



Tournament Guidelines

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1. OBJECTIVES OF TOURNAMENT COMMITTEE

To promote and manage Maple Leaf Lawn Bowling Club tournaments to maximize participant pleasure, competition, sportsmanship and fellowship for club members.

The committee will have a minimum of 3 members chosen by the Tournament Chairperson. The Chairperson shall be appointed by the incoming President. By sharing the duties of the committee members, training of candidates for future year's committee/Chairperson can be achieved. The past Tournament Chairperson may act as advisor when his/her advice is sought by the Tournament Chairperson.

The Tournament Chairperson shall have the authority to appoint a substitute committee member to replace any of his/her committee who cannot perform his/her duties for whatever reason.

The Tournament Chairperson, acting according to the guidelines approved by the Board of Directors, shall have the final word and his /her decisions are not negotiable. The Board may amend these guidelines at a regularly constituted meeting as recommended by the Tournament Committee.

2. PREPARATIONS FOR TOURNAMENT

1. Post signup sheet no later than 2 weeks prior to tournament date.
2. Signup sheet should show name, date, rain date (if necessary), entry fee, type of tournament, number of games, number of ends, how to sign up and that one must be a paid up member to sign up.
3. Encourage members, especially new bowlers, to enter tournaments by word of mouth and announcements at jitneys.
4. Tournament Committee meets at least 3 days before date of the tournament, to do and post the draw. This posting should indicate time of arrival (at least 15 minutes before tournament start time) and remind skips to call teams, have all players dress in team colours and try to bring exact entry fee.
5. Arrange for an even number of teams to eliminate byes. Post the extras as spares. Try to have spares available in case of last minute cancellations or no-shows.
6. Prepare team score cards and arrange in the order that the teams are posted.

7. Prepare game score cards with game number and rink number.
8. Prepare prize envelopes identifying prize number, value per person and total prize money in that envelope.
9. The day before the tournament contact Social Convener to confirm refreshment arrangements and the Chair of the Greens Committee to arrange rinks, and direction of play.
10. Arrange for an umpire prior to tournament. Umpire's kit is in far room of back shed in a bag.

3. THE BALANCED BLIND DRAW

The blind draw is balanced by using the detailed ratings regularly updated by the Ratings committee. This system gives every team the potential to win if they play well. It is blind because the Tournament Committee are unaware of any names but only the position, gender and numerical evaluation of each player (and therefore each team) when deciding on the teams.

Players sign up in their rated positions. If their rating is changed after sign-up they will retain their sign-up rating for that tournament.

The Tournament Committee cannot consider any personal preferences in making the draw. Players must play on the team and in the position as drawn by the Tournament Committee. This does not apply in the Combo 4's tournament.

The process is done as follows:

Retrieve a card for each participant marked as follows:	Name & Rating Rating Number	Front Back
Color coded for position and gender		
Male skips-red;	Female skips-pink,	
Male vices-dark green;	Female vices-light green,	
Male leads-dark blue;	Female leads-light blue	

Depending on the number of entries determine the number of teams.

Arrange the skip cards face up in order of highest rank first to lowest rank. Promotions or demotions may be required to obtain the number of skips for that tournament using the advice from the Rating Committee member. Repeat for leads if tournament is pairs. Repeat for vices and leads if tournament is triples. Repeat for vices, seconds and leads if tournament is fours.

Using the following table divide the players identified to play skip on the day of the tournament into the number of groups identified, Place the top skips in the first group S1 using the advice of the Rating Committee member. Place the next best skips in the second group S2 and the next best in group S3. If the tournament is fours then place the remaining players in the fourth group S4.

Shuffle the cards in each group and place face down adjacent the skip group as identified in the table. For example the second group in the second column plays with the first group in the skip column in triples. The third group in the leads column plays with the first group in pairs. Repeat as set in the table below for the seconds and leads as required.

For Pairs

Group 1 S1 L3

Group 2 S2 L2

Group 3 S3 L1

For Triples

Group 1 S1 V2 L3

Group 2 S2 V3 L1

Group 3 S3 V1 L2

For Fours

Group 1 S1 V2 SE3 L4

Group 2 S2 V3 SE4 L1

Group 3 S3 V4 SE1 L2

Group 4 S4 V1 SE2 L3

With the cards still face down check in mixed trebles and in fours for a mixture of male and female players depending on availability. Make switches using same sub rating in same group. If not possible look for same ratings in other groups. If possible once the groups all have at least one male and one female turn the cards over to reveal the names.

