

BCA POOL LEAGUE League Operators Manual

Appendix C: League Sanction Application

(Always make copies before completing. If you need more forms, contact BCA Pool League.)

Mailing Address:
BCA Pool League
2041 Pabco Road
Henderson, NV 89015

Phone: (702)719-7665
Fax: (702)719-7667
www.PlayBCA.com
leagues@playbca.com



BCA Pool League Sanction Application

(Fill out application completely; for multi-divisional leagues please complete a separate application for each division)

Check Box

- New league (this is the first time your league has sanctioned with the BCAPL)
- Previously sanctioned league
- The name of league has changed
- The officer of league has changed
- The address of person who receives league mail has changed

League Name _____ Current League # _____

Officer to whom official mail is sent _____

League mailing address _____

City _____ State/Prov. _____ Zip/Postal Code _____

Home Phone _____ Work Phone _____

Email _____

(Check box if you wish to have your e-mail address on our website)

Other Officer _____ Title _____

Home Phone _____ Work Phone _____

Email _____

(Check box if you wish to have your e-mail address on our website)

League Season Begins Spring Summer Fall

Type of League Date League Starts

- Men's _____
- Women's _____
- Mixed _____
- Scotch Doubles _____
- Other _____

Is this application also for Dual Sanctioning? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Please Provide Details _____ _____ _____
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League Demographics/Sponsor Information

Number of Players _____ Night of Play _____

Number of Teams _____ Sponsor Fee _____

Number of Weeks _____ In House Traveling League

Guaranteed Prize Money _____

Distribution of Prize Money _____

Bank for League Funds _____

Bank Address _____

League Sanctioning Agreement

Our league understands and agrees to the following:

1. The BCAPL sanctions leagues throughout the world. This agreement does not confer any exclusive rights or franchise areas to any league sanctioned by the BCAPL.

2. Leagues will schedule and run at least 8 calendar weeks of competition. Only players competing in a minimum of 8 full regularly scheduled league matches in the same league division over at least 8 calendar weeks during a sanctioned league session shall be eligible to compete in the singles, scotch doubles and team divisions of the BCA National 8-Ball Championships and the Canadian National Championships.

3. Leagues will sanction and pay sanction fees before the 5th week of competition. BCAPL will only sanction weeks of play commencing with the 4th week prior to receiving the league's sanction application and will deny the league and its players credit for any weeks played before that date. Leagues will provide new member updates monthly along with fees for any additional players.

4. Leagues will mail each week's statistics (stats) to BCAPL every 4 weeks. The stats shall include the league name and date, and be broken down by team, indicating the number of weeks played by each individual team member. When your league signs up for LeagueSys and enter your stats on a weekly basis on-line, stats will NOT need to be mailed to the BCAPL.

5. League Operators must bring applicable stats to all BCA National Championships when stats are not verified prior to the event by the BCAPL staff.

6. All players competing in your sanctioned league - regulars and substitutes - must become BCAPL league members and pay the BCAPL sanction fee on their 1st week of play.

7. Any league member planning to participate in the BCA National 8-Ball Championships must be in play by March 15 in order to complete the required 8 weeks of play prior to the event. All members must be sanctioned with the BCAPL prior to the 5th week of play. For leagues beginning after January 1, 2006, the absolute deadline for sanctioning your league is March 1, 2006.

8. The BCAPL recommends following the rules as published in the 2004 BCA Official Rules and Records Book. All players in your sanctioned league will receive Player Handbooks containing these rules to be distributed by the League Operator. If the league has an operations handbook governing forfeiture and rules of conduct, a copy must be sent to the BCAPL.

9. All Men's/Mixed teams competing in the Open and Trophy Divisions of the BCA National and Canadian 8-Ball Championships must consist of at least 3 original team members. The 2 remaining players may come from any other team(s) within the League. All players must have played in a minimum of 8 full regularly scheduled league matches in the same league division over at least 8 calendar weeks during a sanctioned session. The 3 original members must have played 8 weeks on the same team. Women's Open and Trophy Teams, as well as all Master teams, are not required to meet the original team member requirements. The BCAPL Tournament Committee is the final authority on selection of Master teams, but any team with two or more Master-division players will automatically be placed in the Master Teams division.

10. All entries for the BCA National 8-Ball Championships (May 12-20, 2006) at the Riviera in Las Vegas must be post-marked or received by the BCA Pool League no later than March 27, 2006. Any entries postmarked between March 28 and April 10, 2006 must include a \$25 late fee.

11. Players competing at the BCA National Championships and the Canadian BCA Pool League Championships must follow all rules set by BCAPL and the tournament director (i.e. rules of play, dress code, conduct, etc.)

12. Final distribution of league prize money and/or prizes for the league are to be listed and sent to the BCAPL office.

13. The League Operator will notify the BCAPL office should any player be disqualified during the year from league play in writing. The BCAPL League & Program Department reserves the right to disqualify any player not in good standing in a local league from BCAPL-sanctioned tournament participation.

14. A league sanctioned with another recognized national league system other than the BCAPL may sanction with the BCAPL (dual sanction) as long as its intention is not to undermine the BCAPL national league system. In order to ensure that, the applicant for dual sanctioning may be required to offer a separate BCAPL-sanctioned league or division. Leagues with existing dual sanctioning may continue sanctioning annually with no restrictions on a consecutive year basis only.

The BCA Pool League will continue to reserve the right to accept dual sanctioning from any league it feels is sanctioning with BCAPL for the express purpose of offering its players extra benefits, and not for the purpose of undermining an existing BCAPL within its area of administration.

I have read the above statement, and I do agree to adhere to the rules and standards set forth in this application and in the BCA Pool League Operator manual. I shall to the best of my ability enforce these guidelines with the participants in my league. I understand that I am totally responsible for the fulfillment of all my league's obligations. Such obligations include but are not limited to: advertising, schedules of play, amounts of awards and prize monies, updating and posting weekly standings sheets, fulfilling sanction fee obligations to the BCAPL on a monthly basis, overseeing safety and security of league funds, notifying league participants of any material changes in the league, and generally fulfilling all obligations and responsibilities attendant thereto. I further recognize that all costs for the league are the full and exclusive responsibility of myself and the signed officers below. I specifically indemnify and hold harmless BCA Pool League, headquartered in Henderson, Nevada, and their employees and directors, of any responsibilities, costs and attorney fees, or obligations attendant to the administration of this pocket billiard league.

League President _____ Date _____ League Secretary _____ Date _____

League Operator Checklist

Initial Requirements



The criteria for league sanctioning is very simple as long as you adhere to the following guidelines:

- ♦ Any league requesting BCA Pool League sanction must consist of a minimum of 30 players and a minimum of 6 teams.
- ♦ Every player that has competed for at least one week in your BCAPL sanctioned league, regulars as well as substitutes of any kind, must be BCAPL sanctioned members.
- ♦ Leagues must ensure that all sanction fees and the completed sanction form with player roster are posted to the BCAPL before the FIFTH week of competition each session. For leagues beginning after January 1, March 1 is the absolute deadline for sanctioning your league.
- ♦ Leagues must pay the sanction fee for all players who have competed for one or more weeks in the league.
- ♦ You must include the following in your initial Sanctioning Packet:
 - Sanction Application
 - Sanction fees for all players
 - League Operator Checklist (signed and returned with application)
 - Signed Sanctioning Agreement
 - Read, understand and sign the League Operator Code of Ethics.
 - Team Roster, including:
 - ✓ League Name
 - ✓ Team Name
 - ✓ Names of all team members
 - ✓ Any players sanctioned through another BCAPL must be marked and the name of the league written next to their names.
 - ✓ Names and addresses of all players in your league.
 - Weekly Standings Sheets for all weeks already played
- ♦ Forms sent at least every four weeks:
 - Updates to Team Rosters
 - Sanction Fees (\$10.00/player) for all new players that joined since your last submission.
 - Weekly Standings Sheets for EACH week of play, including:
 - ✓ Name of the League and League Operator
 - ✓ Date of Standings
 - ✓ Full name of player, team name, number of weeks played, wins/losses, etc.
 - ✓ Do NOT send scoresheets
 - ✓ Do not fax your standings sheets

The above requirements must be met before the BCAPL will sanction your league. I have read and understand the requirements listed above.

League Operator Signature: _____ Date: _____



Initial Sanction Fee Computation

Number of Players in League _____
 LESS: Number of Players Already Sanctioned* _____
 EQUALS: Number of Players to be Sanctioned _____
 MULTIPLY BY: BCAPL Sanction Fee _____
 EQUALS: Sanctioning Fee Remitted** _____

Make checks payable to: BCA Pool League

* League Secretary must submit a separate list with the names and member numbers of all players already sanctioned through another league or division.

