

## TIPS FOR AVOIDING PROBLEMS

1. Other coaches may contest your meet entries prior to the meet. In particular qualifying standards or validity of times. To avoid problems, please be sure and **convert** any hand held times to **FAT by adding .24** . Merely checking the hand held time box does not mean that milesplit will convert for you. **DO NOT USE PREVIOUSLY SUGGESTED MILESPLIT TIMES FROM PRIOR TO THIS SEASON, THESE ARE INVALID FOR THIS MEET.**
2. **Enter more than 4 athletes in the relays.** Do this even if you are 100% sure of which 4 will run. You never know when an injury, sickness, or some other emergency might come up. You cannot add athletes into a relay at the meet. Decide who would run if you would encounter a problem with one or two of your top 4 and enter them.
3. Substitutes who have met the qualifying standard cannot be entered via milesplit with a 3 person limit per individual event. Any **substitutes who HAVE MET the district qualifying standard** and **only when you have already entered 3 athletes with better performances** in that event, should be emailed or FAXed to Jeff Batzel at Northern Bedford prior to the entry deadline. This approved alternates list will be the only changes allowed on meet day. **The purpose of this is to allow your #4 or #5 athlete the opportunity to compete if they have qualified and if another athlete becomes ill or injured between the entry deadline and the event itself. This is NOT intended to be a method of entering a “star athlete” in more than 4 events and moving them around later. Entering any athlete in more than 4 events is not permissible unless they are entered as relay team alternates. If they are already in 4 events they cannot be listed as a substitute.**
4. Count the number of athletes entered in the meet (milesplit) and then you or your Athletic Director have a check drawn for the amount (**\$10 per competitor**— includes relay alternates). Then add **\$25 per team** (\$50 if Boys and Girls). Be sure the check for entry fees are mailed so that I can receive them by Tuesday May 16. If an accurate athlete count cannot be made in time to meet that target date then have it mailed afterward or bring to the meet.
5. Bring your signed Pole Vault verification to the meet and send signed copy with your vaulters to the weigh-ins.