

**Chester County APA
Denise Ross, League Operator
564 Westfield Dr., New Holland, PA 17557
Email: denisemeighen@apaleagues.com
Website: Chesterco.apaleagues.com
(717) 368-5928**

Office Hours: Monday through Friday, 10:00 AM to 6:00 PM

CHESTER COUNTY APA BYLAWS Effective Summer 2025

We welcome your team to the American Poolplayers Association! In order for us to enhance your enjoyment and the service of the League, we must enforce Local Bylaws, which are designed to allow a smooth operation of the League. Read these Bylaws carefully and keep them with your Official Team Manual, both of which are also accessible in the APA app. Breaking these rules could cost you a playoff spot and a chance to advance to the World Qualifier or World Pool Championships. These Bylaws have been read and approved by the American Poolplayers Association. The Local Bylaws are a secondary source of information created in accordance with and in addition to the Official Team Manual. We reserve the right to amend these Bylaws as needed. Changes will be communicated to the Local League via email, text, Website post or FB Group post and in weekly envelopes to the Team Captains.

All players are governed by the rules and regulations of the APA, the Official Team Manual, and these Bylaws. Where there is a conflict between the Official Team Manual and these Bylaws, the Bylaws take precedence.

Office hours are Monday through Friday 10am – 6pm. If we are not available, please leave your name, phone number, and a brief message and your call or text will be returned as soon as possible.

The local website is also a great resource for information on Chester County APA. Local Stats, schedules, session information, and much more are available at chesterco.apaleagues.com. Please utilize this resource often as we continue to update and improve our website. And finally, poolplayers.com and creating your own membership account will give you the most up-to-date and accurate information.

START TIME

Both the home and visiting teams are provided with 1/2 hour of practice time on the match table prior to official start time. Be sure tavern management is aware of this policy. Play will begin even if only one player from the team is present. There is a 15-minute grace period before the first forfeit is called. Play must be continuous; otherwise forfeits can be awarded to the team with players present. Time allotted to put up next player is 2 minutes. If more than 1 home Team is playing, selection of table to be played on is first come first served basis. Some locations choose to create a schedule, but the League Office will not get involved with this issue. See the OTM for more info.

INCLEMENT WEATHER POLICY

During regular session, there may be a “state of emergency” issued or a snow emergency plan in effect in your area. It is the policy of Chester County APA that safety comes first. In the event that League Play is cancelled, Division Reps and Team Captains will be notified and, then it will be announced on our League Facebook page and Website Home Page. No team will be penalized if a player(s) cannot show or play due to severe weather conditions. A Captains phone list is included in the first 2 weeks paperwork of your team envelope. It is the Team Captains responsibility to reschedule matches and notify the League Office. Playoff matches affected by weather is separate from weekly play and will be handled between involved Teams and League Office only.

APA MEMBERSHIPS

APA player annual membership fees are due the first night a new player plays. APA charges us the fee even if a player only plays 1 game and quits. Do not allow anyone on your team to play until they have paid their fee. A Renewing Member must pay no later than week 4 of Spring Session. **Unpaid members will be dropped from the rosters after week 4 and any points**

earned may be removed. They may not play again until paid! They will also have to pay an additional \$5 to rejoin as there is a \$5 charge for late dues. No exceptions.

Only APA members are allowed to play in the League. **Applications with payment for each new member MUST be sent in the FIRST night they play.** We must receive this application the same week the new player plays. Any unpaid new member players that play will receive zero (0) points. The team will also lose their bonus point(s) for incorrect dues. New Players may also sign up online and pay their dues but must contact the league Office in order to be added to a Team after week 4 of any Session.

TEAM FEES

Team fees are \$45.00 per week and shall be paid for all scheduled matches, regardless of number of games played, including forfeits and division playoffs. Ladies is \$30, Masters is \$30. Any other formats introduced will have separate rules and Team fee Structures added via addendum or their own By-laws. No weekly fees are due for a scheduled bye week.

The League Office will not be responsible for cash, so we recommend fees be paid by check and payable to APA or Chester County APA. The visiting team is responsible for paperwork, including all monies, for both teams. At this time we do not offer Electronic payment, but be on the lookout as we continue to upgrade the Member experience.

