



# REMS Readiness

## REMS System will be Live in New Brunswick on Sept 5, 2024

- Swimming Canada is finalizing all the training manuals and information to be ready for the 5<sup>th</sup>
- In preparation for this, please ensure you complete your Club Affiliation Process
- We also ask that you let us know when your club plans to open registration. This way we will be better able to organize/plan training
- Swimming Canada may occasionally send communications and information directly to REMS users. Please note that if there are any discrepancies in their dates/information from what is communicated by SNB, please assume the SNB information is accurate. Swimming Canada is using some dates and timelines as a general guide but provincial PSO's are adapting some of these to better suit the province. When in doubt, do not hesitate to reach out and ask us to clarify.

## CLUB AFFILIATION PROCESS 2024-2025

Complete the following forms and send payment of \$135 to SNB

1. [Club Registrar Declaration Form](#)
2. [Facility Declaration Form](#)
3. [Additional User Declaration Form\(s\)](#) (Meet Manager and/or Chief Officials Administrator)

Once these forms and payment is received, your Club's REMS account will be activated after Sept 5

Send forms & payment to [info@swimnb.ca](mailto:info@swimnb.ca) or by mail to 122 Poets Lane, Fredericton, NB E3B 9P7

SNB Tentative Timeline – REMS Launch		
Date	Access Available	Focus
Sept 5, 2024	Club Registrars  Please note that bulk registration and bulk member record changes will <b>not</b> be available for the 2024-25 season.	Focus on Swimmer and Coach Registration
Sept 10, 2024	Meet Managers Chief Officials Administrators (COAs)	Focus on setting up meets for sanctioning and Officials Qualification/Certification information
Sept 17, 2024	Coaches Meet Managers	Focus on Meet Entries, entry validation and results
Oct 7, 2024	Chief Officials Administrators	Deck Logs will be available on REMS

### NEXT STEPS:

- Complete your Club Affiliation process with SNB to gain access to REMS and let us know when you plan to open your registration
- Once you have access to REMS, bookmark the [REMS Knowledge Base](#) page and refer to it frequently for updates and new resources