

CENTRAL VIRGINIA APA LOCAL BYLAWS 205-2026



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Introduction:

We would like to welcome you and your team to the American Poolplayers Association!

This document explains the structure of the League at a Local Level and should be used in conjunction with the Official Team Manual on the APA Member Services App and poolplayers.com. These Local Bylaws have been created for the smooth and efficient operation of the League. After all, the APA's motto is: **Have Fun. Meet People. Play Pool.®**

Please read these Local Bylaws carefully and keep them with the APA Official Team Manual for your reference. All Local Bylaws with dates prior to the revision date of this document are null and void.

Local League Office:

Office hours are M/T/W/F 9:00 a.m. until 5:00 p.m.. We are closed on Thursday. When leaving a message, please include your name, team name, phone number, and the reason for your call. We will return your call as soon as possible, usually within 24 hours. In an emergency, and only on your League night, you can contact your Division Rep (whose name and number appears on the top of your scoresheet, if your division has a Rep), between 7:00 p.m. and 10:00 p.m. Our office address is 1405 Westshire Lane, Henrico VA 23238. The National APA website is www.poolplayers.com.

Annual APA Membership Dues:

Refer to **Annual Membership Dues** under **Fees** in the League Structure section of the Official Team Manual. Membership dues must be paid, and an application received, the first time a player plays, or any points earned by the non-paid member will be lost. We will not apply partial membership dues or randomly select members to pay. You must pay annual dues in full and document in the fees section of the scoresheet whose dues are being paid. Any member of a team whose dues are not paid, and received by the Local League Office on time, by the fourth week, will be removed from the roster. **Note:** Week 4 means week 4 of the schedule – even if your team had a scheduled bye, forfeit, or rescheduled match. If you choose to pay your membership dues on line, they must be showing as paid in our national system when we process that division's week 4 sheets or your dues are not considered paid. We highly recommend you don't put yourself in this position and pay your dues early. If you were granted permission to add a player after the 4th week and did not pay the membership dues the week of addition, the same penalties will apply. Note that if you play on Thursday and Sunday, you must pay your dues on the night that reached your 4th week first to retain points earned. Any player(s) without a handicap, even if dues are paid, will be removed from your roster if they haven't played in the first 7 weeks. It is the Team Captain's responsibility to collect the membership dues. Once someone plays an APA match, the membership due is owed, even if the member decides to discontinue playing. The Team Captain will be solely responsible for payment to the League for any membership dues not paid by a member of their team! The Team Captain must cover those dues prior to their continued APA participation, in order to avoid penalties, or when requested by the League Office. In the unlikely event the Team Captain is no

longer a member of the team, the Co-Captain will then become responsible and would need to pay prior to continued participation to avoid penalties, or when requested by the Local League Office. If the entire team is no longer playing, responsibility for payment of membership dues will reside solely with the Team Captain at the time the team was playing.

Team Captains

Any Team Captain change must be provided to the Local League Office by the Team registration deadline, or prior to week one scoresheets being printed. After that, we will allow a change of Team Captains only if the Team Captain is no longer playing. In this event, the Team Captain will not be allowed to be added back to the roster and the new Team Captain will not be able to use that session's Team Captain status towards participation in any Team Captain Qualifiers. This rule is in place for those teams trying to change Team Captains in order to make them eligible for the Team Captain's Championship. We reserve the right to replace the Team Captain at any time during the session if we believe they are not handling duties adequately, including, but not limited to, late packets, arrears in dues, etc.

Scoresheets/Fees/Package Delivery/Package Pick up:

You are required to pick up your envelope each week, even if your team has a scheduled bye, as your packet may contain information from the League. It will contain your weekly scoresheet, which is considered to be your official scoresheet, as opposed to information found online through your Member Services. In most instances, packets will be delivered by 7:00 pm the evening prior to your match. In-house divisions that play at a packet drop-off location may not have packets delivered until the afternoon of their match. Standard weekly dues are currently \$42.00 (\$33.00 for Ladies). Packets, containing your full weekly dues and scoresheets, must be dropped in an official APA lock box (currently located at Tuckahoe Moose Lodge, Holiday Bowl, Diamond Billiards, and Murphy's Law) by 7:00 pm the evening following your match – even in the event of a reschedule. If you play in an in-house division (or Ladies) where a drop-box is present, you are required to drop your packet that evening to not be considered late. If you are using the scorekeeping app, your scoresheet must be submitted and fees Venmo'd by midnight on the evening you play. If your team paid weekly dues in advance, and has a team credit, you are still required to send your scoresheet to us as indicated, or via fax or email within two days

after your match, to not be considered late. These guidelines are still in effect for the final week of the session or if you have rescheduled a match. Points will be awarded for byes in the final week though your team will be marked as late and/or past due if your packet, containing the required dues, wasn't received on time. **Note:** We reserve the right to consider your team's winning Playoff match a loss if your packet, containing your scoresheet and all dues (including individual monies owed), is not postmarked and/or dropped on time, even if it is your team's first late! Both teams must pay full weekly dues even if all five matches (three for Ladies) aren't played! Each team is responsible for their own packet (scoresheet, fees and membership dues) even in the event their opponent has offered to drop off, or mail their packet for them. Teams playing on multiple nights of the week are required to mail or drop their packets separately (i.e. if you play on Monday and Tuesday, you cannot turn in your Monday information with your Tuesday packet as it will most likely be considered late). Penalties per session, for late information, are as follows:

1st offense:	No penalty
2nd offense:	A 3-point penalty in 8-Ball, plus \$15.00 A 15-point penalty in 9-Ball, plus \$15.00 A 1-point penalty in Ladies, plus \$15.00
3 or more:	A 4-point penalty in 8-Ball, plus \$30.00 A 30-point penalty in 9-Ball, plus \$30.00 A 2-point penalty in Ladies, plus \$30.00

