

## **FLORIDA USA GYMNASTIC JUDGES TRAVEL GUIDELINES FOR 2023-2024**

All judges should be familiar with Chapter 5 in the USA Gymnastic Rules & Policy concerning the judges' compensation package. Below are clarifications to important questions that may occur.

**REPORT TIME:** Judges must report to judge's room or MR within 5 minutes of the stated report time. Report time may be shorter than 30 minutes prior to the scheduled march-in time.

**MILEAGE:** All drivers will be paid the standard IRS rate for the entire round-trip mileage including solo drivers. If overnight lodging is not required or provided for a judge, mileage will be paid for every day that the judge drives to the competition. If lodging is provided and a judge elects to drive each day, round trip mileage will only be paid for ONE day **unless the RT mileage would be less expensive than the cost of lodging**. Verification of mileage is required – printed or electronic verification will be accepted provided the judge can show that the mileage is from home (not a business). If a meet site or hotel charges for parking, the meet host must pay all judges parking fees.

**MEALS:** The Meet Director may provide per diem or provide meals at the meet site. If a Meet Director provides a meal at the site, a judge cannot receive per diem even if they bring their own food or do not eat the provided meal. Local judges or judges that do not stay in a hotel room the night prior to the meet will not receive per diem for breakfast or breakfast at the site. Judges should eat at home before they leave for the competition.

If dinner is not provided at the site or a box meal is not provided at end of competition – judges will receive per diem if they will not arrive home by 7:00 pm.

**DINNER NIGHT PRIOR TO START OF COMPETITION** - Only Judges who live 150 miles (shortest route) or more from the meet site and are staying at the hotel the night before the competition will receive per diem for dinner if not provided at site.

Per diem for 2022 - 2023 season is \$20.00 per meal - \$60.00 per day maximum.

**HOTELS/LODGING:** Hotel rooms will be provided to judges who require overnight lodging prior to or during the competition. **Meet Director must provide single rooms to judges that require a hotel room**. If a judge needs to change arrival day or cancel a hotel room, the judge must contact the assigner and meet host a minimum of 12 hours of check-in or possibly be charged for the cost of the room. Judges should NOT contact the hotel directly.

Judges who prefer to share a room must contact assigner as soon as possible after signing contract and no later than 4 weeks prior to the start of the competition.

Criteria for meet host to provide hotel room to judges - judges who live 41 miles or more from the meet site will receive a hotel room. Judges who elect to not stay at the hotel provided by the meet host must inform the assigner at least 4 weeks prior to the date of the competition.

- Judges who live 40 miles or less based on shortest route to the meet site will not be provided with a hotel room – **with the following exceptions:**
- 1 - If the competition report time is 8:00 am on a WEEKDAY, a judge who lives 30-40 miles from the site may request a room for one night based on potential traffic issues that would make their drive time over one hour.

- 2 - If a competition is scheduled to end at 9:30 pm or later with the next day report time at 8:00 am, judges may request a hotel room for that night if they live 20 miles or more from the meet site.
- The judge must request the room as soon as possible after receiving their contract and no later than 4 weeks prior to the competition and receive approval from the Assigner who will contact Meet Director and Meet Referee for final approval.
- If a competition report time is later than 8:00 am, hotel requirements for the night prior to the competition may be adjusted based on report time and mileage to the site.

**HOTEL ROOMS NIGHT AFTER COMPETITION ENDS:** Judges who live 100 miles or more from the meet site may request a hotel room if the competition is scheduled to finish at 9:30 pm or later with approval of Assigner, Meet Director and Meet Referee. The Meet Host may elect to move judge to a different hotel and does not need to provide a single room.

Meals/per diem: Judge will receive per diem for breakfast (only breakfast) if not provided at the hotel.

Any judge who has obvious symptoms of illness (uncontrollable cough, fever etc.) should not come to the competition. Judges who become ill at the competition may be asked to go home for the safety of the judge and those around her/him.

All judges must assess their own risk and be responsible to protect themselves from illness. Judges that are concerned need to consider whether attending an event with hundreds or thousands of people is a risk that they are willing to take. Judges should wear masks if they are concerned however we will not ask other judges to wear masks or take precautions to protect you.

**JUDGES FEES:** Judges will be paid from report time to the end of competition. **(no break time will be subtracted)**. Judges are required to remain at the site 5 minutes after the completion of the competition each day and or until the Meet Referee checks with meet host to ensure that all inquiries are taken care of and all scores are in and releases the judges for the day. This time will be included in calculating time in the gym each day. End of day will be rounded out to the nearest half hour. Examples: If a competition ends at 8:15 judges will be paid until 8:00 or if it is 8:16, then judges will be paid until 8:30.

**Judges time to return to gym after a break** – Judges must be at their tables within 5 minutes of the start of competition unless required by Meet Referee to report earlier. Judges may not leave the venue during any of the breaks.

### **MEET REFEREES ARE NOT ALLOWED TO ADJUST ANY OF THESE RULES**

If there is an underlying condition that may require an adjustment the MR must discuss with the Meet Director and any member of the Florida USA Gym committee that may be at the competition. If a committee member is not available, the Meet Referee should text Toni Rand, Florida State Chairman at 954-328-6227

*Approved and voted on by Florida USA Gymnastic Committee*