



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

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November 27, 2011

Dear Coach:

Congratulations on having been selected to coach a team at the Provincial Championships of the Youth Challenge. These Championships are being held on **SATURDAY, FEBRUARY 4, 2012** at NEB's Fun World in Oshawa.

We have provided you with a package of information regarding the Provincial Championships as follows:

- Copy of Dear Bowler Letter
- Map of Oshawa
- Schedule of Events
- Five (5) Bowler Information Forms
- One (1) Coach Information Form
- Five (5) Winning Bowler Envelopes – **(One for each member of your team)**
- Rules and Regulations

**CALL A TEAM MEETING IMMEDIATELY!!!**

**IT IS EXTREMELY IMPORTANT THAT YOU CALL A TEAM MEETING IMMEDIATELY TO DISTRIBUTE THE WINNING BOWLER ENVELOPES TO YOUR TEAM AND TO REVIEW THE ENCLOSED INFORMATION. ALL INFORMATION MUST BE COMPLETED AND RETURNED TO THE PROVINCIAL OFFICE AT THE ABOVE NOTED ADDRESS NO LATER THAN JANUARY 3, 2012. THANK YOU IN ADVANCE FOR YOUR COOPERATION IN THIS MATTER.**

We have provided five (5) copies of the Bowler Information Forms for each member of your team as well as one (1) Coach Information Form for yourself. **PLEASE NOTE: ALL PARTICIPANTS MUST COMPLETE THIS FORM WHETHER OR NOT THEY ARE BOOKING HOTEL ACCOMMODATION.**

Once your entire team has completed their forms, you are asked to return them to the Provincial Office at the above noted address along with the appropriate payment (if applicable) prior to the deadline date of **JANUARY 3, 2012**.

## HOTEL ACCOMMODATION

Hotel accommodation has been arranged at the Best Western Plus Durham Hotel and Conference Centre, 559 Bloor Street West, Oshawa, Ontario, L1J 5Y6. Their telephone number is (905) 723-5271.

The room rate is \$139.00 plus 13% HST (\$18.07) for a total of \$157.07 per night based on single, double, triple or quad occupancy. **PLEASE NOTE – MAXIMUM OF FOUR (4) PEOPLE IN A ROOM.**

**To receive this rate, all rooms must be booked through the Ontario 5 Pin Bowlers' Association.** The Ontario 5 Pin Bowlers' Association will accept payment by cheque, money order, VISA or Mastercard. If you are paying by cheque or money order, please make it payable to the "Ontario 5 Pin Bowlers' Association". **POST-DATED CHEQUES WILL NOT BE ACCEPTED.** **Please Note: If you are paying by credit card, your payment will be processed to your credit card on the date we receive your form.**

Room reservations will be accepted on a **first-come first- served basis.** **Please get your room reservations in before the deadline date to avoid any disappointment.**

**We would also like to point out that check-in at the hotel is 4:00 p.m.** All rooms have been guaranteed by our Association. As we do guarantee all rooms with the hotel, we must pay for them whether they are occupied or not. **In order for you to cancel your room accommodation, we must have twenty-four (24) hours notice, otherwise you will be charged for the room.**

When you check into the hotel you will be asked for a credit card or refundable cash deposit to cover your incidental charges only (i.e. telephone calls, movies, room service etc.).

**WE WOULD LIKE TO REMIND YOU THAT AS COACH YOU ARE SOLELY RESPONSIBLE FOR THE CONDUCT AND BEHAVIOUR OF YOUR TEAM MEMBERS DURING THEIR STAY AT THE HOTEL!!!!**

## COACHES' RESPONSIBILITIES FOR COACHING YOUTH BOWLERS

We appreciate the time and energy you will spend on the youth bowlers who have qualified for the Youth Challenge. The following guidelines are to be used to ensure both the success of this tournament and the welfare of our youth bowlers.

1. Your responsibility first and foremost lies with the health and welfare of the young competitors under your jurisdiction. The youth bowlers will look up to you for guidance and leadership. Please set a good example.
2. You must accompany the youth bowlers to **ALL** functions organized for these Championships.
3. You as a coach must abide by all O5PBA rules and conduct yourself in a manner befitting a YBC coach.
4. The use or possession of alcoholic beverages or non-prescription drugs or stimulants will not be allowed from the time you leave for the tournament until the time you arrive home.

**Any coach found breaking these rules shall be removed from the tournament and could have their O5PBA membership suspended.**

**PLEASE NOTE:**

**THERE IS NO BANQUET SCHEDULED FOR THIS EVENT. WINNERS WILL BE ANNOUNCED AND AWARDS PRESENTED UPON COMPLETION OF THE EVENT AT THE BOWLING CENTRE.**

**ACKNOWLEDGEMENT OF DRESS CODE FORM**

Attached to the Bowler & Coach Information Forms is an Acknowledgement of Dress Code Form. Each participant and Coach **MUST** complete and sign this form to acknowledge they understand and agree to abide by the dress code as outlined. **Parents/Guardians are also required to sign the bowler's form.**

These forms **MUST** be returned to the Provincial Office no later than **JANUARY 3, 2012.** **Failure to sign this form may result in not being permitted to compete in the event.**

Please contact your Local Association to arrange for your bowling shirts. **It is up to you as Coach to ensure that your bowlers adhere to the dress code.**

**ACKNOWLEDGEMENT OF RISK AND RELEASE OF LIABILITY FORM**

Also attached to the Bowler & Coach Information Forms is an Acknowledgement of Risk and Release of Liability Form. In order to ensure our Association of liability coverage, our insurance company has insisted that an Acknowledgement of Risk and Release of Liability Form be signed by **ALL PARTICIPANTS** in our Provincial Championships. **Parents/Guardians are also required to sign the bowler's form.**

Please read the form carefully and initial the box after reading and understanding the statements and conditions. Upon completion of the form please print and sign your name. **These forms MUST be completed by ALL PARTICIPANTS in the Youth Challenge or they will not be permitted to bowl.** This is an action that may seem drastic but is necessary for the well being of your Association. These forms **MUST** be returned to the Provincial Office no later than **JANUARY 3, 2012.**

**INDIVIDUAL AVERAGE SHEETS**

In order for us to complete Team Rosters we require that you submit Individual Average Sheets for all members of your team showing all scores bowled from the beginning of the 2011-12 bowling season up to and including **DECEMBER 12, 2011.** Please send the average sheets with the completed Bowler & Coach Information Forms to the Provincial Office no later than **JANUARY 3, 2012.**

## PROVINCIAL CHAMPIONSHIPS

Coaches are required to have their full team present for registration no later than 9:00 a.m. on **SATURDAY, FEBRUARY 4, 2012**. Bowling will begin promptly at 9:30 a.m.

The Provincial Championships shall be comprised of, and declare champions in five (5) events: Men's, Ladies' and Mixed team events; and Men's and Ladies' singles events.

All bowlers competing in the Provincial Championships (Men's, Ladies' and Mixed Teams) shall have their scratch scores count in all games of the round robin and these scores will be used to determine the Provincial Singles Champions. We will recognize 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place in the Men's and Ladies' singles competition.

The top three (3) men and top three (3) ladies based on scratch scores for all round robin games, will form the Southern Ontario team which will advance to compete in the National Championships to be held **MARCH 22-25, 2012** in Winnipeg, Manitoba.

We will be sending you the Lane Draw along with the Team Rosters in a separate mailing once we have received all the results and average sheets in the Provincial Office.

Once again, please call a team meeting as soon as possible. **It is the responsibility of the Coach to see that all completed Bowler & Coach Information Forms and Individual Average Sheets are returned to the Provincial Office no later than JANUARY 3, 2012.**

We look forward to greeting you in Oshawa, and wish your team the best of luck in the Provincial Championships.

If you have any questions regarding any of the above, please do not hesitate to contact the Provincial Office at (416) 426-7167.

Yours truly,

ONTARIO 5 PIN BOWLERS' ASSOCIATION

*Rhonda Gifford*

Rhonda Gifford  
Program Coordinator

Enclosures: