

---

# PART 2:

# ADMINISTRATIVE REGULATIONS

## ARTICLE 201: Membership and Representation

# 2

### 201.1 Membership of Individuals

Individual members are adults currently registered with USMS.

**201.1.1 Eligibility**—Swimmers age 18 and over are eligible and may apply for membership in USMS.

#### 201.1.2 Annual Membership

**A** Standard membership is for the period January 1 through December 31 of each year. Standard membership is effective from the date of registration through December 31 of the same year, except that registrations on or after November 1 shall provide membership from the registration date through December 31 of the following year. Swimmers may register unattached or may affiliate with a club that is already registered for the same year for which the swimmer is registering.

**B** College Club Swimming membership is for the period from the registration date through December 31 following the conclusion of the CCS membership year.

#### 201.1.3 One-Event Registration

**A Open water one-event registration**—An LMSC may offer a single-event registration that allows an athlete to participate in a USMS-sanctioned open water event. Membership cards shall not be issued for one-event registration. One-event registrants must be considered unattached and agree to be governed by applicable USMS open water swimming rules and administrative regulations, except that their swims shall not be eligible for USMS open water awards and recognition. One-event registrants shall be identified as such in the event results.

**B Pool one-event registration**—An LMSC may offer a single-event registration that allows an athlete to participate in one event sanctioned by that LMSC. Membership cards shall not be issued for one-event registration. One-event registrants must be considered unattached and agree to be governed by the rules and regulations of USMS, except that their times shall not be considered for Top 10 tabulation and USMS or world records, All-American status, or any other USMS special awards; one-event registration forms must include the statement “Times swum under one-event registration are not eligible for USMS Top 10 or records consideration.” One-event registrants shall be identified as such in the meet results.

## Article 201.1.4

---

### 201.1.4 Membership Application

**A** Individuals may apply for membership through the USMS website or by submitting an application form to the LMSC membership coordinator or the USMS National Office. The LMSC shall provide a link to an electronic membership card or, upon request of the member, issue a membership card.

**B** All membership applications shall contain the language of the liability release as stated in USMS policy (see *USMS Guide to Local Operations*, Sanctions section).

**201.1.5 Fees**—The fees for membership and one-event registration shall each be a single fee, with a portion allocated to USMS national operations and a portion allocated to the LMSC in which an individual registers, unless that individual is registering as a member of College Club Swimming, in which case the entire fee is allocated to USMS national operations. The allocation between national operations and LMSCs shall be established by the House of Delegates.

### 201.2 Membership of Clubs

Member clubs are organizations or groups of permanent character currently registered with an LMSC of USMS and that actively promote and participate in Masters Swimming. In addition, clubs are members of LMSCs, except for CCS clubs, which are only members of the national organization.

#### 201.2.1 Annual Club Membership

**A Standard USMS clubs**—Annual membership for standard USMS clubs is from the date of registration through December 31 of that year; however, a club applying for membership on or after October 1 will receive membership valid through December 31 of the following year.

**B CCS clubs**—Annual membership for CCS clubs is for the period from the registration date through December 31 following the conclusion of the CCS club membership year.

**201.2.2 Club Membership Application**—Clubs may apply for membership through the USMS website or by submitting an application form to the LMSC membership coordinator or the USMS National Office.

**201.2.3 Fees**—The fee for membership shall be a single fee, with a portion allocated to USMS national operations and a portion allocated to the LMSC in which a club registers. The allocation between national operations and LMSCs shall be established by the House of Delegates.

**201.2.4 Changing LMSC Affiliation**—A club wishing to change its LMSC affiliation must approve such change by a majority vote of its general membership at a regular club meeting or at a special meeting called for that purpose, with the vote duly certified by the club's president and secretary. The transfer also must be approved by a majority vote of the officers of the club's current and proposed LMSCs. If approved, the transfer shall be effective 60 days after receipt of written notice by the National Office.

