



## LOCAL BYLAWS

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 [Central Colorado APA](#)

 [CCOAPA Poolplayers](#)

### **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.

## Section 1: Local League Information

### Age Requirements

You must be 18 years of age or older to compete in Central Colorado APA. It is the Team Captain's responsibility to contact each Host Location Owner within their Division and notify them that they have someone on the team that is under the Age of "21 YRS" and request permission for these players to compete in their establishment during League Play.

### Office Hours

League Office hours are Monday through Friday, 12 PM to 8 PM. If no one is available to take your call, please leave a message, including your phone number and your call will be returned as soon as possible. You may also email: [bcaldwell@apaleagues.com](mailto:bcaldwell@apaleagues.com)

### Website

Our website address is [cco.apaleagues.com](http://cco.apaleagues.com).

This website allows you to:

- a) Get the latest up to date information on Playoffs, tournaments or any other Central Colorado APA events.
- b) Set up your Member Services Account to:
  - View schedules, team rosters, standings and individual records for your division; and
  - View your lifetime APA statistics, including win percentage, tournament history, On the Breaks, Break and Runs, etc.

In addition, we also have a Facebook page at <https://www.facebook.com/CentralColoradoAPA> where you can view and share pictures of tournaments, get updates about the League and chat with fellow APA members.

If you have not already done so, please join our online community by signing up for a Member Services Account and following us on Facebook today.

**Even if you don't sign up for your Member Services Account, please make sure we have your email address on file.** All announcements are made first online and through our email mailing list. Having an email address on file can keep you from missing out on valuable information! The website and email are the Local League Office's most efficient communication tools. They help to ensure that you get the most out of your experience and keep you up to speed on what is happening at all times, be it upcoming Playoff match locations, wild card picks, tournaments or any other information you and your team need to know about the League.

### Team Captain Responsibilities

- To ensure appropriate conduct of the team and team associates during league play. Profanity, name calling, shouting or physical assault, will not be tolerated and may result in a member or the entire team being dropped from the League.
- To make sure the scoresheets are complete, accurate, and legible and that both Team Captains have signed them.
- Collect all fees due from team members, including League dues and/or annual membership dues. Cash or checks are acceptable forms of payment. If you choose to send cash, you do so at your

own risk! You must complete the “Fees Section” at the bottom left-hand corner of your scoresheet.

- It is the responsibility of the Team Captain to drop off the team packet in an APA designated drop box no later than 7:00 pm the day following the match, unless other arrangements have been made with League Office. If you as the Team Captain place the packet and your trust in someone else, you will still be held responsible. Bonus points may be at risk if packets are not timely returned.
- Have your team at designated match location at the scheduled start time. The 15-minute forfeit rule will be strictly adhered to. Team matches may begin with as little as one (1) member present. Play will be continuous once started.
- Distribute information from the League Office to all members of the team.

### **Division Representative Responsibilities**

Division Representatives (Division Reps) are appointed by the League Operator. He or she is a person that has played in the League for a long time, is a person of integrity and is well respected by League members. Division Reps are your primary point of contact for questions about rules and other general inquiries about their division. They make sure that League information and notices are distributed and understood by their players. They are a spokesperson for their division and ensure that all concerns, queries and questions from the division are addressed. They carry a rule book on League nights and are available to answer any questions when necessary. The Division Rep will call the League Operator on a League night if deemed necessary. You will find your Division Rep’s phone number on each scoresheet.

### **Team Fees**

8-Ball, 9-Ball (5-Person)	\$40
Ladies (3-Person)	\$30
Double Jeopardy	\$80
Masters	\$30
Doubles	\$20

Team fees identified above are due regardless of the number of matches played, including forfeits and Playoffs. If you are paying by check, please make your check payable to APA. There will be a charge up to **\$20** for any returned checks plus loss of bonus points.

No weekly League fees are due for scheduled byes.

Any teams that are dropped as a result of nonpayment will result in the players on those teams marked as ineligible until nonpayment is resolved with League Office.

Any team owing fees to the League Office at the end of the regular session will be held out of the Playoffs and all upper-level play regardless of standings.

Bonus points will be at risk until past due balance is paid.

### **Team Envelopes**

Unless otherwise instructed, the team envelopes will be delivered to the Host Location that you are playing at. After the match is concluded, envelopes with completed scoresheets and dues should be dropped off at one of the drop box locations no later than 7:00 pm the day following the match, unless other arrangements have been made with the League Office. If the scoresheets and team fees are not in the drop box by 7:00 p.m. your team will not receive any bonus points for that week.

A list of drop box locations will be provided with your envelopes on the first night to play and will also be posted on the Local League Website.

### **Bonus Points**

Your team will receive 5 bonus points if **all** of the following occur:

- Innings are filled in for every game.
- The winner and loser of every game is marked with the number of racks won.
- The final match score is filled in.
- Scoresheet is signed by both teams.
- All fees are up to date.
- No abusive comments are written.

Remember these are bonus points that are awarded at the sole discretion of the Local League Office.

Keeping current with your weekly fees is important. If you fall behind in payments, you may risk more than your bonus points. You may lose your place in the Playoffs and/or the opportunity to compete in tournaments.

At the beginning of the Spring session, if a team has played a player and that player's annual membership dues have not been paid by WEEK FOUR, all matches played by that player may be forfeited and 20 bonus points (5 for each of the first four weeks) may be deducted from the team's total.

### **Past Due Procedures**

1. **First Week Past Due:** "PAST DUE" will be stamped on both scoresheets.
2. **Second Week Past Due:** "FINAL NOTICE" will be stamped over the top of the roster names/member numbers on both scoresheets for the past due team.
3. **Third Week Past Due:** The TEAM CAPTAIN will be made **INACTIVE** on scoresheet
4. **Fourth and Final Week Past Due:** Team name will be changed to "**Team Dropped Due to Non-Pay**" on the scoresheet.

### **Late Penalties**

Any teams that fall behind in paying their team dues will receive a FINAL NOTICE on their next scoresheet and points will be taken away. Additionally, the Team Captain (and other players) may be marked ineligible to play by being made INACTIVE on the team. If payment is not received at this time the team will be given notification that they will be dropped from the League for non-payment. If the fees are not brought current by third week or arrangements made to pay the past due balance, the team will be dropped. All players on the team will become equally responsible for the fees that are due, including fees for the remainder of the session, and will not be permitted to rejoin until their portion is paid.

### **Patches**

Patches are available for the following accomplishments:

- 8-on-the-Break: You make the 8-ball on the break.
- 9-on-the-Snap: You make the 9-ball on the break.
- Shutout: You win 20-0 in 9-Ball.
- Mini Slam: 8-on-the-Break and 8-Break-and-Run **or** 9-on-the-Snap and 9-Break-and-Run on the same League night. Not available during tournament play. One patch per session will be awarded.

- Grand Slam: *Earning an 8-Ball Mini Slam and a 9-Ball Mini Slam within the same session.*

If you wish to receive a patch for an accomplishment, make sure it is marked in the appropriate section on your scoresheet.

Patches are awarded the week after they are earned and will be included in your team envelope.

### **Masters/Ladies/Doubles Format**

- Anyone participating in “Masters”, “Ladies”, or “Doubles” Divisions only, and not active on any 5-Person “23-Team”, will not be allowed to play in any Handicapped Tournaments outside of the “Masters”, “Ladies”, or “Doubles” Divisions, unless formally stated otherwise.
- Masters teams may carry up to four (4) members on the Roster.
- Ladies teams may carry up to five (5) members on the Roster.
- Doubles teams must carry two (2) members on the Roster. Players must be active on “23-Team” in the same format as their Doubles Team.
- For Masters Divisions, jump cues are allowed. Note that some Host Locations do not allow jumping.

## **Section 2: Local League Play**

### **Add/Drop Players**

**TEAMS QUALIFIED FOR THE WORLD QUALIFIER CANNOT MAKE ANY CHANGES TO THE SPRING ROSTER AFTER WEEK 4. NO EXCEPTIONS.** Teams not qualified for the World Qualifier may add or drop players through the first four (4) weeks of the session. With League Office approval, after Week 4, Teams may add or drop players during the session up until four (4) weeks remain in the session.

