

# 2016 BCAPL National Championships

# Tournament Regulations

Welcome to the 2016 BCAPL National Championships. CueSports International (CSI) is committed to providing a level playing field for all competitors and access to all rules and regulations. To supplement the Official Rules of CueSports International, we have developed these Tournament Regulations to address specific tournament issues not covered in the rules. These Regulations are binding on all players, referees, and event officials. If there are any differences between the rules and these regulations, the regulations shall take precedence. Please ask any referee or event official if you have any questions concerning the rules or these tournament regulations.

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## **EVENT REGULATIONS (ALL DIVISIONS)**

### **A1 Game Rules**

1. The current edition of the Official Rules of CueSports International and these Tournament Regulations govern tournament play. If there are any differences between the rules and these regulations, the regulations shall take precedence.

### **A2 Minimum Age**

1. There is no minimum age requirement to participate in the BCAPL National Championships. Minors (under age 18) are welcome and encouraged to participate. However, please note the following stipulations:
  - a. Those under the age of 21 may not enter the casino area without an adult.
  - b. An adult must supervise those under the age of 18 in the Convention Center (tournament area) at all times.
  - c. Any minor participating must demonstrate proper use of the equipment.
  - d. This does not override the minimum age requirements for specific divisions (i.e. Senior divisions).

### **A3 Formats**

1. The standard tournament format is double elimination with the exception of 9-Ball Singles events, which are single elimination – best 2 out of 3 sets. However, the Tournament Director reserves the right to implement single elimination, triple elimination, or round robin formats at any time if deemed necessary.

### **A4 Determining First Break and Home Team**

1. Singles and Scotch Doubles: The first break is determined by lagging or a coin toss. If either player prefers to lag, lagging will be mandatory. A coin toss is permitted only if both players agree. The winner of the lag or coin toss has the option to break first or to require their opponent to break first.
2. Teams: The home team is determined by lagging or a coin toss. If either Team Captain prefers to lag, lagging will be mandatory. A coin toss is permitted only if both Team Captains agree. Each Team Captain may choose any player on the roster to lag. The winner of the lag or coin toss has the option to play as the home or visitor team.

### **A5 Retrieving & Submitting Score Sheets**

1. The BCAPL National Championships uses an electronic tournament management system called CueSports Tournament System (CTS). At any time, players may view their division's tournament bracket and find the time and table of their next match. **PLEASE NOTE: It is the player's responsibility to know when and where to play.** The Tournament Director will not announce matches. For instruction on how to properly use CTS, see Appendix A – Player Use of CTS.
  - a. **TIP!** A common cause of forfeits is incorrectly reading the CTS tournament bracket. **Do not let this happen to you!** Review Appendix A – Player Use of CTS carefully.
2. CTS will indicate the scheduled time and table of your next match. Shortly before your scheduled match (recommended 10-15 minutes), go to the score sheet pick-up area of the Tournament Director's desk. You will see several racks of numbered slots. Check the slot with the number of your scheduled table.
  - a. Score Sheet Present: If there is a score sheet in your slot, check it to ensure it has the correct names. If it does, immediately proceed to your assigned table with the score sheet and a pencil.
  - b. Score Sheet NOT Present: If there is no score sheet in your slot, either it is not yet available or your opponent has already picked it up. In this case, immediately proceed to your assigned table. In most cases, your opponent will already be at the table with the score sheet and you may begin play (please note that if both players are present with the score sheet before the scheduled match time, the match may begin early if both players agree). However, in some cases, your table may not yet be available. In this case, you and your opponent should stay at the assigned table and wait for the completion of the previous match. Once that match is complete, one or both of you

should proceed to the Tournament Director's desk to get the score sheet and then immediately proceed to the table and begin the match.

- i. **TIP!** One of the most common causes of forfeits is when no score sheet is in the slot and the player incorrectly assumes that the assigned table is not available. Often, the player will wait for the score sheet at the Tournament Director's desk or walk away and come back later. Meanwhile, the opponent may have already picked up the score sheet and has been waiting at the table. After 15 minutes, the player who is still waiting at the desk or has walked away is forfeited. **Do not let this happen to you!** Remember, you cannot be forfeited if you are at your table.
3. If you arrive at your table and neither your opponent nor the score sheet are present, and the table is available, immediately notify the referee in your section and follow his or her instructions.
4. Once you pick up your score sheet, you must immediately proceed to your assigned table. If you are unable to proceed directly to your table, do not pick up the score sheet.
5. Once your match is complete, the winner must circle the winner's name on the score sheet and ask the loser to sign. The winner must ensure that the correct score of the match is indicated on the score sheet for both players and proceed immediately to the Tournament Director's desk to turn it in. No modification of the score sheet is permitted after the loser has signed.

## **A6 Racking**

1. 8-Ball Events: You may use either the rack provided with the table or a genuine Magic Ball Rack®. No other triangle or rack is permitted. **You may not deny your opponent the use of a Magic Ball Rack.** If a Magic Ball Rack is used, it must be the 8-ball version and it is not required for every game.
2. 9-Ball & 10-Ball Events: The Magic Ball Rack is mandatory and will be provided by the Tournament Director. No other triangle or rack is permitted.
3. Use of the Magic Ball Rack
  - a. Singles and Scotch Doubles: If a personally-owned Magic Ball Rack is used, the owner of the Magic Ball Rack must permit the opponent to use it at any time during that match.
  - b. Teams: If any player on a team uses a personally-owned Magic Ball Rack, the owner of the Magic Ball Rack must permit any member of the opposing team to use it at any time during that match.
4. Removal of the Magic Ball Rack: The Magic Ball Rack may only be removed by the shooter or a referee. Rule 1.33 Disturbed Balls, does NOT apply to the act of removing the Magic Ball Rack. Any balls disturbed during the removal of the rack must be restored. If more than one ball interferes with the removal of the rack, it is recommended to leave the rack in place until the balls are moved during the course of the game. A referee may also be summoned to assist in the removal of the rack.
  - a. Marking Balls to Remove the Magic Ball Rack – At the referee's or shooter's option only, a maximum of two balls may be marked in order to remove the Magic Ball Rack (if they are not frozen to each other or any other ball). If more than two balls interfere with the removal of the rack or if the balls are frozen to each other or another ball, the rack must stay in place until the lay of the table allows its removal.

## **A7 Scorekeeping**

1. Score sheets must be marked after every game to ensure that scoring disputes do not occur. Before each game, both players should check the score sheet to ensure it is accurate.
  - a. Singles and Scotch Doubles - Mark the player to break first on the score sheet to track the breaking order. If a referee is asked to determine the breaking order, the referee's decision is final.

## **A8 Delayed Progress**

1. The Tournament Director will monitor all matches for slow play. If a match has been determined by the Tournament Director to be progressing too slowly, the Tournament Director may place a player on a shot

clock and/or shorten the races to bring the match closer to completion. Slow progress may be a result of slow play or simply games taking longer than normal. However, in order to keep the tournament on schedule, the BCAPL reserves this right.

- a. A race will not be shortened if one of the players or teams is within one game of winning. In the event of a match that starts significantly behind schedule, warnings may be given to the players at the beginning or during the match.

## **A9 Forfeit Procedures**

1. Score sheets have the scheduled match time printed on them when issued by the Tournament Director's desk. If the availability of the score sheet is delayed, the new match time will be printed or stamped on the score sheet.
2. **No announcements or warnings will be made to notify players or teams that they are "on the clock" and in danger of being forfeited!** The clock at the Tournament Director's desk will display the official time.
3. Opponent Not Present:
  - a. Table Available at Scheduled Match Time: If your opponent is not present, summon a referee to your table. The referee will confirm that your opponent is not present and mark the score sheet to note the absence and the actual time. If your opponent is not present within 15 minutes of that time, summon the referee again. The referee will confirm that your opponent is not present-and mark the score sheet as a forfeit. You must immediately take the scoresheet to the Tournament Director's desk.
    - i. For the first round of each day, the time recorded by the referee on the first call to the table will be the start time printed on the score sheet rather than the actual time.
  - b. Table NOT Available at Scheduled Match Time: If your table is not available due to a previous match still in progress, you must wait for that match to end unless otherwise directed by tournament staff. If your opponent is not present when the previous match ends, summon a referee to your table. The referee will confirm that your opponent is not present and mark the score sheet with the revised match time. If your opponent is not present within 15 minutes of the revised match time, summon the referee again. The referee will confirm that your opponent is not present and mark the score sheet as a forfeit. You must then immediately take the score sheet to the Tournament Director's desk.
  - c. Note that the forfeit grace period is extended by any delay in the arrival of the referee to the table.
  - d. Once a referee has issued a forfeit, the match may not be played unless authorized by the Tournament Director.
4. Double Forfeit Procedures (all events):
  - a. Double Forfeit on the Winners' Side:
    - i. With or without the players present, the Tournament Director will conduct a coin toss to determine the placement of the forfeited players. The winner of the coin toss will advance to the next winners' side match and be forfeited from that next match to move into the appropriate place on the one-loss side of the bracket.
    - ii. The loser of the coin toss moves to the appropriate spot in the loser's bracket.
  - b. Double Forfeit on the One-Loss Side:
    - i. Both players (or teams) will be eliminated from the event. If one of the players (or teams) has a previous forfeit in the division, that player (or team) will be forfeited first and the other player (or team) will advance and be forfeited in the next position. If neither player (or team) has a previous forfeit in the division, a coin toss will determine the forfeit positions.

- c. Scotch Doubles: Both members of the team must be present for the coin toss. If only one person is present, it will be considered a no-show.
- d. Teams: At least three members from a team must be present for the coin toss. If fewer than three are present, it will be considered a no-show.
  - i. See section C7 - Presence at the Table / Individual Game Forfeits for information concerning forfeiting individual games during team play.

#### **A10 Protest Procedures**

1. Application of the rules may be protested but referee judgment may not. If you believe a referee has improperly applied the rules or regulations, you may protest the ruling. A protest during a game must be made before the next shot occurs or it will not be considered. To protest a ruling, follow these steps:
  - a. First, notify your opponent and the referee of your intention to protest the ruling.
  - b. Second, immediately proceed to the Referees' Desk and complete a protest form. This will require a \$50 protest deposit. If the protest is upheld, the deposit will be refunded. If the protest is overruled, the deposit will NOT be refunded.
2. Although the BCAPL makes every attempt to ensure all teams are eligible and have legal rosters, it is ultimately your responsibility to verify the eligibility of an opposing team BEFORE THE MATCH BEGINS. Once the match begins, protests will not be considered and there will be no entry fee refunds or any other consideration given. If you wish to challenge the eligibility of a player or players on a team BEFORE THE MATCH BEGINS, follow these steps:
  - a. First, if the match is about to begin, notify the opposing Team Captain and the section referee of your intention to protest.
  - b. Second, immediately proceed to the Referees' Desk and complete a protest form. This will require a \$50 protest deposit. If your protest is upheld, the deposit will be refunded. If your protest is overruled, the deposit will NOT be refunded.
3. The final authority on all protests is the Tournament Director.

#### **A11 National Referees-in-Training**

1. There is no better opportunity to obtain the best possible training for our referee staff than the BCAPL National Championships. To that end, National Referees-in-Training (NRT) may be present on the floor, accompanied by the most capable staff available. The training is designed to have minimal impact on the progress of the tournament.
2. National Referees-in-Training are required to participate actively in the processes of making calls and rulings. However, there will always be a certified referee present with an NRT to closely monitor the NRT's calls. An NRT's call may be reversed if the certified referee believes that there is clear and convincing evidence that the NRT made an error.

#### **A12 Disqualification**

1. The BCAPL will be monitoring the performance of all players in all divisions with a computerized flagging system and actual tournament officials on the floor. The system will identify any player that is **consistently** and **significantly** performing above his or her rating. For these instances, the Tournament Director and the BCAPL reserves the right to take any or all of the following actions:
  - a. Immediately raise the player's rating
    - i. Singles: if the rating increase makes the player ineligible for the specific singles division being played, the player will be disqualified with no refund or consideration of any kind.
    - ii. Scotch Doubles or Teams: if the rating increase raises the combined team rating above the team rating limit for that division, the team will incur the penalty points indicated on the entry forms.

- b. Disqualify the player immediately with no refund or consideration of any kind
2. **TIP!** To avoid putting yourself or your team at risk, carefully examine your rating and inform the BCAPL immediately if you think your rating is too low. Being disqualified or penalizing your team is never a good risk to take. BCAPL administrators can be reached at 702-719-7665 or 1-800-USA-POOL.

## **DIVISION REGULATIONS - SINGLES**

### **B1 Time Outs**

1. Each player is entitled to one five-minute time-out per match that may only be taken during the player's inning. CSI rule 1.11 applies.

## **DIVISION REGULATIONS - TEAMS**

### **C1 Team Rosters**

1. Team Captains are responsible for having their official team roster with them at all matches. The Team Captain must present the team roster and Government-issued picture IDs of all players to the opposing Team Captain or any event official upon request. Failure to have a team roster and valid IDs may result in a forfeit. Arriving at a match without the team roster will not result in an additional grace period beyond the normal 15 minutes.
2. If you wish to challenge the eligibility of a player on your opponent's roster, you must follow the procedures outlined in section A10-2 Protest Procedures.
3. If it is discovered at any time during an event that a team roster is illegal, CSI will review the circumstances and the team may be immediately disqualified. Disqualification from any CSI event may result in forfeiture of any prize money, trophy, or award won by that team. CSI reserves the right to disqualify any person or team for any reason at its sole arbitrary discretion.