### 201.3 Representation/Club Affiliation

**201.3.1** There shall be only one USMS membership per individual permitted at any time.

- 201.3.2** In order for a swimmer to compete as a representative of a club, that club must be a member in good standing of USMS for the year a swimmer is registering.
- 201.3.3** A swimmer with an annual membership shall register in the LMSC in which the club being represented is registered. The swimmer need not reside within the LMSC territory.
- 201.3.4** An unattached swimmer is an individual member who is registered with an LMSC's UC. Swimmers registered with the UC shall not compete in relays or score team points in competition. Competing while registered with UC shall not be considered as representing a club for the purposes of article 201.3.5.
- 201.3.5** A swimmer may change club affiliation at the time of annual membership registration and up to three additional times during the membership year. A swimmer may compete for only one club during a meet. A transfer submitted during a meet, including at the time of annual registration, may take immediate effect only if the swimmer has not yet competed in the meet. Swimmers may declare unattached status at any time except during a meet in which they have already competed. Swimmers who intend to compete as unattached should contact their LMSC membership coordinator or the USMS National Office prior to the meet to request that their registration status be changed. Changing a swimmer's status to unattached does not count against the allowable club changes per year. See article 201.3.4 for more information. The LMSC membership coordinator or the USMS National Office shall change the club affiliation of the swimmer to the UC and note the effective date.

**ARTICLE 202:**  
**Sanction/Recognition of Pool Events**

**202.1 Sanctions**

**202.1.1 Sanction Requirements**—Sanctions shall be issued, withheld, or withdrawn in accordance with the following:

**A** Applications for sanction shall be made to the LMSC within which the event is to be held. The LMSC may establish a reasonable deadline to receive applications for sanction prior to the competition that will be in compliance with article 102.5.7. Sanction applications shall be accompanied by the meet announcement. After receiving a sanction application, the LMSC may transfer its sanctioning authority to another LMSC, provided both LMSCs and the applicant agree to the transfer in writing. Upon approval, all fees and sanction obligations shall be transferred to the accepting LMSC.

- (1)** The entry forms, except those for virtual events, shall contain the language of the liability release as stated in USMS policy (see *USMS Guide to Local Operations*, Sanctions section). All swimmers shall have signed the liability release before participating.
- (2)** The sanction fee shall consist of a national fee established by the House of Delegates. Each LMSC may also establish a local fee.

- B** Approval of sanctions shall be made by the LMSC’s authorized representative, and a record thereof shall be retained for two years.
- C** Sanctions issued to one organization cannot be transferred to another.
- D** No sanction of any event shall be granted with the word “Olympic” or the word “Paralympic” or any derivative thereof used in any manner in connection with said event unless consent is obtained from the USOPC.
- E** All sanctioned events are subject to the following conditions:
  - (1) The conduct of a sanctioned event shall be in strict compliance with applicable USMS swimming rules and administrative regulations, or when the sanctioned event is held simultaneously in conjunction with a USA Swimming–sanctioned meet, with applicable USA Swimming rules and administrative regulations.
  - (2) USMS-sanctioned meets held in conjunction with USA Swimming–sanctioned meets shall conform to guidelines for the conduct of dual-sanctioned meets approved by USMS and USA Swimming.
  - (3) In order to be in compliance with World Aquatics Constitution II 7 e, an LMSC may grant exceptions to specific USMS swimming rules and administrative regulations when sanctioning a World Aquatics Masters championship held within the United States of America.
  - (4) Sanctioned events may include nonconforming swimming events so long as they are conducted in a safe manner. Nonconforming swimming events are events not defined in article 102.5, article 307.2.2G and 307.2.3A–C, or that would typically result in the disqualification of participants as defined in article 102.13. USMS records and Top 10 times shall not be maintained in nonconforming events except for initial distances and relay leadoff split times for distances that are also events defined in article 102.5.
  - (5) Sanctioned events may be conducted in facilities not meeting the dimensional tolerance for required pool length, but the results of those events shall not count for USMS records and Top 10. It must be noted in the meet announcement that events conducted in these facilities are noncompliant.
  - (6) All swimmers shall provide proof of current Masters membership acceptable to the LMSC. At the discretion of the meet director and exclusive of national championship meets, a swimmer may enter indicating “number pending,” as long as proof of membership is presented prior to the swimmer’s participation in the event.
  - (7) A swimmer’s valid affiliation and age shall be displayed after the name in the meet program.
- F** A sanction may be withheld from any individual or organization:
  - (1) That has failed to conduct a prior sanctioned event in accordance with applicable USMS swimming rules and administrative regulations, or as stated on the meet announcement.
  - (2) When the mission, vision, and/or goals of the host organization conflict with USMS *Guiding Principles* (mission, vision, and values).

- (3) When the sanctioning LMSC determines that conduct of the event would violate participation (article 401), unsporting conduct (article 402.4), or equal opportunity (article 501.3).

**G** Sanction may be withdrawn following issuance up until the conclusion of the event:

- (1) For failing to conduct the event in accordance with applicable USMS rules and administrative regulations and other stated requirements on the meet announcement.
- (2) When the sanctioning LMSC determines that the sanction should have been denied under the provisions of article 202.1.1F.