Spares must sign up under rated positions and wherever possible will only be used to fill in their rated positions. Order of signing up as spares is only relevant in their own rated position. In order to fill a tournament, the Tournament Committee has the authority to make common sense adjustments. Post teams and spares.

4. PROCEDURES ON DAY OF TOURNAMENT

Arrive early to set up scoring tables and tournament cards. Trophy and keepers can be done after the second game. Get the tournament board from the shed. Be sure rinks are set up and equipment is set up.

Assemble all players inside and give the following instructions. Include welcome, introduce committee, umpire(s) and helpers, number of ends.

- Follow USLBA rules with variances as noted in the conditions of play for that tournament.
- To speed up play rather than replay a dead end we can use the single respot rule: When a jack is declared dead it must be respotted to the 2 meter mark from the ditch at the center line and play will continue.
- Equal distant shot bowls – There will be 1 point scored if the nearest bowls are touching the jack or the nearest bowls of each team is the same distance from the jack or no live bowls are left within the boundaries of play. The end will be declared tied and recorded on the card as a completed end.

- If teams cannot decide shot bowl call adjacent skips. If still cannot decide call umpire. The umpire's decision is final.
- Maximum score is $1\frac{1}{2}$ x no. of ends played. IE 10 ends - 15 max., 12 ends - 18 max. Balance of score used as PLUS points to break ties.
- Ten end games will have a $1\frac{3}{4}$ hour time limit. Twelve end games have a 2 hour time limit. Skips may visit the head once during end.
- Ask for winning skips to promptly bring in both game score cards.
- Ask teams to move equipment to opposite direction as required.
- Ask skips to mark their scores on the left side of the game score card and mark opposition scores on the right.
- Please pick up garbage and erase boards when finished your game.

7. Call up skips in order from teams list (taken off bulletin board) to hand in team entry fee and choose a game score card from the table. Skip must inform the designated official of his/her rink number which is noted in green on the Tournament Team Score Card. As the rinks are drawn skip and team go right out to prepare to bowl.

8. Process game score cards using the information found under Scoring.

9. Determine opponent for next game using information found under Scoring.

10. Assign rinks using information found under scoring.

11. Place tournament team score cards and new game score cards in slots on board and display 10 min. prior to game.

12. Prepare and stuff prize envelopes when convenient.

13. Determining winners of the tournament according to section 5 Scoring.

After the final game the tournament team cards are used to determine trophy and prize winners. Then arrange each row in descending order of score. Then pick from top the prize winners as laid out under prize money.

14. Read winning team, score for and against, award prizes and trophies, and have pictures taken. Return keepers and trophy to the cabinet

15. Place winning and runner up team score cards, player list and sign up sheet in the tournament envelope.

16. Make sure all equipment is put away and the shed is locked.

17. The decisions of the Tournament Chairperson or the person responsible for running the tournament are final. He/she has absolute authority on tournament day.

18. Notify the Publicity Chairperson, Webmaster, and Past President of the first and second place players for publication, championship qualification, and trophy engraving. Ensure a photo is taken of the winning team.

5. SCORING

1. Game score determines the game winner.

In case of tie play extra end to determine the winner only.

Toss coin to decide who takes the jack for the extra end and the extra end should be played from where the previous end was completed. Score remains the same for each team. The winner of the extra end is the game winner and both teams mark the score card with a "W" under the score of the winner.

2. After each match is complete and game score cards are turned in by winning skip - cards are compared and if agree set aside to be transferred to tournament team cards. If they do not agree, recheck both game score cards, reconcile and correct with agreement of both skips. Check the score in the last end to ensure the teams completed the cards correctly.

3. Maximum score is $1 \frac{1}{2} \times$ no. of ends played. IE 10 ends - 15 max., 12 ends - 18 max. Any score above maximum is counted as a plus points.

4. Scores are marked on Tournament team scorecard as follows;

Green (In Green)	Win/Loss (win in red)	Score			Total Score		
		#ends won	For	Against	#ends won	For	Against
1	W	8	18 ⁺³	4	8	18 ⁺³	4
4	L	4	6	12	12	24 ⁺³	16

(loss in black) (Show plus points as necessary)

Scores for subsequent games are marked likewise and accumulated in the Total Score column.

5. Game score cards are then switched and compared for match and accuracy. A line is then drawn through the game card.

6. Team score cards are sorted into columns with the same number of wins and then in descending order of score.

7. To break ties where score is equal use the following tie breakers in order;

- 1st. Highest plus points. (+3)
- 2nd. If still tied, least score against. (16)
- 3rd. If still tied, most ends won. (12)

Scoring for Combo Fours is detailed under Combo Fours.

