

LEAGUE SECRETARY INSTRUCTIONS FOR PROCESSING MEMBERSHIP LISTS

Upon receipt of your league membership list from the Zone or Decentralized Association Membership Chair the League Secretary shall follow the instructions as outlined below:

- Members who no longer bowl in your league should be indicated by marking a **BOLD LINE** through that member's name.
- Any "**NEW**" bowlers who have joined your league may be processed by either adding their name(s) to the bottom of the membership list that was provided to you or by using the Canadian 5 Pin Bowlers' Association Membership Registration Form. Either method is acceptable. If you are in doubt as to the spelling of a bowler's name please check with them for the correct spelling of their name before you submit your league order for membership cards.

PLEASE NOTE: WE ASK THAT YOU EITHER PRINT OR TYPE ALL INFORMATION MAKING SURE IT IS LEGIBLE TO READ. THIS WILL NOT ONLY AVOID UNNECESSARY ERRORS BUT WILL ALSO HELP SPEED UP THE PROCESSING OF MEMBERSHIP CARDS BY TRUCA\$H REWARDS.

After you have completed your league membership list please forward it **IMMEDIATELY** to your Zone or Decentralized Association Membership Chair who in turn will send it to the Provincial Office for processing of the membership cards.