

## Instructions for ribbons:

- 1- Labels will be printed once all age groups have completed an event.
- 2- Award labels will be printed for all places (1<sup>st</sup>, 2<sup>nd</sup>....until the last finisher) and “participation” will be listed at top of label for swimmers who have been disqualified. Ribbons are 1<sup>st</sup> through 8<sup>th</sup> place. Participation ribbons go to swimmers placing 9<sup>th</sup> and up or who have been disqualified.
- 3- Sort ribbons and cards (when computer folks are ready for you to have them) into team baskets.
- 4- Only coaches/meet referee should look through baskets for cards.
- 5- Coaches should pick up awards at end of meet. Please try to keep swimmers and parents out of baskets.
- 6- No awards are given for relays.

If we run out of a certain award, just leave labels in ribbon tub so that we can get ribbons and send to correct teams.

Any blank labels should be returned to computer person.

Please clean up any trash and organize ribbons in tub so it is ready for the next meet. Thanks!