



## LOCAL BYLAWS

Cynthia Phillips, League Operator

Office: 510-886-POOL (7665)

Cell: 254-743-8760

Email: [cphillips@apaleagues.com](mailto:cphillips@apaleagues.com)

Website: <http://heartofthebay.apaleagues.com>

Facebook: <https://www.facebook.com/heartofthebayapa>

### Introduction

We would like to welcome 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 your Official Team Manual provided by the APA. These bylaws have been created for the smooth and efficient operation of the League. After all, the **APA is all about having fun, meeting people, and playing pool!**

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

## Section 1: Getting Started

### Age Requirements

You must be 18 years of age or older to compete in Heart of the Bay APA, with the exception of the Juniors Division, which is open to children ages 7 through 18.

### Office Hours

League Office hours are Monday through Friday, 11AM to 3 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.

### Website

Our website address is <http://heartofthebay.apaleagues.com>.

This website allows you to:

- a) Get the latest up to date information on playoffs, tournaments or any other Heart Of The Bay 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 your <https://www.facebook.com/heartofthebayapa> where you can view and share pictures of tournaments, get updates about the League and chat with fellow APA members. You can also follow us on Twitter and Instagram @heartofthebayapa.

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 Fees

Weekly dues for teams are \$50 per week, per match played.\* Full Team Fees must be paid for playoff matches, replays, and forfeits. Team fees must be paid in full prior to the Wild Card Draw or the team will not be eligible for the draw. Weekly dues will be paid using Member Services or PayPal. The PayPal email address is [hotbaypaypal@apaleagues.com](mailto:hotbaypaypal@apaleagues.com) or [hotbaypaypal@gmail.com](mailto:hotbaypaypal@gmail.com). Weekly dues not paid prior to your next scheduled weekly match will result in loss of all match and bonus points earned. \*Weekly dues for Sunday teams are \$45 per week, per match played. Weekly dues for teams in the Ladies Only 8-ball division are \$35 per week, per match played.

### Double Jeopardy Teams

Double Jeopardy is playing both 8-Ball and 9-Ball on the same league night in the same location with the same team. To qualify as a double jeopardy team, the second team in the opposite format must consist of at least 5 common players.

### Scoresheets and Bonus Points

Download scoresheets using the Member Services website or App. Email completed scoresheets to [hotbayscoresheets@gmail.com](mailto:hotbayscoresheets@gmail.com) within 24 hours of the scheduled match.

## **Scorekeeping**

The abbreviations to be used on scoresheets are

- **8OB** - 8 on the Break;
- **8BR** - 8 Break And Run;
- **8WP** - 8 Wrong Pocket;
- **8OT** - 8 Out Of Turn;
- **SO8** - Scratch On 8;
- **9OB** - 9 On The Break;
- **9BR** - 9 Break And Run.

## **Bonus Points**

Your team will receive 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
- Final match score is filled in
- Scoresheet is signed by both teams
- All fees are up to date
- No abusive comments are written
- Sportsmanship ratings are filled in

The bonus points awarded will be as follows:

- **8-Ball - 5 Possible Bonus Points**
  - 1 point will be awarded for the entire weekly fee being paid and the team being current on all fees due.
  - 1 point will be awarded for legible, accurate, and complete scoresheets.
  - 1 point will be awarded for the entire weekly fee being paid **within 24 hours**.
  - 1 point will be awarded for the scoresheets being emailed **within 24 hours**.
  - 1 point will be awarded if the sportsmanship ratings filled in.
- **9-Ball - 15 Possible Bonus Points**
  - 6 points will be awarded for the entire weekly fee being paid and the team being current on all fees due.
  - 6 points will be awarded for legible, accurate, and complete scoresheets.
  - 1 points will be awarded for the entire weekly fee being paid **within 24 hours**.
  - 1 points will be awarded for the scoresheets being emailed **within 24 hours**.
  - 1 points will be awarded if the sportsmanship ratings filled in.

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

## **Bonus Points for Bye Weeks**

Whenever a division has an odd number of teams one team each week will not have a match. In this instance, the team with the bye shall be given the following points for the week (including the bonus points a team would have received if all the paperwork was correct):

- 8-Ball – 8 Bye Points + 5 Bonus Points
- 9-Ball – 60 Bye Points + 15 Bonus Points

**Note:** Teams do not need to submit paperwork or fees for bye weeks. Past due teams do not receive bye and bonus points.

### **Past Due Procedure**

**NO match points** and bonus will be received for full weekly team fees received more than 1 week after scheduled match.