If the team quits or was terminated by the Local League Office after week 4, all weekly dues (past, present and future) must be paid by the members listed on the roster at that time, prior to any further APA participation. In the unlikely event a location closes in the middle of the session, your team is still required to finish the session and we will do our best to find your team a suitable home location. If you choose not to finish the session, for any reason, all dues (past, present and future) must be paid by the members listed on the roster at that time, prior to any further APA participation. Each * next to your team name indicates the number of times your team has turned in a late packet during the session. Note that these penalties are guidelines. We do reserve the right to drop any team, or player, from continued APA League participation or activity, at any time,

at our sole discretion, if we perceive any problem with collection of dues, etc. In addition, we reserve the right to have your weekly League dues, or any monies owed us, collected in advance of any match, at our sole discretion. Monies owed the League (for weekly dues, fines, forfeits, byes, etc.) are team monies. This means that each player listed on the roster, at the time of these arrears, is equally responsible for their share (ex. total monies owed \$100.00, with 8 players on the roster at the time = \$12.50 owed by each teammate). Returned check fees (additional fees charged when checks are returned by someone's lender, for any reason), (currently \$35.00) are the responsibilities of the individual who wrote the check, or the team member that authorized the payment that was not collectable. Non-team members cannot write checks for team memberships, dues, fees, fines, etc., unless the League Operator granted prior permission. If a non-team member did so, and was not detected by our office before depositing and the check was returned or not collectable, the entire team will be responsible for the amount of the check and the returned check fees. Also, no company checks will be accepted unless a name on the check is that of a member of your team. No patches will be awarded to any member who owes money to the League, or whose team they are a member of, owes money to the League, until paid. If we find that your team is past due money as a result of a member, or members, of your team using League monies for gambling, tabs, etc., that person or persons may be immediately and indefinitely suspended from any and all APA play, activities and/or events!

Lost Envelopes and/or Fees:

The League is not responsible for lost envelopes and/or fees. Weekly fees should be made payable to the APA via check or money order. A \$35.00 fee will be charged for any individual checks, or other forms of payment, returned by your lender, for any reason. This fee, along with the original amount tendered, is generally listed on the scoresheet next to the player's name. This amount must be paid to the Local League Office before or on the same night as your next APA match (and received on time), or when requested by the League, in whatever form of payment requested. If not, any points the player owing money earned (for each week of the violation) will be deducted from their team. If the player owing money played, but didn't earn any points, penalties will still be assessed (2 points in 8-Ball and 10 points in 9-Ball). **Note:** These deductions will also apply to any player with money listed next to their name, for any reason (other than

membership dues, which have their own payment deadlines and penalties), if not paid as stated above. We will not accept checks from anyone who has had three checks returned by their bank in the same session for any reason, or at our sole discretion, for any reason. Money owed by a player affects all teams for which the player plays. If you question any amount owed by your team, or an individual player on your team, it must be done so the week that the money owed appears on the scoresheet, and during office hours. Any member owing money is ineligible to participate in or attend any APA events/activities until all owed monies are paid. Monies owed must be paid for when they appear (i.e. If you owe money and you play on a Tuesday and Thursday team, you must pay the money owed with your Tuesday envelope, not with your Thursday envelope).

Inclement Weather:

We generally do not cancel League as a whole. If we do, we will post such a notice on our Facebook and/or local website. So, when there is publicized warning of inclement weather, you can reschedule on a team-by-team basis, and communication between the two teams is important. Your opponent cannot take a forfeit if your team chooses to reschedule, provided you reach out to them to do so. There are additional guidelines that must also be followed (see **Rescheduling of Matches**). If your team is planning to attend League, we suggest that you contact your opponent to see if they are planning the same. Additionally, the teams should contact the Host Location to be sure they will be open for League play. If we are aware that a location will be closing as a result of poor weather, or otherwise, we will post that information on our Facebook group page.

Rescheduling of Matches:

Rescheduled matches can be played prior to the scheduled date or no later than one week after the scheduled date, unless other arrangements are cleared with the Local League Office and both teams must agree to reschedule. **Exceptions:** Week one of any session for new teams only, publicized warning of inclement weather or pre-scheduled APA functions, such as the local Tri-Cup, Vegas Cup, U.S. Amateur, Singles Regionals or any APA pre-scheduled event (locally or a Championship event) in which members of your team are participating. If your team was registered to play the upcoming session and missed week one, without contacting anyone in advance, your opponent is not required to play a make-up match. Additionally, you must play

all rescheduled matches at the originally scheduled Host Location unless approved by our office. The team requesting the rescheduling must 1) contact the Host Location where you were originally scheduled to play and let them know not to expect you, 2) arrange the reschedule date and time with the opposing team and Host Location and 3) immediately contact the Local League Office as to the date and time of the reschedule. As a courtesy to your opponent, please try to give ample notice when you want a match to be rescheduled. Please be aware that not all holidays, or local events, can or will be avoided during regular League play. Session schedules are passed out at the beginning of each session and should be adhered to. Teams added to a schedule may be given bye points or be required to reschedule. When rescheduling, players must play at their most current skill level (SL). To avoid potential penalties, you should contact our office, during office hours, to verify the SL for players when rescheduling. If you are required to reschedule a match, or have agreed to do so, in the unlikely event both teams cannot agree on the date and/or time to play, the Local League Office will determine the date and time. If neither team shows up, no one earns the points. If team A shows up & team B doesn't, team A will receive the points for the matches they could have played with those present as the Team Skill Level limit (the 23-Rule or 13-Rule for Ladies) is still in effect. **Note:** When rescheduling the session's final week match, it must first be cleared with our office and must be played prior to the original date, not after, unless our office granted special permission! It is generally considered good sportsmanlike behavior to accommodate a team wishing to reschedule, when at all possible. Only full matches can be rescheduled – not individual matches (special circumstances may apply and partial matches may be allowed to be rescheduled if prior permission was granted by our office). Playoff matches are scheduled as necessary to meet league deadlines and are not to be rescheduled unless absolutely necessary, agreed upon by both teams, and cleared with our office in advance. We reserve the right to consider any make-up matches a forfeit, for both teams, if the above rules were not followed. If you are qualified for the World Pool Championships and need to reschedule a match, it needs to be played before your attendance at the Championships, not after your return (unless approved in advance by the Local League Office).