### **C2 Minimum Number of Players Required**

1. A team must have at least as many players present as are necessary to win enough games to satisfy the race requirement for the division. (5-player divisions: three; all other divisions: two.) See section C3 – Score Sheets for more detail.
2. Compassion Clause: In severe cases, such as but not limited to an unavoidable medical situation, CSI may allow a player to be added to the roster of a team. A team may not add a player to the roster if it has enough players on the roster to fill a score sheet. After the addition, the team's roster must still adhere to all team and individual eligibility requirements. The player that is replaced will no longer be eligible to participate for the remainder of that division, and the added player may not play with any other team for the duration of that division.
3. If a team requests to add a player under the Compassion Clause, there must be sufficient evidence to support the addition. CSI reserves the right to approve or deny all requests at its sole discretion.

### **C3 Score Sheets**

1. **There is only one official score sheet for each match.** The home team is responsible for keeping the official score sheet. The visiting team should have a representative sit with the home team scorekeeper to monitor the official score sheet. The home team must make accommodations for the visiting team representative.
2. Completing a score sheet:
  - a. Team score sheets may be completed in advance or one round at a time. One round at a time is best if substitutions are anticipated. If you only have the number of players required, complete the score sheet in advance to save time.
  - b. Once the first break occurs in any round, no changes or substitutions may be made in that round (exception: see f-g below).

- c. Teams in 25-game format divisions must have at least three players present by forfeit time to begin a match. Teams in all other divisions must have at least two players present by forfeit time to begin a match. Late players may only be added to future rounds if the round has not started.
  - d. If a team is missing a player or players, the word "BYE" must be entered on the score sheet in place of a players' name and that game is recorded as a win for the opponent.
  - e. **You must notify the opposing Team Captain of any substitutions and he or she must initial the official score sheet.** If a substitution is made without notifying the opposing Team Captain before the beginning of the round, that game is forfeited.
  - f. If a substitution error causes two people to play each other twice, the team that made the improper substitution will forfeit that game (exception: see g-h below).
  - g. If a clerical error causes the names in a round to be entered out of order (as opposed to an incorrect substitution), the order of the names will be corrected without penalty and the names will be re-entered in the proper places for that round. Any games in progress in the round will be stopped and the proper matches started. Any games completed in that round will not count.
  - h. No single improper substitution may cause the loss of more than one game. If a substitution error is made in conjunction with a clerical error as referenced in subsection (g), the names other than the substitution will be re-entered as provided for above.
3. Substitution Guidelines: The following substitution rules apply for the duration of each match. Starter/substitute designations and all players' numbered positions may change from match to match.
- a. People playing in Round 1 are designated as "Starters." All other people on the roster are designated as "Substitutes."
  - b. Starters may not play in any position number other than their Round 1 position.
  - c. Substitutes may play in any position after Round 1; provided that they do not play the same opponent twice.
  - d. In the event that both Team Captains desire to make substitutions but those combined substitutions would cause two people to play twice, the home Team Captain has the right to make the substitution and the visiting Team Captain must adjust their line-up accordingly.
4. Wrong Two Players Discovered at the Table:
- a. If the game is not complete, play will stop immediately and the correct players will proceed to the table to play a new game.
  - b. Except in the case of C3-2-f or C3-2-g above, if the game is completed, it will be scored in the future round where it would have been scored if the players had played at the proper time. The results of the game will not count toward the teams' scores until the match reaches that point. If one team wins the required number of games to win the match before the out-of-order game is reached, the game is of no consequence. If the player who would have been the breaker in the game if it had been played in the proper place did not break the actual game played there is no consequence. The outcome of the game stands.
  - c. The result of an out-of-order game that has been recorded in a future round per C3-4-b may not be replaced by a change in the line-up for the round in which it is recorded. In the event an out-of-order game has been scored in a future round, Team Captains must use caution when making substitutions to ensure that they do not create a situation that will cause line-up problems in that round or cause the out-of-order game to be forfeited due to two people playing twice. If such an error is made, the forfeit will override the results of the out-of-order game.
5. In the event that both teams make a substitution error in a game, if the errors cannot be clearly determined to have been caused by one team only, the following procedure will be followed:
- a. No score will be recorded for the game in which the errors exist

- b. Play will continue for all other games not affected
- c. If at the end of the scheduled games, one team has not won the number of games required, the team that has won the most games will be the winner.
- d. Should the score at the end of the scheduled games be tied, the following procedure will apply:
  - i. A single game will be played to decide the match. The break in that game will be determined by lagging or a coin toss. If either player prefers to lag, lagging will be mandatory. A coin toss is permitted only if both Team Captains agree.
  - ii. Each team may select any player on their roster to play that game. Any two players may play, regardless of whether or not they have previously played in the match.
  - iii. The team whose player wins that game shall win the match.
- 6. If both teams are missing a player or players, games that have "BYES" for both teams will not be scored. If, at the end of the scheduled games, neither team has won the number of games required, the team with the most games won will be the winner. If the score is tied, the procedures in C3-5-d will be followed.

#### **C4 Play on Multiple Tables**

- 1. Play must continue on all assigned tables until the match is complete. The start of any game may not be delayed for any reason. The only time play may occur on only one table is if both teams need only one win to reach the winning score (i.e. both teams "on the hill").

#### **C5 Coaching**

- 1. Scotch Doubles:
  - a. Open communication/coaching IS permitted between teammates during their turn at the table. However, the non-shooting player must remain in or at his/her chair and may not approach the table.
  - b. Communication/coaching cannot result in slower than normal play. As a general guide, there should be no more than 45 seconds between each shot. If a team consistently uses more than 45 seconds between shots, the opposing team may summon a referee to monitor the match and the referee may institute delayed progress rulings at any time per section A8.
- 2. Teams:
  - a. Coaching is NOT allowed in team divisions. During your inning, you may not communicate with your team and your team may not assist you in any way. Whether a coaching foul has occurred and been properly called is at the sole judgment of the referee.
  - b. Except as prohibited in section C5-2-c below, during your opponent's inning you may quietly discuss anything you wish with your team. All discussion and communication must stop immediately when your opponent's inning ends.
  - c. At any time, regardless of which player is at the table, it is a foul for any team member not actually playing in a game but on the roster of a team involved in a match to:
    - i. Suggest to a player at the table or in the chair that they call a referee;
    - ii. Alert another player that their opponent has fouled or that coaching has occurred.  
EXCEPTION: see paragraph C5-2-d below.
  - d. It is not a foul for any player involved in a match, playing in a game or not, to:
    - i. Call a practice foul on any member of the opponent's team at any time, regardless of whether they are involved in a game or listed on the score sheet (see BCAPL rule 1-41-3)
    - ii. Alert their team that the wrong player(s) are at the table



- iii. Summon a referee for a matter not directly related to the game at the table, such as score sheet problems
- iv. Offer encouragement or emotional support to a player at the table
- e. A coaching foul may only be called by a player involved in the game or a referee. If a coaching foul occurs and any player on the offended team who is not involved in the game alerts their player to the coaching foul or calls the coaching foul: both the coaching foul and any other foul on the table related to the coaching foul are offset and play will proceed with no penalty.

