing at 7 a.m. with the competition and award ceremonies following through till Saturday July 21<sup>st</sup> till 3 p.m.

We are hoping to keep Sunday as a travel day.

## REGISTRATION, FEES AND PAYMENT

Entry Deadline	June 6, 2018 – <b>PLEASE NOTE THIS CHANGE</b>											
Entry Submissions	<ul style="list-style-type: none"> <li>All entries are to be done through the Formstack link <a href="https://synchroswimontario.formstack.com/forms/sync2018">https://synchroswimontario.formstack.com/forms/sync2018</a></li> <li>The Event Registration Form must be filled out and payment received to Synchro Swim Ontario by <b>June 6, 2018</b></li> </ul>											
Entry Fees & Waivers	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Figures ..... \$42.00</td> <td style="width: 50%;">Tech Solo.....\$21.00</td> </tr> <tr> <td>Free Solo ..... \$42.00</td> <td>Tech Duet.....\$42.00</td> </tr> <tr> <td>Free Duet ..... \$85.00</td> <td>Tech Team..... \$80.00</td> </tr> <tr> <td>Free Team ..... \$160.00</td> <td>Jr. Tech Fee.....\$45.00</td> </tr> <tr> <td></td> <td>Open Combo.....\$185.00</td> </tr> </table>	Figures ..... \$42.00	Tech Solo.....\$21.00	Free Solo ..... \$42.00	Tech Duet.....\$42.00	Free Duet ..... \$85.00	Tech Team..... \$80.00	Free Team ..... \$160.00	Jr. Tech Fee.....\$45.00		Open Combo.....\$185.00	
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Free Team ..... \$160.00	Jr. Tech Fee.....\$45.00											
	Open Combo.....\$185.00											
	Athlete Surcharge: .....\$75.00 per athlete  All athletes must fill out the Athlete Waivers and Medical Release forms which must be handed in at the registration table before the beginning of the competition. The Form is available online at <a href="http://synchroontario.com/wp-content/uploads/2017/03/out-of-province-waiver.docx">http://synchroontario.com/wp-content/uploads/2017/03/out-of-province-waiver.docx</a>											
Payment Options	Authorized Club Credit Card Personal Credit Card – entered on Event Registration form or called in 416-679-9522 <b><i>Credit card payment will incur a 2.75% convenience fee</i></b>  <b><i>Or</i></b>  Cheque - Mail to: <b>Synchro Swim Ontario – SYNC</b>  12-89 Galaxy Blvd Etobicoke, Ontario M9W 6A4											
Late Entry Fee	Each routine whose entry package has not been received or is incomplete by the stated deadline of June 6, 2018 is automatically assessed a \$25.00 fine. This fine must be paid to the Chief referee or designate at the coaches meeting prior to the competition, or the routines concerned will be disqualified.  The final deadline for late entries is two weeks prior to the start date of the competition. No entries will be accepted after this date. Only foreign entries are exempt from this rule.											

## COMMUNICATION & COMPETITION INFORMATION

Email Policy	All correspondence as required will be by email, using the Registrars contact email. Results will be emailed out during the Competition to the Head Coaches.	
Communications	All Meet information and communications will be available on the website <a href="http://www.synchroontario.com">www.synchroontario.com</a>	
Pronunciation	Throughout the meet we'll be announcing the names of your club, your coaches and your swimmers. Help our announcers get the correct pronunciation the first time, every time, so we won't feel awkward, and you won't feel annoyed. Please help by <a href="#">submitting hint for difficult names</a> to the meet manager	
Figures	Figure draws will be done by Synchro Swim Ontario in accordance to CASSA Rules	
Order of Swim	In an effort to provide added security and privacy for our Athletes and Coaches in advance of each competition the Order Of Swim is now password protected. Head Coaches will be provided with the password 2 weeks prior to the meet.	
Results	Results will be posted on the website <a href="http://synchroontario.com/competitive/results/">http://synchroontario.com/competitive/results/</a> and emailed to participating Club Head Coaches.	
Admissions	Daily Pass:	\$10.00
	Program:	\$10.00
	Children 10 & Under:	Free
	Weekend Pass:	\$25.00
	Weekend Pass w Program:	\$30.00
Photography	All athletes can be photographed and videotaped during the event. Please see <b>Entry Fees &amp; Waiver</b> section above for online waiver forms.	
Gift Baskets	Synchro Swim Ontario wishes to have a variety of baskets to be raffled off during the event. Each team entry is requested to donate one themed basket to the event.	