### **Bye Weeks**

Some divisions will have an odd number of teams, so one team each week will not have a match. In this instance, the team shall be given the following points for the week (those points include the bonus points a team would have received if all the paperwork was correct):

- 8-Ball 13 Points (8 Bye Points + 5 Bonus Points)
- 9-Ball 65 Points (60 Bye Points + 5 Bonus Points)
- Ladies (3 Person) 10 Points (5 Bye Points + 5 Bonus Points)
- Masters 20 Points (15 Bye Points + 5 Bonus Points)
- Doubles (8-Ball) 7 Points (2 Bye Points + 5 Bonus Points)
- Doubles (9-Ball) 17 Points (12 Bye Points + 5 Bonus Points)

Teams do not need to submit paperwork or fees for bye weeks.

### **Match Points**

- Team Skill Level Limit Rule (23-Rule): If a team violates the “23-Rule”, they will lose all match points for the night. Their opponent will receive all points actually won plus two (2) points for 8-Ball and twelve (12) points for 9-Ball for each subsequent individual match following the violation. However, the five (5) bonus points will be awarded based on the criteria listed above.

- Teams Joining Late: If the League Office adds a new team to the division after Week One (1), the new team will be issued the same number of points as the last place team in the division that has played every week.

### **Rescheduling Matches**

On occasion, usually due to inclement weather, a match may need to be rescheduled. No player or team will ever be forced or required to drive in adverse weather conditions. If you plan to reschedule a match, you must notify the League Office. Please use the following procedure:

- Contact the Team Captain of the team you plan to reschedule with and notify them of your intent to reschedule. Give as much notice as possible.
- If requested to do so, Team Captains must reschedule matches if the team has other League obligations, such as a Tri-Annual Qualifier or APA World Pool Championship.

Rescheduled matches must be played within two weeks of the original scheduled match date. No make-up matches will be allowed in the last two weeks of the session. Exceptions with special conditions may be made by the League Office.

### **Playback Rule (or Replay Rule)**

- The playback rule is allowed for Masters, Ladies, and “23-Team” Divisions.
- “23-Team” Divisions: If only four (4) players are available to play, one of those players is allowed to play a second match. If the Replay Team cannot play the players that are present without violating the Team Skill Level Limit rule, the Replay Team can use the Replay Rule.
- In order to NOT violate the Team Skill Level Limit rule, a team must show that prior to utilizing a playback, that they would not violate the 23-rule using their current roster and had all of the players been present, they would have had the ability to field 23 after playing their first four players.
- Do TWO tests for the 23 rule. #1: Add up the people actually playing, including the replay player - eg.  $5+5+7+3+3=23$  #2 Add up the players a second time... but this time do NOT use the replay player twice... use the replay player ONCE and then the lowest player on the roster who is not present (the player the replay player is playing for)  $5+5+7+3+4=24$  BOTH of these must add up to 23 or under, otherwise you are violating the Team Skill Level Limit rule. Masters and Ladies Divisions: If only two (2) players are available to play, one of those players is allowed to play a second match. If the Replay Team cannot play the players that are present without violating the Team Skill Level Limit rule, the Replay Team can use the Replay Rule.
- Playback rule is not allowed the last two (2) weeks of the session. Playback Rule is also not allowed in Playoffs or Tournament play. With regards to Ladies divisions, the last “two weeks” of the session occur on the same date, due to the monthly format.
- The Replay Team’s need to invoke the Replay Rule is not the result of a player being sent home and/or made unavailable. Attempts to take advantage of the Replay Rule should be reported to the League Office.
- The Replay Team notifies their opponent of the need to use / or potential need to use the Replay Rule **prior to the start of the 4th individual match**. The opposing team must allow the replay; they cannot demand the Replay Team forfeit a match.
- The opposing team gets to pick which player from the other team will be the Replay Player. The opposing team can pick any player present except those whose play would cause the Replay Team to violate the Team Skill Level Limit rule. All players who have already played must be available as a choice for the “replay” match. If both teams need to invoke the Playback Rule, each team will designate their own player to replay.

- The “replay” must be played as the last match of the night.
- A maximum of one player per format may be utilized for playback as long as the above criteria is met.

### **Forfeits**

Teams’ matches will be started on time with as little as one (1) player. **Once started, play must be continuous.**

Double Jeopardy: A player can only play one match (8-Ball or 9-Ball) at a time.

If the opposing team does not show up for any team match or contact the opposing Team Captain, a minimum of 4 hours prior to the match, they will receive zero (0) points and will owe the full League fees for their team. If a full team of five players fail to show for a match, the opposing team is awarded forfeit points.

A full team forfeit in 8-Ball will be worth ten (10) Points + five (5) Bonus Points. A full team forfeit in 9-Ball will be worth sixty (60) Points + five (5) Bonus Points.

An individual forfeited match in 8-Ball is worth two (2) Points during regular session play and three (3) Points during Playoffs. An individual forfeited match in 9- Ball is worth twelve (12) Points during regular session play and twenty (20) Points during Playoffs.

Individual forfeited match in Masters is worth five (5) points during the regular session and seven (7) points during Playoffs.

Both teams are responsible for the full League dues for any week in which one or multiple matches are forfeited.

### **TEAMS MAY LOSE “HIGHER LEVEL TOURNAMENT ELIGIBILITY INCLUDING PLAYOFFS” IF:**

- They forfeit eight (8) or more individual matches during the session.
- The League Office, for any other reason such as past due fees owed, sportsmanship, handicapping violation, etc., deems them ineligible. Any team that has a packet missing will be held out of the Playoffs if the problem is not resolved by the Playoff deadline.

### **Inclement Weather**

The Local League Office will use school closings, state warnings, and host location closures to determine whether matches will be cancelled and rescheduled due to inclement weather. Team Captains will be notified of any host location closures with instructions to reschedule the match with their opponent. In the event that league has not been cancelled and your team believes that it is necessary to reschedule the match, please reach out to the league office to obtain contact information for your opponents to reschedule the match. Most important, ***please be safe*** and do not risk injury if you feel the travel conditions are unsafe.

### **Teams in Default**

Any team that does not show up for its match for two consecutive weeks will be deemed to be in default and will be dropped from the division.

Additionally, any team that has not paid their League fees for two consecutive weeks can be dropped from the Division. Teams who have failed to pay their League fees for two consecutive weeks will be notified

of the past due status. If their account is not made current in a timely manner, the team will be deemed in default and may be dropped from the division.

Teams that are in default are still responsible for paying their team fees for the remainder of the session. Each member of the defaulting team will be responsible for paying their share of the team fees owed. The defaulting team's players will be suspended from the League until their portion of the fees is paid. The Local League Office has the right to assign different portions of the outstanding fees to individual players as it deems appropriate. If your team has a player that is past due on your roster, you will receive no points for that person's match (even if they win) and no bonus points for any week they play while their fees are past due.

### **Time-Outs**

No time-outs allowed during Masters World Qualifier, or Masters Playoffs. During regular league play, Masters players are permitted one time-out per rack.

### **Earphones**

You are not permitted to wear earphones of any type during Playoffs, Tri-Annual Qualifier, World Qualifier, or any Tournament play. This includes ear buds, headphones, headsets, Bluetooth devices, etc. Hearing aids and non-electronic earplugs are allowed. Earphones are permissible during regular league play.

### **Cell Phone and Smart Watch Use**

Cell phone and smartwatch use is prohibited while a player is taking their turn at the table during Playoffs, Tri-Annual Qualifier, World Qualifier, or Tournament play

## **Section 3: Sportsmanship and Conduct**

### **Etiquette**

The rules of any given game may vary but there is one rule that applies for all games: "GOOD SPORTSMANSHIP". It is not whether you or your team wins or loses, it's how you play the game, having pride in yourself, and respect for your opponent is more important than winning itself. A win with good sportsmanship is "sweeter" than a victory by "sharking an opponent." Pool shooters with "class" have the dignity to accept their victories or losses with grace, goodwill, and decorum. It is the mark of good character to be able to control emotions and not let them control you. The example you set inevitably will be followed by some, possibly many of the players you will encounter in your lifetime.

Your reputation among your fellow players can suffer, as can your own game, when you lose control of your temper. Don't throw and risk breaking that valuable cue stick. Instead promise to practice that shot, until it becomes as automatic as your stroke.