## 202.2 Recognized Events

**202.2.1 Recognition**—Recognition shall be issued, withheld, or withdrawn in accordance with the following:

- A** Application for recognition of events within the jurisdiction of USMS shall be made to the LMSC within which the event is to be held, and applications shall be accompanied by the recognition fee. The recognition fee shall consist of a national fee established by the House of Delegates. Each LMSC may also establish a local fee. The LMSC may establish a reasonable deadline to receive applications for recognition prior to the competition.
- B** Approval of recognitions shall be made by the LMSC’s authorized representative, and a record thereof shall be retained for two years.
- C** Recognition issued to one organization cannot be transferred to another.
- D** No recognition of any event shall be granted with the word “Olympic” or the word “Paralympic” or any derivative thereof used in any manner in connection with said event unless consent is obtained from the USOPC.
- E** A recognition may be withheld from any individual or organization
  - (1) That has failed to conduct said competition in accordance with applicable USMS swimming rules and regulations, or as stated on the meet announcement.
  - (2) When the mission, vision, and/or goals of the host organization conflict with USMS Guiding Principles (mission, vision, and values).
  - (3) When the sanctioning LMSC determines that the conduct of the event would violate participation (article 401), unsporting conduct (article 402.4), or equal opportunity (article 501.3).
- F** Recognition for any meet held outside the jurisdiction of USMS, and not sanctioned by a World Aquatics Member Federation, shall be obtained from the Executive Committee.
- G** Recognition may be withdrawn following issuance up until the conclusion of the event:
  - (1) For failing to conduct the event in accordance with applicable USMS rules and administrative regulations and other stated requirements on the meet announcement.
  - (2) When the sanctioning LMSC determines that the recognition should have been denied under the provisions of article 202.2.1E.

## Article 202.3

---

### 202.3 Recognized Swims

Times achieved by USMS members at events sanctioned or approved by USA Swimming shall be considered for USMS records and Top 10 times without formal application for recognition. Times achieved by USMS members at events sanctioned by a World Aquatics Member Federation shall be considered for USMS records and Top 10 times without formal application for recognition if the USMS members register for the meet as USMS members. Times achieved by USMS members at the World Aquatics World Masters Championships shall automatically be considered for USMS records and Top 10 without formal application for recognition and without further documentation. It is the responsibility of the swimmer to submit times obtained in recognized events with complete documentation to the appropriate LMSC Top 10 recorder and the Records and Tabulation Committee chair.

### 202.4 Fitness Events

Fitness events are USMS events approved by the LMSCs or clubs. Participants shall be USMS members or obtain one-event registrations to participate in these events. A fitness event shall be a sanctioned event or performed in an organized/supervised practice.

## ARTICLE 203: Sanction of Open Water Events

### 203.1 Sanctions

Swims achieved by USMS members at sanctioned events are considered for USMS open water awards and recognition, provided a designated USMS observer is present and verifies in writing that the conduct of the competition conforms to the applicable USMS swimming rules and administrative regulations.

**203.1.1 Sanction Options**—USMS shall offer sanction options as defined below.

**A Standard USMS sanction**—Open water events restricted to USMS members, one-event registrants, and Masters swimming members of a World Aquatics Member Federation. All swimmers entered shall be considered part of the same event and shall swim under applicable USMS open water swimming rules and administrative regulations.

**B Events including both USMS and USA Swimming members**—USMS-sanctioned open water event held in conjunction with a USA Swimming-sanctioned open water event. USMS members shall swim under applicable USMS open water swimming rules and administrative regulations and USA Swimming members shall swim under applicable USA Swimming rules and administrative regulations. USMS athletes and USA Swimming athletes may swim at the same time on the same course. Athletes holding both USMS and USA Swimming memberships must declare their affiliation, in writing, prior to the start of the event.

**C Other sanctions**—The Board of Directors shall consider and may approve other sanction options recommended by the Long Distance Committee that allow sanctioning of events that include USMS and non-USMS members.

### 203.2 Swimmer Verification

**203.2.1** All swimmers entered in USMS-sanctioned events as USMS members or Masters swimming members of a World Aquatics Member Federation shall

provide proof of current membership acceptable to the LMSC. All other swimmers entered shall provide proof of one-event open water registration.

**203.2.2** All swimmers entered in USMS-sanctioned events as members of non-World Aquatics governing bodies shall have membership verification acceptable to their governing body.

