



# COMPETITION INFO PACKAGE

12/05/2025

*Hosted by*

**ALBERTA<sup>+</sup>  
ARTISTIC  
SWIMMING**

*In partnership with*

**NATATION<sup>+</sup>  
ARTISTIQUE  
QUÉBEC<sup>+</sup>** **ONTARIO<sup>+</sup>  
ARTISTIC  
SWIMMING**

## GENERAL INFORMATION

<b>EVENT DATES</b>	July 16 – July 20, 2025
<b>ENTRY DEADLINE</b>	Friday June 13, 2025
<b>VENUE</b>	YMCA by Brookfield at Seton 4995 Market Street SE Calgary, Alberta
<b>HOST</b>	Alberta Artistic Swimming
<b>PSO CONTACT</b>	Jaime Thompson
<b>INCLUDED EVENTS: 11-12 &amp; YOUTH</b>	Figures, Female Solo, Male Solo, Female Duet, Mixed Duet, Team
<b>INCLUDED EVENTS: OPEN</b>	Free Combination
<b>INCLUDED EVENTS: ADAPTED</b>	Figures, Solo, Duet, Team
<b>INCLUDED EVENTS: MIXED ABILITY</b>	Duet, Team

<b>INCLUDED EVENTS: JUNIOR/SENIOR</b>	Solo Tech/Free, Duet Tech/Free, Team Tech/Free, Acro
<b>RULES</b>	This event will be held under Canada Artistic Rules.
<b>BYES</b>	Byes are not required for this event.
<b>SCRATCHES</b>	<p>Scratches may be submitted digitally using the <a href="#">scratch declaration form</a> until the start of the event.</p> <p>Once the competition has begun, scratches must be made on deck at the scoring table.</p>
<b>POOL SIZE</b>	10 Lane 25M pool shallow depth of 2M. FINA certified
<b>GELLING</b>	This will be a gelled meet. Designated areas at the pool will be assigned accommodate gelling.
<b>AWARDS PROCEDURE</b>	<p>Awards for each event will be held on deck following the conclusion of each event block.</p> <p>Should multiple events be scheduled back to back without a warmup in between, awards for all events in the schedule block will be presented following the conclusion of the last event.</p>

## REGISTRATION, FEES & PAYMENT

### REGISTRATION DEADLINE

Friday June 13, 2025

### SUBMISSION FORMAT

Clubs, provinces or federations must complete the following steps to fully register for SYNC 2025:

1. Submit your form stacks registration which includes total fee summary for all sections of the event.  
[https://albertaartisticswimming.formstack.com/forms/2025\\_sync\\_entries\\_and\\_fees](https://albertaartisticswimming.formstack.com/forms/2025_sync_entries_and_fees)
2. Complete the Online Registration Form through RAMP Interactive.
3. Submit the total payment to AAS using the methods below no later than 10 days following registration.

Full instructions for completing registration will be distributed by email and made available on the AAS website.

### ENTRY FEES

Figures .....	\$50.00 per entry
Solo .....	\$50.00 per entry
Duet .....	\$100.00 per entry
Team .....	\$200.00 per entry
Combo/Acro .....	\$200.00 per entry



## HOST HOTEL

### Service Plus

3503 114 Ave SE, Calgary AB

### Standard Double Queen

Double Occupancy - \$155.00 + 12% Tax & Tourism Levy

Quad Occupancy - \$155.00 + 12% Tax & Tourism Levy +  
\$20.00 per additional adult

### Standard King Suite & Pull Out Sofa

Double Occupancy - \$155.00 + 12% Tax & Tourism Levy

Quad Occupancy - \$155.00 + 12% Tax & Tourism Levy +  
\$20.00 per additional adult

Note hotel bookings are made through AAS using the  
form stack link provided above.

## COMPETITION FEES

Each athlete will be charged a officials surcharge fee of  
\$75.00 each, a bus fee of \$50.00 per coach and \$100.00  
per athlete and a meal charge of \$125.00 per athlete and  
coach.

These special competition fees include:

- Bus transportation to and from the pool on July 17,  
18, 19 and 20<sup>th</sup>.
- Breakfast (served at the hotel) and dinner (served at  
the hotel) on July 16, 17, 18, 19 & 20<sup>th</sup>
- Athlete areas at the competition venue

## PAYMENT

Entry payments must be received by Alberta Artistic Swimming no later than 10 days following the deadline.