** All payments must be made in U.S. Funds

BCA Pool League League Operator Code of Ethics

Pledge

In matters of ethics League Operators of pool leagues sanctioned by the BCA Pool League (BCAPL) are required to be dedicated to the promotion of honest, fair and competitive pool leagues, and believing that honorable competition between players and other leagues is essential to the accomplishments of our common objectives do hereby pledge to abide by the following Code of Ethics.

Code of Ethics

- I. We shall not engage in illegal activity involving moral turpitude or in conduct involving dishonesty, fraud, deceit or misrepresentation.
- II. We shall not make a material false statement, nor deliberately fail to disclose a material requested fact, in connection with an application for sanctioning with the BCAPL.
- III. We shall at all times treat all players, other leagues and the public with dignity, respect and courtesy.
- IV. We shall always conduct ourselves and our league business in a fair and honest manner refraining at all times from conduct or practices that inhibit the expansion of pool leagues or that reflect discredit upon the sport, other BCAPL-sanctioned (or advertised as to be sanctioned) leagues or the BCAPL.
- V. We shall not engage in or permit any unauthorized use of the Association's name or logo or the unauthorized use of any other materials in which the BCAPL claims a proprietary interest.
- VI. We shall not misrepresent the existence or availability of BCAPL sanctioning for any league or player.

Affirmation

League Operators are bound to abide by the aforementioned Pledge and Code of Ethics for League Operators as a condition of sanctioning with the BCA Pool League, subject to the review of the BCAPL. The BCAPL reserves the right to deny any applicant, as well as revoke any sanctioned league from an operator that it deems, in its sole and absolute discretion, operates in an unfair or dishonest manner, inhibits the expansion of pool leagues, discredits the sport or other BCAPL-sanctioned leagues, discredits the BCAPL or operates to undermine the growth of the BCAPL league system by negligent, unethical or immoral behavior.

Sign: _____ Date: _____

Special Awards Package

Order Form

The BCA Pool League offers a complimentary set of special award pins for league operators to use as incentive for their league players. These awards include pins for special achievement and excellence. Additional pins may be purchased for \$3.00 each plus shipping & handling. See chart at right.

One free set of awards pins per sanctioned league year

- Yes! Please send me my FREE Awards Package
- Yes! I need to order extra pins at \$3.00 each
See order form at right.

Free Awards Package

Includes:

- MVP Pin (1)
- Most Break and Runs Pin (1)
- Most Table Runs Pin (1)
- League Champion Pin (7)
- League Runner Up Pin (7)

Choose One:

- Most 3 & 0s
- Most 4 & 0s
- Most 5 & 0s

PLEASE NOTE: Due to the expense of producing these items, we are unable to offer additional quantities of these items on a complimentary basis. Please take the time to review your needs, refer to the chart at right and place your order accordingly.

Check extra items needed in order box below		
Item	Extra Quantity Needed	Total \$ (Quantity x \$3.00)
League Operator Pin		\$
Most Valuable Player		\$
League Champion		\$
League Runner Up		\$
Most Break & Runs		\$
Most Table Runs		\$
Most 3 & 0s		\$
Most 4 & 0s		\$
Most 5 & 0s		\$
Break & Run		\$
Table Run		\$
3 & 0s		\$
4 & 0s		\$
5 & 0s		\$
		TOTAL
		* ADD SHIPPING
		GRAND TOTAL

*SHIPPING & HANDLING	
\$3 - \$20	\$5.00
\$20 - \$50	\$6.00
\$50 - OVER	\$7.00

League Name: _____

League #: _____

League Operator: _____

Shipping Address: _____

City/State/Zip: _____

Phone: _____

Fax: _____

Payment Method: Check Money Order Visa MasterCard

Credit Card #: _____

Expiration Date: _____

Cardholder's Name (printed as it appears on card): _____

Cardholder's Signature: _____

BCA Pool League Roster Sheet

(Please make copies of this page)

Team Captain: To ensure your players' eligibility for member benefits & discounts, please complete this form. Please type or print clearly.
Date of Birth: Include the month and day - the year is optional.

League: _____ State/Prov: _____

Date: _____ Team Name: _____

Captains Name:	
Address:	
City/State/Prov.	
Zip:	Phone:
Email:	Date of Birth:
Players Name:	
Address:	
City/State/Prov.	
Zip:	Phone:
Email:	Date of Birth:
Players Name:	
Address:	
City/State/Prov.	
Zip:	Phone:
Email:	Date of Birth:
Players Name:	
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