

2021 LESI Senior Champs
Hosted by
LESI
July 30 – August 1, 2021

Held under USA Swimming Sanction #LE 20170 LS

In granting this sanction it is understood and agreed that USA Swimming shall be free from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event.

In granting this sanction, LESI agreed to comply and to enforce all health and safety mandates and guidelines of USA Swimming, LE, the State of Ohio and Ashtabula County (local jurisdiction).

RISK OF EXPOSURE TO COVID 19: An inherent risk of exposure to COVID-19 exists in any public place where people are present. COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the Centers for Disease Control and Prevention, senior citizens and individuals with underlying medical conditions are especially vulnerable.

USA Swimming, Inc., cannot prevent you (or your child(ren)) from becoming exposed to, contracting, or spreading COVID-19 while participating in USA Swimming sanctioned events. It is not possible to prevent against the presence of the disease. Therefore, if you choose to participate in a USA Swimming sanctioned event, you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19.

BY ATTENDING OR PARTICIPATING IN THIS COMPETITION, YOU VOLUNTARILY ASSUME ALL RISKS ASSOCIATED WITH EXPOSURE TO COVID-19 AND FOREVER RELEASE AND HOLD HARMLESS USA SWIMMING AND [THE LSC] AND EACH OF THEIR OFFICERS, DIRECTORS, AGENTS, EMPLOYEES OR OTHER REPRESENTATIVES FROM ANY LIABILITY OR CLAIMS INCLUDING FOR PERSONAL INJURIES, DEATH, DISEASE OR PROPERTY LOSSES, OR ANY OTHER LOSS, INCLUDING BUT NOT LIMITED TO CLAIMS OF NEGLIGENCE AND GIVE UP ANY CLAIMS YOU MAY HAVE TO SEEK DAMAGES, WHETHER KNOWN OR UNKNOWN, FORESEEN OR UNFORESEEN, IN CONNECTION WITH EXPOSURE, INFECTION, AND/OR SPREAD OF COVID-19 RELATED TO PARTICIPATION IN THIS COMPETITION.

LOCATION: SPIRE INSTITUTE Aquatic Center, 5201 Spire Circle, Geneva, 44041. Take 90 to Exit 218.

POOL: 50 meters by 10 lanes, Colorado electronic timing and scoreboard; spacious locker rooms, deck area, and spectator section; continuous warm-up available. The competition course has been certified in accordance with 104.2.2C (4). The copy of such certification is on file with USA Swimming. An adjacent 25-yard pool is available for continuous warm-up and warm-down. Men's and Women's locker rooms are off the pool deck but are not accessible to parents during the meet. Colorado timing system and scoreboard are available.

ENTRANCE: Swimmers will enter and exit the facility between the Aquatics and Track buildings.

WARM UP/COMPETITION: Swimmers will follow the arrows at the end of the lane to either (1) return to the blocks for starts (2) return to their seating area and/or (3) speak with their coach following their race.

SPECTATORS: Each swimmer is allowed to bring 2 spectators. Admission is included in the entry fees.

RACING STARTS:

Any swimmer entered in the meet must be certified by a USA Swimming member coach as being proficient in performing a racing start or must start each race from within the water. When unaccompanied by a member-coach, it is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement.

RETURN TO PLAY LAW:

Under the Ohio Return to Play Law governing concussions, all coaches and officials (in state or out of state) are required to have proof of training in concussion signs and symptoms. This training is available for free and can be found at <https://odh.ohio.gov/wps/portal/gov/odh/know-our-programs/child-injury-prevention/resources/onlineconcussiontraining> It is your responsibility to take care of this requirement.

STARTING TIMES:

Warm-ups will begin at 8:30 AM with competition starting at 9:55 AM. Warm-ups will be split by team into two groups of 40 minutes each.

ENTRY DEADLINE:

The entry deadline is 11:59 PM, Wednesday July 21, 2021. Entries will NOT be accepted before Tuesday, July 13, 2021. Please send an electronic copy of the entries with the entry file. Failure to submit the electronic entry copy, summary sheet, and payment or make alternate arrangements with the entry chair before the entry deadline for payment may result in said entry being removed from the meet. Payments may be brought to the meet with confirmation from the meet director. Please do not send multiple copies of your entries. Phone entries will not be accepted. Only unattached athletes will be accepted individually. All others please submit entries by Hy-Tek, and include a hard copy, as well as the entry summary sheet.