Payments can be received through two methods:

**1. Electronic Fund Transfers**

- a. Payments can be sent to  
[etransfers@albertaartisticswimming.ca](mailto:etransfers@albertaartisticswimming.ca)

**2. Cheque to Alberta Artistic Swimming**

- a. mailed to 11759 Groat Road, Edmonton AB, T5M 3K6

**3. PayPal by Request**

- a. Request invoice from  
[bcipywnyk@albertaartisticswimming.ca](mailto:bcipywnyk@albertaartisticswimming.ca)

## ENTRIES CAPACITY

Provinces/federations/clubs are limited to 2 entries in each of 12U Duet, 12U Team, Youth Solo, Youth Male Solo, Youth Duet, Youth Mixed Duet, Youth Team, and Youth Combo. Each of those events has a maximum capacity of 20 entries. If after registration closes, the maximum capacity has not been reached in those events, provinces/ federations/clubs may be invited to add additional entries.

The maximum capacity for Adapted and Mixed Ability events (Adapted Solo, Adapted Duet, Adapted Team, Mixed Ability Duet, Mixed Ability Team) is 20 entries. If that capacity is exceeded, provinces/federations/clubs may be asked to limit their entries.

## LATE ENTRIES

Club entry packages which are not received or incomplete upon the stated deadline is automatically subject to a late fine of \$50.00 per routine. In compliance with CAS rule 20.2.2. This fine must be paid to the AAS office. Routines whose fines are not paid will be disqualified from the event.

Late entries or corrections to incomplete entries will be accepted beyond two weeks prior to the event start date, but will be subject to the following fines:

### **2 weeks prior to first event of the competition:**

\$50.00 per correction (to a maximum of \$500.00 per Club)

### **Within 24 hours of the first event of the competition:**

\$100.00 per correction (to a maximum of \$500.00 per Club)

## COACH CARD SUBMISSION

### SUBMISSION DEADLINE

Deadline Date (Sunday July 13, 2025)

### SUBMISSION FOLDERS

Coach cards must be submitted into each club's designated Dropbox folder, which will be shared following registration.

### RESUBMISSION GUIDELINES

All these coach cards will be imported into the scoring system and considered final, except in the 3 cases below:

#### **Medical Issue**

Clubs /provinces / federations who need to change a coach card because of a medical issue that prevents them from performing a routine as per submitted coach card will be allowed to change their coach card up to 2 hours before the start of a session (event blocks will be considered one session). These changes will need to be approved by the event Chief Referee.

#### **Changes between Prelims and Final**

In the event of prelims and finals at SYNC, clubs / provinces / federations will be allowed to change their coach cards between prelims and finals but will need to respect deadlines detailed to coaches following registration.

## RESUBMISSION GUIDELINES (CONT.)

### **Last resort desperation move**

Clubs / provinces / federations who want to change coach cards for reasons other than the 2 above will be allowed to do so no later than 20:00 the night before an event, but will need to pay a \$100 fine to do so.

New coach cards will always need to be submitted by email to [aasevents1789@outlook.com](mailto:aasevents1789@outlook.com) in any of these instances. Confirmation of submission will be provided by email reply.

## LABELLING CONVENTIONS

Coach card files must be labelled with the following information, separated by underscores.

- 1. Category**
- 2. Event Name**
- 3. PSO / Club Call Letters**
- 4. Athlete Last Name**

For duets, use both last names. For teams, please use the first swimmer's last name, by alphabetical order.

### **For Example:**

Junior\_SoloTech\_ON\_Smith.xls

10U\_Duet\_LRASC\_AB-Chen.xls

Youth\_Team\_QC\_Bryant.xls

## MUSIC SUBMISSION

### MUSIC SUBMISSION DEADLINE

Routine music must be received one week prior to the start of the competition, by dropbox submission which will be shared following registration deadline.

### FILE FORMAT

Digital music will be used at this competition. There must be one digital file for each registered routine in an mp3 format, with a minimum required resolution of 192kbps.

Coaches are asked to review each digital file for quality, timing and completeness. Please ensure that volume is consistent throughout all cuts of music.

### DROPBOX ACCESS

Following registration, Dropbox folders will be shared with each participating delegation to submit music files into.

### LABELLING CONVENTIONS

What is the labelling conventions you would like used for music files?

In Ontario, we follow the CAS conventions:

- 1. Category**
- 2. Event Name**
- 3. Club Call Letters**
- 4. Athlete Last Name**

Provide a few examples to assist.

