

Heart of VA ~ APA

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ARTICLE 1 – NAME & DATE: Addendum dated: February 16, 2017

The name of this organization is Heart of VA ~ APA, also commonly referred to as APA ~ Heart of VA.

ARTICLE 2 – PURPOSE

The purpose of these bylaws is to augment and clarify the rules in the Official Team Manual.

ARTICLE 3 – MEMBERSHIP

A Member shall be anyone with current APA membership, who is in good standing & plays on a team in Heart of VA ~ APA. Good Standing is defined as a player whose fees & membership dues are current & who has no disciplinary limitations on their membership. All members are governed by the Rules and Regulations of the APA, the Official Team Manual & these bylaws.

REFERRAL PROGRAM FOR – VEGAS: When you refer a new player to the Heart of VA ~ APA, or a player that has not played for at least one League year and once player pays their annual membership fee, your name will be entered in the referral program for a chance to win a trip to Las Vegas in the Fall during team events **with a minimum number of** referrals of 100 for this referral program to Las Vegas. See League Operators for details & keep the referrals coming, whether your roster has room for them or not! We will always find a “home” for your referrals! **As an added incentive for referrals, once your referral pays their annual dues, notify the league office and you will receive one night of free play, just for bringing in new members!!**

REFUSAL TO DO BUSINESS WITH: At any time, at the sole discretion of the League Operator, Heart of VA ~ 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.

ARTICLE 4 – BOARD OF GOVERNORS

The purpose of the Board of Governors is to help maintain the League, interpret, and clarify the rules, settle disputes or protests assist in sportsmanship rulings, and help promote the overall betterment of the League.

The Board of Governors (BOG) shall consist of player representatives and the League Operators. Any member of the Heart of VA may nominate a member to serve as a BOG representative. A Nominee may only become an actual representative of the BOG if the League Operators approve the nomination and the existing BOG representatives vote the nominee in by majority. Preference will be given to nominees who are active members with a minimum of one-year membership. All Board members, whether currently serving or newly nominated, must be Heart of VA members in good standing with the League. Every effort will be made to ensure that the Board consists of representatives from all geographical areas participating in the Heart of VA.

The Board of Governors will handle the regular business of the organization as comes before it. Board meetings will be held on an as needed basis. A vote of the quorum will make all official decisions. A quorum is defined as the League Operator, Chairperson, Vice-Chairperson plus two additional voting members of the Board. If no quorum is present, matters that arise at a Board meeting and require immediate action will be handled by “Executive Privilege”. Executive Privilege will consist of consenting votes of the League Operator and either the Chairperson or Vice-Chairperson.

ARTICLE 5 – HANDICAP ADVISORY COMMITTEE (HAC)

A Handicap Advisory Committee will be formed to ensure a player’s assigned skill level is an accurate reflection of his/her ability. A Team Captain may submit the name of any player recommended for handicap review in writing to the League office via email: playapainhov@gmail.com. Handicap Referral Forms are available at each host location and are in your scoresheet packet at the beginning of each new session. Referrals may be made in the message center section of the scoresheet as well or simply writing an “R” by the player’s name on the scoresheet.

ARTICLE 6 – CONTACT INFORMATION

League office hours are 10:00 a.m. to 3:00 p.m. week-days. The Heart of VA League phone number is (434) 316-9019. Calls will be accepted outside of regular office hours for emergencies only. Emergencies might include physical or verbal altercations, protests, rulings, or disputes **during session ending playoffs**, etc. Use your best judgment when deciding whether to call. Most questions can be answered by looking in the Official Team Manual, these bylaws, the APA website at www.poolplayers.com, the Heart of VA APA website at heartofva.apaleagues.com. If answers cannot be found via these methods or when players or Host

Location management have general questions about the League, a Representative of the BOG or your Division or Host Representative should be contacted, if possible, before contacting the League Office.

Make sure the League Office has your current address and telephone number. We print updates on scoresheets, quarterly newsletters, your local website, and Facebook pages to keep you, our players, up-to-date on League information. However, it is often necessary to contact players by phone or text to distribute pertinent information. If the League Office cannot contact you, it is not responsible for any information you may have missed.

To update personal information, members may make a note on their scoresheet, call, text or e-mail the League Office, or select My Profile and Information at www.poolplayers.com and update your information as soon as it changes.

ARTICLE 7– TEAM CAPTAIN'S RESPONSIBILITIES

Know the rules in the Official Team Manual and the Heart of VA local bylaws. Be responsible for the conduct of the team members and associates during League play.

Attend all Team Captains' meetings, or assign a player from the team to cover if the Captain is unable to attend.

Read all league information and materials (Captain's Log, tournament announcements, etc.) and distribute to all team members. Post information in the team's Host Location. Make sure all team members are aware of any schedule changes.

Record a list of phone numbers of all teammates. In the case of a schedule change, the League Operators will only notify the Team Captain. Make sure the L.O.'s and you, the Captain, have current information on all players on the roster.

Make sure the team members are ready to play on time and that they know ahead of time where they will play next.

Make sure the scoresheet is complete, accurate and legible and that both teams have signed the scoresheet.

Collect weekly dues and memberships from team members and record such payments in the fees section of the scoresheet. Enclose the scoresheet and fees in the provided envelope, write your five-digit team number in the upper right hand corner, sign at bottom and then initial the money envelope after sealing. The Captains will then place their scoresheets and fees in the team envelope provided and place the team envelope in the Host Location mailbox labeled APA. At no time should the Host Location envelope leave the premises of the Host Location without League Operator approval.

ARTICLE 8 – GENERAL

AGE REQUIREMENTS. Members must be at least 18 years of age to participate in any higher-level tournament. If player participates during weekly play, they must have written parent consent and be accompanied by an adult. Exception: Junior Leagues, when available, have no minimum age restriction except where local ordinances apply. This requirement does not override a Host Location local ordinances concerning less than 21 years of age participation. Player must check with Host Location.

FEES. The current yearly membership fee is \$25.00. See the Official Team Manual for more information on membership fees. The weekly team fee will be \$30.00 per team. The team is responsible for the total fee no matter how many team members play on a given night. There is no fee for a bye week. Payment may be made with cash or check/money order made out to APA ~ Heart of VA. The League Office is not responsible for cash lost in the mail; therefore, it is recommended that payment be made by check or money order if your Division is on the mailing list by the Division Representative.

Inactive or dropped teams, suspended players, or teams not current with fees will forfeit any awards, prizes & bonus points.

Every effort is made to ensure accuracy when entering the weekly information; however, mistakes may occasionally happen. Team Captains should verify the credit/debit status printed on the 8-Ball scoresheets weekly. If a discrepancy is noted, it should be reported the week it happens. Do not wait until weeks later or the end of the session to challenge your team's financial standing or request copies of the money envelopes. This research is time consuming and becomes more difficult to conduct as time passes. If your team pays its dues weekly in full as required, we should not have this challenge at any time.

RETURNED CHECK POLICY. The first time a check is returned for insufficient funds, the League Office will assess the team a \$35.00 fee plus an additional banking fee of \$12.00 and the team's bonus point(s) will be revoked for the week the check was written and all subsequent weeks until the check and all resulting fees have been made good. After a check, has been returned, the check will be stapled to the team's scoresheet and the team will be required to make up the past due amount with

cash, a money order or a check from another member with sufficient funds to cover it. If the team chooses the latter method and that check is returned, the team will be assessed an additional \$35.00 fee and will not be eligible to receive bonus points until the check and all resulting fees have been made good. The League Office will not accept personal checks from members who have had their checks returned for insufficient funds more than two times. Teams may not recover any bonus points lost due to returned checks.

OFFICIAL START TIME. The Official Start Time for the Monday-Friday Leagues is 6:30 p.m. The Official Start Time for Saturday and Sunday Leagues is 5 p.m. The start time and the 15-minute rule should be adhered to and can only be changed if the opposing Team Captain has agreed. It is expected that a team will not call a forfeit until the opposing team is 20 minutes late and has not called. A team consistently late is subject to sportsmanship violations and penalties.

23-RULE. The skill level limit that your team can field in one night is 23, so your team cannot stack their teams and try to play all their highly skilled players in one evening. If your team plays over the skill level limit, you will forfeit the subsequent team match(s) regardless of whether scoresheets are signed. The L.O.'s will make no exceptions to this rule.

MATCH TIME GUIDELINES. To prevent matches from progressing beyond a reasonable amount of time, League Management has established the following match time guidelines. These guidelines will be strictly enforced at all higher-level tournaments and every effort must be made to adhere to these guidelines during regular weekly league play. Teams and/or members that continually ignore these guidelines are subject to sportsmanship penalties. **Time Guidelines for Individual Matches (8-Ball)**

Total Games Must Win	Match Time	Average Game
4-6	45 minutes	10 minutes
7-10	60 minutes	8 minutes

Example: If a player with a Games Must Win of 5 is matched up with a player with a Games Must Win of 3, the total of their handicaps is 8, and their match should not last any longer than 60 minutes.

Time Guidelines for Individual Matches (9-Ball)

Each Individual Match 40-60 minutes

Additional Time Guidelines

Each 8-Ball Team Match 4 hours

Each 9-Ball Team Match 3 hours

Each New Player Selection 2-minute limit

Each Coaching

Average Shot

Special Shooting Situation

1-minute limit

20 seconds

45 seconds (max)

PLAYER MATCHUP. The team selecting a player first cannot change the designated player after the opposing team has chosen its player. The ONLY exception is if the 23-Rule is going to be broken. The team selecting a player second may change the designated player until the lag starts.... Again, within the 2-minute limit of putting up a player to the table!

MINIMUM MATCHES. An actual team match is defined as a minimum of 3 individual matches played. Remember, we are here to play. If a team shows up with just one player, shoot the first match and then if another player doesn't show up for continuous play, the remaining matches are forfeited at that point. If less than 3 matches are played, it is considered a team forfeit. In this case a team will receive 8 points in 8-Ball and 60 points in 9-Ball + 10 bonus points if the conditions are met (Article 8, Bonus Points). Teams forfeiting in the last 4 weeks of the session may be subject to a \$25 fine to remain active in the League and are still responsible for their remaining weekly fees, no exceptions! It is never acceptable to hold up a team match until all the players show up. The Team Captain, Co-Captain, or continue down the roster if needed, will flip and start play.

ADDING PLAYERS. Teams may add or drop players from the roster at any time during the session except when there is less than 4 weeks of league play left in the session (bye weeks do not count because players must be able to play at least 4 matches with the team). On rare occasions, the League Operators may grant a team permission to add a player to its roster with less than 4 weeks of play left in the session. Once a player is dropped from a roster, that player may not be added back to the same team's roster within the same session without League Operator approval. **Teams that are eligible to participate in the LTC may not make any changes to their Spring session roster after the 4th week of the Spring session.** After the 4th week of any session, an added player must pay the annual membership dues to be added to the roster. The team must include the **payment with that night's** fees. Membership fees may also be paid online at members.poolplayers.com. If choosing to pay a membership online, it must be done before week 4. If joining after week 4, online membership fees must be paid **before** the player plays. Teams that play an unpaid player after the 4th week of the session **for that division** will become \$25.00 past due to cover that player's membership fees and will not be eligible to receive bonus points until the past due is made up.

Teams are responsible for making sure that any players added to the team are added at a skill level that reflects their true ability. Teams that add players at a significantly lower skill level than reflects the player's true ability may face penalties and/or disciplinary action including, but not limited to forfeiture of points, awards, and tournament eligibility.

ADDING TEAMS AFTER SESSION STARTS. Teams starting after the 1st week of session play will receive the average number of points factoring out 1st place and last place points minus 1 point for each week that has transpired in 8-Ball and same equation for 9-Ball when there are no "bye" teams to play based on schedule accordingly. Formula will apply for late session starting teams if byes have already been awarded.

MALE 1's AND 2's. A new male player will not be allowed to drop to a skill level 2 in 8-Ball or a 1 in 9-Ball until he has played enough matches at the local level in that format to demonstrate that he should be a 2 in 8-Ball or a 1 in 9-Ball. The League Operator will make the determination. Once the player has established a record, the team captain may request a handicap review. If the request is approved, males will still NOT be allowed to participate as a skill level 2 in 8-Ball or a skill level 1 in 9-Ball HLT (Higher Level Tournaments or World Pool Championships).

STARTING A NEW FORMAT. Skill levels of players with less than 10 matches played in one format (8-Ball or 9-Ball) are not transferred to another format. These players will be considered new when beginning a new format. If a player has 10 or more matches in one format, that player will begin a new format with the current skill level that they have established in the other format.

MAKE-UP MATCHES. 24-HOUR NOTICE TO THE LEAGUE OPERATOR AND OPPOSING TEAM CAPTAIN IS REQUIRED ANY TIME A TEAM'S ROSTER IS NOT AVAILABLE TO PLAY. Requesting Team are required to let other team know within one week when the make-up will be played in writing. All make-up matches must be completed within four weeks of the originally scheduled match date, and no make-ups are allowed during the last two weeks of the session. Once the make-up match is scheduled, the Team Captains must notify the L.O. of the time and location at which the match is to take place at least 3 days in advance in writing or text (434) 316-9798. (Always pull your make-up match paperwork from your packet so you have it with you for the make-up, as we only deliver packets on Sunday afternoons by 5:00 pm each week). Only current rosters with current skill levels may be used in a make-up match (check poolplayers.com for your team's current ranking). Fees must be paid regardless of whether the match is made up or not. The League Operators have sole authority to make exceptions in rare cases for this ruling in cases of true emergencies or weather related situations.

INCLEMENT WEATHER. Team Captains should call the office and the opposing Team Captain at least two hours before the scheduled match to reschedule. If weather advisory occurs right at time of play, this guideline should be ignored, as your safety is always our priority. Please use "Common Sense" as your guide. If the Captains and individual players choose to play under advisory conditions, it is at their own risk. **Remember, no pool match is worth risking your safety!** Reschedule and play it safe! In situations where the opposing Team Captain complies to play in risky road conditions because the other team wants to play and they do not have enough players, remember, you can always make-up an individual match the next week when you are at the same Host Location. Write snow or ice make-up on scoresheet or simply use the double play rule.

DOUBLE PLAY RULE. During regular session play, a team must be allowed to play a player twice with the following conditions only if there are not enough team members present to play all five matches. The team that is short of players, must let the opposing Captain or his/her designated representative in the event the opposing Captain is not present that they are short of players for the evening prior to the end of the first match. Before the second match ends, the opposing team must pick the player(s) that will shoot twice. They may NOT select the same person to play in both formats unless there are no other options available. They may not pick someone that would force the other team to break the 23-Rule. It is never permissible to break the 23-Rule in weekly play. The player should not shoot back-to-back matches. An arriving player may play if their name is listed on the roster, however, the requirement for the player that was chosen to play twice may only be waived if the opposing team agrees and has already chosen someone else to play. If the opponent does not select the player(s) that are to play twice before the end of the 2nd match then the requesting, understaffed team will make the selections themselves. Remember: If a team is not able to play a player twice without breaking the 23-Rule the team must forfeit the match(s) accordingly. Even if both Team Captains sign off on the scoresheets any subsequent matches after breaking 23 will be scored as forfeits. **THIS RULE IS A LOCAL BYLAW AND IS NEVER VALID IN DIVISION PLAY-OFFS OR ANY HIGHER-LEVEL EVENT.**

BONUS POINTS. Two bonus points for 8-Ball and 20 bonus points for 9-Ball will be awarded to each team that does its paperwork completely, neatly, and accurately, is not past due on any fees and makes sure the team packet is in the Host

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Location box after the scheduled match. Scoresheets must be filled out only in blue or black ink. Alternate formats of Scotch Doubles and Jack & Jill will earn 1 bonus point in 8 Ball and 5 points in 9-Ball if above conditions are met in their entirety.

BYES. Byes are worth 8 points for 8-Ball and 60 points for 9-Ball. There are no bonus points for a bye or forfeit excluding 9-Ball which will receive 10 points to give a winning score. There are no fees for a bye.

FORFEITS. In 8-Ball, an individual match forfeited is worth 2 points and should be scored 2-0. In 9-Ball, an individual match forfeited is worth 15 points and should be scored 15-0. An entire team forfeit is worth 60 pts in 9-Ball and 8 points in 8-Ball. During playoffs and higher level tournaments, 8-Ball forfeits are worth 3 points and 9-Ball forfeits are worth 20 points for each individual match forfeited and should be scored 3-0 and 20-0 respectively. Full fees are due from each team regardless of how many matches are played on a given night.

HOST LOCATION. In the event a Host Location is closed or otherwise made unavailable, the home team will choose an alternative location where the match will take place. The home team must obtain the permission of that location's management and must notify the L.O.'s as soon as possible of the change in location. In the event the home team cannot decide where a match will be played, the L.O.'s will choose the location.

EXTRA LEAGUE MATERIALS. Extra league materials such as The Official Team Manual, these bylaws, the 8-Ball/9-Ball rules booklet, scoresheets, membership applications and other league related materials may be downloaded from the Internet. To access these materials, select *Rules/Bylaws* from the top menu of the web site at heartofva.apaleagues.com. Alternatively, each Host Location has a copy of said materials for your convenience.

SCORESHEETS. In situations where the innings do not accurately reflect the outcome of the game, scoresheets need to be marked in greater detail. For example, if the opponent takes his/her shot at the beginning of the game and accidentally kicks in the 8-Ball, your player's game will show a zero inning win. When the match is scored, if there are no markings or notations it will be assumed that your player had a table run.

Use the following abbreviations for clarification:

Refer to matches as M1, M2, M3, M4, etc.

Refer to games as G1, G2, etc.

8-Ball on the break as 8B

8-Ball out of turn as 8E

8-Ball and scratch as 8S

8-Ball in the wrong pocket as 8S

Break and run as BR

TIMEOUTS. Any form of asking for a time out is considered a timeout. Examples of questions include, but are not limited to, "Do you have a question," "Do you need help," "Do you want to talk about it" or "Do you want a timeout." Timeouts are not over until the ball is shot. Coaching periods should not exceed one minute maximum. During a timeout, the player and the coach may approach the table with the intent of looking at the shot and determining the best course of action. The coach may discuss the shot with another player on the team at the sidelines, but only the coach and the player may approach the table. If, during a player's turn at the table, a coach or teammate walks or circles the table to get a better look at a shot when player is in shooting position, it is still considered a timeout, as in practice, they are telling the player not to make the shot they are intending to make or if they stop at any pocket or use any other form of signaling to the shooter, it is a timeout. Taking a timeout when one is not available is considered a sportsmanship violation and repeated attempts to do so must be reported to the League Office. Repeated failure to comply with any part of this bylaw will result in sportsmanship penalties assessed by the League Operators and/or the BOG. **Coach must leave the playing area once the time-out is over and prior to player shooting the ball (maximum time out period is 1 minute).**

COACH MARKS THE POCKET. The player or the coach may mark the pocket for the 8-ball, however, if a coach or teammate marks the pocket, it will be considered a time-out.

POCKET MARKERS. To properly mark a pocket, a coaster or some other reasonable marker must be placed next to the pocket the 8-ball is intended to enter. Chalk, weapons, and legal tender are not allowed. Legal tender is any paper or coin currency in circulation now. Personal chalk holders may be used.

JUMP SHOTS. The APA rules allow jump shots if performed properly, but must be performed with the cue used for most shots in the game. To properly perform a jump shot, you must strike the top half of the cue ball with the butt of the cue elevated. Any jump shot attempted by hitting the bottom half of the cue ball or by "scooping" the cue ball will be considered a ball-in-hand foul. Please check house rules before attempting jump shots as some Host Locations prohibit them.

MASSE SHOTS. The APA rules allow masse shots. Please check house rules as some Host Locations prohibit them.

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ADDING INNINGS. Any team found to be adding innings to its scoresheet, urging a player to lose a match, or padding safeties will have its entire roster moved up 1 skill level in addition to receiving sportsmanship violation penalties assessed by the Board of Governors. While comparing scores during or at the completion of a match, if it appears that the opposing team has consistently added innings, make a note on the scoresheet citing specific instances and provide details of any overheard statements related to the incident. Remember, keep your own innings... they do not have to match!!!

DEFENSIVE SHOTS. Players with integrity will let the scorekeeper know when they play defense by calling it out, or giving the defense finger. If you think it was defense, then mark it! If a player is intentionally padding their innings or missing shots deliberately, these shots are defense. If it is a two-way shot, it is defense. Mark it... keep it real and fair!

DISTURBING THE TABLE LAYOUT. It will be LOSS OF GAME any time a player **intentionally** disturbs the natural layout of the table during a game.

FOULS. Only the player or his Captain may call an official foul. If in the event the player states it was a good hit and no one was called to watch the hit, the call goes to the shooting player. Always protect yourself and your integrity by asking a neutral higher level player to watch all close hit situations. Remember, backseat drivers are exactly as the name implies. Just because you thought it was a bad hit... remember, you were not in the best position to watch the hit, so it would go to the shooter, unless someone was called to watch the hit! Players with integrity will always pick up the ball and hand it to their opponent without having to be asked!

CONCESSION OF THE GAME. If a player is shooting, and his/her opponent breaks down his/her cue stick or makes any other show of concession of the game, this action will be considered a concession by the opponent. If the shooter continues shooting, then he/she has forgiven the opponent, and the game continues. The intent of this rule is to prevent a non-shooter from attempting to intimidate or distract the shooting player (sharking). Concession of the game includes, but is not limited to, breaking down the cue stick, approaching the table in preparation for the next game, and/or picking up the rack in preparation for the next game. Teams attempting to enforce this rule for any reason other than its intended purpose stated above will be subject to sportsmanship penalties.

ARTICLE 9: PATCHES & AWARDS

PATCHES. Patches are awarded for 8-Ball breaks, 8-Ball Rackless, 9-Ball breaks, 9-Ball Skunks, 5-0 matches, 8-Ball, and 9-Ball break-and-runs, MVP, I beat the LO, I won my 1st match, skill level 7 (8-ball) (once per year) and skill level 9 (9-ball) (once per year). Grand Slam patches will be awarded to players, who in one session accomplish an 8-Ball break, 8-Ball break-and-run, 9-Ball break, and 9-Ball break-and-run. At the end of each APA year (end of Spring Session), sportsmanship patches may be awarded to teams that have earned recognition from their peers for displaying outstanding sportsmanship. To recognize a team or individual player, please use the Good Sportsmanship Nomination form.

For us to continue to award patches efficiently on a weekly basis, teams are to fill out their team envelope in the patch form area weekly with whom should receive each patch.

TROPHIES AND OTHER AWARDS. Only players active on a current team and in good standing with 4 or more matches played will receive trophies or any other types of awards. _____

4 or 5 team divisions: 1st place individual awards for team that wins playoffs.

6 or more team divisions: 1st place individual awards for the team that finishes first in the regular session and 2nd place individual awards for the team that wins the playoffs. If a division loses a team during the session, then the number of teams reverts to a 4 or 5 team division.

Active Heart of VA members will receive their earned trophies and awards at our Trophy & Awards Presentations. If players are not present, Team Captains and/or their appointed representatives shall receive trophies for said players and will be responsible for presenting their player's trophies and awards to player at their next scheduled night of League play.

ARTICLE 10: PLAYOFFS

SESSION-ENDING PLAYOFFS. The session-ending playoffs will begin the week following the last week of regular session play. The total number of teams in the division **at the end** of the session determines whether there will be a division winner (division winners are exempt from participating in the session-ending playoffs) and in what finishing position teams will

play in the session ending playoffs. Final week of play-offs will shoot the first week of the new session for all divisions! Refer to the following table for eligibility in your division:

# Teams in Division	Division Winner?	Teams in Session Ending Playoffs
4	No	1 (receives bye the first week), 2, & Wild Card -
5	No	1, 2, 3, & Wild Card
6 – 11	Yes	2, 3, 4, & Wild Card
12 or More	Yes	2 nd place thru 7 th place plus 2 wildcard teams

The League Operators will conduct the seeding/wild card draw in the presence of at least one member of the BOG. Once the draw has been completed, the playoff schedule will be posted on the Heart of VA web site at heartofva.apaleagues.com and/or on Facebook under APA Heart of VA. Those who do not have Internet access may call their Team Captain or Division Rep after the draw has been conducted to find out their team's playoff status. **If a team drops out of play-offs, weekly play or tournaments and League Office is notified, League Office will fill or draw another wild card to fill this spot if possible as we always choose to win at the table when given the opportunity.**

TIE-BREAKING PROCEDURES. If teams are tied in standing at the end of a session, the tie-breaking procedures outlined in the Team Manual will be used to determine team standings for playoffs. If more than two teams are tied, the tie-breaking procedures outlined in the Official Team Manual will be used to determine the top seed. Once the top seed is determined, the same procedure will be used to determine the standings of the remaining tied teams until all ties are broken. If teams that tied did not meet during the session, each team's record will be compared against the highest finishing team that both teams faced during the session. The team that shows a better record will win the tiebreaker. In the event the teams are still tied; each team's record will be compared against the next highest finishing team that both teams faced during the session until one team shows a better record and thus wins the tiebreaker.

ARTICLE 11 – HEART OF VA APA HIGHER LEVEL TEAM CHAMPIONSHIPS (HLTs)

CASH TOURNAMENTS. Total prize monies for Spring Cash Tournaments locally referred to Best of the Best and Best of the Rest tournaments may be up to \$5,000.00 divided amongst the top finishing teams dependent on number of participating teams. League Operator may re-draw the board for cash tournaments in the event of teams not showing up and /or forfeiting out of tournament. If there are additional byes and forfeits based on the aforementioned LO may advance the team from the loser's side with the most points from previous round to keep the tournament fair or choose wild card team drawings from current session to eliminate any perceived unfairness of board and of byes.

STRUCTURE. Bracket is determined by number of teams participating. Single Modified events: Meaning teams are guaranteed to play twice... not lose twice! In cases of teams advancing to winner's side based on forfeits (LO reserves the right to use as needed): Advancing from "Loser's Bracket": Once the "Loser's Bracket" has been fully populated these teams will no longer play it out to determine who will advance back into the winner's bracket. Instead, the team(s) with the highest score from their losing match will win the advance. Ties will be broken by the number of individual matches won by each team. Additional tie breaker levels if needed: most points from all matches won; most points from all matches lost.

BEST OF THE BEST: Open 8-Ball and 9-Ball Summer and Fall Session eligibility will be awarded per Article 10 – Play-Offs. If a team splits during summer or fall session, then either or both teams will carry the eligibility to the next session if they keep 4 original qualified players. Teams during our Spring Best of the Best will consist of team's current rosters.

BEST OF THE REST. This tournament invitational is open to all 8 or 9-Ball teams that played during the Summer Session and are playing during our current session that did NOT win any monies during the prior annual Tri-Cups by finishing first or second in the previous BOR Tournament or are Las Vegas bound this Fall! We will continue to alternate the format each year for your enjoyment. Teams playing in the Best of the Rest tournament will consist of teams' current rosters.