Mail/email entries to: lakeerieseniorchamps@gmail.com

Eileen Bringman 3574 West 146th Street Cleveland, Ohio 4411

ENTRY FEES:

\$60.00 per swimmer (includes 2 spectators per session admission and LE surcharge); Relays \$12.00. There is a \$2.00/swimmer handling fee for entries not furnished in an electronic file. Make checks payable to LESI.

ENTRY LIMITATIONS:

Swimmers may enter no more than 4 individual events per day; Teams may enter 2 relays per relay event. Relays do not count towards maximum number of events.

DECK ENTRIES: Deck Entries are not permitted

ELIGIBILITY:

Swimmers must be current athlete members of USA Swimming, 15 years or older or have attended at least one year of high school and have met the time standard requirements. Exceptions for swimmers 14 & UN who have not yet attended high school can be found under Qualifying Times. Coaches must be current coach members of USA Swimming and must check in on each day of the meet. All coaches must display the deck pass (wristband) issued by the meet host. Age is as of the first day of the meet, July 30, 2021

All applicable adults participating in or associated with this meet, acknowledge that they are subject to the provisions of the USA Swimming Minor Athlete Abuse Prevention Policy ("MAAPP"), and that they understand that compliance with the MAAPP policy is a condition of participation in the conduct of this competition.

ALL ADULTS/18 & OVER ATHLETES, INCLUDING COACHES, OFFICIALS AND VOLUNTEERS ON DECK, MUST USE THE 18 & OVER LOCKERROOMS IN THE INSTRUCTIONAL POOL OR LOBBY FOR RESTROOM FACILITIES. NO ADULTS SHOULD BE USING THE LOCKERROOMS WITH THE ATHLETES.

QUALIFYING TIMES:

Please see the time standard charts. There are no qualifying times for 50s or 100s. Events 200 meters and longer require a 15-16 B time or faster to enter. Enter at either short course yards (Y), Short Course Meters (S) or long course meters (L) times. **Converted times may not be used.** Meet management will convert non-conforming times. Swimmers should enter the 50 back, breast, or fly with their best 100 time. 14 and Under non-high school swimmers must have achieved a 15-16 AAA time to enter any event, including 50's and 100's. All swimmers must have an actual time to enter an event 200 meters or longer; estimated times may be used for all other events where the swimmer has no official time. NT is not acceptable. Individual entries with NT will NOT be processed and space will not be saved.

PROOF OF TIME:

Swimmers should enter an event only if they have achieved the listed time standard for that event. Teams of swimmers who fail to achieve the qualifying time at the meet will receive a notice of those times that cannot be verified in the SWIMS database. Teams shall submit proof of time or a fine of \$10.00 for each swim listed in the notice. Failure to resolve time verification issues within one week of receipt of notice shall result in debit to the team's account in the amount of the fine. Unattached swimmers will receive similar notice.

TEAM SUPERVISION:

Teams who are entering swimmers but will not have a coach at the meet should arrange ahead of time for another coach to supervise their athletes. Swimmers without a coach must contact the Meet Director or Meet Referee to be assigned to a coach on deck.

SWIMMERS WITH A DISABILITY:

Swimmers with a disability may enter an event (such as the 200 free) and swim it with a longer yardage event (such as the 400 free) provided his/her time for the lesser yardage event (200 free) is equal to or faster than the listed qualifying time for the longer yardage event (400 free). Entries for swimmers with a disability should be handled in the following manner: (1) enter the swimmer in the Hy-Tek database (or on the regular entry form); (2) list in the email accompanying the Hy-Tek entry file (or on a separate sheet of paper) the name of the swimmer, the stroke(s)/distance(s) s/he wishes to swim, the entry times, the day/session s/he wishes to swim the event(s), and the manner in which s/he prefers to be seeded (with a longer distance or with a different age group); and (3) provide any information about special accommodations needed by the swimmer. The final determination of seeding will be made by the Meet Referee after consultation with the swimmer and his/her coach.