8. Determining opponent for next game-
Pick top 2 teams -then next 2 teams etc. etc.

If odd number in a column the team on the bottom of that column will play the team on the top of the next column. e.g. bottom 2 game winner will play top 1 game winner. Check if other teams have played each other and switch with the adjacent team moving a team one position only if necessary and if necessary use common sense.

9. Rinks are assigned using discs numbered 1 - 8. Must juggle to ensure that each team has not played on that rink if possible.

The assigned rinks are then marked on the tournament team score cards. Try to be sure a team is only assigned an outside rink once. Try to reserve center rinks (3,4,5) for top teams in last game. This can be accomplished by placing the winners of game 1 who played on inside rinks on outside rinks in game 2. However teams that have lost all games will play on outside rinks in the last game.

6. ENTRY FEE , PRIZE MONEY

All tournaments will have a \$5.00 entry fee, if lunch is provided an additional fee will be charged.

The apportioning of the prize money shall be distributed as per the table below with the following flexible guidelines.

In a 1 day tournament all 3 game winners must receive a prize. In a 3 game 2 day tournament all 3 game winners must receive a prize.

In a 4 game 2 day tournament all 4 game winners must receive a prize.

It is important that a top 2 game winner and a top one game aggregate winner win a prize. This ensures that last game may be instrumental in winning a prize to prevent teams dropping out if they thought they would not have a chance going into the last game.

CALCULATION OF PRIZE MONEY FOR EACH TEAM MEMBER										
# of Teams	INCOME \$5 x # of Teams	Prize money for each player								TOTAL PRIZE \$
		(MULTIPLY BY 2 FOR PAIRS, 3 FOR TRIPLES, 4 FOR FOURS)								
		1st	2nd	3rd	4th	5th	6th	7th	8th	
6	30	12	10	8						30
8	40	13	11	9	7					40
10	50	13	11	10	9	7				50
12	60	15	13	12	11	9				60
14	70	17	15	14	13	11				70
16	80	17	15	14	13	12	9			80
18	90	18	17	16	15	14	10			90
20	100	18	17	16	15	14	10	10		100
22	110	20	18	17	16	15	13	11		110
24	120	23	20	18	17	16	14	12		120
26	130	23	20	18	18	16	14	12	9	130
28	140	25	21	20	19	17	15	13	10	140
30	150	25	22	21	20	18	17	15	12	150
32	160	26	24	22	21	20	18	15	14	160

The number of prizes is determined by the number of teams. Each prize envelope contains the prize money in the prize columns multiplied by the number of players on a team. The total money collected should be the same as the total prize money distributed.

7. FACTORS AFFECTING PLAY

Substitution If someone cannot complete a game a substitute can be used. Attempts will be made to find a substitute at the same or lower level. The substitute shall play in the position as determined by the Tournament Committee in an attempt to still have a balanced team. The original player may return to the team in subsequent games.

Delay of Game. If a game is stopped due to weather or darkness or any other valid reason the game should be continued on the same day or on a different day. The scores will be as they were when the game was stopped. If an end was not completed, except for the scoring, the end will be declared dead, both teams get 0 for that end. Score cards must be returned to Tournament Director before leaving the venue.

What constitutes a tournament. A one day tournament will be considered completed if one game and 6 ends have been achieved by all teams. (A two day tournament will be considered completed if one full day of games and 8 ends on day 2 have been completed). Maximum score is $1 \frac{1}{2}$ x no of ends played is still applicable.

Rain Date There are no scheduled rain dates for tournaments except for Singles and Club Championship. If the tournament is not completed it will continue on the scheduled rain date, if one has been set. The scores will be as they were when the game was stopped. Regular tournaments will not be played on rain days and will be cancelled.

8. DETAILS OF EACH TOURNAMENT IN CHRONOLOGICAL ORDER

All tournaments are trophy tournaments. Dress in team colours for tournaments. Dress exceptions made during cold weather. A tournament will be cancelled if there are not enough players to fill 4 rinks.

1. EARLY BIRD Tournament - Mixed triples, 1 day, 2-10 end games - maximum 48 players.
2. PRESIDENT'S Tournament - Open Pairs (any gender), balanced draw, 1 day, 2-10 end games. Maximum 32 players.
3. CHARLOTTE CENTER Tournament -Mixed triples, 1 day, 2-10 end games - max 48 players
4. LEAD'S AND VICES ONLY Tournament - Triples. 1 day, 3-6 end games- maximum 48 players. Each player plays all 3 positions. Position in first game is team choice but subsequent games follow same progression. i.e. skip goes to lead and other players move up 1 position
5. AUSSIE MIXED PAIRS Tournament - 1 day, 2-10 end games. Max 16 teams. (Can also be played with 2 draws and 32 teams if necessary) Sign up as Open Pairs. No visits to the head. Each game is played as follows.