## **C6 Time-Outs**

1. Time-outs are not permitted in team play. If you must leave the playing area to attend to personal needs, ensure that you are not scheduled to start a game before you will be able to return.

## **C7 Presence at the Table / Individual Game Forfeits**

1. It is the Team Captains' and players' responsibility to ensure that players are present at the table for their game. The player who racks and breaks is not responsible for their opponent's presence at the table. If a player begins a game when their opponent is not present, there is no consequence for the breaker. Exception: if your opponent is not present because they are playing another game in the same match on a different table, your game must be skipped and the next available scheduled game must be started. Your game will be played as soon as your opponent finishes their previous game.
2. Regardless of which player is to break, you may call a referee if your opponent is not present when your game is scheduled. Once they have determined that your opponent is not present, the referee will immediately start a two-minute clock (25-game format on two tables) or a five-minute clock (25-game format on three tables and all other formats with fewer than 25 games). If your opponent is not present at the end of the period, you win the game by forfeit. If a player forfeits a game under this regulation in one round, it does not affect their participation in subsequent rounds.

# **RATING ADVANCEMENT**

## **D1 Rating Advancement**

1. There is no longer any type of automatic rating advancement based on how a person or team finishes in any division. Players' Fargo Ratings will be used as the rating criteria in each division.
2. There are no longer rating classifications such as Leisure, Open, Advanced, Master, or Grandmaster. Fargo Ratings will be used to determine each player's rating.

# **DRESS CODE**

A Dress Code is enforced to add to the prestige of "The Greatest Pool Tournament in the World!" Your cooperation in wearing neat, clean, and tasteful apparel at all times during competition is appreciated.

NOTE: There are changes this year to the enforcement procedures for dress code violations. Please be sure to review the procedures carefully. Team Captains are responsible for all team members being in dress code.

## **E1 Effective Times**

1. The Dress Code will be in effect in all tournament rooms each day from 9am to 12am (midnight) – no exceptions.

**E2 Approved Clothing for All Events**

Clothing Regulations – All Events		
Item	Men	Women
Shirts	<ul style="list-style-type: none"><li>➤ Polo or button down style shirt with sleeves and fold-over collar</li><li>➤ Sleeveless shirts or tops are NOT permitted regardless of gender or classification</li><li>➤ For Scotch Doubles, matching shirts are preferred but not required</li><li>➤ For teams, matching team shirts are required per section E2 – Team Matching Shirt Requirements</li></ul>	
Pants	<ul style="list-style-type: none"><li>➤ Casual or dress pants</li><li>➤ Neat and clean jeans</li><li>➤ Business casual or denim shorts</li><li>➤ No tears, holes, or threadbare spots including designer clothing incorporating such features as a part of the design – no exceptions</li></ul>	<ul style="list-style-type: none"><li>➤ Casual or dress pants</li><li>➤ Neat and clean jeans</li><li>➤ Business casual or denim shorts</li><li>➤ Capri-style pants</li><li>➤ No tears, holes, or threadbare spots including designer clothing incorporating such features as a part of the design – no exceptions</li></ul>
Dresses		<ul style="list-style-type: none"><li>➤ Sleeved dresses of conservative length</li><li>➤ Skirts of conservative length</li><li>➤ Culottes</li></ul>
Footwear	All footwear must be closed-toe and normal in the manner of its style and wear. Shoes with laces must be properly tied.	
Hats	Billed or brimmed hats or caps must be clean, neat, and worn with the bill straight forward. Tams permitted. Stocking caps or ski caps of any kind are not permitted.	
The final authority on all dress code issues is the section referee – no exceptions.		

**E3 Team Matching Shirts**

1. Team matching shirt requirements are in effect for all team events. Team shirts must substantially match in color, style, and trim. The chart below describes the features critical in determining whether a shirt is matching and will be allowed during play.

<b>Item</b>	<b>Required</b>
<b>Color</b>	<ul style="list-style-type: none"> <li>➤ Color must be substantially matching. <i>Significant</i> fading or shade differences are not permitted</li> </ul>
<b>Style</b>	<ul style="list-style-type: none"> <li>➤ Same basic style such as polo or button down</li> </ul>
<b>Names, graphics, embroidery &amp; other markings</b>	<ul style="list-style-type: none"> <li>➤ Must have at least as many shirts as the total number of players listed on the score sheet of any match</li> <li>➤ No one shirt may be worn by more than one person during a match</li> <li>➤ Large areas of embroidery, such as business logos or other graphics covering a substantial area is not permitted</li> <li>➤ Name on shirt does not need to match the player's name</li> <li>➤ Some shirts may have names while others do not</li> <li>➤ Names are not required on shirts</li> </ul>
The final authority on all dress code issues is the section referee – no exceptions.	

2. On a case-by-case basis and prior to the beginning of team play, BCAPL Administration may approve team shirts that do not meet the above requirements for matching. Exceptions are only granted in the case that a predominant theme can be demonstrated that requires the shirts to display a significant difference while still conveying the concept of team unity. Two examples of such themes are:
  - a. Shirts are themed as pool balls; clearly demonstrating the representation or concept of a pool ball with each team member's shirt being the color of a different ball

- b. Shirts are of the same color but display a distinctly different graphic aligned to a common theme such as each shirt displaying a different fictional character from a common collection
3. **Do not presume that you will be granted an exemption.** Regardless of whether non-matching shirts meet the above conditions, they will not be permitted unless specifically approved by BCAPL Administration prior to the beginning of play on the first day of team events. Neither referees nor the Tournament Director are authorized to grant such approvals.

#### **E4 Additional Approved Wear**

1. Sweaters, jackets, coats, or other non-athletic outerwear may be worn over shirts that meet the dress code. There is no requirement to have the shirt's collar in any particular position in relation to the outerwear. The outerwear may be worn while at the table. If outerwear is worn, you must comply with a request from your opponent or a referee to show that you are wearing a proper shirt.
2. Button-down shirts may be worn unbuttoned if they are worn with a neat and tasteful undergarment. If button down shirts are worn without undergarments, not more than one button below the neck button may be unfastened nor may the shirt be excessively loose or revealing.
3. Medically necessary exemptions may be obtained for any item. If you need a medical exemption, you must present a signed and dated letter from a physician, **including the physician's state license number and contact information**, before the beginning of your match to the Referee's desk. The note must include a brief description of the required exemption (detailed descriptions and personal information are not necessary). All requested medical exemptions are subject to verification. Presenting false information or information that cannot be verified may lead to disqualification.