Byes/Forfeits:

Your team will earn 8 points in 8-Ball, 60 points in 9-Ball, and 5 points in Ladies for all scheduled byes. Your team will earn 10 points in 8-Ball, 75 points in 9-Ball, and 6 points in Ladies for full team forfeits, and full weekly dues will be owed by both teams. Any team that forfeits 2 entire matches in one session, or notifies the Local League Office that they are folding their team, or discontinues playing in that division, or is terminated by the Local League Office, for any reason, will be removed from the schedule, when possible. In this event, a new schedule may be issued. Teams that already played the dropped team (provided a minimum of three individual matches were played) will retain their points earned, and full match dues collected will remain as such (i.e. no credit given as matches were already played). Matches where less than three individual matches were played will result in bye points being awarded. Additionally, any match played in the final week that did not have a minimum of three individual matches played will also result in bye points being awarded. Note that forfeits and/or byes will not count towards the number of scores needed for players to participate in Playoffs, Tri-Cups, etc. If the dropped team creates a second bye during the final four weeks of the session, the two teams that would now have byes will play each other, when possible. If, due to timing, or lack of knowledge of the situation, etc., the two teams having byes couldn't be scheduled to play each other by our office, bye points will be awarded to both teams. If a division already has a bye, and a 2nd bye is created in week one because a team is dropped, the two teams scheduled to have the byes will play each other, if we can notify them in time. Otherwise, the two teams having byes will receive bye points for week one and a new schedule will be issued. If you tell the opposing team that you will need to forfeit one match because you will not have the available players, or skill levels, and then someone for your team arrives, the opposing team has the option to play or accept the forfeit as was originally indicated. While we always prefer that matches are played and not forfeited, we also understand that a team may have allowed their members to leave because they didn't anticipate needing to them to play; based on the information they were given. During Playoffs, Tri-Annals and the Vegas Cup, an individual match forfeit in 9-Ball is 20-0, not 15-0. In 8-Ball, it is 3-0, not 2-0. No player who is suspended or owes money to the League (other than membership dues within the first four weeks) can be used for a forfeited match for the Team Skill Level Limit (23-Rule or 13-Rule for Ladies). If you do so, that individual match for your team will be forfeited. If the

forfeited match creates a double forfeit, neither team will be given points.

Team Skill Level Limit Rule:

This violation (23-Rule Open Division and 13-Rule in Ladies Division) cannot occur until the balls are broken in any of the matches that would violate the rule. Ex. you are throwing your third player in 8-Ball. To simplify this example for the 23-Rule, let's say this player makes your total points thrown equal 19. If you do not have two (2) eligible 2s listed on your roster, you are in violation of the 23-Rule. At any time after the balls are broken in this match, or any subsequent match, the 23-Rule has been violated (please also see section **Who Plays First & Order of Play and the Time Guidelines**). Regardless of whether or not either team notices the violation, the points will automatically be deducted by our system when the match is scored. Our system will also automatically enforce the penalty for when teams play more than two Senior Skill Levels (6 or above) in any match (8 or 9-Ball). This will keep teams from intentionally violating the rules.

Fouls:

Refer to Fouls in the Game Rules section of the Official Team Manual. Fouls must be called immediately! If a foul has occurred, but is not called during, or immediately after the shot that constituted the foul (ex. double-hit on the cue), there is no foul! So, you cannot let your opponent shoot the next shot and then call the foul on the previous shot. **Note:** It will be considered a foul if you make a legal hit on your ball, inadvertently move any object ball, and the cue ball then makes contact with any object ball you moved.

Game-Losing Situations:

If, as the shooter, you pocket the 8-ball or 9-ball, and alter the course of any remaining ball(s) on the table, prior to it (them) coming to a complete stop, and there was just cause to believe there could have been a scratch had the ball(s) not been touched or moved, it will be loss of game in 8-Ball or the 9-ball is spotted in 9-Ball). **Note:** This loss of game foul will not be granted if there is a general consensus that there was no potential for the cue ball to scratch! (Ex. a cue ball barely rolling in the center of the table when the opponent picked it up or collected the remaining balls on the table would not constitute this loss of

game foul. So, please exercise good judgment and sportsmanship!)

Close Hits:

Refer to Close Hits in the Game Rules section of the Official Team Manual. If you have a "close hit" or "double hit" situation, you must stop the shooter and get a referee (or anyone both teams agree upon) to watch the shot. If you don't, the call will generally go to the shooter. Once someone is called to watch the shot, their call is final, even if the players or teams still dispute the call. It is not a foul to use the 8-Ball in the middle of a combination to make a shot, even when the table is open, after the break. If, as the shooter, the cue ball is moved by no fault of your own (Ex. you were bumped into, a table light fell on it, etc.), this will not be considered a foul. The opponent will replace the cue ball as closely as possible to where it was prior to the contact.

Skill Levels/Scoresheets/Time-outs, etc.:

Players' skill levels will only be discussed with the player them self, or a member of our Handicap Review Committee (HRC), not with the Team Captains, or any other member. New players' starting skill level can only go up, not down, for their first three matches played. Regardless of your skill level, new players to either format of 8-Ball or 9-Ball will receive two time-outs for each game of their 1st ever APA match in that new format. Scoresheets are for tracking scores; additional concerns (skill level issues, matches played, missing awards, monies owed, etc.), should be addressed on separate paper or by contacting our office during business hours. Disregard for this may not only result in you not getting your questions answered, but in penalties that could include point deductions or other consequences. The player keeping score needs to place their initials next to the matches they scored. If either the shooter or the shooter's coach calls for (or suggests) a time-out, one must be taken. Most time-outs should not exceed one minute. If you're consistently over a minute, and the opposing team asks you to discontinue your time-out, you need to do so. A coaching time-out should be officially over when 1) the coach leaves the table and 2) the shooter assumes a shooting position. If both have happened and the shooter then asks for additional instruction, a 2nd time-out will have to be taken. If the shooter doesn't have another time-out, they should be informed as such, and no further instruction can be given, and it will not be considered a foul. Note that some shots do require lengthier coaching, and

this is acceptable! So, please exercise good judgment and sportsmanship! You joined this League to have fun and make friends, not enemies! Note that a player's turn at the table will be considered over when all balls have stopped rolling. Generally, we will correct errors in scorekeeping when the sheets differ due to simple errors (individual scores agree, but totals were added wrong, or scores are reversed because they were listed next to the wrong team number, etc.). However, we do reserve the right to accept incorrect scores that have been agreed to and received by both teams, generally because neither team knew how to score it, or because we were unable to decipher the scoresheet(s). Ex. Team A is ahead 8-4 going into the 5th match and, we find out later, had a player present for the final match of 8-Ball (within the 23-Rule). Team B did not have a 5th player. Neither sheet has a players' name written in the 5th spot to receive credit for the forfeit, nor has written 2-0 for that match. Both teams' sheets are signed, and received, indicating that the final match score was 8-4. Though the score should have been 10-4 in favor of team A, the score may remain as 8-4. In another example, if both teams turned in their scoresheets agreeing to a 15-0 forfeit during Playoffs vs. 20-0, that score may stand as well even though the winner may have been different had the match been scored correctly! So, be sure you know how to score a match and that you check both sheets before providing your signature and sending us your sheet! We do reserve the right to not score a match (therefore not awarding either team any points) if neither teams' sheet was received on time, or was incomplete/illegible upon receipt. Even if you have split matches/tables, and the opposing team was scoring a particular match, your team is still responsible for clearly documenting all match scores, etc. so that they can be recorded (players' #'s, innings, etc.). As proper scorekeeping is essential to the success of our handicapping system, we reserve the right, at our sole discretion, to take whatever steps are necessary to ensure teams are keeping score and completing scoresheets properly. This could include skill levels being raised, points being deducted, etc.

Adding players/Points/Number of Matches Played/Schedules:

Teams can make necessary changes to their rosters during the first 4 weeks of play. You must notify the opposing team prior to starting the match of any additions to your roster. If you do not, any added players are ineligible to play unless both teams agree to allow it. When adding an existing member to your team, you must verify the skill level with the Local League Office, during

office hours; to be sure you play the player at the correct rating. If you play someone lower than what their current SL is, any points earned by that player will be lost - the opponent will not receive those lost points, but will retain any points they actually earned. If you played someone lower than their current SL and it caused your team to violate the 23-rule (13-rule in Ladies), you will lose points as stated for those particular violations. If you play someone higher than their current SL, that match will stand as scored. Players (including new players) might still be able to be added to the roster in weeks 5, 6 and 7, but only with prior approval from the League Office, during office hours. Established players might still be able to be added to the roster in weeks 8 and 9, but only with prior approval from the Local League Office, during office hours & only if the players have at least 10 scores (in that particular format of 8-Ball or 9-Ball). Post week 9, and prior to the final 4 weeks of the session, no more than 2 players can be added to the roster, and can only be added with prior approval from the Local League Office, during office hours, and only if the players have at least 20 scores (in that particular format of 8-Ball or 9-Ball). No player can be added to a team with only 4 weeks remaining in the session - they would have had to have been added prior to that. If you did not contact the Local League Office, during office hours, to get approval for adding players after week 4 and play them, the matches will be forfeited, even if the opposing team agreed to allow the addition(s). **Exception:** If you left us a phone message, or email, during office hours but we were unable to get back with you in time. You are however still responsible for playing players at the correct skill levels. So, if the skill level wasn't verified, you may not want to play them. When contacting the Local League Office for additions after week 4, the permission is granted on a one-week basis. Ex. If you call to add a new or existing player, in week 6, that permission is granted for week 6 only. If you did not properly add, or pay membership dues, for the player who was approved by us, you would need to contact the Local League Office again for approval in subsequent weeks. Additionally, penalties will apply for playing a non-paid member (see **Annual APA Membership Dues**). Eligibility of players for HLT's, including Tri-Annals, must be addressed with the Local League Office, during office hours, prior to the event. Any questions regarding team points, number of matches played for players, whether or not a players' membership dues are paid, missing patches, etc., must be questioned the week of the supposed error, not later. We reserve the right to disallow a team to join any

session if they weren't registered by our publicized deadline, or want to join after that session has started.

Age Requirements/Player's and Captain's Responsibilities:

The National APA League allows players 18 and over to participate in the APA; however, most Host Locations in our area require patrons to be over the age of 21. Central Virginia APA will allow participation of 18-20 year-olds provided those members, and their Team Captain, contact us for important information prior to their participation in the **Central Virginia APA**. Regardless of age, all APA members are required to abide by any and all rules, including age restrictions, as designated by the Host Location in which you are competing. If a player is found to be under the age of 18, that player will be removed from your roster, and any points that player earned for your team will be lost and awarded to your opponent. The Team Captain should read all correspondence (including the message center on the scoresheet), and relay it to their teammates. Yet, it is the responsibility of every APA member to be familiar with and understand all APA rules/Local Bylaws, etc. It is also the responsibility of every APA member to notify the Local League Office of any misconduct or cheating by other APA members. Any rulings or decisions made by us will be in effect and enforceable even if not printed in the current bylaws or Official Team Manual, provided notification was given. We reserve the right, at our sole discretion, to remove from the Team Captain position; any player we believe is not acting professionally, responsibly, or in the best interest of their teammates or our League. Please note that not providing a signature on a scoresheet does not mean the match will not stand.

Playing on Two Tables/Table Size Divisions/Table Time:

The following information also applies to Playoffs, unless otherwise noted. Teams are not obligated to play on two tables until the required time, refer to **Splitting Matches** in the General Rules section of the Official Team Manual. Once teams have split to two tables, play must then be continuous on both tables, regardless of which one is available. If both teams agree to split to two tables, prior to Official Team Manual requirements, this is allowed and play must then be continuous, on both tables, regardless of which one is available. If both teams agree, prior to the start of the entire match, to complete the match on only one table, you can do so, provided the location allows that. When teams that play on different table sizes meet during the session,

the home team will have the table size advantage. Teams will continue their session on the same size table as was declared the first night of play (**Exception:** If for some reason your table size is made unavailable to you due to no fault of your own). Teams are required to indicate the table size the match was played on where designated on your scoresheet. Additionally, standard APA League play should not take place on pro-cut tables (sometimes referred to as triple-shimmed) tables unless the Local League Office granted prior permission. It should be recognized that different locations within our area address table time individually. Some locations choose not to charge any table time for our matches, and we are certainly appreciative of that. When locations do charge table time, the following guidelines have been established: \$13.00/team/match will be collected by the Host Location (so, \$26.00/team for Double Jeopardy), regardless of whether you are granted one or two tables for regular league or two or three tables for Double Jeopardy. Receiving additional tables on a League night is not a requirement, but rather a bonus for which players should be thankful and appreciative.

Determining Who Will Play/Throws/Time Needed to Shoot:

Refer to **Who Plays First & Order of Play** in the General Rules section of the Official Team Manual. If team A has the responsibility of declaring, or throwing, a player first, once team B has verbalized a throw or opponent in response, only team B can alter that choice. Teams will play the match as initially thrown, unless both teams agree to change, or team A may face a sportsmanship violation. During weekly League play, Playoffs and Tri-Cups, teams cannot throw a player in any match other than the last one if that player is not present. Once the declared players have lagged, neither team can change their throw, unless again, both teams agree to do so. **Exception:** Either team can change their throw, even after the lag, but before breaking the rack (legally or not), if either team realizes that they're thrown player will cause them to exceed the Team Skill Level Limit rule. Note that in this instance, if the team that threw 1st was the one to realize their violation, they could change their throw which would then allow the opponent to change theirs as well. Breaking the rack is what will officially constitute the Team Skill Level Limit rule being broken. If the players have broken the balls and the violation is realized, the two teams can agree amongst themselves to re-throw players that will keep them within the Team Skill Level Limit rule if they so choose and this would certainly be considered good sportsmanship. Teams

should take no longer than a minute to determine their throw. If the one-minute mark is exceeded, please ask the team to throw immediately. Once play has begun, the average shot time should take no longer than 20 seconds, unless it's a more difficult shot which would allow the player a maximum of 45 seconds. If the 20-second guideline is continually exceeded, this violation must first be brought to the attention of the shooter, in a sportsmanlike manner, as a warning. After the warning, and another time violation, the shooter can be placed on time (via one watch, clock, etc.). Exceeding the 45-second mark now would constitute a sportsmanship violation. The shooter must be notified if they are on a clock, and one member from each team should sit together to monitor the timepiece being used. If one member from each team is not present, agree upon a bystander to monitor the time. If the players are the only two people left in the room, work it out! The 15-minute grace period to start a match only applies if no player is present. If one player is present at match time, that player will be thrown first and play will be continuous.

Dress Code:

During regular League, we expect our players to be respectful of vulgarities, symbols, or anything else that other members or non-members might find to be disrespectful to the League, or in general. Additionally, we reserve the right to enforce a dress code, at our discretion, at all APA events and activities. So, please be cautious not to wear extremely low-cut shirts, shorts, or wife-beater t-shirts, for example.

Patches/Awards:

To earn the following weekly patches (8-on -the-Break, 8 Break & Run, 9-on-the-Snap, 9 Break & Run), the award must be clearly marked on the award-winners' scoresheet, in the spot designated for such; the week it was earned (without exception), and the scoresheet must be received on time. Only one patch and pin (of those listed above) will be awarded per person per session – patch for the 1st time earned and a pin for the 2nd. Our office will be responsible for tracking all other awards, such as: The Clean Sweep (five patches awarded to the players who won all 5 matches in 8-Ball with no forfeits), the Team Sweep (five patches awarded to the players who won all 5 matches in 9-Ball with no forfeits), Shutout (a 20-0 win in 9-Ball), Mini Slams (8 Break and 8 Break & Run in same session when you only play 8-Ball or 9 on the Snap and 9 Break & Run in same session when you only play

9-Ball), and the Grand Slam (8 Break, 8 Break & Run, 9 on the Snap and 9 Break & Run in the same session when playing both formats). Players cannot earn the Mini Slam if they play in both formats. Additionally, players can earn the I Beat a 7 (you must be a skill level 4 or below in 8-Ball and win against a skill level 7) and the I Beat a 9 (you must be a skill level 5 or below and win against a skill level 9). Though there is no official place on the scoresheet to mark some of the awards, teams are required to indicate that they were earned on the scoresheet, in the fees section. If you earned an award, and didn't receive it the following week (even if you had a bye), you must contact our office (or send a note in your packet, on separate paper) that week! If it was earned, clearly marked, and not received, we will gladly get it to you. If earned, but the above guidelines weren't followed, you can purchase the patch for \$3.00, or the pin for \$4.00!