Accept your victory in good taste when your opponent scratches on the 8-ball or pockets it out of tum. Your mark in the win column is due to their misfortune...not your brilliant display of shooting skills. Practice of the "golden rule" is always proper. Remember how it felt the last time "YOU" scratched on the 8-ball and there was cheering.

Any team or player found guilty of throwing matches will be suspended and must request a hearing before being reinstated.



Please report all unsportsmanlike behavior or sandbagging to the League Office. Verbally harassing players will not be tolerated. If you feel someone is cheating, write a note to the League Office, and don't make comments during League play.

**Comments on Scoresheets**

All concerns should be written on the scoresheet in a courteous and professional manner. This will guarantee that your concern is considered, documented and addressed. Abusive language directed at the League or the League Operator will not be tolerated on the scoresheets. Abusive comments or complaints are considered unsportsmanlike and will be treated appropriately.

**Banned Players**

If a Host Location has banned a player from entering their establishment, the team must play without them when playing at that location. The League does not have the right to require a Host Location to permit access to a banned person for a League match.

**Suspended Players**

If one of your players shows up on the scoresheet with wording “call League Office” next to their name, and you allow that player to shoot without first clearing the problem with the League Office, you will lose your “Bonus Points” and that match will be forfeited to your opponent. This is a problem between the individual, their team, and the League Office. It is not a concern with the opposing team.

Central Colorado APA will honor any suspensions from all APA areas.

**Section 4: Local League Playoffs and Tournaments**

**Division Playoffs / Tri-Annual Qualifier Eligibility**

In order for a player to play in the Division Playoffs, Tri-Annual and/or World Qualifier, the player must have played a minimum of four (4) matches during that Session.

The winners of the playoffs qualify for the end-of-session tournament called the Tri-Annual Qualifier. The top teams from the Tri-Annual Qualifier advance to the World Qualifier.

The Wild Card is a team drawn at random from all teams in the divisions. The purpose of the Wild Card is to prevent teams from “giving up” towards the end of the session as it keeps every team alive until the final week. In order to qualify for the Wild Card, a team must be fully paid up with all their session dues and have no more than five (5) forfeits during the session.

NOTE: A team cannot forfeit more than three (3) individual matches within the last 2 weeks of regular weekly play or more than eight (8) individual matches through the session. Teams who do not adhere to this rule will forfeit eligibility into playoffs.

The following table outlines the Session qualification and playoff structure:

Number of Teams In the Division (last week of regular play)	World Qualifier (WQ) Qualification Playoff Structure	Session Award Structure
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<p style="text-align: center;"><b>4-5</b></p> <p style="text-align: center;">One Team Qualifies For Tri-Annual</p>	<p style="text-align: center;">1<sup>st</sup> Place vs Wildcard Winner Advances to Tri-Annual</p> <p style="text-align: center;">In a 4-team division, eligibility will not be passed to teams finishing directly behind an already qualified team in the Playoffs</p>	<p style="text-align: center;">Awards:</p> <p style="text-align: center;">Top Point Finisher will receive the 1<sup>st</sup> Place Session trophies</p>
<p style="text-align: center;"><b>6-7</b></p> <p style="text-align: center;">Two Teams Qualify For Tri-Annual</p>	<p style="text-align: center;">Division Point Leader advances directly to Tri-Annual</p> <p style="text-align: center;">2<sup>nd</sup> Place vs Wildcard Winner advances to Tri-Annual</p>	<p style="text-align: center;">Awards:</p> <p style="text-align: center;">Top Point Finisher will receive the 1<sup>st</sup> Place Session trophies</p>
<p style="text-align: center;"><b>8-11</b></p> <p style="text-align: center;">Three Teams Qualify For Tri-Annual</p>	<p style="text-align: center;">Division Point Leader advances directly to Tri-Annual</p> <p style="text-align: center;">2<sup>nd</sup> Place vs Wildcard 3<sup>rd</sup> Place vs 4<sup>th</sup> Place Both winners advance to Tri-Annual</p>	<p style="text-align: center;">Awards:</p> <p style="text-align: center;">Top Point Finisher will receive the 1<sup>st</sup> Place Session trophies</p>
<p style="text-align: center;"><b>12-16</b></p> <p style="text-align: center;">Four Teams Qualify For Tri-Annual</p>	<p style="text-align: center;">Division Point Leader advances directly to Tri-Annual</p> <p style="text-align: center;">2<sup>nd</sup> Place advances directly to Tri-Annual</p> <p style="text-align: center;">3<sup>rd</sup> Place vs Wildcard 4<sup>th</sup> Place vs 5<sup>th</sup> Place All winners advance to Tri-Annual</p>	<p style="text-align: center;">Awards:</p> <p style="text-align: center;">Top Point Finisher will receive the 1<sup>st</sup> Place Session trophies</p>