#### **E5 Prohibited Clothing & Accessories**

1. Any clothing with holes, tears, or threadbare spots will not be permitted regardless of gender.
2. Athletic wear of any kind, including but not limited to: sweats, swimwear, jogging suits, athletic uniforms, jerseys, or any kind of pants with contrasting stripes normally associated with athletic wear.
3. Shorts and pants must be conservative with respect to the rise in relation to the length of the garment and may not be excessively baggy, loose fitting, or worn with the waistline below the top of the hips.
4. Overalls or coveralls are prohibited. Sleeveless shirts worn over undergarments are prohibited.
5. Sweaters, jackets, coats, or other outerwear when worn over a shirt that does not meet the dress code; regardless of whether or not the outerwear has a fold-over collar
6. Bandanas, scarves above the neck, and headbands
7. Any clothing or headwear judged by tournament officials or referees to be:
  - a. in poor taste, offensive, dirty, excessively torn, or worn in a manner other than intended
  - b. disrespectful or mocking in any way (e.g., sleep wear, clothing worn as a joke, etc.)
  - c. unnecessarily revealing (e.g., bare midriff, low cut necklines, etc.)

#### **E6 Electronic Equipment**

1. CSI rule 1-3-2 applies. At all times while on the tournament floor, all electronic equipment must be kept silent. Please be considerate of players by keeping your devices silent whenever you are on the floor regardless of whether you are involved in a match.
2. Flash photography and infrared auto-focus/range finders are prohibited on the tournament floor at all times during tournament play. Please ensure that all persons associated with your team, including spectators, are aware of the requirements.

## E7 Enforcement Procedures

1. The following dress code violations may be required to be corrected immediately at any time:
  - a. Improper headgear may be required to be corrected or removed.
  - b. Button down shirts may be required to be adjusted to meet the dress code.
  - c. Any dress code violation by a player practicing in the tournament area when not involved in a match. For violations of this, players will be asked to immediately stop practicing and leave the player's area if the violation cannot be corrected immediately.
  - d. Untied shoes may be required to be corrected.
2. Penalty Changes and Enforcement Procedures:
  - a. If they cannot be corrected immediately, all other dress code violations will be enforced upon being discovered by any referee or tournament official at any time during a match. Penalties and procedures are described below.
  - b. Penalties:
    - i. First violation: player will lose one game of the match.
      1. Singles – the penalty game is added to the opponent's score immediately. Any game in progress is not affected and will continue regardless of the status or progress of the game.
      2. Teams – the player's current game is lost. Any other game(s) in progress will not be affected and will continue regardless of the status or progress of the game(s).
        - a. Exception: if the player's opponent/opponent's team is on the hill, the one-game penalty is not applied, but the violation is recorded and counts in the progression of dress code penalties.
      3. Singles & Teams – in addition to the one-game penalty, a mandatory warning will be given that a second violation of any part of the dress code during any subsequent match in any division may result in immediate disqualification of that player from all remaining events. After the first violation penalty is applied, the player may finish the match without the dress code violation corrected.
    - ii. Second violation in any subsequent match in any division may result in disqualification from the event and all remaining divisions.
  - c. Procedures – Singles & Scotch Doubles
    - i. Before Start of Match: The player will have no more than the normally allotted grace period before their match (15 minutes from match time) to correct the violation. If the player chooses to leave the area to correct the violation and is not present at the table with the violation corrected by the end of the grace period, the match is forfeited. If the player chooses to not correct the violation and begin play, the appropriate penalty is applied at the beginning of the match.
    - ii. After Start of Match: If the player cannot correct the violation immediately, the appropriate penalty will be applied.
      1. Exception to immediate correction of violations: The player may use an allotted 5-minute time-out (if available) to leave the area and correct the violation. No other delay is permitted.
  - d. Procedures – Teams
    - i. Before Start of Match: After arriving at the table(s), a team may not delay the start of a match under forfeit procedures in order to correct a dress code

violation. Instead, the following procedure will apply:

1. If the match has not started and no substitute is available, the player will have no more than the normally allotted grace period before their game or match (15 minutes from match time) to correct the violation without penalty. However, the match must begin and other games of the match must start and continue during the 15-minute period and any such game does not extend the 15-minute period. If the player is not present with the violation corrected within the 15-minute period, the procedures below will be followed.
- ii. After Start of Match: If the round has started and the player's game in that round is scheduled next or has started, and the player cannot correct the violation immediately, the appropriate penalty is applied. The player may not be substituted for in that round.
    1. If the round has started and the player's game in that round is neither scheduled next nor started, the player will have until their game is scheduled to correct the violation. If the player cannot correct the violation within the specified time, the appropriate penalty is applied. The player may not be substituted in that round.
    2. Players incurring penalties under paragraphs (i) or (ii) may be substituted in subsequent rounds.
    3. If the player has not yet played and is not yet scheduled to play in a round that has started, no penalty will be applied but a courtesy warning may be given. The courtesy warning does not count toward the progression of penalties.
    4. If a player discovered to be out of dress code has already completed a game but the next round has not started, the game already completed is not affected and the procedures from paragraphs (a)-(d) above will be followed.
- e. Procedures – Multiple Violations During a Match
    - i. Multiple violations of the dress code noted by a referee during a single visit to the table will be considered a single violation.
    - ii. If a referee enforces a dress code violation during a visit to the table but does not notice a different violation for the same player, the unnoticed violation may be enforced during a later visit to the table during the same match. However, any later enforcement during the same match is considered an extension of the previous visit, and will not carry additional penalties nor be penalized as a second violation for disqualification purposes. (Exceptions: see 1-3 below.)
      1. A player may not willfully accept a warning or penalty by refusing to correct a violation that can be easily corrected (e.g., properly adjusting hat, tying shoelaces, removing electronic headgear, etc.) Instead, in addition to the dress code penalty, such behavior is penalized as Unsportsmanlike Conduct up to and including immediate disqualification.
      2. Any player who repeatedly and/or willfully violates the dress code, even if the repeated violations are corrected immediately, may be penalized by loss of game and warning, or be penalized for Unsportsmanlike Conduct.
      3. Starting a match in dress code and then intentionally violating the dress code will be penalized as Unsportsmanlike Conduct.

# Appendix A – Player Use of CueSports Tournament System (CTS)

## PURPOSE

The following tutorial is intended to provide CSI tournament participants with an overview of how to use CSI's proprietary tournament system. Misreading tournament brackets is a leading cause of forfeits, so please don't let this happen to you! Review the following pages so that you understand how the system works and avoid making a mistake that could lead to a forfeit.

## STEPS

### 1. SELECT A TOURNAMENT

- CTS can be viewed on the TV screens at the event, on a mobile device, or on a computer. If viewing from a mobile device or a home computer, first select the tournament you wish to view (ex: 2016 BCAPL National Championships). If viewing on the TV screens at the event, this will already be done.

### 2. SELECT A DIVISION

- After you select the tournament you wish to view, you will see a list of divisions within that tournament. It will look similar to the view below. From here, you can click on a Division Name (highlighted in yellow) to view that division's tournament bracket.

### 3. SEARCH FOR A PLAYER

- You can also use the Search field in the upper right to search by a person's name, team name, or league number.



Demo

Demo

Rio All-Suite Hotel & Casino in Las Vegas, Nevada December 28 2015 to January 01 2016



**Teams**



**Singles**



**Doubles**

2-a

**Teams Demo**

Entrants: 8

1st Place Prize:

Race to 11

**Singles Demo**

Entrants: 8

1st Place Prize:

Race to 5

**Scotch Doubles Demo**

Entrants: 8

1st Place Prize:

Race to 4



3-a

CueSports Division System (CTS) by CSI

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- b. For example, to view a player named Peter Wong, try searching using his last name only. Partial name searches also work if you do not know the entire name or the correct spelling.



- c. Searching for “Wong” brings up a list of possible matches within that tournament. The results show that Peter Wong is playing in the Singles (Demo-S), Scotch Doubles (Demo-SD), and the Team (Demo-T) events.
- d. The start times and the table number(s) are listed for Peter Wong’s next match in each event. It shows that his next match is a Singles match on Table 1 at 9:00am, Monday, Dec. 28. He also has upcoming matches on Tuesday and Wednesday in his Scotch Doubles and Team Divisions.

**csi**  
CueSports International  
Player Search  
Search for a Player

Search contacts, teams, leagues...

Demo		Division	Match	First	Last	Team	Table	Start Time	Region	League	Result	Bracket	Matches
3-c	DEMO-SD	W1-3	Jamie	Peterson	Wong/Peterson	3	Tue 9:00A Dec 29			Active			
	DEMO-SD	W1-3	Peter	Wong	Wong/Peterson	3	Tue 9:00A Dec 29			Active			
	DEMO-S	W1-1	Peter	Wong		1	Mon 9:00A Dec 28			Active			
3-c	DEMO-T	W1-4	Alex	Miller	Wong #1	7, 8	Wed 9:00A Dec 30			Active			
	DEMO-T	W1-4	Dave	Perez	Wong #1	7, 8	Wed 9:00A Dec 30			Active			
	DEMO-T	W1-4	Peter	Wong	Wong #1	7, 8	Wed 9:00A Dec 30			Active			

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- e. On this same page, you can search for a different person or team by using the search tool on the top left. By searching for Fitz, we get the following results. It shows that there are two Fitzpatricks in this tournament (Jim & Julie) but only Jim is playing in the singles division (Demo-S); Table 4 at 9:00am Monday, Dec. 28.

**csi**  
CueSports International  
Player Search  
Search for a Player

Fitz

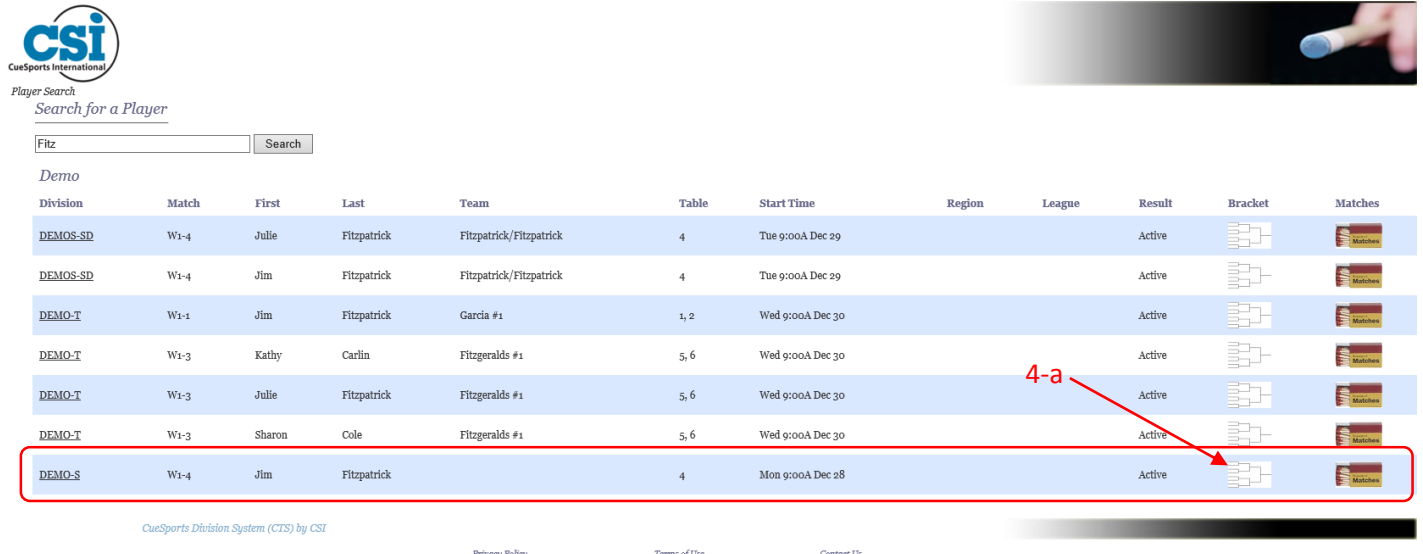
Demo		Division	Match	First	Last	Team	Table	Start Time	Region	League	Result	Bracket	Matches
3-e	DEMO-SD	W1-4	Julie	Fitzpatrick	Fitzpatrick/Fitzpatrick	4	Tue 9:00A Dec 29			Active			
	DEMO-SD	W1-4	Jim	Fitzpatrick	Fitzpatrick/Fitzpatrick	4	Tue 9:00A Dec 29			Active			
3-e	DEMO-T	W1-1	Jim	Fitzpatrick	Garcia #1	1, 2	Wed 9:00A Dec 30			Active			
	DEMO-T	W1-3	Kathy	Carlin	Fitzgeralds #1	5, 6	Wed 9:00A Dec 30			Active			
	DEMO-T	W1-3	Julie	Fitzpatrick	Fitzgeralds #1	5, 6	Wed 9:00A Dec 30			Active			
	DEMO-T	W1-3	Sharon	Cole	Fitzgeralds #1	5, 6	Wed 9:00A Dec 30			Active			
	DEMO-S	W1-4	Jim	Fitzpatrick		4	Mon 9:00A Dec 28			Active			

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#### 4. VIEW THE TOURNAMENT BRACKET

- To view the tournament bracket for Jim, locate the row with Jims name and the correct division name (Demo-S) and click on the bracket icon on that line.



**CSI**  
CueSports International  
Player Search  
Search for a Player

Search:

*Demo*

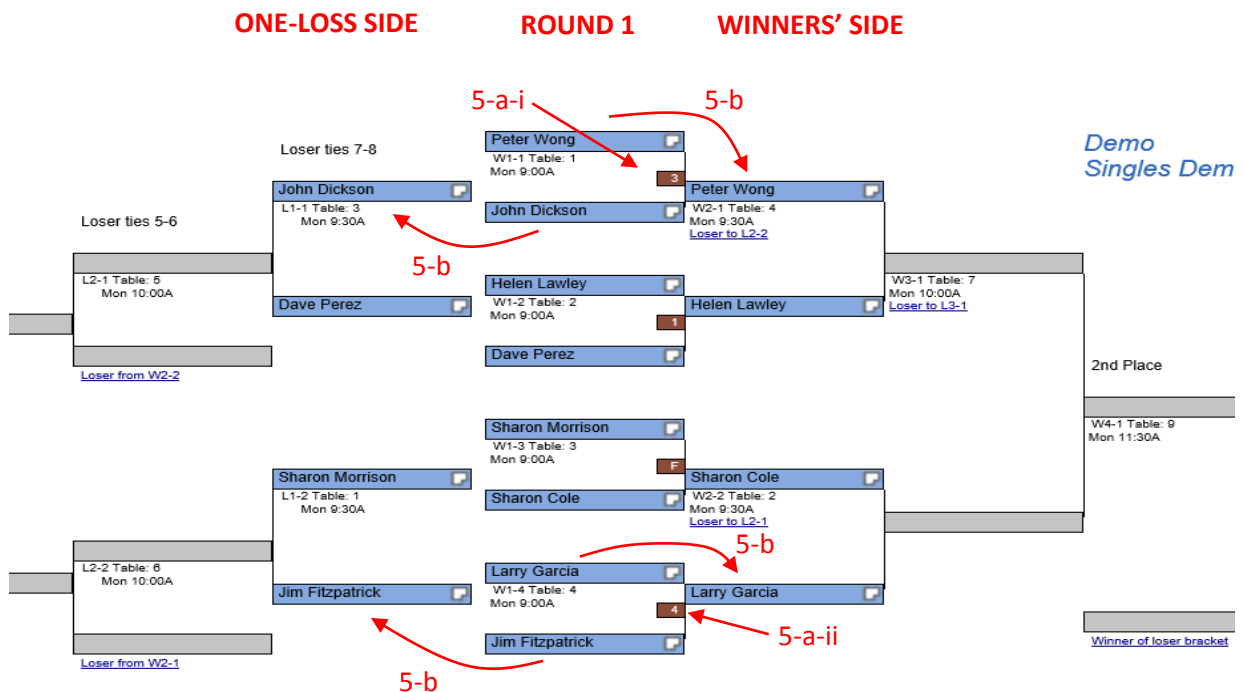
Division	Match	First	Last	Team	Table	Start Time	Region	League	Result	Bracket	Matches
DEMOS-SD	W1-4	Julie	Fitzpatrick	Fitzpatrick/Fitzpatrick	4	Tue 9:00A Dec 29			Active		
DEMOS-SD	W1-4	Jim	Fitzpatrick	Fitzpatrick/Fitzpatrick	4	Tue 9:00A Dec 29			Active		
DEMO-T	W1-1	Jim	Fitzpatrick	Garcia #1	1, 2	Wed 9:00A Dec 30			Active		
DEMO-T	W1-3	Kathy	Carlin	Fitzgeralds #1	5, 6	Wed 9:00A Dec 30			Active		
DEMO-T	W1-3	Julie	Fitzpatrick	Fitzgeralds #1	5, 6	Wed 9:00A Dec 30			Active		
DEMO-T	W1-3	Sharon	Cole	Fitzgeralds #1	5, 6	Wed 9:00A Dec 30			Active		
DEMO-S	W1-4	Jim	Fitzpatrick		4	Mon 9:00A Dec 28			Active		

CueSports Division System (CTS) by CSI

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#### 5. READING THE TOURNAMENT BRACKET

- The tournament bracket for that division will appear and look similar to the below example. It shows that the first round has already been played. The loser's score is posted on the bracket and the winners score is always the race to number for that division (in this case – 5).
  - Peter Wong defeated John Dickson 5-3.
  - Jim Fitzpatrick lost to Larry Garcia 5-4.
- In Round 1, the winner moves to the right and the loser moves to the left. Therefore, because Peter Wong won, he moved to the right and John Dickson moved to the left. The same thing happened with the Fitzpatrick / Garcia match.

