

How to Mark a Meet as Canceled

Log in to the admin tools: <http://www.usms.org/usmsadmin/>

Click the "Approved Requests" tab,
then select the meet

Pending Requests (17) Approved Requests Denied Requests Cancelled Events OW Pending				
View events for: 2014 and the future ▾ San Diego - Imperial ▾ <input type="button" value="Go!"/>				
<i>Click on an event to view details</i>				
Date Accepted	Request Type	Event Title	Event Type	Length Type
5/16/2014	Sanction	<u>Carlsbad Swim Masters 2014 Short Course Meters Meet</u> 6/29/2014 - 6/29/2014 Sanction #444-S004	Competition	Pool
5/09/2014	Sanction	<u>San Diego-Imperial LMSC 2014 Long Course Championships</u> 7/27/2014 - 7/27/2014 Sanction #444-S003	Competition	Pool
4/10/2014	Recognition	<u>San Diego Senior Games</u> 9/28/2014 - 9/28/2014 Sanction #444-R001	Competition	Pool

Edit Existing Event

Please edit existing event information by selecting "**Edit Information**" under the appropriate heading.

Please note that once submitted, changes are instant and cannot be undone.

No changes are officially made until you click the Submit Changes button

Submit Changes

Edit Championship Info

Mark Event As Cancelled

Remove Event From Calendar

Sanction Number: 444-S003

Go Back

Click "Mark Event as Canceled"

Event Information

Request Type: Sanction/Recognition

[Edit Information](#)

Your Name: B Dunbar

Your Email: DunbarLW@aol.com

Mark event as cancelled?

⚠ Are you sure you want to mark this event as cancelled?

This action can be undone later if needed.

Yes, Mark As Cancelled

No, Go Back

Click to confirm you wish to mark this event as canceled

Event has been successfully cancelled.
Edit Existing Event

This event has been marked as CANCELLED.
To make changes, please first restore the event.

Restore Event

Remove Event From Calendar

Go Back

Event Information

uest Sanction/Recognition

It is usually better to leave the event IN the USMS Calendar of Events, so that anyone who previously saw the listing will now see that the event has been canceled. In this example, we will NOT click the button that says "Remove Event From Calendar."

Calendar of Events

Presented by

[Add a New Event](#)

This is what the event now looks like in the USMS Calendar of Events

Sorting Events By Starting Date

Sort Instead By Distance From Your Location (Enter Your Location) || [Ending Date](#)

Simple Search



Denotes That An Event Is Sanctioned By USMS



Jun 29, 2014 - Short Course Meters

Carlsbad Swim Masters 2014 Short Course Meters Meet

Carlsbad, CA 92009

[View Details Of The Event](#)



Jul 27, 2014 - Long Course Meters

CANCELED: San Diego-Imperial LMSC 2014 Long Course Meters Meet

Event Cancelled
[View Details Of The Event](#)

[View Details Of The Event](#)

Sep 28, 2014 - Short Course Yards

San Diego Senior Games

La Jolla, CA 92037