SINGLES/TOP DAWG. This is an open event for all current players on a team in good standing with a minimum of 10 scores in their record in respective format. The winners of each respective skill level tier for both formats earn the

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opportunity to compete in the Regional tournament where the winners will advance to Nationals competing in Las Vegas. Travel and lodging arrangements for the local and regional events is the sole responsibility of the individuals participating. At the Nationals level the APA provides lodging (single rooms) during the event and offers a fixed rate of travel assistance based on mileage from point of origin to destination which is reimbursed to player upon sign-in of event in Las Vegas. Additionally, participants who choose to arrive earlier and/or stay later than their scheduled event dates may request the APA extend the lodging dates at the participant's expense. Top Dawg standings do not populate until after four scores during the current session at www.poolplayers.com

MAINTAINING YOUR HLT ELIGIBILITY. Once a team qualifies for the HLT they must continue playing for the remaining League year. Summer session qualified teams must play in the Fall and Spring session etc. Also, any team qualified for the HLT lose their eligibility if they fail to finish in the top half of their division in subsequent sessions unless there are extenuating circumstances as determined by League Office and approved by Nationals. Remember, teams must keep 4 original qualified members on their roster to maintain HLT qualification – Never any exceptions.

QUALIFIED PLAYERS. To be a qualified player, to play in any higher-level tournament a new APA member must get 10 matches in their score record via the APA during the main regular weekly session play in each of the main formats in which they choose to compete (scores during, Scotch, Jack & Jill, and Masters are considered alternative formats and do not count toward the 10 scores). Main formats are 8 and 9-Ball played weekly in team events throughout the year. Once thus established, you must have 4 matches per session in a main format prior to play-offs to participate in either higher level tournaments or play-offs. A player must be qualified each session and subsequent sessions to earn any form of awards and/or monies and to retain eligibility for Regional's and/or HLT's and / or alternate formats to include Ladies, Scotch Doubles, Jack & Jill, and Masters.

IN-ELIGIBLE PLAYERS. Any player with less than 4 matches at the end of the regular session will automatically be considered ineligible and will be dropped from the team roster for HLT's. Ineligible player names will not appear on the score sheets for any higher-level tournaments. Their skill levels, therefore, will not be available for the teams to use as a forfeit win, and they will not be eligible for any trophies or any other awards associated accordingly.

Matches played appear on your weekly scoresheets. Captains and players should check this information weekly and report any discrepancies as they occur to your Captain and if there is a challenge, please report on your scoresheet in writing as it occurs not at the end of the session when you are now realizing you might not have enough matches in to cover your qualifications needed of 10-4.

Remember, for LTC, players must have a minimum of 10 lifetime scores in the proper format accordingly.

TRAVEL ASSISTANCE PROGRAM FOR VEGAS LTC. We send players to Las Vegas via the team event each Fall of the year. The winning 8-Ball & 9-Ball teams that win the LTC Vegas Shoot-out in May/June of each year will receive travel assistance to and from Las Vegas and 3 rooms per team during their winning event during the scheduled dates accordingly. Resort fees, entry fees for tournaments and all additional expenses are not covered in the travel assistance program and are the sole responsibility of the individuals participating.

ARTICLE 12: ALTERNATE FORMATS AVAILABLE. The following formats are available depending on team participation.

HAWAII. An 8-Ball only double jeopardy format comprised of a minimum of 10 teams playing a minimum of three 14-week sessions. Teams may not drop out of current divisions to join the Hawaii division. The first-place teams of each 14-week session and winners of each session play-offs will compete in a Mini LTC at the end of the final session. The winning team will receive travel assistance to and from Hawaii and accommodations for three rooms during this event. Resort fees and any additional expenses are not covered in the travel assistance program and are the sole responsibility of the individual participants to include any tournament entry fees. HLT rules will apply during the Mini LTC as well as ARTICLE 8: Play-Offs.

JACK & JILL. “Valentine’s Tournament” with skill level limit of 10. The winning “couple” of this tournament depending on minimum participation of 20 teams will receive travel assistance to and from Las Vegas and hotel accommodations for one room during the designated dates of this event during the fall. Resort fees, tournament entry fees and any additional expenses are not covered in the travel assistance program and are the sole responsibility of the individuals participating.

If we do not receive enough participation to play in the “Valentine’s Tournament”, we will offer a weekly division for our Jack & Jill’s with the same rules as Scotch Doubles for this Fall Natl Event! A team/pair in this format consists of a male & a female.

SCOTCH DOUBLES 8 & 9 BALL. Combined skill levels to 10 to start (may advance and be grandfathered in to subsequent sessions with continuous play). Three 10 week sessions. Players must have 20 scores within the last 2 years by the entry deadline for national tournament (mid-March). The first-place teams of each 10-week session and winners of each session play-offs will compete in a Mini LTC at the end of the third session. The winning pairs of the Mini LTC with minimum participation of 10 teams each session will receive travel assistance to and from Las Vegas and hotel accommodations for one room in each format during this event. Resort fees and any additional expenses are not covered in the travel assistance program and are the sole responsibility of the individuals participating. An alternate 3rd player is allowed on the roster and may participate in play so long as the skill level restriction is adhered to. Note: Only 2 players from the winning team will be allowed to advance for play in Las Vegas.

JUNIOR’S DIVISION. Junior teams will consist of a minimum of 10 junior players (up to age 17) with adult participation. Overall enthusiasm will determine if we continue each session for the Juniors National held annually.

ARTICLE 13 – SPORTSMANSHIP

We have an entire chapter in the Official Team Manual on sportsmanlike behavior. In summary: If you cannot act as Ladies & Gentlemen during and about APA League play, then, the APA league is not for you. If you have a challenge during weekly play concerning sportsmanship, please fill out the Sportsmanship Problem Report which can be found on the website. It is in the toolbar under Member’s Only Forms. We are here for a social night out and to have fun. We find constant arguing over rules and such pettiness not FUN and not acceptable behavior in the spirit of APA.

Please make sure to rate your opposing team each week on your scoresheet with a 1 being “awful” and 5 being “great”! Those teams and/or individual players that receive bad marks and or comments on a consistent basis will be put on probation or removed from the APA accordingly and team can lose their bonus points as well.

Any member not representing the best interest of the Heart of VA ~ APA will be notified first by their Team Captain and may be disciplined if deemed necessary by this office and / or BOG. This is a fun League and a few members will not be allowed to spoil League play for everyone else.

Remember, if you have a team member that is consistently causing challenges, the Team Captain may do a simple team vote to remove him/her from the team by marking him/her off the roster and putting delete beside their name. Exception: During Spring Session after the 4th week of play, no player may be removed from a qualified team roster as this will cause the team to lose their eligibility. Notify office of team decision and we will seek guidance from the National Office.

Please do not drink at the pool table. Please respect each location’s equipment so management can maintain their tables at an acceptable level. Be friendly towards curious onlookers and explain to them how the League works, or better yet, recruit them! These people may want to join a team or put their own team together in the future. Help your new teams get off to a good start by helping them learn to keep score, rotate players in and out, understand safeties, good hits, bad hits, fouls, etc.

Please refrain from trying to disrupt the player at the table. Shooting Team players should go to the table immediately when it is their turn, otherwise, the opponent may think the shooter is being coached. SITTING TEAM PLAYERS SHOULD BE AT LEAST 6 FEET AWAY FROM THE TABLE (SPACE PERMITTING) DURING THE OPPONENT’S TURN. Disrupting your opponent includes, but is not limited to standing in the player’s view during a shot, walking up to the table while your opponent is shooting to pick up the chalk or remove your pocket marker, or any other behavior that could distract your opponent or be considered “sharking.” Everyone deserves the same respect.

TAKE THE TIME & READ THE OFFICIAL TEAM MANUAL AND KNOW WHAT THE RULES MEAN. IF YOU ARE UNCLEAR, ASK FOR AN EXPLANATION. DO NOT TELL SOMEONE ELSE THEY ARE WRONG IF YOU ARE NOT 100% SURE YOURSELF & CAN BACK IT

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UP IN BLACK AND WHITE. TAKE YOUR MANUAL AND THESE BYLAWS WITH YOU TO MATCHES SO YOU CAN REFER TO THEM IF NECESSARY. BOARD MEMBERS AND DIV REPS ARE AVAILABLE DURING LEAGUE PLAY TO ANSWER YOUR QUESTIONS BY REFERRING TO THE TEAM MANUAL AND / OR BY-LAWS. HERE IN OUR HEART OF VA, WE WIN AT THE TABLE, NOT FROM THE CHAIR!!! WIN WITH GRATITUDE OR LOSE WITH DIGNITY!

ARTICLE 14 – AMENDMENTS TO BYLAWS

Bylaws can be changed or amended on an as needed basis by League Operator with input from your Board of Governors as deemed necessary by the League Office.

Remember, we have the right to refuse to do business with anyone and Captains have the right to remove you from the team when necessary. Bad sportsmanship and/or constant whining and drama is not a part of the team spirit in the Heart of VA ~ APA!