



CHAPTER 8 – ASSOCIATION TOURNAMENTS

I. Association Tournaments Conducted

- A. This Association shall conduct:
 - 1. Annual Championships Tournament
 - 2. Pepsi Youth Championships Tournament.
- B. Both events shall have emphasis on awarding scholarships.
- C. The Board of Directors of the State Association shall be responsible for the conduction and rules for these tournaments.

II. Local Association Involvement

- A. Since the State Association is dependant upon local associations to provide help for the conduction of these tournaments, this section of the Operations Manual is prepared to permit these associations to fully understand the demands that will be made upon them for the hosting of a successful event.

III. Tournament Policy

- A. The ultimate responsibility for the conduction of the annual tournaments shall lie with the Board whose decisions and policies shall be executed by the Tournament Directors.
- B. USBC rules regarding conducting of a State Association tournament shall prevail in the absence of a specific rule contained herein.

IV. Tournament Dates

- A. Championships
 - 1. The Championships Tournament shall be conducted in the month of April for a total of three weekends, unless otherwise determined by the board.
 - 2. There shall be no scheduled bowling on Easter weekend when Easter falls during the scheduled tournament time.
- B. Pepsi Youth Championships
 - 1. District Level of Competition – all District Tournaments shall be completed by the end of March.
 - 2. The State Finals weekend shall be conducted in the later part of May, unless otherwise determined by the board.

V. State Association Responsibility

- A. The State Association is responsible for all facets of the tournaments, specifically but not limited to the following:
 - 1. Payment of all tournament lineage.
 - 2. Lane assignments.
 - 3. Score checking.
 - 4. Posting of standings and awards.
 - 5. General announcements.
 - 6. Rules interpretations.



CHAPTER 8 – ASSOCIATION TOURNAMENTS

VI. Tournament Bid Procedure

- A. Any qualified association within the jurisdiction of the State Association may submit a bid to host a tournament.
- B. Local Association Notifications
 - 1. The State Association Manager shall inform all Local Associations in writing, by the first of November of their eligibility to host a tournament. Bids will be considered three years in advance.
- C. Bid Deadlines
 - 1. All bids must be submitted to the State Association Manager in writing by the 1st of April. The President or Association Manager of the local Association must sign all bids. All information that is requested on the bid form must be completed to become an acceptable bid.
- D. No Bids Received
 - 1. If no bids are submitted by the 1st of April, the State Board of Directors shall then have the authority so select an area or centers as host.

VII. Minimum Requirements to host a Tournament

- A. **Championships Tournament** - In general the hosting area must be able to provide for the following as a minimum, for consideration in hosting the Association Championships Tournament.
 - 1. Bowling Facilities
 - a. Two Required with Automatic Scoring
 - 1) Team Event – minimum of 16 lanes.
 - 2) Minor Events (Doubles/Singles) - minimum of 24 lanes.
 - b. The center(s) should have tournament office space available for sole use of the tournament committee, good PA system, ample parking, clean rest room facilities, food facilities and US Flag.
 - c. Centers should also provide in writing, the cost per line for bowling.
 - d. The Tournament Committee shall make the final selection of the centers.
 - e. Comply with USBC lane dressing requirements, and redress lane every two squads for team, every four squads for minors (that's two doubles and two singles squads).
 - 2. Personnel
 - a. Prior to the tournament and during the tournament there should be a single point of contact for the state association to communicate with.
 - b. The hosts shall provide lane monitors in sufficient numbers for the conduction of the tournament.
 - c. There should be lane maintenance personnel available to handle any lane situation that might arise.
 - 3. Lodging Facilities
 - a. A listing of area Hotels and Motels.
 - b. Nearby Campsites
 - 1) The tournament will require a total of 250 to 300 double rooms, Price plans, breakfast/other meal options should also be provided if offered from the above. Dates the offer ends should also be included.
 - c. A headquarters hotel shall be selected. (This is where the state tournament director and staff will stay. Any hotel in exchange for complimentary rooms can be offered top billing as headquarters hotel by the State.)



