



Invitational Entry Summary

GPSA Wiki Documentation

Greater Peninsula Swimming Association

wiki.gpsaswimming.org

Table of contents

Quick Start	2
Step 1 — Choose the invitational	2
Step 2 — Upload your entry file	3
Getting the entry file	3
Step 3 — Review the counts	3
Fee schedules	4
Step 4 — Generate the summary	5
Step 5 — Print, save, or email	5
Troubleshooting	6

The **Invitational Entry Summary** tool calculates your team's entry fees for the **Summer Splash** and **City Meet** invitationals directly from your SDIF entry file, then produces a clean, printable summary you can save as a PDF or email to the league treasurer and meet director. It replaces the old paper entry-summary worksheet and the manual math that went with it.

Quick Start

1. Open the [Invitational Entry Summary tool](#)
2. Choose the invitational — **Summer Splash** or **City Meet**
3. Upload your team's entry file (.sd3, or the .zip it came in)
4. Review the auto-filled counts (swimmers, individual events, relays)
5. Click **Generate Summary**
6. **Print / Save as PDF**, or use **Email Summary** to send it in

i Your file never leaves your computer

The entry file is parsed **entirely in your browser**. Nothing is uploaded to a server, and swimmers' birthdates are stripped during parsing — they never appear in the summary or leave the page.

Step 1 — Choose the invitational

Pick the meet from the **Invitational** dropdown at the top. This sets the correct fee schedule and the payment notes that appear on the finished summary.



Invitational Entry Summary

Calculate entry fees from your team's SDIF entry file.

Choose the invitational, then upload your team's entry file (.sd3) to auto-fill the counts — or enter them by hand. Your file is parsed **entirely in your browser**; nothing is uploaded and no birthdates leave this page. Review the numbers, then generate a printable summary to save as PDF or email.

Invitational

Select a meet... ▼

Click to upload your entry file

SDIF .sd3 or .zip — parsed locally, never uploaded

Team & contact	Billable counts
Team	Auto-filled from your file. Adjust if needed — the total follows these numbers.
Team name	Swimmers 0
Submitted by	Individual events 0
Your name	Relay events 0
Email	
you@example.com	

Generate Summary

Figure 1: The Invitational Entry Summary tool, showing the meet dropdown and the file-upload area

Step 2 — Upload your entry file

Click the upload area and select your team's entry file.

- The tool accepts a **SDIF .sd3** file, or a **.zip** archive containing one (SwimTopia often downloads the export as a zip — you can drop the zip in as-is, no need to unzip it first).
- Only your entry file is read; it is parsed on your device and never uploaded.

Getting the entry file

Export your **meet entries** in **SDIF (.sd3)** format from your team's meet management software. If the download arrives as a **.zip**, upload the zip directly — the tool will find the **.sd3** inside it.

Step 3 — Review the counts

The tool reads your file and fills in the three billable counts. **Check these numbers before generating** — they drive the total, and you can edit any of them if something needs adjusting.

Count	What it means
Swimmers	Every swimmer entered, counted once. Includes swimmers who are only in relays.
Individual events	Total individual event entries across all your swimmers.
Relay events	Total relay entries (each relay squad counts once).

A live **Fee preview** updates as you review, so you can see the total build up line by line.

✓ Entry file parsed. Review the counts before generating. ✕

Choose the invitational, then upload your team's entry file (.sd3) to auto-fill the counts — or enter them by hand. If you upload a file and no birthdates leave this page. Review the numbers, then generate a printable summary to save as PDF or email.

Invitational

City Meet

Click to upload your entry file

SDIF .sd3 or .zip — parsed locally, never uploaded

test-entries.zip

Parsed: 130 swimmers, 257 individual entries, 12 relays (1 relay-only swimmer included in the surcharge). Review below.

Team & contact

Team

Example Aquatic Club

Submitted by

Team Representative

Email

rep@example.org

Billable counts

Auto-filled from your file. Adjust if needed — the total follows these numbers.

Swimmers

130

Individual events

257

Relay events

12

Relays are billed at \$20.00 each for this meet.

Fee preview

Swimmer surcharge × 130 @ \$5.00	\$650.00
Individual events × 257 @ \$5.00	\$1285.00
Relay events × 12 @ \$20.00	\$240.00
City Meet total	\$2175.00

Generate Summary

Figure 2: Parsed entry file with counts filled in and a live fee preview totaling the amount due

You can also fill in the **Team**, **Submitted by**, and **Email** fields — these appear on the finished summary. The team name is filled in automatically from your file when available.

