

## **MEET DIRECTORS DUTIES FOR AAU SANCTIONED EVENTS**

1. Select a date for your event and apply for your Sanction through National AAU as outlined under the **AAU REGISTRATION AND SANCTION INFORMATION** portion of the R & P on page 3. Apply for your sanction as early as possible or by at least one month in advance of your event to avoid any additional fees.
2. Sanction every day of your meet that you anticipate, but it is best to under sanction. You can always add a day to be sanctioned, but money cannot be refunded for sanctioned days that are cancelled. If in the event the days change (days added or event dates altered,) it is extremely important that you contact National AAU and the GA AAU Sanction Agent, June Seymour, 912-653-2660, [jkseymour@g-net.net](mailto:jkseymour@g-net.net) prior to the event so that the necessary changes can be reported and covered by insurance. If you do not sanction a day of your meet, it will not be covered by insurance. If any athlete, coach, or club that attends your meet is not properly registered with AAU, the sanction and insurance coverage will be void. The approved sanction must be posted in a visible location on the day of your event.
3. Provide your Invitational event dates to Michelle Pomerantz at [mpomerantz@bellsouth.net](mailto:mpomerantz@bellsouth.net) to be placed on the NAWGJ calendar and to Liz Nichols at [aaunichols@bellsouth.net](mailto:aaunichols@bellsouth.net) to be placed on the AAU web site. Host clubs should strive to submit your event dates by June 1 of the preceding season or as soon thereafter as possible.
4. Make sure your participating clubs, athletes, and coaches are all properly registered or your sanction will be at risk and your event will not be covered by insurance. Clubs should be registered in order to participate in Team Awards. It is the Meet Director's responsibility to verify that everyone attending is properly registered.
5. Insure that all coaches from participating clubs provide proof of current Safety Certification and that your Meet Director has their Meet Director Certification.
6. If hosting a meet outside of your facility, confirm if a Third Party Certificate of Liability is needed. (See Third Party Certificate of Liability section below.)
7. Prepare and distribute the Invitations to your meets (See the ITEMS TO BE INCLUDED ON MEET INVITATIONS section below.) **All**

**State Meet Invitations are due to the co-chairs by December 15 for placement on the website.**

8. After the deadline to receive meet entries prepare the competition schedule and eventually the rotation schedule. Confirm schedule with your Meet Referee (Judge) and if you need additional assistance preparing your meet schedule contact Becky Oppenheimer, State Meets Coordinator/Meet Advisor, at 770-516-2654. (IMPORTANT: See the Rules for Competition section on page 10.) All State Meet Schedules **Must** be approved by Becky Oppenheimer, prior to distribution or posting on the web.
9. **Awards-** Order and distribute your awards according to AAU guidelines listed in this Rules and Policy Book. Host gym is responsible for ordering all medals/awards for their own invitational meets. State Meet awards and athlete t-shirts are only ordered by the State Awards Chair. Your club will be billed for all State Meet awards other than the participant awards that are provided by AAU.
10. Make sure that proper equipment is provided to accommodate all Georgia AAU Rules and Policies. (IMPORTANT: See the Rules for Competition section on page 10 below.) In the event that AAU does not specify something in the current Rules and Policy Book, newsletters, or web, USA guidelines are to be followed or the AAU co-chair can make a ruling. AAU co-chairs always reserve the right to make rulings as they deem appropriate.
11. Be aware of all entry fees, team fees, and door fees as recommended by GA AAU. Gyms hosting State Championships for AAU **MUST** use the fees that are set by the GA-AAU Board for the current year.
12. Report any accidents occurring during your meet no later than 24 hours after occurrence. See “Reporting an Accident” in this Rules and Policies, page 19.
13. Surcharges; There will be a \$1 surcharge payment fee per athlete per invitational meet and a \$3 surcharge payment fee per athlete for State Meets. Meet Directors must submit competition results (event and all-around scores) with total surcharge payment to the Sanction Agent to be post marked by no later than one week after the conclusion of the competition. **A fine of \$100 will be imposed for failure to comply.**
  - Clubs participating on the competitive circuit should use one consistent Club name or acronym as the designation of the Club’s identity when registering for Meets in order for our

Sanction Agent to properly process competition results from the Meet Director's.

- Results should be submitted by competitive levels. Age divisions can be together but NOT by levels.
- Meet Directors should annotate any out of State competitors to the Sanction Agent.

Post results with payment to:

June Seymour  
279 John Coursey Rd.  
Ellabell, Ga. 31308-4509

14. Meet Directors hosting events with competitors from both the AAU and the USAG Federations must schedule athletes in separate sessions. AAU and USAG competitors may not compete together within the same session.