CHAPTER 8 – ASSOCIATION TOURNAMENTS

- B. Pepsi Youth Championships** - In general the hosting area must be able to provide for the following as a minimum, for consideration in hosting the Pepsi YBC Tournament.
1. Bowling Facilities
 - a. Two Required with Automatic Scoring
 - b. Centers used must have signed the BPAA/Pepsi Agreement (USBC provides the state with a list of centers that qualify at the beginning of each season).
 - 1) For 12 & Above Division – minimum of 30 lanes.
 - 2) For 11 & Under Division – minimum of 16 lanes.
 - c. The centers should have tournament office space available for sole use of the tournament committee, good PA system, ample parking, clean rest room facilities, food facilities and US Flag and Internet access if possible or an outside line for tournament use to access the Internet.
 - d. Centers should also provide in writing, the cost per line for bowling.
 - e. 12 & Over Center shall be capable of dressing the lanes with a sport/tournament lane pattern and meet USBC specifications. Lanes shall be required to be fresh dressed prior to each squad.
 2. Personnel
 - a. Prior to the tournament and during the tournament there should be a single point of contact for the state association to communicate with.
 - b. The hosts shall provide lane monitors in sufficient numbers for the conduction of the tournament.
 - c. There should be lane maintenance personnel available to handle any lane situation that might arise.
 3. Lodging Facilities
 - a. A listing of Hotels/Motels.
 - b. Nearby Campsites
 - c. The tournament will require a total of 250 to 300 double rooms,
 - d. Price plans, breakfast/other meal options should also be provided if offered from the above. Dates the offer ends should also be included.
 - e. A headquarters hotel shall be selected. (This is where the state tournament director and staff will stay. Any hotel in exchange for complimentary rooms can be offered top billing as headquarters hotel by the State.)



CHAPTER 8 – ASSOCIATION TOURNAMENTS

VIII. Awarding The Tournament

- A. The selection of the annual tournament site is the prerogative of the Youth Representatives and the Board shall record no preference for site. The Board, however, shall have the duty to assure all bids are presented in a fair manner. The sequence of actions at the annual meeting shall be as follows:
 1. The Association Manager shall indicate the names of all associations bidding for the tournament.
 2. Starting with the first association alphabetically, the Association Manager shall highlight the Tournament Site committee report on the establishments selected by them by reminding the Youth Representatives of the number of lanes, and other amenities offered by the centers, such as snack bar, restaurant, parking, rest rooms, tournament office, etc.
 3. Each bidding association shall be allocated ten (10) minutes to make a presentation to the Youth Representatives. Two minutes prior to the end of the allotted time, a designated Association officer shall signal this fact. There are no restrictions on persons who may participate. However, the following rules must be followed:
 - a. The entire presentation shall focus only on the local area and its attributes. There shall be no comparison between the bidding association and its opponent(s). The presentation shall at all times reflect a positive attitude.
 - b. The bidding association shall make no change in lineage fees from that presented by the Tournament Site Committee report. Although the bidding association may mention the lineage fees in its presentation, there shall be no mention of the possible impact of the lineage fees charges on the tournament prize fund, entry fees or expense fees.
 - c. A bidding association may mention any additional incentives, which it will offer shall the tournament be awarded, although such incentives may not be indicated as sponsorship of the tournament.
 4. A moderator shall be appointed by the President to assure the rules are followed. Should an infraction occur, the moderator may terminate the presentation or disqualify the bidding association from any further consideration.
 5. The President shall then call for the appropriate ballot vote to take place. The President shall instruct the tellers to collect, count and report the results of the ballot vote to the Association Manager at the conclusion of the tally.

IX. State Tournament Directors Duties and Responsibilities

- A. Pre-Tournament
 1. Shall provide all forms needed for the operation of the tournament including those needed for computer operation. All expenses for the supplies needed for the conduction of the tournament are deemed reimbursable.
 2. Shall determine the opening and closing dates for the competition and appropriate squad times.
 3. Shall, subject to directions given by the Board and/or Youth Representatives, prepare all advertising material deemed necessary to properly publicize the tournament. The cost of printing and distributing these materials shall be considered a tournament expense.
 4. Shall design the entry forms and advertising materials, for final approval by the Board. Costs of printing and distributing blanks are tournament expense.



