**Motion 1602FC01:** The Finance committee moves to change in the Pacific Swimming Rules and Regulations

A) Section 3. D 3 the number of days required for a club to respond to a request for a meet summary report from 30 days to 14 days.

B)Section 3. D 4. This item deals with invoice due dates, penalty fees and loss of eligibility to host a sanctioned meet.

**This is a 30 day motion**

**D. Financial Reports, Meet Summary Reports and Fees**

1. Meet financial report, meet summary report and payment of fees due Pacific Swimming shall be received by the Treasurer within 30 days after the last day of the meet.

2. Failure to provide the meet financial report and payment of fees due Pacific Swimming as specified shall subject the meet host to a penalty of 10% of the Pacific Swimming share of the meet fees and may provide grounds for denying future sanctions.

3. A meet summary report is a copy of the documentation from the meet management software used to determine and calculate the number of individual and relay entries and the corresponding fees due to Pacific Swimming. The meet summary report shall be attached to the meet financial report. Failure to supply the documentation will trigger a reminder e-mail to the club. If the documentation is not provided to the Treasurer within 14 ~~30~~ days of the reminder, a penalty fee of 25% of the fees paid to Pacific Swimming shall be assessed to the club.

4. Invoices shall be emailed to clubs who incorrectly calculate the amount due to Pacific Swimming. Payment shall be received by the treasurer within 14 days of the reminder. If the payment has not been postmarked by that deadline a penalty of 10% of the amount due will be added to the amount due. If the invoice has not been paid within 30 days of the reminder, the club shall not be eligible to host a sanctioned meet until the payment has been received.