Any team that falls two (2) consecutive weeks behind in paying their team fees will be notified. If the team does not become current upon receipt of the notice, it will be dropped from the League for non-payment. Any team that fails to pay their team fees in full for four (4) non-consecutive weeks during a League Year may be dropped from the League. If a team is dropped from the League for non-payment the amount due will be applied to individual team members and they will not be able to join any other team until their portion is paid. Teams that have an outstanding balance will not receive any session awards, cash payouts, advance to division playoffs, or advance to higher level events.

BONUS POINTS

Bonus points are just that – an extra benefit that cannot be taken for granted that it will be given every week. 2 points will be awarded in 8-Ball and 15 in 9-Ball each week, if the team complies with ALL of the following:

- a. Envelopes are dropped off and received as indicated in Captains Responsibilities section.
- b. All Monies/Fees are current. NO PAST DUES. This includes Membership Dues.
- c. Scoresheets are COMPLETELY filled out and legible or the Scorekeeping App is used.

Non-compliance WILL result in loss of bonus point(s). Be careful you do not lose your bonus points...they can “make or break” your position for Playoffs. If you need help with proper score keeping there are multiple videos available on YouTube explaining how to keep score both on paper and on the Scorekeeper App.

There are often other ways to earn bonus points offered throughout the Sessions. One way is to return the Pre-Registration form included in the Team envelope approximately 2 weeks before Session end. Only those physically returned will get bonus points added the 5th week of the next Session. Winning all the lags in Open Division and Ladies formats earn 1 Bonus point for 8-Ball and 5 points in 9-Ball.

CAPTAIN'S RESPONSIBILITIES

- 1) The Team Captain is responsible for the conduct of the team members and associates during League play. This may include but is not limited to language and behaviors that are offensive, vulgar or obscene. Any member not representing the best interest of the APA will be notified, and penalties may be applied. This is a fun League and we will not allow a few members to spoil it for everybody else.
- 2) In order to process the paperwork and have updated material back to the teams in a timely manner the following guidelines apply: If using the SKA (Score Keeping App), scores should be submitted no later than 12:00 noon the day following play. Envelopes should be dropped at one of the designated locations within 48 hours after the match. The visiting team is responsible for the pick-up and return of envelopes. If the envelopes are not received on time, the responsible (visiting) team may lose their bonus point(s).

- 3) Schedules are available on the Pool League App by the 1st night of play.. Captains are responsible for notifying their team members. Team Captains MUST be sure to keep phone numbers updated with the League Operator.
- 4) Due to teams adding and/or dropping, changes are sometimes necessary. Revised schedules are sent to teams via weekly envelopes, posted on the League Website and updated on the APA App. Text notification will be sent to the Captains if changes are made. Team Captains are responsible for informing their team members of any changes.
- 5) It is the Team Captain's responsibility to give an appropriate skill level to players stronger than the starting level.
 - a. Team Captains who bring in a "strong" pool player and purposely start them at a 3 or 4 can be penalized. This isn't fair to the teams that have to play them. If a Team Captain is unsure where to start a new player, consult the Division Rep or League Office to evaluate the new player.
 - b. If a player has an established skill level in one format, they must begin play in second format at that same skill level. EX: a skill level 5 in 8-Ball must also start as a 5 in 9-Ball.
 - c. If a player is playing in a League other than APA and has a higher rating they should begin APA at that level as well. They will adjust appropriately when enough matches have been played in APA.
 - d. If the player being added needs to be started at a higher skill level you may need to contact the League Office for assistance, or keep score on paper.
- 6) The Team Captain is responsible for making sure players are at least 18 years of age, as well as adhering to Location Policy for less than 21 years of age. Team Captain is also responsible for any players banned from a location. The team must play without him/her. The APA League has no right to insist a location admit any player.

BYES

Byes are worth 8 points in 8-Ball and 60 points in 9-Ball. No scoresheets need to be returned and no fees are due. Byes are not scored the first four weeks of any session.

- a. Late Joining Teams – During the first four weeks, teams entering late and filling in a 'bye' will play make-ups for weeks missed. No new team will be able to enter late if it creates a 'bye'. Should no teams be added, all "bye" points will be awarded in the 5th week. In newly formed divisions or divisions containing a bye the League Office may add teams to the division after the 4th week. Teams added in this manner will be awarded match points; 1 less in 8-Ball and 5 less in 9-Ball than last place. In all cases every attempt will be made to make up previous byes and the division schedule shall be adjusted to include the new team.
- b. Dropped Teams – Because it is particularly disruptive to the League for teams to drop out during the session, the following will be observed; a team that drops out during a session, after the 4th week, will be required to pay all past dues and the balance of all dues they would have owed had they completed the session and 2 week's fee deposit before they would be allowed to rejoin the League. A player who was on a team that dropped and wants to rejoin the League must pay their share before being reinstated. Dropped teams or any suspended player will forfeit all benefits, trophies, awards and prize money. If a team drops out before the session is over, matches played will stand. The Team Captain will not be reinstated until ALL monies owed by the Team are collected, as per the OTM.