CHAPTER 8 – ASSOCIATION TOURNAMENTS

5. Shall process entry applications as they are received, and forward all funds received to the Association Manager for deposit into the appropriate accounts.
6. Shall provide a preliminary entry tally, by event, and develop a pre-tournament awards and scholarship list.

B. Tournament

1. Shall have complete responsibility for the conduction of the tournament and all host association personnel are under his/her jurisdiction. The Tournament Director and Assistant Tournament Director shall be at the tournament site as much as possible and, if not present, shall have designated a responsible person to act for them.

C. Post-Tournament

1. After the conclusion of the tournament, the Tournament Director shall furnish the Association Manager:
 - a. A print out or equivalent of the final standings for each event.
 - b. A final scholarship listing.
 - c. A final entry report

X. District Pepsi Youth Championships Tournament Director Responsibilities

A. Pre-Tournament

1. Shall conduct District Meeting of Association/League representatives to select a District Tournament host Center if required.
2. Shall determine the opening and closing dates for the competition and appropriate squad times as per guidelines in this section of the operations manual.
3. Shall process entry applications as they are received.
4. Shall provide a preliminary entry tally, by event.

B. Tournament

1. Shall have complete responsibility for the conduction of the tournament and all host association personnel are under his/her jurisdiction. The District Tournament Director shall be at the tournament site as much as possible and, if not present, shall have designated a responsible person to act for them.

C. Post-Tournament

1. After the conclusion of the tournament, the Tournament Director shall furnish the Association Manager:
 - a. A print out or equivalent of the final standings for each event.
 - b. A final scholarship listing.
 - c. A final entry report

XI. Association Manager Tournament Responsibilities

- A. Shall receive funds from the tournament directors and deposit such funds accordingly.
- B. Pay all tournament expenses incurred for the proper conduction of the tournament that have been authorized by the board. All requests must be accompanied by receipt.
- C. Enter the scholarship winner's information and scholarship amounts into the appropriate SMART account held by the state. Make payments to SMART for the purpose of these scholarships.



CHAPTER 8 – ASSOCIATION TOURNAMENTS

XII. Local Association/Host Centers Responsibilities

- A. Pre-Tournament
 - 1. Provide Association with hotel information for the area.
 - a. For the Championships this shall be by December 1 of the tournament year.
 - b. For the Pepsi Youth Championships this shall be completed by February 1 of the tournament year.
 - 2. Area map showing hotel locations, along with bowling centers locations.
- B. Tournament Operation
 - 1. Sufficient manpower is needed at both establishments for a successful tournament, which includes but not limited to the following:
 - a. Lane monitor Supervisor
 - 1) Shall distribute score sheets to lanes/lane monitors
 - 2) Shall collect score sheets at the end of each squad and submit to the tournament director.
 - b. Lane monitors, at least one for three pairs of lanes.
 - c. Greeter or greeters to hand out local information and provide assistance to those requiring help with directions, etc.
 - 1) Maps, directions, restaurant information, etc., should be made available.
 - 2. The creation of substitution list can be of assistance.

XIII. Tournament Entry Applications and Promotional Material Distribution

- A. Championships – shall be completed by mid January
 - 1. Bowling Centers within the State as follows:
 - a. Sixteen lanes or less – 10 applications
 - b. Greater than sixteen lanes – 20 applications
 - 2. One entry application to each captain from the preceding two tournaments.
 - 3. Five entries to each local Association Manager
 - 4. Five entries to each board member.
 - 5. Thirty to each Pepsi District Tournament Director
 - 6. Others upon request.
- B. Pepsi Youth Championships – shall be completed by mid October.
 - 1. Distribution of League Level Handbook, State Handbook, League Level Report Forms and Bowler Entry Forms in sufficient quantities to:
 - a. League Supervisors who submitted paperwork the preceding year.
 - b. Association Managers.
 - c. Board Members
 - d. District Tournament Directors
 - 2. Informational letters to the following explaining the purpose of the tournament and inviting them to get involved:
 - a. Proprietors whose centers did not participate the preceding year.