Headsets/I Pods/Cell Phones/Smoking:

In accordance with the Championship rules, we will not allow headsets to be worn during Higher Level Tournaments. However, during weekly League, if the opponents agree to allow each other to wear headsets, it will be allowed provided it's not too loud and one ear is in and the other out. If, at any time, any APA member playing a match in that Host Location, whether on one of the two teams involved, or on other teams, asks that it be removed, it must be. Without exception, they will not be allowed at Playoffs, HLTs, or local events that qualify you for a Championship tournament. As a courtesy to your opponents, please keep cell phones on silent mode during League play and avoid talking on the phone during your individual matches. Also, players involved in a match should not be taking smoke breaks.

Injury Rule:

If a player is injured or becomes ill during a match and cannot finish, the match will be forfeited. However, if both teams agree to re-throw that individual match with available players (still within the Team Skill Level Limit rule), that is not only acceptable, but encouraged, as it shows great sportsmanship. A player who is physically unable to break due to a medical condition may pass the break to the opponent, but only with prior approval from Local League Management. Such occurrences should be marked as a Defensive Shot and an inning where appropriate. Players are not allowed to have a teammate

break for them. Refer to **Breaking** in the Game Rules section of the Official Team Manual.

Unfinished Matches:

Any unfinished matches on a League night, due to length of play, or not finishing before a location closed, etc., will be considered a forfeit by both teams, regardless of what an individual score might have been. If matches weren't able to be concluded for other reasons, you should contact our office for consideration for completion at a later date.

Jumping Balls/Equipment:

You can switch from the cue you are shooting the match with to another full-length cue to attempt a legal jump shot provided that the cue you are switching to is, or can be, used to also shoot the majority of shots in a game. You cannot switch to a specialty cue designed strictly for jumping, period. So, if the cue you are switching to has a phenolic tip, for example, it is not allowed to be used for jumping, even if you would use it to shoot an entire game of pool. Additionally, no cue can be broken down to attempt a jump shot. We reserve the right to determine what cue is acceptable for use in attempting a jump shot.

Double Jeopardy (DJ) Divisions:

DJ means teams have the opportunity to play both APA 8-Ball and APA 9-Ball in the same evening. Qualification to Tri-Cups, dues, etc., is the same as if you were playing 8-Ball on Tuesday and 9-Ball on Sunday, for example. When available, there will be three pool tables used for DJ matches, though only two are required. The winner of the coin toss will designate which team throws first in both 8 and 9-Ball. The home team will designate one table for 8-Ball, a 2nd for 9-Ball and the 3rd (if available) for the practice table. Unless both teams agree to wait until later to utilize the practice table for match play, the following guidelines have been established for DJ. The practice table will be conceded for match play as soon as the 1st 8-Ball or 9-Ball match has concluded, or one hour after the scheduled match start time, whichever comes first, when there are three tables available. If the first 9-Ball match finishes before the 1st 8-Ball match, then the practice table would be used for the next 9-Ball match. From then on, the 8-Ball table will be used for 8-Ball matches, the 9-Ball table for 9-Ball matches, and the 3rd (practice) table, if available, will be used for whichever format is further behind in match play at the time. If you are only granted two tables for

Double Jeopardy, the open table should be used for whichever format is the furthest behind. Match play will be continuous in both formats. Teams will throw according to which table finished first. Additionally, teams cannot throw a player for one match that is, at the time of the initial throw, already participating in another, unless both teams agree to wait, as this could be part of the teams' strategy. Additionally, no player will be allowed to play two matches at once (8-Ball on one table and 9-Ball on the other whether in regular League or our HLTs). These guidelines are in place to eliminate disputes; however, the two teams involved, provided they are both in agreement, can establish acceptable alterations to this format during regular League play. Teams will begin 8 and 9-Ball play on both tables at match time when only two tables are available. When playing at Bowlero locations (or other locations that close early), when there are three tables available for play, you will throw on all three tables at match time, and play will be continuous on all three tables. When DJ teams qualify both formats to the Playoffs, and might be scheduled to play one format in one location and the other format in a different location, we reserve the right to schedule the teams where necessary and this information will be posted on our website. This might eliminate a teams' home field advantage, but obviously a team can't be in two places at once.

Ladies/Divisions:

All other League rules will apply to the Ladies Divisions unless stated here. We will allow teams to have ONE full team reschedule/session if needed and granted by the opponent. To do so, you must confirm with the opposing team, location, and us. Additionally, the reschedule MUST be played at the original location and done within two weeks! So, if Team A requests a reschedule with Teams B and C, Team A will not be able to reschedule a match for the remainder of the Session, but Teams B and C would still have their reschedules available, if needed. Ladies teams will be able to add/drop throughout the session (without our prior approval), but once a player is dropped, they cannot be added back to your team for that session! The five players listed on your roster heading into the final four weeks of the Session (two dates of play) will be the roster that you would advance with to post-session play and beyond. The only rescheduling exceptions will be 1) If we schedule Ladies on a date that conflicts with another APA event in which you have more than one player participating. In this event, the opponent will be required to work out a reschedule date with you and the Local League Office, and 2) The League

reschedules all matches due to inclement weather, etc. If the final week of League is scheduled in conflict with another APA event or there is inclement weather on the final week, we will address those situations as they arise. In order to be eligible to participate in Playoffs, each player must have played 4 times with their team that session. Each player must also have a minimum of ten (10) 8-Ball scores (within the past year) to participate in the Vegas Cup. If your team qualifies to the Vegas Cup, your team must play each subsequent session since qualifying (if we run more than one session), with a minimum of 3 original members from the qualifying team. All players advancing to the Championships must be participating on a Summer 8-Ball roster. Full dues will be collected for both round one and the finals.

Singles Qualifiers/Special Tournaments:

As an APA member, you are responsible to know the rules and eligibility requirements for your participation in any and all APA formats, events, tournaments, etc. If you participated, but were ineligible to do so, those scores will remain in your record, affecting your handicap, but cannot be used towards the number of scores required for eligibility to participate in APA tournaments or events. We reserve the right to disallow participation in any APA event if a player owes money to the League or is a member of a team that owes money to the League. As a Tournament Director, you must follow all rules and submit the participant's money as submitted to you for their participation in such events, within the required time frame. When events take place at a Host Location with an official APA lock box, you must "drop" all tournament information and money received the day of the event, or be held responsible for it.