## ROUTINE MUSIC REQUIREMENTS

File Format	<p>Please note that digital music will be used at this competition. There must be one digital file for each registered routine in an mp3 format, with a minimum required resolution of 192kbps. Coaches should review each digital file for quality, timing and completeness.</p> <p>(Please ensure that volume is consistent throughout all cuts of music).</p>
<b>LABELING CONVENTION</b>	<p>In order to correctly identify each swimmer’s music, please name the file using the specific naming format as indicated below.</p> <p><b>IMPORTANT:</b> Please make sure not to have any special characters (accents/punctuation marks, #, \$, &amp; etc.) in your file name – your song file may not download correctly and will be missing from the competition folder. Note that underscores are acceptable and can be used to separate words.</p> <p style="text-align: center;">Event_ClubCallLetters_SwimmerLastName_CoachesInitials</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">Event_ClubCallLetters__CoachInitials_TeamName</p>
Metadata/ ID3Tags	<ul style="list-style-type: none"> <li>• Metadata (also known as ID3 tags for MP3 files) is information (such as title, artist, album, genre etc.) that is stored inside the song file</li> <li>• This is often different from the name of the file itself. In order to avoid confusion at the competition music table, we ask coaches to ensure that the title of the song file and the ID3 tag title of the song file are the same.</li> </ul> <p><b>To do this on Windows PC:</b></p> <p style="padding-left: 40px;">Right click on the song file &gt; Select ‘Properties’ &gt; Select the ‘Details’ tab Under the segment called ‘Description,’ change the value of ‘Title’ to match the file name (as per the naming convention outlined above)</p> <p><b>To do this in iTunes:</b></p> <p style="padding-left: 40px;">Right click on the song file &gt; Select ‘Get Info’ &gt; Under the ‘Details’ tab, change the value of ‘Song name’ to match the file name (as per the naming convention outlined above) &gt; Click OK</p>
Submission Deadline	<p>The deadline to send and confirm all routine music files is <b>July 4, 2018</b></p>
Dropbox Access	<p>Access to each clubs dropbox file will be sent to the contact person after registration has closed. You may then add other coaches to the shared club folder (anyone added to the folder can upload files).</p> <p>SSO will not add other coaches to the club files.</p>

## HOTEL INFORMATION

\*Please note that it is the Club's responsibility to book their own accommodation.  
Clubs/competitors attending are invited to choose a hotel from the list below.

Hotel	Delta Hotels by Marriott
Address	2035 Kennedy Road Toronto, ON, M1T 3G2
Phone #	(416) 754-6998 Rooms must be booked through group sales via Laura Boyden
Booking code	Synchro Swim Ontario
Proposed Rates	\$149 plus HST - room rates are per room - two double beds (No Queens) <ul style="list-style-type: none"> <li>• Rate is available for extended stays three days prior to and after event upon request at time of booking.</li> </ul>
Booking Deadline	June 11, 2018
Gym/Pool Onsite	On site pool, fitness gym and spa
Cost Parking	FREE
Breakfast	Hotel will provide \$5.00 discounted vouchers for \$19.95 breakfast Breakfast = \$14.50 +tax and gratuities for full hot buffet breakfast
Distance to the Pool	8.8 km - 8 minute drive via 401 E highway

## Banquet Dinner & Dinner Options

Location	Delta Hotels by Marriott	
Banquet July 18, 2018	\$40.00 all included – Chicken, salad and Chef's choice of dessert	
Dinner	Buffet Style Dinners at \$32.50 all incl. per person/day	
	<b>July 19, 2018</b>	Salad, fajita bar and Chef's choice of dessert
	<b>July 20, 2018</b>	Salad, pasta bar and Chef's choice of dessert
Payment for Dinner	<ul style="list-style-type: none"> <li>• Dinner options must be requested and paid for in advanced via the Formstack link: <a href="https://synchroswimontario.formstack.com/forms/hoteldinnerbanquettickets">https://synchroswimontario.formstack.com/forms/hoteldinnerbanquettickets</a></li> <li>• Payment due: <b>June 11, 2018</b></li> </ul>	





## WORDS OF ENCOURAGEMENT - SYNC 2018 PROGRAM!

Attention parents, families, and friends of Synchro athletes:

We invite you to purchase a small advertisement in the SYNC 2018 program to congratulate and encourage the synchronized swimmer in your life. Whether it will be at the 2018 SYNC Competition or not, this is a chance to remind your daughter, granddaughter, niece, cousin, or friend that you are thinking of her during an important event in her life. A short message in the souvenir program is a tangible way of expressing your support and will make a lovely souvenir to bring home. Of course, words of encouragement can be addressed to a team or duet as well.

A few pages in the program are reserved for words of encouragement for the athletes. Ads can be reserved in three lengths.

\_\_\_ \$15 for up to 10 words, including your sign-off/signature\*

\_\_\_ \$20 for up to 15 words, including your sign-off/signature\*

\_\_\_ \$30 for up to 25 words, including your sign-off/signature\*

\_\_\_ Add a photo for \$20. Provide electronic photos in JPEG or PDF format which can be uploaded on the Formstack or emailed to [marketing@synchroontario.com](mailto:marketing@synchroontario.com). The best photos are tight and bright (close up and well lit). Photos should be medium or high resolution/quality. Typical photo size is between 500 KB and 1 MB.

\*Word counts exclude the name of the athlete and the club name.

Please go to the link provided to send your message:

[https://synchroswimontario.formstack.com/forms/program\\_well\\_wishes](https://synchroswimontario.formstack.com/forms/program_well_wishes)

**Payment can be made**

**Credit card with a 2.75% convenience fee added**

**Cheque to Payable to Synchro Swim Ontario**