

# Meet Directors Checklist

**\* ONLY COACHES SHOULD CONTACT THE MEET DIRECTORS. DO NOT HAVE PARENTS CONTACT THE MEET DIRECTORS FOR ANY REASON!**

## **PRIOR TO COMPETITION:**

- 1) Send a "Request for Sanction Form" a minimum of thirty days prior to the meet to the USA Gymnastics office, along with the sanction fee.
- 2) Send Judges Request Form to the NAWGJ assignor with a \$3.00 per judge requested fee.

Terry McGirk  
2410 E. Kings Highway  
Coatesville, PA 19320

## **AFTER COMPETITION:**

- 1) Make sure the judges and the Meet Director sign the Sanction Form.
- 2) All coaches must sign the Coaches Sign In Sheet
- 3) **Within 24 hours**, mail the Sanction Form and Coaches Sign-In Form to the appropriate offices.

### **Copy of Sanction & Coaches**

**Sign-In Form to:** USAG/Sanction Report Form  
132 E. Washington Street Suite 700  
Indianapolis, IN 46204

**Copy of Sanction to:** Regional Chairperson  
Jen Bortz  
2120 Old Gatesburg Road  
State College, PA 16801

\* Enclose a check for **\$2.00 per gymnast made payable to Region VII.**

### **Copy of Sanction**

**& Check To:** PA State Chairman \*  
Donna Guenther  
155 Philmont Avenue  
Feasterville, PA 19053

\* Enclose a check for **\$2.00 per gymnast made payable to PAUSAG**

**Copy of Sanction to:** Meet Director

**Copy of Scores emailed to:** [Kpope29761@aol.com](mailto:Kpope29761@aol.com)