CONDUCT:

The meet will be conducted according to the rules set forth in the current USA Swimming Rules and Regulations, the Lake Erie Swimming Policy & Procedures and the Return to Competition Guidelines. Events will be contested in a 10 -lane 50-meter course. All individual events are timed finals.

Due to changing guidelines and protocol LESI reserves the right to change or eliminate sessions if the governing body of Lake Erie swimming, Ashtabula County or State of Ohio dictates.

SEEDING: All events, except for the 400 Free, 800 Free, 1500 Free, and Relays will be pre-seeded. The entry fees paid for scratched events are NOT refundable. The 400, 800 and 1500 will be seeded after their respective scratch deadlines. The relays will be seeded upon the relay card turn-in deadline. Coaches will be given heat/lane assignments after the deadline and events have been seeded.

PRE-MEET SCRATCH DEADLINE 400/ 800/1500 FREE POSTIVE CHECK-IN:

Any scratches prior to the meet should be submitted by Tuesday, July 27th at 11:59pm. We will have a positive check-in for the 400, 1500, and 800 free before the start of the meet that day.

Positive Check-in will be located at the table next to the Admin Office on deck.

DISTANCE EVENTS

Swimmers entered in the 800/1500 free must provide their own counter and timer.

CLERK OF COURSE:

A Clerk of Course will NOT be provided.

SCORING:

Individual Events: Top 10 places: 11-9-8-7-6-5-4-3-2-1

Relays: Top 10 places: 22-18-16-14-12-10-8-6-4-2

AWARDS: High Point and Runner-up winners will be recognized.

DIGITAL HEAT SHEETS: Digital Heat Sheets will be emailed to team entry chairs and posted to the Lake Erie Website.

Heat sheets will Not be posted or available at the meet. Distance events will be given to the coaches after the event is seeded.

COACHES: Relay cards should be picked up at the admin table each day and turned in by 8:00am.

Hospitality will be limited to grab and go snacks and drinks, please plan accordingly.

RESULTS: Results will not be posted on site. Teams may request a backup at the conclusion of the meet. If technology permits, the meet results will be available on Meet Mobile. Final Results will be available on www.lakeerieswimming.com.

TIME TRIALS: Time trials will not be available.

SAFETY/WARM-UP:

Lake Erie Swimming safety guidelines and warm-up procedures will be in effect at all times. Coaches must maintain contact with their swimmers during warm-up and throughout the meet. All entry into the pool for warm-up is a three point, feet first from the starting block end of the pool. Swimmers must enter the pool in a cautious manner with one hand in contact with the pool edge. There is no diving during warm-up, except in designated sprint lanes. The final 20 minutes of 40-minute warm-up shall be conducted as follows:

- (a) Lanes 0 & 9 push/pace from the start end of the pool (or general warm-up at the discretion of Meet Referee or his/her designee).
- (b) Lanes 1 & 8 sprint lanes for racing starts from the starting block end of the pool, one length only and exiting the pool
- © Lanes 2-7 general warm-up, no diving or racing starts. Any or all of these lanes may be converted to sprint lanes at the discretion of the Meet Referee or his/her designee.

Swimmers are to sprint one way and climb out at the far end of the pool. Swimmers may be removed from warm-up for violating safety rules. Three point, feet first entry only into the continuous warm-up lanes.

CAMERA ZONES:

Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, restrooms, or locker rooms. Additionally, under NO circumstances will Camera Zones include the area immediately behind the starting blocks at either end of the racing course(s) while they are in use for race starts during competition and warm-up. Those failing to abide by this rule may be removed from the venue.

DECK CHANGES:

Deck changes are prohibited.

DRONES:

Operation of a drone, or any other flying apparatus, is prohibited over the venue (pools, athlete/coach areas, spectator areas and open ceiling locker rooms) any time athletes, coaches, officials, and/or spectators are present.

INITIAL DISTANCE:

In order to be certain that an initial distance or lead-off relay leg is entered into SWIMS, the swimmer or the swimmer's coach should notify either the meet referee or the admin before the event and provide the necessary watches as back-up to the electronic timing. All lead-off relay splits will automatically be uploaded to SWIMS after admin approval; for all other initial distances, the proper paperwork must be completed after the swim in order for the time to be entered into SWIMS.