Playoffs will be scheduled on corresponding League nights.

**In order for a player to advance to higher-level play, which begins with the World Qualifier, they must meet certain criteria, as listed below:**

- You must have a handicap based on at least ten (10) actual League match scores in the format in which you are participating, i.e., 8-Ball or 9-Ball. These scores include matches shot during regular weekly play, Playoffs and Tri-Annual Qualifiers. These scores must be attained by the end of the Spring Session.
- You must advance with the highest handicap of the two:
  - Session-ending handicap you had from the time your team qualified, through the Spring Session-ending handicap. Highest session-ending must also be based on ten (10) actual League match scores, or Current Handicap (if higher).
- In addition to the above, to be considered a full-fledged member of a team eligible to go to the World Qualifier and the APA World Pool Championship, a player must have played at least four (4) times with that team during the Spring Session.
- You must maintain current APA membership status.
- You must be on a team that has at least four (4) original members from the session your team earned its qualification.
- You must have either joined an already qualified team or been a member of a team that qualified at one of our Tri-Annual Qualifiers.
- Special annual World Qualifier events, such as 8-Ball Doubles, 9-Ball Doubles, Jack & Jill, Team Captains, must meet requirements as set out by the American Poolplayers Association.

- Members listed on your roster that meet the above criteria at the end of the Spring Session are the only players that may participate at the “World Qualifier” and, should your team advance to the APA World Pool Championships, players that were dropped from your team roster will not be allowed to participate.
- Masters Championships eligibility will be based upon the same criteria listed above. Each player must play a minimum of four matches during the Fall Session on the qualifying team. Additionally, they must have ten (10) matches played over the last year which can be a combination of 8-Ball format, 9-Ball format, or Masters Division.

### **Trophies**

End of session awards will be given during the Tri-Annual Qualifier Tournaments.

### **World Qualifier**

The World Qualifier is an annual tournament that takes place at the end of the League year in which the winning team(s) receive Travel Assistance to Las Vegas and the opportunity to represent your Central Colorado APA in the APA World Pool Championships.

- Teams that qualify for the World Qualifiers must remain active in the Central Colorado APA to retain their qualified status, including the Summer Session after winning the World Qualifier.
- All qualified teams must finish in the top half of their division in all subsequent sessions prior to the World Qualifier or risk heavy scrutiny and/or the loss of their qualified status.
- The Travel Assistance Fund will be used for those teams advancing to the APA World Pool Championships. If a team chooses not to go to this event, the slot and the Travel Assistance will be given to the last team eliminated by the non-attending team on their World Qualifier board.

\*A maximum of 24 teams will participate in the 8-Ball World Qualifier:

\***Summer**- 8 teams from the Tri-Annual

\***Fall**- 8 teams from the Tri-Annual

\***Spring**- 8 teams from the Tri-Annual

\*A maximum of 21 teams will participate in the 9-Ball World Qualifier:

\***Summer**- 7 teams from the Tri-Annual

\***Fall**- 7 teams from the Tri-Annual

\***Spring**- 7 teams from the Tri-Annual

\*subject to change based on team count

### **Tournament Miscellaneous**

You must be current with all fees owed to the League to participate in any League tournament. If you have amounts past due, dollar signs (\$\$) will be placed next to your name on your scoresheet, and you will not be allowed to play a match until the past due money is current. If a team plays a player owing money all points earned by the player will be forfeited.

**GOOD LUCK and GOOD SHOOTING!**