

ONTARIO 5 PIN BOWLERS' ASSOCIATION

2012-2013 INCENTIVE PROGRAM

The Incentive Program will run from the period of OCTOBER 1ST through APRIL 30th each year **UNLESS OTHERWISE STATED**. When awarding points that have a deadline date, we will be using the post-mark on the envelope, or if delivered electronically, the date and time of e-mail receipt to the O5 Office. If a post-mark is not indicated or readable, then a 3-day grace period after the deadline will be used.

NO EXTRA POINTS WILL BE AWARDED TO THOSE CHAIRS WHO SUBMIT MORE THAN ONE REPORT FOR THE MONTH OR REPORTING PERIOD. NO POINTS WILL BE AWARDED FOR ANY PAPERWORK RECEIVED THAT IS NOT COVERED BY THE INCENTIVE PROGRAM.

ZONE/DC TREASURER POINTS:

150 POINTS will be awarded to those Zones/DC Associations who submit their required reports by the specified dates.

THOSE DATES ARE AS FOLLOWS:

- 1) **Monthly Bank Reconciliation Form within 30 days after the monthly meeting** (only one form is required monthly for each bank account registered in your Association's name). The report must be complete with the bank statement and signature of your President, verifying agreement of bank balance.
- 2) **Post-dated Membership cheques** to the Provincial Office on or before **November 1, 2012**, including Pre-Paid Membership dues in full prior to deadline date.
- 3) **Assessment Invoices**, by their established due dates.
- 4) **All Invoice Payments, within 30 days of the due date.**
(These points will be allocated at season-end once the monthly criteria has been confirmed as met)

A **5 POINT DEDUCTION** will be assessed for **each** cheque that arrives in the Provincial Office without the Remittance Form.

A **25 POINT DEDUCTION** will be assessed for **each** cheque either requested a hold past the invoice due date, or **each** cheque that is returned to the Provincial Office due to Non-Sufficient Funds.