

2026 VFCAL SYNCHRONIZED SWIM CHAMPIONSHIPS

July 17, 2026- Auburn 123 Recreation Dr Auburn CA 95603

July 19, 2026- Cordova 2197 Chase Dr. Rancho Cordova 95670

Championship Meet Overview & Assignments

MEET DIRECTORS:

Friday- Brenda Wittenburg (Davis)

Sunday- Collin Kehoe and Nicole Lowery (Cordova)

VFCAL Representative Assignments:

FRIDAY: Auburn, Davis, Sunrise

SUNDAY: FEC, Cordova, Davis, Sunrise

AGENCY TEAM ASSIGNMENTS:

Scoring Tables: Friday: Davis/ Sunrise each bring 2 small tables labeled with team name for figure stations, Auburn 2 large tables for computer table.

Sunday: Cordova supplies 3 large tables for Computer and Judge's Table and (1) small table for Sound.

Computer Person: One from each team.

Sound Systems: Friday: Auburn

Sunday: 1. Cordova (main system w/deck speaker) 2. Davis (back-up and secondary system)

Sound System Operators Friday: (Auburn)

Sunday: Johnny Luna (Cordova)

Hospitality: **Each team to bring 5 cases of water iced down in labeled ice chests for officials**

FRIDAY: Davis/Auburn to bring water & ice.

SUNDAY: Cordova/FEC/Sunrise to bring water & ice.

Programs: Electronic PDFs will be emailed to Reps and Coaches for distribution to their team.

Each team to provide 2 printed copies of program for league officials, delivered to Computer Table Friday.

Individual team members should print out programs for their own use.

Snack Bar: Friday: (Auburn)- Snack Bar

Sunday: Nicole Lowery/ Colin Kehoe (Cordova) - Food Trucks

Flash Cards/Whistles: Teams provide for their volunteers.

Pencils: Cordova

Figure Red Flags: Friday: Auburn & FEC

Figure Score Sheets: Cordova (100 pages double sided)

All Referee Sheets: Cordova

Master Entry Sheets: Cordova

Ribbons: Jason of Orangevale ordering medals, Mark of Auburn ordering rosettes and participation ribbons.

All teams please bring leftover dual meet ribbons to computer table on Friday July 17th.

Clip Boards Sunday- Each team supplies five (5), labeled with team name and delivered to Computer/ Judges table.

Computers: **Cordova** (Tracy Caldwell) and **Auburn** (Kim) to supply main computers & printers. Computer operators from FEC and Davis to bring their supplies as back up.

Shade Structures: Friday: Each team supplies minimum of Two (2), labeled with team name.

Sunday: Each team supplies minimum of three (3), labeled with team name for official use.

*Sunday: More welcome around pool deck but must have weights. *

Routine Music: Each team uploads music to **Dropbox by July 7th**, link sent via email to coaches from Sunrise.

Each coach/team must have music available as I-Pod or Phone on Sunday as back up.

Clean-up Deck: Minimum of three (3) volunteers per team for set-up and clean-up. (See page 2 for times)

MEET ENTRY REQUIREMENTS

All entries for Figures, Routine and Program information is due by **July 7th** to Cordova. cordovacordettes@gmail.com.

Figures: Send swimmers from roster NOT participating.

(Example: Novice 11-12 - Doe Smith)

Routines: Format as follows. Age Group/ Category - Routine Name - Participant(s).

(Example: Novice 10 Under Duet – Sparkles– Jane Doe and Doe Jane)

Program: VFCAL Representative, Coach (Head and Assisting), Retiring Swimmers, Parent Board Members, Volunteers.

Program draft will be sent out to teams **July 10th** – Coaches have until **July 13th** to send corrections or changes.