OFFICIATING OPPORTUNITY:

Anyone that is a USA Swimming certified official is welcome and encouraged to join the Lake Erie Swimming (LESI) officials in working this meet. Please contact the meet director or the Lake Erie Officials Chair in advance of the meet if at all possible to let either know of your availability. We are also looking for anyone that is interested in becoming an official, for more information please contact the Official's Chair.

Meet Director: Eileen Bringman, lakeerieseniorchamps@gmail.com

Official's Chair: Bob Martens, bobmartens15@gmail.com

NOTE:

Only athletes entered in the meet, working coaches, officials, and meet workers are allowed on deck. Other non-participants are expected to remain in the spectator area.

MEET DIRECTORS:

Meet Director: Eileen Bringman, lakeerieseniorchamps@gmail.com

ENTRY PERSON: Eileen Bringman, lakeerieseniorchamps@gmail.com

EVACUATION PLAN:

EMERGENCY INFORMATION

Geneva Police: 911

Geneva non-emergency: 440-466-1002

Two emergency phones are available on deck on the south and east walls.

In the case of an emergency, swimmers will either be directed to the internal south building hallway adjacent to the locker rooms, or evacuated in accordance with the

facility emergency action plan. Spectators will be evacuated in accordance with the facility emergency action plan.

VOLUNTEER ASSIGNMENTS:

This is a Lake Erie sponsored meet. Every club that participates in the meet is expected to provide volunteer meet workers. Volunteer assignments for each team will be posted on the LESI website, www.lakeerieswimming.com and the link where heats sheets are located by **Monday, July 26, 2021**. Assignments will not be emailed to individual club members or coaches. Each team is required to fill all of their volunteer assignments. Should a club fail to fulfill its work responsibilities; a \$100 fine **per worker per session** will be levied and given to the club who supplies the replacement. Volunteer check in will be located by the stairs to the spectator level.

PROOF OF TIME & DOCUMENTATION

Times Accepted for Proof of Time

1. Any time that has been entered into SWIMS provides acceptable proof of time. Times from meets that are sanctioned or approved or swims that have been observed by USA Swimming certified officials for compliance with USA Swimming technical rules (see note following this paragraph) are automatically entered into SWIMS. No additional documentation will be required.
2. Times from non-approved and non-observed high school, middle school, YMCA or Collegiate meets are acceptable as proof of time if a hard copy of the score sheet/result is sent to Pam Cook. **A hard copy of meet results with the referee signature must be sent to Pam by the entry due date in order to be accepted.**
3. Times from summer league meets are not acceptable.

Qualifying Times

No qualifying times for 100 or 50s of strokes.

15-16 NAG B times for events 200 and above.

14 and Under Swimmers who have not completed 1 year of high school must achieve 15-16 AAA times to participate.

