



## **Ontario 5 Pin Bowlers' Association**

1185 Eglinton Avenue East, Suite 602, North York, Ontario M3C 3C6  
Telephone: (416) 426-7167 Fax: (416) 426-7364 Website: [www.o5pba.ca](http://www.o5pba.ca)

February 23<sup>rd</sup>, 2004

Dear Host Tournament Director/Proprietor:

We would like to thank you for agreeing to host a Regional Final in the TruCa\$h Holiday Classic to be held on **SUNDAY, MARCH 7<sup>TH</sup>, 2004**. We request that the tournament director cooperate with the Local Association in appointing a Judge of Play and scorekeepers for the roll-off.

We have enclosed a package of information for your roll-off which includes:

### **TOURNAMENT SCOREBOARDS**

We ask that you post these scoreboards before play begins in a prominent position where all bowlers can follow their own team's performance throughout the day.

### **TEAM ROSTERS**

You can use the enclosed team rosters as a check-off sheet during the registration process. Once all members of the team arrive at the bowling centre on **MARCH 7<sup>TH</sup>, 2004**, you should have the coach register their team with you and collect the appropriate lineage.

### **OFFICIAL LINE-UP FORMS**

Coaches will record their team's points won after each game on the Official Line-Up Form from which you will post the results on the tournament scoreboard. During registration, each coach should be given their own Official Line-Up Forms.

The coach should check all averages and team personnel for its accuracy and should report any changes. If you were not informed by our office of any changes, call the office immediately. **No personnel changes can be made, seven (7) days prior to this event unless under extreme circumstances, and unless approved by the Provincial Tournament Committee.**

### **COACHES LETTER**

Enclosed is a copy of a letter which has been addressed to all team coaches. Please read this letter as it explains the scoring system and provides other information important to your Regional Final.

### P.A. ANNOUNCEMENT

This should be made by the tournament director after the teams have been given time for their warm-up, and as soon as you are ready to begin the roll-off.

### RULES AND REGULATIONS

Enclosed for your information is a copy of the rules and regulations governing the Regional Finals as outlined in the Green Book.

### LANE DRAW

Enclosed for your information is a copy of the lane draw which as been sent to all team coaches.

### COACHING QUESTIONNAIRE – *(One per bowler)*

Distribute these to all competitors and collect them following the roll-off. Please mail them to the Provincial Office along with your tournament results.

### PLAYERS QUESTIONNAIRE

In an earlier mailing to the coaches, they were sent five (5) questionnaires **(one for each player on their team)** to be completed and returned to you at this regional roll-off. Would you please mail these back to the Provincial Office with your tournament results and coaching questionnaires.

### WINNER'S REPORT FORM

We ask that you please make sure the Winner's Report Form is completely filled out **including averages** as soon as the roll-off is over, and before the winners are permitted to leave the bowling centre. Please mail **immediately** to the Ontario 5 Pin Bowlers' Association at the above noted address. **If you have access to a fax machine, we ask that you fax this information to (416) 426-7364.**

### AWARDS FOR WINNING REGIONAL ROLL-OFF

The coach and each member of the winning team at the regional roll-off on March 7<sup>th</sup>, 2004 will be presented with an award recognizing their victory. These awards will be presented at the Provincial Championships on **SATURDAY, APRIL 24<sup>TH</sup>, 2004.**

<b>WINNING COACH AND BOWLER ENVELOPES</b>
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**PLEASE NOTE:**

**THESE ENVELOPES ARE TO BE HANDED TO THE WINNING COACH AND BOWLERS PRIOR TO ALL TEAM MEMBERS LEAVING THE BOWLING CENTRE ON MARCH 7<sup>TH</sup>, 2004.**

**THESE ENVELOPES CONTAIN IMPORTANT INFORMATION AND FORMS THAT NEED COMPLETING FOR THE PROVINCIAL CHAMPIONSHIPS.**

**Following are some points to keep in mind:**

- a) Provide one (1) scorekeeper for each team. Team coaches may keep score if they choose, and in the alternative, scorekeepers can be recruited from among the spectators.
- b) It is recommended that you allow approximately five (5) minutes practice before the shift commences.
- c) Approximately five (5) minutes before the shift commences, give the enclosed P.A. Announcement.
- d) If a bowler is late, allow **15 minutes grace**. This is not normal tournament procedure, but 90% of these bowlers are unfamiliar with tournament competition, and some may be trying to find your bowling centre for the very first time.
- e) After the grace period, latecomers must start in the frame in which they arrive, or wait for the start of the next game.
- f) If a bowler misses any game or games, they shall receive the lowest pins-over-average or pins-under-average score from the opposing team for the purposes of determining total team score. The missing bowler cannot receive an individual match point.
- g) Players will alternate lanes each frame. Teams will move after each game as per the Official Lane Draw enclosed.
- h) Ontario and Canadian 5 Pin Bowlers' Association rules will be in effect covering play, and please pay particular note to those covering **Foul Lines and Deadwood**.
- i) If it has not already been done, appoint a Judge of Play who can assist you with administration and posting of scores.
- j) After the score sheet is taken from the scoring table no changes can be made to the benefit of any bowler or team score. The bowler along with the coach is responsible for their score being recorded correctly.
- k) Before your winning coach and bowlers leave the bowling centre, make sure they give you all the information you need to complete the Winner's Report Form. Please also ensure that they all receive the enclosed Winning Coach and Bowler envelopes.

- l) And again.....**Tournament Directors, it is critical that the Winner's Report Form be completed immediately upon completion of the roll-off, and mailed or faxed immediately to the office. The fax number is (416) 426-7364.**

**PLEASE NOTE:**

**NO DISQUALIFICATION, AVERAGE CHANGES, SUBSTITUTION OF BOWLERS OR CHANGES OF ANY KIND WHATSOEVER CAN BE MADE WITHOUT FIRST CONTACTING THE PROVINCIAL OFFICE.**

If you have any questions or problems on the day of the roll-off, please call the Provincial Office at (416) 426-7163. I will be in the office that day to assist you with any queries.

Once again we thank you for hosting this Regional Final, and for your support of the TruCa\$h Holiday Classic.

Yours truly,

ONTARIO 5 PIN BOWLERS' ASSOCIATION

Rhonda Gifford  
Program Coordinator

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