DAY OF MEET INFORMATION FOR FIGURES – Friday

1. 4:00 p.m. – Pool facility opens for set-up only: Each team provides 3 volunteers to be on deck – please do not have swimmers enter pool facility early. Teams will advise their own participants of arrival time.
2. 4:30 p.m.-4:45 p.m. – League Officials, Head Coach, Head Ref/Judge and Judges meeting, location for meeting on deck in the grass area behind the diving board.
3. At 4:55 p.m. all teams will be notified of Novice Warm-up.
4. At 5:00 p.m. scratches are due to computer table. Computer table volunteers to distribute updated list to figure stations.
5. Warm-up for Novice is 5:00 p.m.-5:30 p.m.; Novice Flight 1 and 2 warm-up at the same time, see below for team warm-up times.
5:00 p.m.-5:15 p.m. Auburn and Cordova 5:15 p.m.-5:30 p.m. Davis, FEC and Sunrise
6. 5:30 p.m. - Judges, Figure Referees, Volunteers and Novice Flight 1 will be called to stations.
7. **Meet begins at approximately 5:45 p.m.- NO SPECTATORS ON DECK.**
* Please note- Only Coaches and Volunteers are allowed on deck. All spectators must be in the bleachers see program for team assignments. *
8. 5:50 p.m.- Pre-swimmers and Novice Flight 1 begin. (approximately)
9. Novice Flight 2 will begin approximately 10-minutes after Novice Flight 1. Referees, Judges and Volunteers will be called back to stations after a break.
10. A 15-minute Intermediate warm-up and volunteer break will begin at the conclusion of the last Novice station. All Intermediates will warm up together.
11. Intermediate figures will begin approximately 25 minutes after conclusion of Novice figures
12. Ribbons called once all teams are cleaned up and sitting in designated area on the bleachers.
 - a. Coaches line up along grass facing the pool.
 - b. Ribbon table set facing the bleachers.
 - i. Announcer calls Team Name then Swimmer's Name, swimmer collects ribbon from announcer table, then proceed to coaches for congratulations, before walking along the far side of the pool to return to bleachers.

FIGURES – Friday Evening

PRE-SWIMMER ASSIGNMENTS

ATTENTION HEAD COACHES: Please have your pre-swimmers in position and ready. Please use swimmers of varying ability.

Novice Figures: Ballet Leg Alternate – FEC Front Walkover – Auburn Barracuda – Sunrise Neptunus – Cordova	Intermediate Figures: Flying Fish Spinning 180* – Davis Water Drop – Auburn Minerva – Cordova (2) & Davis (2) Helicopter – FEC
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ATTENTION HEAD REFEREES: Novice pre-swimmers should begin by 5:50 p.m., and intermediate pre-swimmers should begin within 5-minutes after the completion of intermediate warm-ups. The league is requesting at least 3 pre-swimmers be used. Referees, use a fourth pre-swimmer at your own discretion. Please be aware when other stations begin.

Stations will be labeled A, B, C, and D – Stations will be clockwise with Station A at the northwest corner of the pool – 8U swimmer 1 will begin at this station. After each performed figure swimmers rotate **counterclockwise** until they finish all four figures.

Judge Chair 1 is closest to the score table – order from the score table is 1, 2, 3, 4, 5. **Reader to read Judge 1 first.**

1. Call for Referee, Judges, Readers, Runners, Hospitality, Prompters and Line Monitors at approximately 5:30 p.m.
2. Novice Flight 1 figures will begin after 3 pre-swimmers at Referee’s discretion at approximately 5:50 p.m.
3. Novice Flight 2 will begin approximately 10 minutes after Novice flight 1.
4. Intermediate warm-ups will begin 5-minutes after the last Novice Figure station and last for 15-minutes.
5. Stations A and D will be moved to accommodate intermediate swimmers, moving lines for Station A and C outside of the pool.
6. Call for Referee, Judges, Readers, Runners, Hospitality and Prompters will be called to stations 5-minutes before the end of Intermediate warm-up.
7. Intermediate figures will begin after 3 pre-swimmers at Referee’s discretion, approximately 25-minutes after the conclusion of Novice Figures.

ASSIGNMENT CLARIFICATION

Figures- Friday

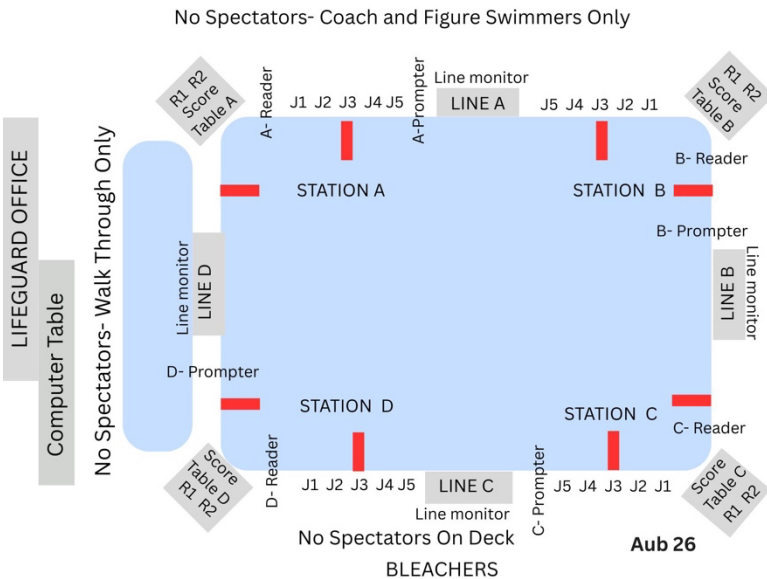
- Prompter- Maintain swimmer order at station, direct swimmers when to swim out for figure and direct where to exit the station.
- Line Monitor- Maintain back of line, helps prompter keep swimmers in order, and aides/ helps swimmers in finding coaches as necessary.
- Reader- Confirm swimmers’ number for scoring table, direct swimmer what figure to complete, thank the swimmer, calls for judges scores and reads scores for scoring table.
- Head Referee- Lead judges panel in figure calibration with pre-swimmers, start their station by requesting reader to bring foreword first swimmer, and issue any penalties to score table.
- Hospitality - Asks judges and volunteers at each station if they want water and delivers.
- Runners- Collect completed score sheets from each stations score table and delivers directly to computer table.

NOVICE FIGURES:

- STATION A – Ballet Leg Alternate
- STATION B – Barracuda
- STATION C – Neptuneus
- STATION D – Front Walkover

INTERMEDIATION FIGURES:

- STATION A – Water Drop
- STATION B – Flying Fish Spinning 180*
- STATION C – Minerva
- STATION D – Helicopter



Required items for set up and location:

- 8 EZ-ups- 2 per station over Scoring Table and Judges Pannel. Any additional can be spread around deck.
- 2 Large Tables at Computer Station
- 4 Small tables- one per station at Scoring Table.
- 41 Chairs- 5 at computer table, 9 per station at each labeled location
- 8 Red Figure markers- 2 per station as labeled.

TEAM JOB ASSIGNMENTS - FIGURES

NOVICE FIGURES	
All Referees sit in Seat 3. Judge 1 = Seat 1, Judge 2 = Seat 2, with Seat 1 closest to the score table.	
STATION A Judge 1 – Davis Judge 2 – Auburn Referee – FEC Judge 4 – Cordova Judge 5 – Sunrise Reader – Auburn Recorder – FEC Recorder – Auburn Prompter – Davis Runner/Hospitality – Cordova Line Monitor (Novice Flight 1) – FEC	STATION B Judge 1 – Cordova Judge 2 – Davis Referee – Sunrise Judge 4 – FEC Judge 5 – Auburn Reader – Cordova Recorder – Cordova Recorder – Davis Prompter – FEC Runner/Hospitality – Davis Line Monitor (Novice Flight 1) – Cordova
STATION C Judge 1 – Auburn Judge 2 – Sunrise Referee – Davis Judge 4 – Cordova Judge 5 – FEC Reader – Davis Recorder – Auburn Recorder – FEC Prompter – Davis Runner/Hospitality – FEC Line Monitor (Novice Flight 1) - Auburn	STATION D Judge 1 – Sunrise Judge 2 – Auburn Referee – Cordova Judge 4 – Davis Judge 5 – FEC Reader – FEC Recorder – Auburn Recorder – Cordova Prompter – Auburn Runner/Hospitality – Davis Line Monitor (Novice Flight 1) - Cordova

INTERMEDIATE FIGURES

All Referees sit in Seat 3. Judge 1 = Seat 1, Judge 2 = Seat 2, with Seat 1 closest to the score table.

STATION A

Judge 1 – Sunrise
Judge 2 – FEC
Referee – Auburn
Judge 4 – Cordova
Judge 5 – Davis
Reader – FEC
Recorder – Cordova
Recorder – Davis
Prompter – FEC
Runner/Hospitality - Auburn

STATION B

Judge 1 – FEC
Judge 2 – Auburn
Referee – Sunrise
Judge 4 – Davis
Judge 5 – Cordova
Reader – Auburn
Recorder – FEC
Recorder – Cordova
Prompter – Auburn
Runner/Hospitality - Cordova

STATION C

Judge 1 – Davis
Judge 2 – Auburn
Referee – FEC
Judge 4 – Cordova
Judge 5 – Sunrise
Reader – Cordova
Recorder – Auburn
Recorder – Davis
Prompter – Auburn
Runner/Hospitality - Davis