B	BB	A	AA	AAA	AAAA	Events	AAAA	AAA	AA	A	BB	B
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15-16 Girls						15-16 Boys						
36.39	33.79	31.19	29.89	28.59	27.29	50 M Free	24.39	25.59	26.79	27.89	30.19	32.59
1:19.19 *	1:13.49 *	1:07.89 *	1:04.99 *	1:02.19 *	59.39 *	100 M Free	53.99 *	56.59 *	59.19 *	1:01.69 *	1:06.89 *	1:11.99 *
2:50.49 *	2:38.29 *	2:26.19 *	2:20.09 *	2:13.99 *	2:07.89 *	200 M Free	1:57.99	2:03.69	2:09.29	2:14.89	2:26.09	2:37.39
5:58.49	5:32.89	5:07.29	4:54.49	4:41.69	4:28.89	400 M Free	4:10.29	4:22.19	4:34.19	4:46.09	5:09.89	5:33.69
12:21.29	11:28.39	10:35.39	10:08.99	9:42.49	9:15.99	800 M Free	8:45.09 *	9:10.09 *	9:35.09 *	10:00.09 *	10:50.09 *	11:40.09 *
23:43.89	22:02.19	20:20.49	19:29.59	18:38.79	17:47.89	1500 M Free	16:36.69	17:24.19	18:11.69	18:59.09	20:33.99	22:08.99
1:27.29 *	1:21.09 *	1:14.89 *	1:11.79 *	1:08.59 *	1:05.49 *	100 M Back	1:00.09 *	1:02.99 *	1:05.89 *	1:08.69 *	1:14.39 *	1:20.19 *
3:08.39 *	2:54.99 *	2:41.49 *	2:34.79 *	2:28.09 *	2:21.29 *	200 M Back	2:10.29	2:16.49	2:22.69	2:28.89	2:41.39	2:53.79
1:39.49 *	1:32.39 *	1:25.29 *	1:21.69 *	1:18.19	1:14.59 *	100 M Breast	1:07.39	1:10.59	1:13.79	1:16.99	1:23.49	1:29.89
3:35.89 *	3:20.49 *	3:05.09 *	2:57.39 *	2:49.59 *	2:41.89 *	200 M Breast	2:26.49 *	2:33.49 *	2:40.49 *	2:47.49 *	3:01.39 *	3:15.39 *
1:25.39 *	1:19.29 *	1:13.19 *	1:10.09 *	1:07.09 *	1:03.99 *	100 M Fly	57.99	1:00.79	1:03.59	1:06.29	1:11.79	1:17.39
3:07.29 *	2:53.99 *	2:40.59 *	2:33.89 *	2:27.19 *	2:20.49 *	200 M Fly	2:09.19 *	2:15.39 *	2:21.49 *	2:27.69 *	2:39.99 *	2:52.29 *
3:11.89 *	2:58.19 *	2:44.49 *	2:37.59 *	2:30.79 *	2:23.89 *	200 M IM	2:12.49	2:18.79	2:25.09	2:31.39	2:43.99	2:56.59
6:47.89	6:18.79	5:49.69	5:35.09	5:20.49	5:05.99	400 M IM	4:40.59	4:53.89	5:07.29	5:20.59	5:47.29	6:14.09

Long Course Meters

Short Course Meters

Short Course Yards

Schedule of Events

Friday, July 30

All events are timed finals.

Event 13 and 14 will be swum alternating girls/boys, fastest to slowest.

Teams are limited to 2 relays.

Girls	Event	Boys
1	800 Free Relay	2
3	200 IM	4

15-16 Girls						15-16 Boys						
35.39	32.89	30.39	29.09	27.89	26.59	50 M Free	23.89	25.09	26.19	27.39	29.59	31.89
1:16.89	1:11.39	1:05.89	1:03.19	1:00.39	57.69	100 M Free	52.09	54.59	57.09	59.59	1:04.49	1:09.49
2:45.59	2:33.79	2:21.99	2:16.09	2:10.09	2:04.19	200 M Free	1:53.79	1:59.29	2:04.69	2:10.09	2:20.89	2:31.79
5:50.69	5:25.59	5:00.59	4:48.09	4:35.49	4:22.99	400 M Free	4:04.59	4:16.19	4:27.89	4:39.49	5:02.79	5:26.09
12:05.69	11:13.89	10:22.09	9:56.09	9:30.19	9:04.29	800 M Free	8:27.39	8:51.59	9:15.69	9:39.89	10:28.19	11:16.49
22:57.09	21:18.69	19:40.39	18:51.19	18:01.99	17:12.79	1500 M Free	16:05.89	16:51.89	17:37.89	18:23.89	19:55.89	21:27.89
1:23.39	1:17.39	1:11.49	1:08.49	1:05.49	1:02.49	100 M Back	56.69	59.39	1:02.09	1:04.79	1:10.19	1:15.59
3:01.39	2:48.39	2:35.49	2:28.99	2:22.49	2:15.99	200 M Back	2:04.19	2:10.09	2:15.99	2:21.99	2:33.79	2:45.59
1:36.09	1:29.19	1:22.39	1:18.89	1:15.49	1:12.09	100 M Breast	1:04.29	1:07.39	1:10.49	1:13.49	1:19.59	1:25.79
3:27.89	3:13.09	2:58.19	2:50.79	2:43.39	2:35.99	200 M Breast	2:19.79	2:26.49	2:33.09	2:39.79	2:53.09	3:06.39
1:23.29	1:17.29	1:11.39	1:08.39	1:05.39	1:02.49	100 M Fly	56.59	59.29	1:01.99	1:04.69	1:10.09	1:15.49
3:04.29	2:51.09	2:37.99	2:31.39	2:24.79	2:18.19	200 M Fly	2:05.49	2:11.49	2:17.49	2:23.39	2:35.39	2:47.29
3:05.79	2:52.59	2:39.29	2:32.69	2:25.99	2:19.39	200 M IM	2:06.59	2:12.59	2:18.69	2:24.69	2:36.69	2:48.79
6:35.09	6:06.89	5:38.69	5:24.59	5:10.49	4:56.39	400 M IM	4:32.69	4:45.69	4:58.69	5:11.69	5:37.69	6:03.59
1:14.69 *	1:09.39 *	1:03.99 *	1:01.39 *	58.69 *	55.99 *	100 Y Fly	50.59 *	53.09 *	55.49 *	57.89 *	1:02.69 *	1:07.49 *
2:45.29 *	2:33.49 *	2:21.69 *	2:15.79 *	2:09.89 *	2:03.99 *	200 Y Fly	1:53.49 *	1:58.89 *	2:04.29 *	2:09.69 *	2:20.49 *	2:31.29 *
2:46.79 *	2:34.89 *	2:22.99 *	2:16.99 *	2:10.99 *	2:05.09 *	200 Y IM	1:53.79 *	1:59.19 *	2:04.69 *	2:10.09 *	2:20.89 *	2:31.69 *
5:55.89 *	5:30.49 *	5:04.99 *	4:52.29 *	4:39.59 *	4:26.89 *	400 Y IM	4:05.29 *	4:16.99 *	4:28.59 *	4:40.29 *	5:03.69 *	5:26.99 *

