

## **Meet Director reimbursement Proposal**

Host gym provides meet director with:

- \$3 per registered athlete (approx. \$400-\$450 larger one day meet, \$600-700 for a two-day meet, \$80-\$150 small meet)
- Reimbursement for sanction, printing, travel/mileage at IRS rate and hotel costs.
- Reimbursement for other meet related expenses incurred – should be discussed with host club contact prior to purchase
- Checks for national and regional head taxes – host gym treasurer must be present at end of meet
- Payment for judges – host gym treasurer must be present at end of meet
- Volunteers to fill meet jobs

The meet director duties will include (but not limited to – additional duties may incur additional fee):

- Purchase of sanction
- Set up event on-line for registration
- Obtain USAG sanctioned event certificate of insurance from USAG provider.
- Ensures all participants are active USAG members prior to competition
- Creation and sending of Invitation for competition
- Rotation schedule
- Set up of scoring program with rotation schedule
- Provide laptop for scoring at meet
- Provides host gym with list of volunteers needed (timers, runners, etc.)
- Act as meet director at meet (handles all appeals, sign-in sheets, etc.)
- Ensures judges are paid at conclusion of meet
- Files appropriate paperwork with USAG and region following competition (competition report, sanction report form, head taxes)
- Sends to all participating gyms, USAG and RACC final scores