Fee schedules

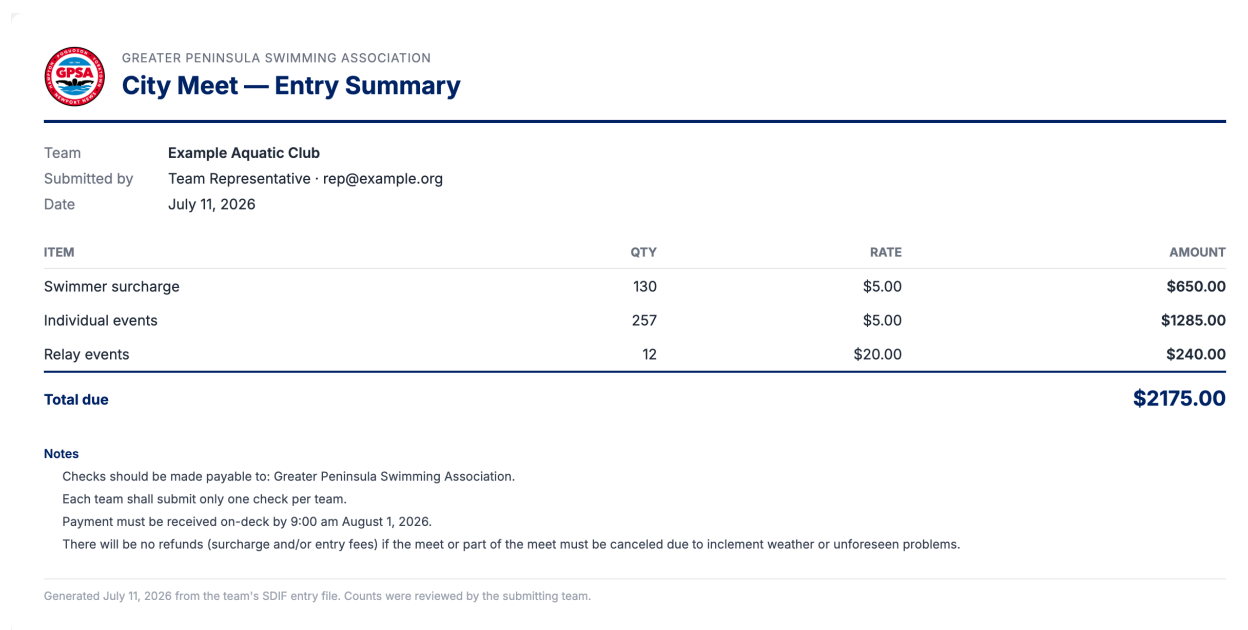
The tool uses the current GPSA fee schedule for each invitational:

Item	Summer Splash	City Meet
Swimmer surcharge	\$5.00 each	\$5.00 each
Individual events	\$5.00 each	\$5.00 each
Relay events	No charge	\$20.00 each

At **Summer Splash**, relays are built from the swimmer pool by the meet director, so there is no relay charge. **Summer Splash** fees are collected at City Meet.

Step 4 — Generate the summary

Click **Generate Summary**. The tool produces a branded, print-ready document that clearly states which meet it is for, lists each fee line, shows the **total due**, and includes the payment notes for that meet.



GREATER PENINSULA SWIMMING ASSOCIATION
City Meet — Entry Summary

Team: **Example Aquatic Club**
Submitted by: Team Representative · rep@example.org
Date: July 11, 2026

ITEM	QTY	RATE	AMOUNT
Swimmer surcharge	130	\$5.00	\$650.00
Individual events	257	\$5.00	\$1285.00
Relay events	12	\$20.00	\$240.00
Total due			\$2175.00

Notes
Checks should be made payable to: Greater Peninsula Swimming Association.
Each team shall submit only one check per team.
Payment must be received on-deck by 9:00 am August 1, 2026.
There will be no refunds (surcharge and/or entry fees) if the meet or part of the meet must be canceled due to inclement weather or unforeseen problems.

Generated July 11, 2026 from the team's SDIF entry file. Counts were reviewed by the submitting team.

Figure 3: The generated City Meet entry summary, with an itemized fee table, total due, and payment notes

Step 5 — Print, save, or email

- **Print / Save as PDF** — opens your browser's print dialog. Choose "Save as PDF" to keep a copy, or print it for on-deck payment.
- **Email Summary** — opens a pre-addressed email to the treasurer (treasurer@gpsaswimming.org), copying the meet director (meetdirector@gpsaswimming.org), with the totals in the body. **Attach the PDF you saved** before sending.

! City Meet payment

Checks are made payable to **Greater Peninsula Swimming Association — one check per team**. Payment must be received on-deck by **9:00 am on the day of City Meet**. There are no refunds if the meet (or part of it) is canceled due to weather or unforeseen problems.

Troubleshooting

“No SDIF file found in the zip archive.” The zip didn’t contain a `.sd3` (or `.txt`) file. Re-export your entries in SDIF format and try again, or upload the `.sd3` directly.

“Zip file is too large.” Entry files are small; a zip over 256KB usually means it contains more than just the entries. Upload the `.sd3` on its own.

The counts look wrong. You can edit any count by hand before generating — the total always follows the numbers shown. If the file itself is off, re-export your entries and re-upload.

Nothing happens when I click “Email Summary.” The button opens your computer’s default email program. If you use web-based email, use **Print / Save as PDF** instead and attach the PDF to a new message to the treasurer and meet director.