STATION D

Judge 1 – Sunrise
Judge 2 – Auburn
Referee – Cordova
Judge 4 – Davis
Judge 5 – FEC
Reader – Davis
Recorder – Davis
Recorder – Auburn
Prompter – Cordova
Runner/Hospitality - FEC

DAY OF MEET INFORMATION FOR ROUTINES – Sunday

1. 6:00 a.m. – Access to deck for **Sound set-up only**; sound system takes about 30-minutes to set up.
2. 6:30 a.m. - Pool facility opens for set-up: Each team provides 3 volunteers to be on deck. Teams will advise their own participants of arrival time.
3. Schedule of warm-up times for routines in large pool:

	6:30-7:00 a.m. Cordova	7:00-7:30 a.m. Sunrise	7:30-8:00 a.m. FEC
Calibration Routine		8:00- 8:05am Auburn and FEC	
Resume Warmups	8:05-8:35 a.m. Auburn	8:35 a.m. -9:05 a.m. Davis	
4. 7:30 a.m. – Scratches due to computer table.
5. 7:50 a.m. – All Referees and Judges Report to Judges Table for Pre-Routine Sheets & Viewing.
6. 8:00 a.m. - Pre-Routine (Auburn- Intermediate Solo and FEC- Novice Team)
7. 8:05 a.m. – Referees and Judges discuss Pre-Routines scores for calibration.
8. 9:00 a.m. – Warm-up for routines only in Small Pool opens for all teams.
9. 9:05 a.m. – League Officials, Head Coaches, Referee and Judges meeting next to Computer Station in grass.
10. 9:15 a.m. – First call for Referees, Judges and Volunteers to report to stations.
11. 9:20 a.m. – Final call for Referees, Judges and Volunteers; Judges to pick up clipboards at Judges' Table located behind score board in grass.
12. **9:25 a.m. – Routines will start- NO SPECTATORS NEAR JUDGES, COMPUTER TABLE OR SOUND TABLE.**
 - * Please note- Only coaches and routine swimmers for the current category are allowed in waiting area. All other swimmers and spectators must find a spot around the pool deck to view routines. *
13. Approximate 30-minute lunch break will occur close to noon; meet officials will determine exact time based on optimum flow for the meet, not to interrupt any routine category.

CHAMPS PROGRESSION PLAN WITH ASSIGNMENTS

ROUTINES – Sunday

1. Judges and Referees will be called to stations promptly after the morning meeting at 9:15 a.m.
2. Judges will pick up clipboards and water from the Judges Table next to the Computers Station, located on the grass behind the score board. Judges will proceed along the back side of the Computer Table to Judging Station.
3. Hospitality will ask Judges and sound table if they want water.
4. Routines begin at the approximately 9:25 a.m.

SCORESHEET COLLECTION/READING/RECORDING (For Runners/Announcers/Computers)

1. Runners are to collect scoresheets from Judges.
2. Runners randomize score sheets before giving to Announcer to read.
3. Runner to re-organize and deliver to Computer table for entering.
4. Runners must stay with their set of scoresheets until delivery to Computer table.

FOR ROUTINE ANNOUNCER

1. Announce Name of Routine to signal swimmer(s) to begin walk to pool deck.
2. Announce Name of Routine and Name(s) of Swimmers as they get out of pool.
3. Read randomized Technical, then Artistic scores prior to next routine.
4. Swimmers may wait on pool deck until their scores are read OR swimmers may be seated while scores are read.
5. DO NOT announce the age of the swimmer(s) or team name.

ORDER OF ROUTINES

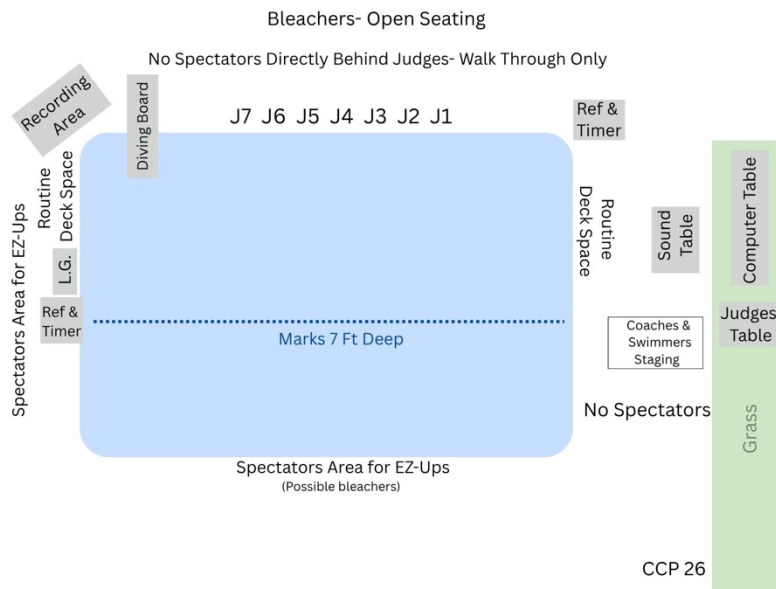
1. Novice Duets
2. Intermediate Duets
3. Novice Teams
4. Intermediate Teams