## LABELLING CONVENTIONS

Music files must be labelled with the following information, separated by underscores with NO blank spaces (underscores are acceptable).

- 1. Category**
- 2. Event Name**
- 3. Club/Province/Federation Call Letters**
- 4. Athlete Last Name**

For duets, use both last names. For teams, please use the first swimmer's last name, by alphabetical order

### **For Example:**

Adapted\_Solo\_WRASC\_Smith.mp3

11-12\_Duet\_ON\_Jones-Chen.mp3

Youth\_Team\_QC\_Bryant.mp3

## METADATA & ID3 TAGS

We ask that file names be checked at the metadata level using the following instructions:

Metadata (also known as ID3 tags for MP3 files) is information (such as title, artist, album, genre etc.) that is stored inside the song file.

This is often different from the name of the file itself. In order to avoid confusion at the competition music table, we ask coaches to ensure that the title of the song file, and the ID3 tag title of the song file are the same.

For instructions on changing ID3 tags, [click here](#) for Windows and [click here](#) for iTunes.

## AWARDS

### FIGURE EVENTS

SYNC medals will be awarded to the top three figure scores in 11-12, Youth, and Adapted figure event categories.

### ROUTINE EVENTS

SYNC medals (Gold, Silver & Bronze) will be awarded to the top three championship scores in 11-12, Youth, Adapted and Mixed Ability event categories

## VOLUNTEER INFORMATION

### VOLUNTEER REQUIREMENTS

Volunteers will be needed to effectively run multiple aspects of the competition. Volunteers will be needed in several capacities, including:

- Setup
- Admission
- Judges Room
- Announcers
- Music
- Runners
- Video
- Timers

### VOLUNTEER SIGN UP

Those interested in volunteering for SYNC 2025 are asked to fill out the Volunteer Application Form here: <https://www.signupgenius.com/go/9040D44A4AB2BA6F85-56848703-sync>



## COMMUNICATION & MEDIA

### COMMUNICATIONS

Competition information, registration details, schedules and results will be made available on the AAS website and on the Sportity app.

### SPORTITY

The Sportity App is used to store meet information packages, schedules, publish results and other pertinent information throughout the competition.

The password for this event is: SYNC2025

The Sportity app can be downloaded from the App Store or the Google Play store.

### STREAMING

Competition events will be streamed details to follow.

### EVENT PHOTOGRAPHY

By registering for this event, all athletes and coaches may be photographed and videotaped during the event. Photos and/or videos may be made public without direct authorization from parents or clubs.

AAS Photographer Info will be distributed after registration has closed.

During events, flash photography is prohibited.

### LANGUAGE POLICY

All official information packages, correspondence and announcements will be provided in French and English.

## ACCESSIBILITY

### ACCOMMODATION REQUESTS

Accommodation requests may be submitted for Athletes, Coaches, Officials or Volunteers in need of additional support at any AAS sanctioned competition.

To submit a request contact [Jaime Thompson](#)

### ACCESSIBILITY COORDINATOR

The accessibility coordinator for this meet will be Jaime Thompson.

## ADDITIONAL INFORMATION

### TRANSPORTATION

Transportation between the hotel and pool will be provided on competition days. A transportation schedule will be provided in advance of the event.

### MEALS

Breakfast and dinner will be provided for participating athletes, coaches and officials on July 16-20, 2025. Specific meal information will be provided in advance of the event.

Lunch will be the responsibility of participating clubs, federations or individuals. AAS has set up healthy hunger and will share following registration.

### RAFFLE BASKETS

Alberta Artistic Swimming wishes to have a variety of baskets to be raffled off during the event. Each team entry is encouraged to donate a themed basket to the event. Participating teams will be eligible to win a prize. The winner will be chosen for the most creative.

## SYNC 2025 12U Development Camp

**Dates:** Saturday, July 19th & Sunday, July 20th, 9:00am - 3:00pm

**Location:** Seton YMCA

**Purpose:** To develop skills important for athletes in the 11-12 age group while introducing foundations of essential skills athletes will need in future in the Youth age group. Athletes will also work in other disciplines such as gymnastics, ballet, diving, and yoga in order to help improve flexibility, leg extension, posture, and artistic impression.

**Cost:** The fee for the 12U Development camp is \$200/athlete. This includes all camp programming, lunch and snack both days, dinner on Saturday, and transportation to and from the pool for athletes staying at the SYNC competition hotel.

For more information, please reach out to Jaime Thompson.