



Central Wisconsin APA LOCAL BYLAWS

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Introduction

We would like to welcome your team to the Central Wisconsin APA and the American Poolplayers Association!

This document explains the structure of the League at a local level and should be used in conjunction with your Official Team Manual provided by the APA. These bylaws have been created for the smooth and efficient operation of the League. After all, the **APA is all about having fun, meeting people, and playing pool!**

Please read these bylaws carefully and keep them with your Official Team Manual for your reference. All local bylaw documents with dates prior to the revision date of this document are null and void.

Section 1: Getting Started

Age Requirements

You must be 18 years of age or older to compete in the Central Wisconsin APA. Your local League Operators reserve the right to make exceptions as deemed necessary.

Office Hours

League Office hours are Monday through Friday, 1:00 p.m. until 8:00 p.m. and Sunday from 3 PM-6 PM. If no one is available to take your call, please leave a message, including your name, phone number and reason for calling, and your call will be returned as soon as possible.

*League Operators will be available by phone on league nights until 11:00 p.m. unless otherwise specified or extenuating circumstances occur.

Communicating with the League Office

- Calling the League Office
 - Please place calls during office hours. If no one is available to take your call, please leave a message.
- Texting the League Operators
 - In addition to calling the League Office, we are willing to accept text messaging! Please text during office hours.
- Emailing the League Office
 - Feel free to email anytime to alleviate your questions or concerns.

Whether calling, texting or emailing, please include the following in your message:

- Name
- Team name
- Host Location or the place of play
- Question or concern
- Best way to contact you

Website: CWAPA.org

This website allows you to:

- Get the latest up-to-date information on playoffs, tournaments or any other Central Wisconsin APA events
- Find and/or file complaint or request forms and registration forms to print or complete
- League operator and Division Representative contact information
- Links to APA Member Services so that you can:
 - Claim/set up your member services account
 - View schedules, team rosters, standings and individual records for your division
 - View your lifetime APA statistics, including win percentage, tournament history, On the Breaks, Break and Runs, etc.
- And more

In addition, we also have a Facebook page, facebook.com/centralwisconsinapa where you can view and share pictures of tournaments, get updates about the League and chat with fellow APA members.

If you have not already done so, please join our online community by signing up for a Member Services Account and following us on Facebook today!

Even if you don't sign up for your Member Services account, please make sure we have your email and phone number on file. All announcements are made on our website and Facebook first. Having a phone number and email address on file can keep you from missing out on valuable information! The website, Facebook page and email are the Local League Office's most efficient communication tools. They help to ensure that you get the most out of your experience and keep you up to speed on what is happening at all times, be it upcoming playoff match locations, wild card picks, tournaments or any other information you and your team need to know about the League.

Team Fees

Team Fees are \$35 per week regardless of the number of matches played. Full Team Fees must be paid for playoff matches and forfeit matches. If you are paying by check, please make your check payable to Central Wisconsin APA. There will be a \$25 charge for any returned checks, plus a loss of bonus points.

Team Envelopes

Divisions with a "drop point" or "drop location" will be expected to print their own scoresheets for the respectable and current week of play, and will be expected to get their scoresheet plus weekly fees or any other dues to the determined "drop point" or "drop location" by the determined time for that division.

These "drop points"/"drop locations" and "due dates/times" can be found on our website, CWAPA.org for each respective division.

Bonus Points

The bonus points awarded will be as follows:

- **8-Ball - 2 Possible Bonus Points**
 - 1 point will be awarded for the entire weekly fee being included in the payment envelope and the team being current on all fees due.
 - 1 point will be awarded for accurate and complete scoresheets (see list below)
- *A 3rd bonus point will be awarded in those divisions with a drop point/location for getting your scoresheet, money and any other necessary materials to the drop point/location by the given deadline.*

Your team will receive a bonus point for an accurate and complete scoresheet if **all** of the following occur:

- Start and End Time are noted
- Team who put up the first player is noted
- Team number, player name, player number and games must win are noted in each match
- Innings are filled in for every game
- Innings are totaled for every match
- Defensive shots are noted properly
- The winner and loser of every game is marked with the number of games won
- Points per match along with running total are noted
- Final match score is filled in
- Scoresheet is signed by both teams
- Team captain or co-captain has noted weekly fees are paid in designated area of scoresheet (bottom left corner)
- No abusive comments are written regarding your teams conduct on the given night of play

Remember these are bonus points that are awarded at the sole discretion of the League Office.