FORFEITS

All forfeits will be scored according to the APA Official Team Manual.

A Team match will result in a forfeit if a player is not at the table and ready to begin within 15 minutes of the appointed time. Play must be continuous once match has started and teams will have 2 minutes to put up the next player.

Individual forfeits during weekly play are 2 points in 8-Ball and 15 points in 9-Ball. In Playoffs and Higher Level play forfeits are 3 points in 8 Ball and 20 points in 9 Ball.

Team Forfeits – If a team fails to show for a scheduled match during weekly play, the waiting team (providing 5 players are present) will receive 8 points in 8-Ball and 60 points 9-Ball. Bonus points will be awarded based upon meeting criteria in these Bylaws.

Teams that do not show up for two (2) consecutive weeks will be considered dropped from the League, Dropped Team policy will be in effect and a new schedule will be issued.

If a Team walks out in the middle of a match, or for some reason refuses to play, that team will forfeit all points unless the team discusses the situation with the League Office PRIOR TO leaving the location.

If a team forfeits any matches, it is still responsible for the full amount of weekly dues. Teams that forfeit 3 or more matches in the last week of play will NOT be eligible for the wild card draw. A team with more than 7 forfeits, (e.g., one full forfeit plus two individual forfeits), in any given session will not be allowed to play in the Playoffs or World Qualifier.

ROSTER CHANGES

No player may be added to or dropped from a qualified team after the fourth week of Spring Session unless that team wishes to give up their qualification. Players added in the first 4 weeks to a qualified team MUST still meet eligibility requirements in order to play in Playoffs or any APA Higher Level Tournaments. See Playoffs or WQ section for special requirements.

Teams may add or drop players from the roster at any time during the first 4 weeks of the session. Any changes must be made known to the opposing team captain **PRIOR** to the start of the first match. If using Scorekeeper App Player must be a paid APA Member. If using paper scoresheets to add a player, write their name on the score sheet and the word 'ADD' next to it. Write 'DROP' next to any players who are being dropped from the roster. After the 4th week the League Office must pre-approve players added and/or dropped from a team and the opposing team must be notified prior to the start of the first match.

When making any roster changes within the guidelines given, both the Team Captain and the player being dropped or added should notify the League Office.

RESCHEDULED MATCHES

- 1) Make-up or rescheduled matches should be played at the original scheduled location (unless otherwise agreed upon), within 3 weeks of the original scheduled match and prior to the last 2 weeks of session. If not, 0 points will be awarded to each team. Only current skill levels will be used in any make-up match.
- 2) If a match is to be rescheduled due to weather, the League Operator and the opposing Team Captain must be informed as well as the Host Location.
- 3) In the event of a location being temporarily closed, without electrical power, or table malfunction, the match should be moved to the Visiting Team Location, if available. If not available, then the match should be moved to a neutral location. Only if no location within the Division is available should the match be rescheduled and must follow guidelines of #1 above. Notify the League Office immediately of any Host Location issues.
- 4) The League Office must be notified of any rescheduled matches. No exceptions.
- 5) Home Team and Visiting Team will remain as appears on schedule for all practice and table choice issues.
- 6) Some scheduled dates of play may fall on National Holidays, such as Memorial Day, Labor Day and 4th of July. Teams will be allowed to reschedule without penalty. Matches can be played in advance by notifying the League Office and requesting the release of Scoresheets. If matches occur during Playoffs, minimal Teams will be affected and we will work with Team Schedules wherever possible.
- 7) In the event a Team is competing in an APA Championship Event, make-up matches MUST be scheduled PRIOR to said event. **Receiving forfeits are not an option. NO EXCEPTIONS.**

HOST LOCATION CLOSINGS/CHANGES

In the event a Host Location is temporarily closed or otherwise unavailable, follow guidelines in #3 under RESCHEDULED MATCHES. A team may not change their home location without the approval of the League Office. Any changes made without approval will result in loss of bonus and possible match points by the home team. The League Office must be notified immediately of a permanent closing of a Host Location by the home team. The League Office will assist the home team in finding a new Host Location. A team playing for a Host Location that permanently closes during the last 4 weeks of a session as well as playoffs, and does not have a new Host Location will become a "Road Team". A "Road Team" will play at their opponent's Host Location even if the "Road Team" is listed as the "Home Team" for that night of play, unless a replacement location is found.