**First Week Past Due:** Scoresheet will be stamped Past Due – Captain / Co-Captain will be called.

**Second Week Past Due:** Scoresheet will be stamped Final Notice – Entire Team will be called.

**Third Week Past Due:** Team Name will be changed to TEAM DROPPED DUE TO NON-PAYMENT and all players will be marked ineligible.

Any team that falls two weeks behind in paying their team fees will receive a FINAL NOTICE on their next scoresheet.

- If the fees are not brought current by the third week, the team will be dropped from the League for non-payment.
- All players on the team will become equally responsible for their share of the fees that are due, including those for the remainder of the session, and will not be able to rejoin the League until they have paid their portion.
- The League Office will not be responsible for fees or monies paid to a Team Captain or other team member not ultimately paid to the League. Teams having rosters with players who owe money to the League will not be able to participate in any matches until such monies are paid.
- Teams that are habitually late may be required to replace their Team Captain with another, more responsible player.

If a team owes any past due money to Heart Of The Bay APA, it must be paid prior to the Wild Card Draw or the team will not be eligible for the draw. Past due teams do not receive bye and bonus points.

### **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.

### **Patches**

Patches are available for the following accomplishments:

- 8-on-the-Break: You make the 8-ball on the break.
- 8-Break-and-Run: You make at least one ball on the break and then run the rack.
- 9-on-the-Snap: You make the 9-ball on the break.
- 9-Break-and-Run: You make at least one ball on the break and then run the rack for ten points.
- Rackless Night: Your opponent didn't break during your match.
- Clean Sweep Patch: For both 8-Ball and 9-Ball matches, if a team wins all 5 matches in one night (forfeited matches do not count), each person who played that night will receive a Sweep Patch.
- Skunked: 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.
- Grand Slam: *Earning an 8-Ball Mini Slam and a 9-Ball Mini Slam within the same session.*
- Sportsmanship: You may nominate a player for a good sportsmanship patch. Nominate players by clicking Contact Us/Sportsmanship Nomination at <https://heartofthebay.apaleagues.com>. The League Office will determine if the patch will be awarded.

There are no limits on the number of patches you can earn in a session. If you wish to receive a patch for an accomplishment, make sure it is marked in the appropriate section on your scoresheet. All patches will be awarded at the end of session award ceremony. Patches earned each week will be posted on our league website.

### **Incentives**

From time to time, we will run incentives and promotions for new teams, new Team Captains, or new Host Locations. These could be in the form of team credits or APA apparel. All incentives will be posted on-line as well as on our Facebook page.

## **Section 2: League Play**

### **Rescheduling Matches**

On occasion, usually due to inclement weather, a match may need to be rescheduled. If you wish to reschedule a match, **you must make a request to the League Office**. Upon receiving approval from the League Office please use the following procedure:

- Contact the captain of the team you are scheduled to play and notify them of your intent to reschedule;
- If requested to do so, captains must reschedule matches if the team has other pre-qualified League obligations such as a National Tournament.
- 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.
- Teams must pay for all matches by scheduled match date or they will lose bonus points.
- Teams must email scoresheets to [hotbayscoresheets@gmail.com](mailto:hotbayscoresheets@gmail.com) as games are completed until the match is complete.

### **Inclement Weather**

Rescheduling for inclement weather is generally a result of snow or icy conditions, but can result from any condition that makes it dangerous for players to travel to their match locations. The League Office will use school closings and state warnings to determine whether it is appropriate to reschedule matches due to inclement weather. If you feel that weather conditions may interfere with your, or your team's ability, to get to your scheduled match location, contact the League Office for additional instructions.

### **Holidays**

You may be required to play on some holidays. Teams may reschedule matches on a given holiday as described in the local bylaws. See the RESCHEDULE MATCHES section.

### **Masse and Jump Shots**

Jump shots or masses are allowed only if the Host Location does not object to this type of shot. If rules are not posted in the bar, check with the bar manager to see if these shots are allowed. Jump shots can only be made with your regular game cue. You must use your regular shooting stick to jump a ball. No jump sticks or switching to your break sticks to jump.

### **"Double Up" Rule**

Doubling Up with 2 players will only be allowed during the 1<sup>st</sup> 4 weeks of a session. Doubling up with 1 player will be allowed through the last 2 weeks of the session. In the case that a team cannot field 5 players or the players present will violate the 23-Rule, a team may play players twice – also known as the "Double Up" rule. Guidelines for the "Double Up" rule are as follows:

- The opposing team must be notified that you will need to "Double Up" prior to the start of the 3<sup>rd</sup> match.
- The opposing team chooses a "Double Up" player that doesn't exceed the 23-Rule.
- The "Double Up" player(s) must play their "Double Up" matches during the last matches.
- Both teams may utilize the "Double Up" rule on the same night if necessary.
- A player may not be sent home and/or made unavailable so that a team may request a "Double Up" from their opponent. Attempts to take advantage of the "Double Up" rule should be reported to the League Office.
- After the 4<sup>th</sup> week a team may play 2 players 2 times, but the 2<sup>nd</sup> "Double Up" match will still be considered a forfeit. This will allow players to play and get needed matches in.