Local Playoffs:

Local Playoffs will be scheduled as necessary in order to meet League deadlines. Playoff locations and table sizes will be determined by the order of finish during the regular session, unless scheduled at one location where only one table size is available. The Playoff schedule will be (based on your division ending the session with the following number of teams):

- 4 teams/division will send the Playoff winner to the Tri-Cup (1st vs an eligible wild card) **Note:** In a 4-team division, entry into the Tri-Cup will not be passed to teams finishing directly behind an already qualified team in the Playoffs

- 5-6 teams/division will send the Playoff winner(s) to the Tri-Cup (1st vs. an eligible wild card and 2nd vs. 3rd during round one of the Playoffs - the winners meet in the finals)
- 7-16 teams/division will send the total point winner and the Playoff winner to the Tri-Cup (2nd vs. an eligible wild card and 3rd vs. 4th during round one of the Playoffs - the winners meet in the finals)

In the event the total point winner from the 7-16 team divisions cannot attend the Tri-Cup, no runner-up total point winner will advance. Each player on your team must have played 4 times with your team during the session in order to participate in Playoffs. Local Playoff scores will count towards the 7 (Tri-Cups) or 10 (Vegas Cup) scores needed for Higher Level Tournaments. We reserve the right to consider your team's winning Playoff match a loss if your packet, containing your scoresheet and all dues (including individual monies owed), is not postmarked and/or dropped or submitted on time, even if it's your team's first late. In addition to regular fines for lates, an additional \$25.00 will be charged for all late Playoff information. Full dues are required for both rounds of the Playoffs. Both teams are responsible for these amounts, even if there was a team forfeit.

Tie-Breaking Procedure:

Ties will be broken according to the procedure as outlined in the Official Team Manual. If teams met only once during the session and the result was a tie, the winner will be the team that won three of the five individual matches. When teams are tied that never met during the session, the winner will be the team that earned the most points for the final 4 weeks of the session they each actually played matches (no bye's or entire team forfeits). If still tied, and to meet time constraints, a coin toss will be used to determine the winner(s).

Tri-Cups/Higher Level Tournaments (HLT's)/Wild Card Tournaments:

Tri-Cup and Wild Card Tournament schedules (and information on any fees that might be owed), can only be found by visiting our website prior to the event. In order to participate in a Tri-Cup, each player must have 10 scores (or 7 – see exception) overall (lifetime in APA), of which 4 were with their team during the session. **Exception:** New players can participate in the Summer and Fall Tri-Cups with 7 scores if they are on a team with 4 or

more new members (no 8-Ball scores if playing 8-Ball, or no 9-Ball scores if playing 9-Ball). The next session's scores would also count towards the 7 or 10 needed (when the Tri-Cup is scheduled into the next session). **Exception:** Upcoming Summer Session scores will not count towards those needed for the prior Spring Session Tri-Cup, as the Spring Session is the end of the League year. Players must have a minimum of 10 scores, of which 4 were with their team during the session, by the end of the regular Spring Session, including Playoffs, to participate in the Spring Tri-Cup. Any players who do not meet the individual requirements will be ineligible to play and cannot be used for the 23-Rule (13-Rule in Ladies). Teams cannot throw a player for one match that is, at the time of the initial throw, already participating in another. All teams in the Tri-Cup will receive money. For a team to receive any Tri-Cup money, at least one eligible member of the qualified team must show up and play a full match! We also reserve the right to 1) not issue payment to any Tri-Cup teams that owe our office money or 2) deduct the amount owed our office from any Tri-Cup money earned.

Wild Card Draws:

To be considered eligible for a wild card draw into the Playoffs or the Wild Card Tournament (if offered), teams must meet the following criteria:

- No more than 5 individual match forfeits during the session.
- No entire team forfeits during the last two weeks of the session.
- All dues, individual and team, for the session in which the draw is taking place, must be paid (current) prior to the draw for that division (i.e. If individual or team money is owed us from a Tuesday team, everything owed must be paid before the Tuesday wild card draw is conducted. So, the money owed can't be paid on a team playing later in the week to be considered eligible for a draw that takes place for a team that plays earlier in the week.).

Note: For draws into the Wild Card Tournament, two more criteria must be met: 1) By the final week of the current session, or prior to the draw, your team must already be registered for, or already participating in the next session with at least four returning players. **Exception:** Any Spring Session wild card teams drawn are not currently required to be playing in the

Summer Session. 2) Your team cannot have had an entire team forfeit during the Playoffs! No team will be eligible for a Vegas Cup wild card draw, when applicable, if they did not have at least one team member play a full match during the Tri-Cup from which that draw is taking place. Additionally, as there is currently no Tri-Cup for the Ladies division, to be eligible for the wild card to the Playoffs in the Ladies Division, your team must be registered for the upcoming session (if more than one is offered) by the final week of the session currently being played, with at least three returning members. Divisions with 12 or more teams playing at the end of a session are guaranteed a wild card from their division into the Wild Card Tournament, provided the criteria is met to be eligible, and provided we hold a Wild Card Tournament that session. If there are more divisions with 12 teams than available spots in the Wild Card Tournament, a draw will be conducted. Any remaining wild cards are selected from all eligible teams that have not already qualified for the Tri-Cup. If your team confirmed your attendance to a Wild Card Tournament and then was a no-show, each member of your team will be equally responsible for any entry fee. Additionally, this could make your team ineligible for future Wild Card Tournament draws. Note that there is no prize money paid out in the Wild Card Tournament though we will qualify wild card teams into the Vegas Cup (number of qualified teams is dependent upon the number of teams in the tournament and the number we need to fill the Vegas Cup bracket). If a team qualified for the Vegas Cup from the Summer Tri-Cup and re-qualifies for it in the Fall, we may need to draw a wild card team for the Vegas Cup in order to fill a pre-determined bracket size. In that event, for example, the wild card will be drawn from all eligible Fall Tri-Cup teams that finished in the runner-up position(s) of the qualifying bracket(s).

