

# 2025 GKAI SA CHAMPIONSHIP SWIM MEET

## Entry Information and Procedures

**NO IN-PERSON MEETING REQUIREMENT FOR ENTRIES THIS YEAR.**

**Thursday, July 3, 2025 Due by 8PM**

### 1. Registration:

- Team Registration via GKAI SA Website (# athletes, tent, and t-shirt orders).
- Payment
  - Online at registration (STRIPE service charge to be paid by team).
  - By mail to:  
  
Shawna Davis  
  
7540 Lyle Bend Lane  
  
Knoxville, TN 37918
  - If other payment delivery arrangements must be made, contact Shawna at 865.567.8390 prior to this 6pm deadline.
- Ensure all dual and/or tri meets are finalized in SwimTopia and available for reference should any disputes arise re: swimmer eligibility. Please ensure that all scores on the GKAI SA website are correct and that your league standings are correct for the season.

### 2. Meet Entries:

- Entry file from each team must be emailed to Sherren Chadwell at [gkaisaentries@gmail.com](mailto:gkaisaentries@gmail.com)
- To send the file from your SwimTopia webpage:
  - From your schedule, choose GKAI SA City Meet Championship meet
  - Click Merge/Export
  - Toggle on Lock out all entry changes
  - Click Downloads
  - Choose the first option "Meet Entries HyTek"
  - Download/save to your computer
  - Email the downloaded .zip file as instructed above
- This is the deadline - sending entries earlier as you have them completed is perfectly acceptable.

**Meet entry changes are due no later than 6pm on July 7.**

### QUESTIONS?

- Entries: Sherren Toomey ([gkaisaentries@gmail.com](mailto:gkaisaentries@gmail.com), 865.604.6074)
- Financial: Shawna Davis ([gsdavis4@gmail.com](mailto:gsdavis4@gmail.com), 865.567.8390)