**203.2.3** At the discretion of the event director and exclusive of national championship events, a swimmer may enter indicating “number pending,” as long as acceptable proof of membership is presented prior to the swimmer’s participation in the event.

### **203.3 Sanction Requirements**

#### **203.3.1 Jurisdiction**

**A** The LMSC in which the event originates shall have jurisdiction in issuing the sanction. If any events are to be swum in more than one LMSC, the other LMSC(s) may also issue a sanction for the event.

**B** If an organization wishes to hold an event outside the boundaries of the LMSC in which it is registered, the sanctioning LMSC (the LMSC within whose boundaries the event originates) may transfer its sanctioning administration to the hosting LMSC, provided both LMSCs agree to the transfer in writing. All fees and sanction obligations shall be transferred to the accepting LMSC.

**203.3.2 Requirements**—The following requirements shall be followed by the sanctioning LMSC and sanction applicant:

**A** LMSCs shall use the prescribed sanction application form or online sanctioning system without additional requirements.

**B** Applications for sanction shall be made to the LMSC with jurisdiction.

**C** Approval of sanctions shall be made by the LMSC’s authorized representative, and a record thereof shall be retained for two years.

**D** The LMSC’s authorized representative shall ensure that the sanction application is forwarded to the USMS National Office for approval of the safety plan.

**E** Sanctions issued to one organization cannot be transferred to another.

**F** No sanction of any event shall be granted with the word “Olympic” or the word “Paralympic” or any derivative thereof used in any manner in connection with said event unless consent is obtained from the USOPC.

**G** When sanctioning a World Aquatics Masters World Championship open water event, an LMSC may grant exceptions to specific USMS open water swimming rules and administrative regulations in order to be in compliance with World Aquatics rules.

**H** Sanctioned events may include nonconforming swims so long as they are conducted in a safe manner.

**I** The sanction fee shall consist of a national fee established by the House of Delegates. Each LMSC may also establish a local fee.

**J** USMS-sanctioned open water events held in conjunction with USA Swimming-sanctioned events shall conform to the guidelines for the conduct of dual-sanctioned meets approved by USMS and USA Swimming.

## Article 203.3.3

---

### 203.3.3 Entry Forms and Programs

- A The entry forms shall contain the language of the liability release as stated in USMS policy (see *USMS Guide to Local Operations*, Sanctions section). All swimmers shall have signed the liability release before participating.
- B Entry forms, programs, and results shall include the statement “Sanctioned by (LMSC name) for USMS Inc.”
- C An event securing sanctions from more than one governing body shall identify all sanctioning bodies on entry forms, programs, and results.
- D Entries shall not be accepted before the sanction has been issued. Paper forms shall not be distributed, online entry systems shall not be activated, and the event shall not be listed as sanctioned on the USMS Calendar of Events until the sanction has been issued.
- E For competitive open water events that calculate individual scoring for place and/or club scoring, a swimmer’s valid club affiliation and age shall be displayed after the name in any published program.

**203.3.4 Results**—Event directors shall submit official electronic results of the event to the LMSC’s authorized representative.

### 203.4 Withdrawal or Denial of Sanctions

**203.4.1** Sanction may be denied to any individual or organization that has failed to conduct previously sanctioned events in accordance with applicable USMS open water swimming rules and administrative regulations, or as stated on the entry form.

**203.4.2** Sanction may be denied to any individual or organization that has failed to demonstrate the ability or willingness to conduct the sanctioned events in accordance with applicable USMS open water swimming rules and administrative regulations.

**203.4.3** Sanction may be withdrawn from any individual or organization failing to conduct the sanctioned events in accordance with agreed upon USMS open water swimming rules and administrative regulations and other stated requirements on the entry form.

**203.4.4** A sanction may be denied when the mission, vision, and/or goals of the host organization conflict with USMS Guiding Principles (mission, vision, and values).

**203.4.5** A sanction may be denied if the sanctioning LMSC determines that conduct of the event would violate participation (article 401), unsporting conduct (article 402.4), and equal opportunity (article 501.3).

**203.4.6** A sanction may be withdrawn following issuance up until the conclusion of the event when the sanctioning LMSC determines that the sanction should have been denied under the provisions of article 203.4.

**ARTICLE 204:  
Liability Release**

**204.1 Release**

All individual membership application forms and sanctioned entry forms, except those for virtual events, shall include a liability release. The liability release shall be signed by the person registering or entering. The liability release shall conform to the language and format specified by USMS policy (see *USMS Guide to Local Operations*, Sanctions section).

**2**