Qualified Vegas Cup and Spring Tri-Cup Teams:

See Official Team Manual regarding adding of players to qualified teams and Higher Level Tournament (HLT) restrictions on adding players. **Note: Once your team becomes Vegas Cup qualified, you cannot add any player to your roster that doesn't already have 20 scores in the format for which your team is qualified.** If your team is qualified for the Vegas Cup or Spring Session Tri-Cup (meaning you have the potential to qualify for the Vegas Cup), every member of your team that does not have at least 20 scores, in that particular format, must be playing in the upcoming Summer Session, even if on a different team.

Additionally, once you have qualified for the Vegas Cup – or a Tri-Cup, meaning you have the potential to qualify for the Vegas Cup – you cannot change your team name until the start of the next League year (Summer Session). If Team A and Team B have four common players participating in a session, and team A qualifies for the Vegas Cup, Team A will be the advancing team. If they don't meet the criteria, Team B cannot replace them as the qualified team just because they had four common players to Team A. To maintain eligibility, the team must be participating in each session since qualifying with a minimum of four original members from the qualifying team. **Note:** The rosters of Vegas Cup qualified teams are frozen (no drops or additions) once the 4th week of the Spring Session has passed (even if your team has a bye, forfeit, or rescheduled). If your team qualified from the Fall Tri-Cup to the Vegas Cup and the Fall Tri-Cup took place after the 4th week of the Spring Session, your rosters are frozen the moment you became qualified! So, you should have your rosters finalized before entering the Tri-Cup, as again, no roster changes will be allowed for Vegas Cup qualified teams after the 4th week in Spring. As a courtesy, you will be allowed to add back any dropped players **prior** to the week 5 start date, with permission from the Local League Office, during office hours, without losing your teams' eligibility.

Travel Assistance Fund:

Only teams qualifying for, and competing in, any Championship event(s), will receive the travel fund designated for such event(s). Any 8-Ball or 9-Ball teams that qualify for the Championship event that don't participate in their respective event, for any reason, will forfeit their rights to this money (travel fund). **To clarify:** To collect, and retain, any travel fund monies, at least one eligible member of the qualified team must participate in the Championship event in which their team is qualified! Otherwise, all eligible members of that qualified team will be responsible for their equal share of 100% reimbursement to the League, to include all travel fund monies paid to (or for) that team, entry fees, court costs, etc., within 10 days of the League's request for reimbursement. Other players/teams qualifying for Showdown Series Championship events (currently: Jack & Jill, 8-Ball Doubles, 9-Ball Doubles, Wheelchair, Ladies, Masters or Team Captains) will be subject to the same criteria indicated above.

Sportsmanship:

The integrity of the APA is not only based on handicapping, but on the appropriate behavior of our membership. We will not tolerate sandbagging or continued poor sportsmanship. Problems such as verbal abuse, profanity, physical contact, and any other sportsmanship issues (relative to Host Location staff/customers, APA members, non-members, or the League Operators and their staff, acting representatives, tournament directors, etc.) will be addressed. It is important that those ladies and gentlemen, who cannot act appropriately, or ensure their guests act as such, adjust their behavior or risk penalties to include being suspended from the League. Though we do realize that sportsmanship issues may be subjective in nature, we reserve the right to determine it, or any disruptive behavior, and the penalties for such, at our sole discretion. Some examples of poor sportsmanship for continued behavior by an individual or team could include: being late for a League match, not picking up the team packet and scoresheet, not keeping score for your team on your sheet, neglecting to mark defensive shots or submitting incomplete scoresheets to the League, accusing opponents of cheating or sandbagging (usually when they have a good game), continually talking on your cell phone during your League match, taking smoke breaks during your match, etc. Players are also subject to penalties if they are found to be cheating or have knowledge of others cheating that they do not report to the Local League Office. "Sharking" is also not tolerated in our League. Examples of "sharking" could be breaking down your cue stick when your opponent is shooting (usually on the game-winning shot), standing in the line of your opponent's shot, or making comments, noises, etc. during your opponent's turn at the table. Verbal abuse may consist of name-calling, threats, profanity, or any language that could be considered harassing or embarrassing. Physical contact is the hostile physical contact between any persons (bumping, shoving, pushing, etc.). To file a sportsmanship complaint of any nature against an APA member, or team, you are required to submit a written letter, or email, to the Local League Office on separate paper (not on your scoresheet).

If, as an APA member, you are involved in inappropriate physical contact with anyone, for any reason, when that encounter was a result of your initial presence for any APA sanctioned or sponsored event, your APA membership is suspended immediately and without question! The Local

League Office will then determine the length of the suspension and/or any other appropriate action, as they deem appropriate. Note that suspension includes participation in all APA League play, as well as participation or inclusion in any other APA related event, tournament or activity. Suspended players will not have the privilege to coach their team, “throw,” keep score, etc. until, and if, the suspension is lifted. Inappropriate behavior, under these same conditions, but not involving physical contact, will be handled on a case by case basis to determine sportsmanship violations or suspension.

**Central Virginia APA Local Bylaws
Dawn Buchanan and Marguerite Rueger
League Operators**

Have Fun. Meet People. Play Pool.®

Helpful Hints:

- 1) It's your day or night out – have fun!
- 2) Treat others as you want to be treated!
- 3) Having a problem? Refer to #'s 1 & 2
- 4) Still having a problem? Refer to #'s 1 & 2
- 5) List contact info for all your players here: