

# Applications to Officiate - British Swimming Championships 2020

From: Helen Akers <helen.akers@swimming.org>

Sent: Mon, Feb 3, 2020 12:14 pm

Subject: Applications to Officiate - Swim England Open Water National Age Group Championships 2020

Applications are invited from Licensed Open Water Officials to officiate at the Swim England Open Water National Age Group Championships 2020, to be held on Monday 27<sup>th</sup> July at Thrybergh Country Park, Rotherham.

Further details of the event can be found at <https://www.swimming.org/calendar/all/open-water-national-age-group-championships-2020/>

## Expenses

All expenses will be paid post event by BACS.

Details of how to claim expenses will be provided before the event along with the Event Manual, which will contain all key event information.

**Receipts must be submitted with all expenses being claimed, except mileage.  
Expenses will only be reimbursed subject to the value of the itemised receipts.**

## Accommodation

Overnight accommodation for the night prior to the event will be provided for those volunteers who are not local to the event at Ibis Hotel Rotherham.

Whilst it is not compulsory, Swim England encourage room sharing at national events. By opting to room share, accommodation costs are significantly reduced, which in turn greatly supports the operation and provision of a high-class event for Swim England athletes.

## Meals

Claims can be made for meals and drinks (one standard alcoholic beverage) up to the value of £20 per night of overnight accommodation. In all instances, receipts must be submitted,

with all expenses being claimed clearly highlighted. Expenses will only be reimbursed subject to the value of itemised receipts.

Lunch will be provide to all volunteers onsite during the event.

### **Travel**

Mileage is reimbursed at Â£0.45 per mile and calculating mileage should be done on a 'Google maps fastest route' basis unless the Events team are informed otherwise.

Standard class public transport will be reimbursed on presentation of a receipt for the purchase.

Swim England and Swim Wales members should apply using [the online system – guidance notes](#) . Please take note of the action required if your licence expires between now and the date of the event.

Scottish Swimming members should contact [helen.akers@swimming.org](mailto:helen.akers@swimming.org) for an application form.

**The closing date for applications is 6<sup>th</sup> March 2020.**

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