1. In the first end the leads throw 2 bowls each and go to the head. The skips throw 4 bowls each and go to the head. The leads throw their last 2 bowls.
2. In the second end the skips throw 2 bowls each and then go to the head. The leads throw 4 bowls each and go to the head. The skips throw their last 2 bowls.
3. Repeat 1 and 2 for the duration of the game.
4. If a player plays an extra bowl out of turn the bowl will be declared dead. The opposing skip can stop the bowl and remove the dead bowl. If the bowl has come to rest and has not disturbed the head the bowl will be declared dead and removed from the head. If the head is disturbed the opposition can leave the head as is or restore the head to its former position and remove the dead bowl. The opposition will then play the next bowl and play will continue.
 - Regular rules will apply for bowls out of turn but not an additional bowl.

6. COMBO FOURS Tournament - Mixed fours teams by balanced blind draw. 1 day event. Max 32 players. Rink to be played on drawn on the day of the tournament and the singles player announced when entry fee is paid. Teams play two sets of pairs in the 1st game, then singles and triples in the 2nd game and fours in the 3rd game.

Combo Fours Format & Scoring

Scoring on Master Score Sheet						
	<u>#ENDS</u>	<u>POINTS</u>			<u>PTS./END</u>	<u>MAX. PTS.</u>
		W	T	L		
Pairs A	6	5	2.5	0	1	9
Pairs B	6	5	2.5	0	1	9
Singles	8	6	3.0	0	.5	12
Triples	6	6	3.0	0	1	9
Fours	6	8	4	0	1	<u>9</u>
Max Total Points						48

1st game is two sets of pairs – blind draw for rink, pairs play on adjacent rinks so cards need to be stapled or paper clipped together for each team.

- Single player to be announced before draw for green

2nd game is a singles and a triples team and cards need to be stapled or paper clipped together for each team. Rink to be determined by high against high etc.

3rd game is fours.

Ties not to be broken in any game

Subsequent games – high score vs high score

Prizes will be given to the top teams using the points only as the points already reflect wins.

10. MAPLE LEAF Tournament - Mixed triples, 1 day, 2-10 end games. Max 48 players.

11. CLUB CHAMPIONSHIP Tournament - Mixed triples, 1 day event. 1 day, 3- 8 end games. Max 48 players, min. 24 players.

To be eligible you must have played in a tournament this season.

If there are 2 three game winners those teams will play a 3 end tie breaker to determine overall Club Champion.

All 1st Place Tournament Winners receive keeper trophies and name on Event Trophy.

9. PLANNING FOR NEXT SEASON

DATES OF TOURNAMENTS, BUDGET AND SUPPLIES

In January of each calendar year, the Tournament Committee the chair will consult with the President and prepare a time plan for all tournaments to be played in the upcoming season from November in the same calendar year to April in the following year. This plan will show the dates of play, rain date Club Championships only. It will be drawn up in January and submitted to the Board of Directors. It will be used in making space requisitions and will form a plan for the incoming Tournament Chairperson.

The Tournament Committee will review the need for supplies of score cards, tournament cards, signup sheets, tournament sheets, pencils, felt marking pens, etc. and place orders for those items requiring delivery time, so that supplies are available for the current and upcoming season.

Annual General Meeting

The Tournament Chairperson is expected to give a report of the Tournament Committee at the Annual General Meeting.

Rating Committee

The Tournament Chairperson will assign a member of the Tournament Committee to the Rating Committee.

Lawn Bowling Tournaments – Run by Tournament Committee

Early Bird Tournament - Mixed triples

President's Tournament – Open Pairs

Charlotte Centre Tournament – mixed triples

Leads & Vices Only Tournament – triples

Aussie Pairs Tournament – mixed
Combo Fours Tournament – mixed fours
Maple Leaf Tournament – mixed triples
Club Championship – mixed triples

Special Day Events – Run by Separate Committees

Fun Day – Run by MLE Lawn Bowling Executive

Super Seniors – Special Committee

Fixed League – Triples – Special Committee

Fixed League – Pairs – Special Committee

Singles Tournament - Special Committee

These special days will no longer be included in Tournament Guidelines and will not be part of the Club Championship.