5	50 Free	6
7	100 Back	8
9	200 Breast	10
11	50 Fly	12
13	1500 Free	14

Saturday, July 31

All events are timed finals.

Event 27 and 28 will be swum alternating girls/boys, fastest to slowest.

Teams are limited to 2 relays.

Girls	Event	Boys
15	200 Free Relay	16
17	400 IM	18
19	100 Free	20
21	50 Back	22
23	100 Breast	24
25	200 Fly	26
27	400 Medley Relay	28
29	400 Free	30

Sunday, August 1

All events are timed finals.

Event 39 and 40 will be swum alternating girls/boys, fastest to slowest.

Teams are limited to 2 relays.

Girls	Event	Boys
31	200 Medley Relay	32
33	200 Free	34
35	50 Breast	36
37	100 Fly	38
39	200 Back	40
41	400 Free Relay	42
43	800 Free	44

2021 LESI Senior Champs

TEAM CODE _____				
NAME	AGE	USA SWIMMING #	EVENT	TIMES (meters/yds)

**2021 LESI Senior Champs
July 30 – August 1.
ENTRY SUMMARY SHEET**

TEAM: _____
PREFERRED TEAM CODE (up to 4 letters) _____

TEAM CONTACT NAME: _____
E-mail _____

Team Contact PHONE #: Cell: -

_____ (Total # of swimmers) X \$60.00/swimmer
\$ _____

_____ (Total # of relay events) X \$12.00/relay entry =
\$ _____

_____ (Total # of swimmers) X \$2.00 (Paper entry Surcharge) =
\$ _____

TOTAL AMOUNT REMITTED
\$ _____

_____ *Total # of coaches attending AM Sessions*
_____ *Total # of coaches attending Finals*

· Swimmers will be without a coach on deck:

Fri. sessions 1 2
Sat. sessions 1 2
Sun. sessions 1 2

I have arranged for my swimmer/s to be supervised by
_____.

I VERIFY THAT EVERY SWIMMER LISTED ON THE ENCLOSED ENTRY FORM IS A REGISTERED ATHLETE MEMBER OF USA SWIMMING, AND THAT EVERY COACH REPRESENTING OUR TEAM WILL BE A CURRENT COACH MEMBER OF USA SWIMMING.

SIGNED: _____ (coach or team representative)

PRINTED NAME: _____ DATE: _____

Make checks payable to LESI mailed to Eileen Bringman 3574 West 146th Street Cleveland, Ohio. Email entries to **lakeerieseniorchamps@gmail.com**

Please note all entries submitted with this sheet should be covered by a single check. Please make sure to email entries and mail hard copy.

Deadline for electronic entries is Wednesday, July 21, 2021; deadline for receipt of this form and payment is July 26, 2021.

This sheet must accompany all entries, including electronic TM/TU entri