The League Operator may refuse to permit or may suspend a location from hosting APA events if the facility fails to provide an appropriate environment and equipment for APA League Play. This decision is in the sole discretion of the League operator and Teams will be notified immediately if such actions become necessary. It is the Home Teams responsibility to report any Host Location issues.

ADDITIONAL LEAGUE POLICIES

- 1) **RECYCLING** - During the first 4 weeks of a session some teams are stabilizing their rosters. In the event a team does not have 5 players available for weekly league play, and **only in order to allow everyone present a chance to play and to avoid forfeits, a player may shoot twice**. This is referred to as **recycling** a player.
 - a. The opposing Team Captain must be notified prior to the first match and is the one to choose the recycled player. All players who have already played must be available as a choice for the recycled match as long as their Skill Level does not cause a 23-Rule violation.
 - b. There is no restriction on the Skill Level of the recycled player as long as there is no violation of the 23-Rule or the rule that allows no more than 2 Senior Skill Levels in a given match.
 - c. Exceptions for recycling a player may be made after the 4th week but is entirely at the discretion of the opposing Team Captain. The request to recycle must be made prior to the 1st match and must be decided on at that time. Teams cannot “wait and see” based on how the night is going.
 - d. Any team or player abusing this rule to gain a team or personal advantage may lose points and the privilege of any player shooting twice in the future.
 - e. **No team may ever have a player shoot twice during playoffs or tournament play.**
- 2) Equipment should be provided by the Host Location for League Play. This includes, but not limited to; tables, cue balls, racks, and racks of balls. Some teams prefer to use specialty cue balls. This is allowed, but both players must agree to its use. Remember this is not an “instruction” lesson. Some teams have a newer set of balls to use during League Play. This is also allowed as long as both teams can use any equipment to be used during the match in their allotted practice time. (Exception would obviously be personal cues and other personal items.) Magic Racks are allowed ONLY if both teams agree.
- 3) Marking the Pocket – It is not a loss of game to mark a pocket with chalk, however it is not recommended. Please refrain from using chalk, money, weapons and offensive material. Let common sense and Good Sportsmanship rule.
- 4) The average shot takes 20 seconds. Please be considerate of the time you take to shoot. Repeated slow play may result in Sportsmanship violations.
- 5) Please refer to your Official Team Manual for more details regarding League Play.

SANDBAGGING

Sandbagging is another term for cheating. It will not be tolerated in this League. Any allegations of a team or individual falsifying score sheets, urging a player to “throw” a match, run up innings, etc., will be investigated. Any team proven to be cheating will be subject to penalties handed down by the League Operator, which MAY include having their entire roster moved up 1 skill Level, or being dropped from the League.

Please refrain from using the term “sandbagger” during a match. It is not in the spirit of Good Sportsmanship to refer to your opponent as a cheater. If there are truly suspected issues with an individual or a Team, please notify the League Office in writing or phone/text.

TROPHIES and AWARDS

In Each Division individual trophies or plaques will be awarded to the Division Champions and a team plaque will be awarded to the Host Location.

Various patches and such are awarded throughout the League Year for certain accomplishments. (8-on-the-Break, 9-On-the-Snap, etc.) Make sure these are marked clearly on the score sheet for the player to receive a patch. When a player has played a minimum of 6 matches and is undefeated for the Session they will receive a plaque recognizing their accomplishment. As we continue to grow and add to the APA experience, additional recognition awards may be added.

Patches are awarded for the MVP each session, in each skill level bracket, per Division. The top 2 eligible MVPs from each Division per session, throughout that League Year shall receive an invitation to the Annual Chester County MVP Invitational, usually held during Summer Session. MVP must be a current paid APA member on an active team in order to retain eligibility and receive an invitation.

Teams advancing from the APA World Qualifier will receive travel assistance to participate in the APA’s World Pool Championships. This includes but may not be limited to airfare and room accommodations in Las Vegas. Chester County APA is an Amateur Pool League, and players compete locally throughout the League Year for an opportunity to win a slot at the APA World Pool Championship. This is not a cash payout League, either for teams or individuals. Other formats like Ladies, Jack &

Jill, Masters, Wheelchair and Scotch Doubles may also receive TA funds. Check with the League Office after World Qualifiers for more information on what will be covered.

DIVISION PLAYOFFS

In order to compete in Division Play-offs, a new player must play in at least six (6) matches in Fall and Spring, and four (4) matches in Summer, with Team of the current session. A veteran player must have played in at least four (4) matches on Team of the current session. Any rules specific to Playoffs will be included in the Team Envelope for the Playoff match. Already Qualified Teams are not exempt from Playoffs, and must play if in the top 3 or are the Wild Card. Playoffs are NOT considered Higher-Level Tournament. **ADDITIONAL CONDITIONS MUST BE MET FOR WORLD QUALIFIER ELIGIBILITY. PLEASE SEE REQUIREMENTS IN WORLD QUALIFIER SECTION.**

Number Of Teams In The Division (at the end of the session)	World Qualifier (WQ) Qualification Playoff Structure	Session Award Structure
<u>4-5</u> One Team Qualifies For The WQ	1 st Place vs Wildcard Winner Advances To WQ In a 4-team division, eligibility will not be passed to teams finishing directly behind an already qualified team in the Playoffs	Awards: Playoff Winner will receive the 1 st Place Session trophies
<u>6-11</u> One Team Qualifies For The WQ	1 st Place vs Wildcard 2 nd Place vs 3 rd Place Winner of each round 1 match will play in the Playoff Finals to determine who advances to the WQ	Awards: Playoff Winner will receive the 1 st Place Session trophies
<u>12-16</u> Two Teams Qualify For The WQ	Division Point Leader advances directly to the WQ 2 nd Place vs Wildcard 3 rd Place vs 4 th Place Winner of each round 1 match will play in the Playoff Finals to determine who advances to the WQ	Awards: Playoff Winner will receive the 1 st Place Session trophies. High Point leader will receive plaques.

In the event the Division Champions have already received a qualification for World Qualifier, the Team that comes in second place in playoffs will receive the qualification. This is only for Divisions of 6-16 teams. Divisions of 4-5 teams, eligibility will not be passed to teams finishing directly behind an already qualified team in the Playoffs.

In either format in the case of a tie in playoffs, the team winning 3 of the 5 matches will be declared the winner.

During Division Playoffs, visiting teams will pick-up the envelopes and the winning team will return them.

Any team having ANY monetary obligation or an outstanding balance will not compete in any Playoffs or Higher Level Tournament, including the World Qualifier, regardless of team standing. **NO EXCEPTIONS!**

APA WORLD QUALIFIERS:

World Qualifier **PLAYER REQUIREMENTS:** A player **MUST** have at least 10 actual League match scores in the format in which the player will be playing in the World Qualifier, i.e., ten (10) 8-Ball matches or ten (10) 9-Ball matches, by the end of the Spring Session. **PLEASE** keep this in mind as you play a new player in the Spring Session. All World Qualifier players **MUST** have played in at least 4 matches with their team during the Spring Session and be on that current Roster.

Once a team has qualified for the World Qualifier, it must remain active for the remainder of the League Year. A team that qualifies from the Summer session must continue to play during the Fall and Spring Sessions; a team that qualifies from the Fall Session must continue to play during the Spring Session. In order to maintain qualification, the team must retain at least four original members from the roster they qualified with. In addition, once a team qualifies, it must remain in the top 50% of its division's standings until the World Qualifier event or its participation will be subject to review and possible loss of qualification.

Each team qualifying for the World Qualifier may be required to provide a \$25 deposit/green fee prior to the event.

All players participating in the World Qualifier need to be able to produce a photo ID at the time of their matches. A Player may not be able to play without the required ID. All participating teams should refer to the Official Team Manual or your Higher Level Tournament packet for more detailed information.

SHOWDOWN SERIES EVENTS

The League Office may at times during the year offer the opportunity to its players to compete in local tournaments for qualification to other APA Showdown Series Events. Such tournaments may include but are not limited to Jack & Jill, Singles, Doubles, Ladies, Team Captain and Masters. Each qualified team **MAY** be eligible for a Travel Assistance package or other travel arrangements, which will be stated prior to the local qualifying event.