BREAK Around 12 p.m.

5. Novice Trios
6. Intermediate Trios
7. Novice Solos
8. Intermediate Solos
9. Combination

AWARDS – Awards directly after clean-up in grassy area outside the pool deck. (See Champs Program for location)

- a. Coaches' line-up behind award table.
 - i. Announcer calls Team Name then Routine Name, swimmer(s) collects ribbon from announcer table, then proceed to coaches for congratulations, before walking back to team area.



Required items for set up and location: WTG bleacher conf.

- 14 EZ-ups- 4 for Judges Panel, 2 over Sound Table, 2 over Computer Table, 1 for Judges Table, 2 for Referee & Timmer, 1 for Recording Area and 2 for Swimmer and Coaches Staging Area. Any additional can be spread around deck.
- 4 Large Tables- 3 at Computer Station and 1 for Judges Table
- 24 Chairs- 5 at Computer Table, 2 per Judging Station, 2 at Referee & Timmer Stations, 1 at Sound Table.

TEAM JOB ASSIGNMENTS – ROUTINES

NOVICE DUETS

Judges:

1. FEC
2. Auburn
3. Cordova
4. Davis
5. FEC
6. Sunrise
7. Auburn

Referees: Cordova and Davis

Runner/Hospitality: Auburn and FEC

Timer: Auburn

INTERMEDIATE DUETS

Judges:

1. Auburn
2. Cordova
3. Davis
4. FEC
5. Sunrise
6. Auburn
7. Cordova

Referees: Sunrise and FEC

Runner/Hospitality: Auburn and Davis

Timer: FEC

NOVICE TEAMS

Judges (A=Artistic; T=Technical):

1. Cordova – A/Auburn – T
2. Davis – A/Sunrise T
3. FEC – A/Davis – T
4. Sunrise – A/Cordova – T
5. Auburn – A/ FEC – T

Referees: FEC, Auburn and Cordova

Runner/Hospitality: Cordova and FEC

Timer: Davis

INTERMEDIATE TEAMS

Judges (A=Artistic; T=Technical):

1. Davis – A/Auburn – T
2. FEC – A/Cordova – T
3. Sunrise – A/FEC – T
4. Auburn – A/Davis – T
5. Cordova – A/Sunrise – T

Referees: FEC, Davis and Cordova

Runner/Hospitality: Cordova and Auburn

Timer: FEC

NOVICE TRIOS

Judges:

1. Davis
2. FEC
3. Sunrise
4. Auburn
5. Cordova
6. Davis
7. FEC

Referees: Sunrise and Davis

Runner/Hospitality: Davis and Cordova

Timer: FEC

INTERMEDIATE TRIOS

Judges:

1. FEC
2. Sunrise
3. Auburn
4. Cordova
5. Davis
6. FEC
7. Cordova

Referees: Sunrise and Auburn

Runner/Hospitality: FEC and Auburn

Timer: Davis

NOVICE SOLOS

Judges:

1. Cordova
2. Davis
3. FEC
4. Sunrise
5. Auburn
6. Cordova
7. Davis

Referees: Auburn and FEC

Runner/Hospitality: FEC and Davis

Timer: Auburn

INTERMEDIATE SOLOS

Judges:

1. Davis
2. FEC
3. Sunrise
4. Auburn
5. Cordova
6. Davis
7. FEC

Referees: Davis and FEC

Runner/Hospitality: Davis and Cordova

Timer: Auburn

COMBO

Judges (A=Artistic; T=Technical):

1. Cordova – A/FEC – T
2. Auburn – A/Sunrise – T
3. Davis – A/Cordova – T
4. FEC – A/Auburn – T
5. Sunrise – A/Davis – T

Referees: Auburn, FEC and Cordova

Runner/Hospitality: FEC and Davis

Timer: Davis