Keeping current with your weekly fees is important. If you fall behind in payments, you may risk more than your bonus points. You may lose your place in the playoffs and/or the opportunity to compete in tournaments.

Bonus Points for Bye Weeks

Whenever a division has an odd number of teams one team each week will not have a match. In this instance, the team with the bye shall be given the following points for the week (including the bonus points a team would have received if all the paperwork was correct):

- 8-Ball: 8 Bye Points + 2 (or 3 in drop location divisions) Bonus Points

Note: Teams do not need to submit paperwork or fees for bye weeks.

Past Due Procedures

First Week Past Due: Scoresheet will be stamped Past Due – Team Captain / Co-Captain will be called. Team will lose bonus point.

Second Week Past Due: Scoresheet will be stamped Final Notice – Entire Team will be called. Team will lose bonus point.

Third Week Past Due: TEAM WILL BE DROPPED DUE TO NON-PAYMENT and all players will be marked ineligible.

Any team that falls two weeks behind in paying their team fees will receive a FINAL NOTICE; whether that be on the scoresheet or by other means of communication.

- If the fees are not brought current by the third week, the team will be dropped from the League for non-payment.
- All players on the team will become equally responsible for their share of the fees that are due, including those for the remainder of the session, and will not be able to rejoin the League until they have paid their portion.
- The League Office will not be responsible for fees or monies paid to a Team Captain or other team member not ultimately paid to the League. Teams having rosters with players who owe money to the League will not be able to participate in any matches until such monies are paid.
- Teams that are habitually late may be required to replace their Team Captain with another, more responsible player.

Comments on Scoresheets

All concerns should be written on the scoresheet in a courteous and professional manner, or reported via a sportsmanship complaint form or skill level review request form. This will guarantee that your concern is considered, documented and addressed. Abusive language directed at the League or the League Operator will not be tolerated. Abusive comments or complaints are considered unsportsmanlike and will be treated appropriately.

Patches

Patches are awarded for the following accomplishments:

- 8-on-the-Break: You make the 8-ball on the break and do not scratch.
- 8-Ball Break-and-Run: You make at least one ball on the break and then run the rack without scratching on the 8 ball.
- Rackless: Your opponent didn't break during your match. This means you won the lag, and then did not lose a game during your match.

There are no limits on the number of patches you can earn in a session. **If you wish to receive a patch for an accomplishment, make sure it is marked in the appropriate section on your scoresheet** (In the yellow 'notes' box at the bottom of the scoresheet). Patches will be awarded each time the player meets the criteria for earning a patch as long as the patch earned is noted. Patches are awarded the week after they are earned and will be included in your team envelope or distributed by the division rep in designated divisions.

Section 2: League Play

Rescheduling Matches

On occasion, a match may need to be rescheduled. If you wish to reschedule a match, **you must notify the League Office**. Upon receiving approval from the League Office to reschedule, please use the following procedure:

- First, contact the Team Captain of the team you are scheduled to play and notify them of your intent to reschedule.
- If requested to do so, Team Captains must reschedule matches if the team has other pre-qualified League obligations such as a National Tournament.
- Rescheduled matches **must be played within two weeks** of the original scheduled match date, unless otherwise approved by the League Office. No make-up matches will be allowed in the last two weeks of the session. Exceptions with special conditions may be made by the League Office.

Continuous Play Rule

Once play has started, play must continue through the entirety of League Night. Team Captains should take no longer than 15 – 30 seconds to put up a player for the next match. There **is not** a 15-minute buffer between matches. Please have your players ready to compete when called upon.

Inclement Weather

Rescheduling for inclement weather is generally a result of snow or icy conditions, but can result from any condition that makes it dangerous for players to travel to their match locations. The League Office will use school closings and state warnings to determine whether it is appropriate to reschedule matches due to inclement weather. If you feel that weather conditions may interfere with your, or your team's ability to get to your scheduled match location, contact the League Office for additional instructions.

Teams in Default

Any team that does not show up for its match for two consecutive weeks will be deemed to be in default and will be dropped from the Division.

Additionally, any team that has not paid their League fees for two consecutive weeks can be dropped from the Division. Teams who have failed to pay their League fees for two consecutive weeks will be notified of the past due status. If their account is not made current in a timely manner, the team will be deemed in default and may be dropped from the division. (See "Past Due Procedures" section above)

Teams that are in default are still responsible for paying their team fees for the remainder of the session. Each member of the defaulting team will be responsible for paying his/her share of the team fees owed. The defaulting team's players will be suspended from the League until their portion of the fees is paid. The League Office has the right to assign different portions of the outstanding fees to individual players as it deems appropriate. If your team has a player that is past due on your roster, you will receive no points for that person's match (even if they win) and no bonus points for any week they play while their fees are past due.

Forfeit Guidelines

Early Forfeits

This can occur at the beginning of League night when a team does not show up either on time, or at all. The following are the guidelines for what to do in the case of an early forfeit.

- If the first match does not start by 6:45 pm, then the first match has been forfeited.
- If the second match does not start by 7:00 pm, then the second match has been forfeited.
- If the third match does not start by 7:15 pm, then the rest of the matches have been forfeited.
- Teams are responsible for fulfilling their weekly dues for all forfeited matches. Teams who do not fulfill their weekly dues for forfeited matches may result in Default Status.
- If the first three matches are forfeited, then the team has forfeited and loses all five matches. When an entire team forfeits, they are not entitled to any bonus points for that League Night.

Late Forfeits

In certain instances, a team may not have another player/s available to play the remaining League match or matches. The opposing team should inform you of the player they intended to play against the forfeit, and you should follow the procedure for forfeiting listed below.

- Write in the player that is present along with their player number in the top player space
- Write in FORFEIT in the second player space on your scoresheet for the respective match
- Write in the TEAM NUMBER for the forfeit in the respective player number space
- Award the present player 2 points for the forfeited match in 8-Ball. The forfeit receives zero (0) points.

Replay Rule

General rule 20 in the Official Team Manual states “YOU MAY ONLY PLAY ONCE in a match.” However, to help prevent forfeits and for matches to be awarded on the table rather than by forfeit, the Central Wisconsin APA has chosen to adopt the Replay Rule.

A team that has enough players present is not allowed to use the Replay Rule *unless* they cannot comply with the 23-Rule.

Teams must notify their opponent of the need to use/or potential need to use the Replay Rule PRIOR TO THE START OF THE REPLAY MATCH. As a courtesy, the need of a “replay” should be revealed as soon as it is known. The team must allow the “replay”; they cannot force a forfeit match.

The “replay” must be played in the last matches of the night.

Both teams may utilize the Replay Rule on the same night if necessary. If both teams utilize the replay rule, it is possible that the 2 players who replay will play each other twice during that League night. There is no limit on how many League nights a team can use the Replay Rule during the regular session based on the above criteria. This rule will NOT be allowed in Playoffs or World Pool Qualifier.

Because all replays/forfeits are still paid, teams handle this in different ways. Teams may decide to split the fee, have the replaying person pay for the match as well as their own, or may have the non-showing scheduled player pay.

Regular Session Play

- 4 Players – Maintain 23-Rule while replaying one
- 3 Players – Maintain 23-Rule while replaying two
- 2 Players – Maintain 19-Rule while replaying two and 2pt match forfeit
- 1 Player – Replay twice and 6pt three match forfeit

No Replay Allowed During Playoffs & WPO

- 5 Players – Maintain 23-Rule
- 4 Players – Maintain 19-Rule (forfeit 1 Match, 3pts)
- 3 Players – Maintain 15-Rule (forfeit 2 Matches, 3pts each)
- 2 Players – Maintain 11-Rule (forfeit 3 Matches, 3 pts each)

Section 3: Sportsmanship and Conduct

Refusal to Do Business With

The vast majority of players have a great time in the League and display true sportsmanship. We seek to promote those who personify the APA spirit. Every APA member has the right to be treated with respect and in a sportsmanlike manner, and members who display offensive behavior will not be tolerated.

At any time, at the sole discretion of the League Operator, the Central Wisconsin APA can refuse to do business with any individual, regardless of whether the individual's APA membership is in good standing. Most often, players who are unwelcome in the League will be those who are disruptive to the League, repeatedly complain about handicaps or who otherwise deride the League in public.

Banned Players

If a Host Location has banned a player from entering their establishment, the team must play without him/her when playing at that location. The League does not have the right to require a Host Location to permit access to a banned person for a League match.

Suspended Players

The Central Wisconsin APA will honor any suspensions from any APA area.

Section 4: League Playoffs and Tournaments

Session Playoffs

During the last two weeks of a session's regular weekly play, a team cannot forfeit more than three individual matches. Teams who do not adhere to this rule will forfeit their eligibility in the playoffs.

During each session, playoffs will be scheduled on the same day of the week as your regular League play.

Teams that qualify for playoffs can view their playoff location on the Member Services site, or can contact the League Operator. It is possible a Playoff match will be at a neutral location, or it is possible the Playoff site might be at the Host Location of either or both of the teams involved.

Player Eligibility: Players must have played at least 4 times with the team during the session to be eligible to play in the Session Playoffs.

Division Champs are the team in each division with the highest number of points at the end of the regular season. This team will always qualify for the World Pool Qualifier (WPQ) for the session they won. The standings used for the playoff structures below are based on point totals at the end of the regular season of play.

The following is how the matchups will be determined based on the size of each division:

4-5 team divisions

1st Place vs. Wildcard

6-11 team divisions

2nd Place vs. Wildcard

3rd Place vs. 4th Place

12-16 team divisions

2nd Place vs. Wildcard

3rd Place vs 6th Place

4th Place vs. 5th Place

The winners of these matches will qualify for the World Pool Qualifier (WPQ) and be deemed Playoff Winners. Division Champs are playing to defend a spot at the WPQ, and a second title of Playoff Winners.

Tie Breaking Procedures

If two teams are tied in the standings at the end of the season, normal tie breaking procedures outlined in the Official Team Manual will be followed.

If the tied teams did not play each other, points won versus common opponents will be the first tie breaker. If still tied, points won against the highest finishing common opponent will be used, followed by points won against the second highest finishing common opponent, etc., until the tie is broken

Awards

Each member of the Division Champs, Playoff Winners, and MVPs will receive awards each session.

World Pool Qualifier (WPQ) (formerly known as the LTC)

The World Pool Qualifier (WPQ) is an annual tournament that takes place at the end of the League year. The winner of the WPQ receives travel assistance to Las Vegas and the opportunity to represent the Central Wisconsin APA in the World Pool Championships.

There are a few rules that you should be aware of in order to maintain your qualified status for the World Pool Qualifier, as outlined in the Official Team Manual. The rules can be found in the Official Team Manual under ***Higher Level Tournament Eligibility Information & Rules*** and you are expected to know them.

Highlights of the rules are listed below:

- You must remain a current APA member.
- **Each player on a qualified team must have their membership paid by Week 4 of the Spring session. If memberships have not been paid by week 4, the player(s) will be dropped from the roster and won't have the option to be added back at a later date.**
- **If you are making roster changes in the Spring session, you must add and pay the player(s) by WEEK 4. Once week 4 has passed, the rosters of all eligible teams are frozen. No one may be dropped or added.**
- Your team must maintain active team status, for each session following the session the team qualified, through the League year.
- The team must retain four (4) "original" members (refer to the Official Team Manual regarding player originality).
- Any player being added to a qualified team must have a skill level based on at least 20 scores. **If the player has fewer than 20 scores, you must obtain approval of the League Operator before the player is added to the roster.**
- **Qualified teams must finish in the top half of their division in the subsequent sessions of the current League year.** Teams that do not finish in the top half of their division in the session(s) following qualification are subject to heavy scrutiny of their handicaps and/or loss of eligibility.
- Your **Spring** roster will be the roster you must play with when you enter the World Pool Qualifier. In order to be considered a full-fledged member of a team and eligible to compete in the World Pool Qualifier with that team, a player must have played at least 4 times with the team in the Spring session (and meet the 10 score minimum conditions outlined below).
- In order for a player to compete in the World Pool Qualifier, a player must have a skill level based on at least 10 actual League match scores in the format in which he is advancing. The 10 scores must be attained by the end of the Spring session.
- Each player will enter the World Pool Qualifier with the highest session-ending handicap from the time the team became qualified up to and including their Spring Session ending handicap.

Travel Assistance for the World Pool Championships

The Travel Assistance Fund will be used to pay travel expenses actually incurred by the members of those teams advancing to the APA World Pool Championships. If a team chooses not to go to this event, the slot and the travel assistance will be given to the last team eliminated by the non-attending team on their WPQ board.