

Meet Director's Reporting Procedure

It is required that you include on the following for each gymnast: level age group, USA gymnastics number, club, session.

If clubs from outside Illinois are participating in your meet, the club's name and state must appear on the official score sheet.

New Reporting Procedures
Please Read Carefully

State Chairman	Score Tracker	Region Chairman
Norbert Bendixen 423 Midway Mundelein, IL 60060	Cyndi Zimmerman 1167 Milburn Ct Naperville, IL 60540	Bobbi Montanari 2881 Scioto-Darby Exec. Ct. Hilliard, Ohio 43026
Level 4	Level 5	Level 6
Cindy Morano 6511 W. 59th St Chicago, IL 60638	Judy Redmond : 32 Y j kg"Qcm!Ncpg University Park, IL 60466	Andrew Morreale 1715 Dekalb Ave Sycamore, IL 60178
Level 7	Level 8	Level 9 & 10
Steve Cacchione 1880 Circuit Dr. Round Lake Beach, IL 60073	E{pf k\ lo o gto cp 1167 Milburn Ct. Naperville, IL 60540	Shane Sanders 1018 Tri State Pkwy Gurnee, IL 60031

1) Score Tracker

- a) Electronic version of scoring program emailed to Gymmom4@aol.com
- b) Mail the following:
 - i) All Scores (copy) and Sanction Report Form, including coaches Sign-in sheet
- c) If you do not electronic email scores then you must also send a check for State Tracking Fee of \$1.00 per competing athlete made out to : Cyndi Zimmerman (Scoretracker)

2) Level Chairman (for each level @ meet)

- a) Original score sheets signed by all judges
- b) Copy of sanction report form, including coaches Sign-in sheet

3) State Chairman

- a) Copy of sanction report form, including coaches Sign-in sheet
- b) Illinois state competition fee include a check for \$1.00 per competing athlete made out to USAG IL with date of meet
- c) Copy of score sheets

4) Regional Chairman

- a) Copy of sanction report form, including coaches Sign-in sheet
- b) Region competition fee include a check for \$1.00 per competing athlete made out to Region 5 WPC with date of meet

5) National Office

- a) Original Sanction Report Form including coaches Sign-in sheet at address listed on sanction

Easy to Use Chart:

What?	Who?
Sanction form (including coaches sign-in sheet)	National Office Regional Chairman State Chairman Level Chairman (Copy for each level @ meet) Score Tracker
Copy of score sheets (Please use the Club USAG number for Identification)	State Chairman Copy All Level Chairman (Original for each level at meet) Score Tracker Copy All
Money	Regional Chair \$ 1.00 / gymnast State Chair \$ 1.00 / gymnast Score Tracker \$ 1.00 / gymnast (if not filed electronically)
Electronic Data	Score Tracker

SCORE SHEETS:

Score sheets must be in ink or computer printout.

Please make sure that the score sheets include the USAG Club number for Club identification on the score sheets.

The judges must initial all score sheet changes.

All USAG numbers must appear on score sheet.

All score sheets must be sent electronically to Score Tracker.

For any score sheets not sent electronically, please follow the procedure listed above.

MEET CANCELLATION:

If a meet is cancelled, treat it as a normal meet by sending the sanction form to all people listed above with “CANCELLED” written across the center.

“Refer to “Easy To Use Chart” listed above.