### **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 his/her 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 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.

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

### **Sportsmanship**

People join our League to have fun and it is difficult, if not impossible, to do so if players are not practicing good sportsmanship. Remember our motto: "Have fun. Meet people. Play pool!" Each player is expected to play their best game while accepting victory and defeat in a sportsmanlike manner. Telling a player "great shot!" is acceptable, but cheering for your opponent to make a bad shot is not. Two common violations of sportsmanship are conceding an unfinished game and breaking down your cue during play. If you are experiencing problems with your cue or need to change out your cue, let your opponent know, so it is not misinterpreted as a forfeiture of the game. Another example of poor sportsmanship is making comments regarding your opponent's skill level. This can be considered sharking and sharking, in any form, will not be tolerated. Any complaints regarding sportsmanship should be submitted in writing on the League website.

### **Proper Chain of Command**

Most issues can be resolved between Team Captains using cool heads, common sense and the Official Team Manual. In the event that an agreement cannot be reached, use the proper chain of command for assistance. 1<sup>st</sup> the Division Representative listed on your score sheet, then your League Operator. Remember, your Team Captain is the spokesperson for your team in these situations.

### **Refusal to Do Business With**

The vast majority of players have a great time in the League and display true sportsmanship. We seek to promote those who personify the APA spirit. Every APA member has the right to be treated with respect and in a sportsmanlike manner, and members who display offensive behavior will not be tolerated.

At any time, at the sole discretion of the League Operator, Heart Of The Bay APA can refuse to do business with any individual regardless of whether the individual's APA membership is in good standing. Most often, players who are unwelcome in the League will be those who are disruptive to the League, repeatedly complain about handicaps or who otherwise deride the League in public.

### **Banned Players**

If a Host Location has banned a player from entering their establishment, the team must play without him/her 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**

**Heart Of The Bay APA will honor any suspensions from a neighboring APA area.**

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

### **Session Playoffs**

During the last two weeks of a session's regular weekly play, a team cannot forfeit more than three individual matches. Teams who do not adhere to this rule will forfeit their eligibility in the Playoffs.

**During each session, the 1<sup>st</sup> round of Playoffs will be scheduled on the same day of the week as your regular League play.**

**The 2<sup>nd</sup> round of Playoffs will be scheduled the week following the 1<sup>st</sup> round of Playoffs.**

**The next session will begin the week following the 2<sup>nd</sup> round of Playoffs.**

In accordance with Official Team Manual, **Session Playoff site selection** will be made at, or prior to, the Team Captain meeting at the beginning of the session. Teams that qualify for Playoffs will be notified of the site selection. It is possible a Playoff match will be at a neutral location, or it is possible the Playoff site might be at the home of either or both of the teams involved.

Player Eligibility: Players must have played at least 4 times with the team during the session to be eligible to play in the Session Playoffs.

NOTE: In a 4-team division, eligibility will not be passed to teams finishing directly behind an already qualified team in the Playoffs.

### **Trophies**

End of session awards will be given out during the following session. Each member of the first place team will receive an award. In addition, each team will also receive a team award that can be put on display at their Host Location to show off their accomplishment!

### **World Qualifier**

The World Qualifier is an annual tournament that takes place at the end of the League year. The winner of the World Qualifier receives travel assistance to Las Vegas and the opportunity to represent Heart of the Bay APA in the World Pool Championships. The winner must also be active during the Summer Session to maintain eligibility for the World Pool Championships.

### **Travel Assistance for the World Pool Championships**

The Travel Assistance Fund will be used to pay travel expenses actually incurred by the members of 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. Eligible teams and players will have their Airfare and Hotel (double occupancy) paid for before the trip to Las Vegas by Heart of the Bay APA. If a player qualifies for the trip to Las Vegas in 2 or more tournaments during the same period, the hotel stay includes nights with gaps in tournament play if needed. Heart of the Bay APA will pay all entry fees for the Las Vegas tournaments in which the teams and players qualified for during the World Qualifiers. Mini-manias and other event entries are not included in the Travel Assistance Fund. (This does not apply to player incentives that include paid entry to other events.)

### **Qualified Teams**

Summer and Fall Session teams that qualify for the World Qualifier must finish in the top half of their division in the subsequent Session(s) of the current League year. Teams that do not finish in the top half of their division in the session(s) following qualification are subject to heavy scrutiny of their handicaps and loss of eligibility.