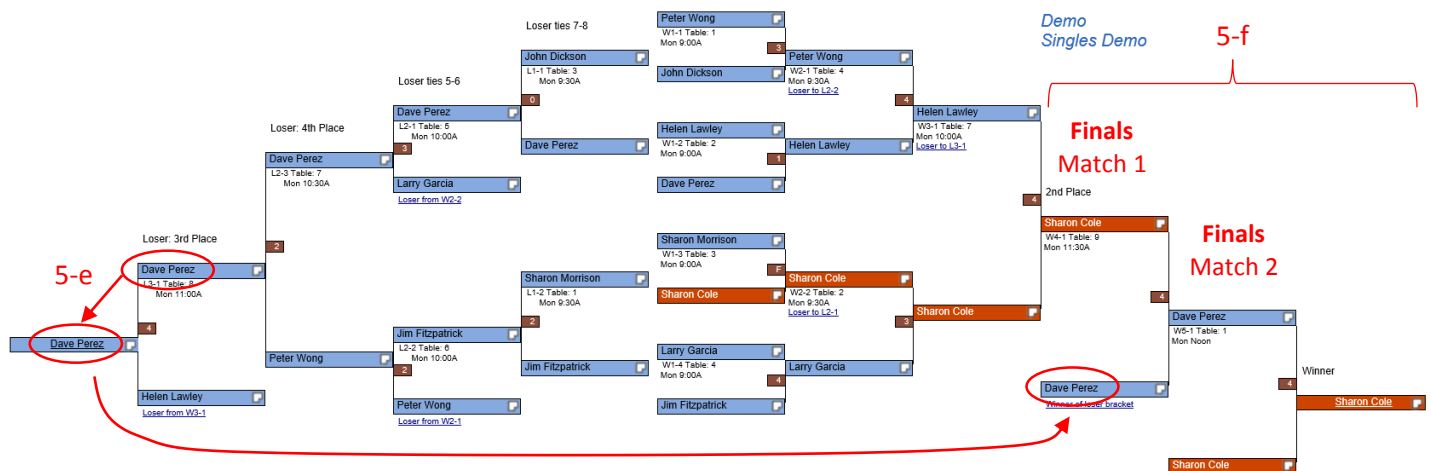




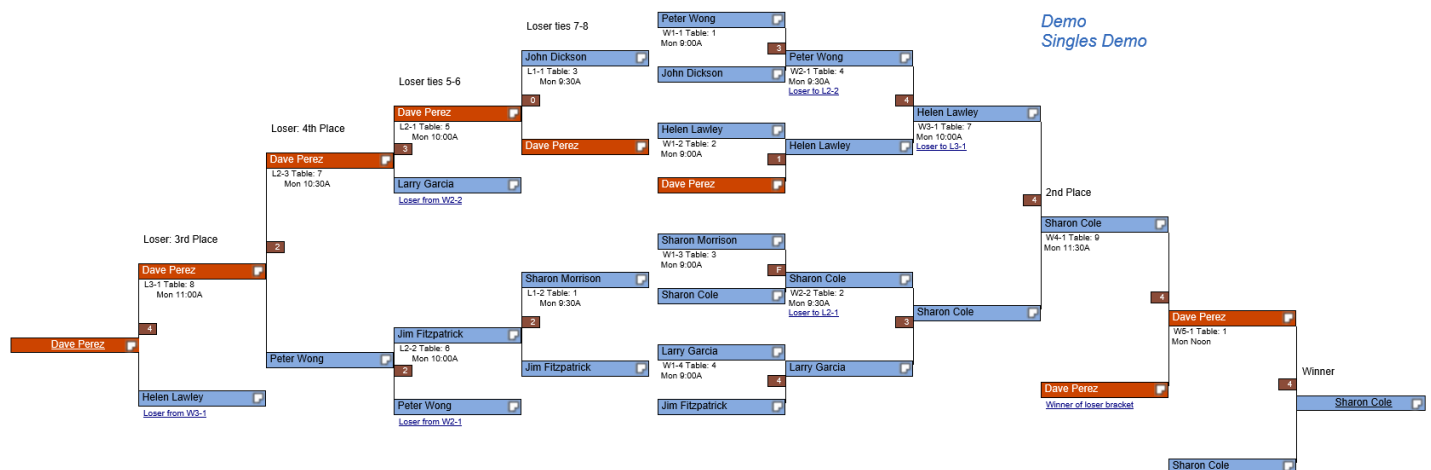
- 
- The diagram illustrates a tournament bracket with the following details:
- Participants and Rounds:**
    - Round 1:** Dave Perez (L2-1 Table: 5, Mon 10:00A), Larry Garcia (Loser from W2-2), John Dickson (L1-1 Table: 3, Mon 9:30A), Peter Wong (W1-1 Table: 1, Mon 9:00A), Helen Lawley (W1-2 Table: 2, Mon 9:00A), Sharon Morrison (L1-2 Table: 1, Mon 9:30A), Sharon Cole (W2-2 Table: 2, Mon 9:30A, Loser to L2-1), Jim Fitzpatrick (L2-2 Table: 6, Mon 10:00A), Peter Wong (Loser from W2-1).
    - Round 2:** John Dickson, Helen Lawley, Dave Perez, Sharon Morrison, Sharon Cole, Sharon Cole, Larry Garcia, Jim Fitzpatrick.
    - Round 3:** Peter Wong (W2-1 Table: 4, Mon 9:30A, Loser to L2-2), Helen Lawley (Loser to L3-1), Sharon Cole (W3-1 Table: 7, Mon 10:00A, Loser to L3-1), Sharon Cole.
  - Match Labels and Links:**
    - A red arrow labeled "match label" points to the match between Jim Fitzpatrick and Peter Wong.
    - A red arrow labeled "link" points to the match between Peter Wong and Helen Lawley.
  - Other Annotations:**
    - "Loser ties 5-6" and "Loser ties 7-8" are noted near the top left.
    - Red circles highlight Peter Wong, Helen Lawley, and Sharon Cole.

- [illegible]

- e. This continues until there is a single person remaining on the winners' side and a single person remaining on the one-loss side. The below example shows that Dave Perez defeated Helen Lawley to win the one-loss side and earn the right to play Sharon Cole in the finals.
- f. In this example, Sharon Cole hasn't lost and must be defeated twice to be eliminated from the tournament. Therefore, Dave Perez must defeat her twice to win the tournament. In the first finals match, Dave Perez wins by a score of 5-4. This forces a final match. In this final match, Sharon Cole defeats Dave Perez by a 5-4 score to win this tournament. To view Sharon Cole's complete path through the tournament, click on her name and every match she played will be highlighted.

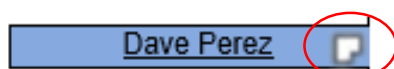


- g. This can be done for any player in the bracket. The example below shows Dave Perez's path through the tournament.



## 6. VIEW A PLAYER'S HISTORY

- a. On each player's match label, there is an icon that looks like a folded piece of paper. Click the icon to show that player's complete match history within the division. The below example shows the match results for Dave Perez.



## Match Results for Dave Perez

League:

Finished: 2

Status	Loser Score	Opponent Name	Opponent Result	Match	Round
Lost	1	<u>Lawley, Helen</u>	3	<u>W1-2</u>	W1
Won	0	<u>Dickson, John</u>	7	<u>L1-1</u>	L1
Won	3	<u>Garcia, Larry</u>	5	<u>L2-1</u>	L2
Won	2	<u>Wong, Peter</u>	4	<u>L2-3</u>	L2c
Won	4	<u>Lawley, Helen</u>	3	<u>L3-1</u>	L3
Won	4	<u>Cole, Sharon</u>	1	<u>W4-1</u>	W4
Lost	4	<u>Cole, Sharon</u>	1	<u>W5-1</u>	W5

- b. Clicking any of the opponent's names will show that person's match history.
- c. Click any of the match labels (ex: W1-2, L3-1, etc.) will display that match on the tournament bracket.

### 7. ASK FOR HELP

- a. We don't want anyone to forfeit a match because they made an error using CTS or reading a tournament bracket. If you encounter difficulties or are not sure about the time and table of your upcoming match, please ask for help. We will have people standing by ready to assist.

## Appendix B – Proper Completion of Score Sheets

### PURPOSE

It is very important that score sheets are completed thoroughly and accurately. When the Tournament Director receives score sheets without all of the proper information, the parties involved must be called back to the desk and subsequent matches can be delayed. Please review the following examples of properly completed singles, scotch doubles, and team score sheets.

### Example 1 – Singles & Scotch Doubles Score Sheet


This is an example of a scotch doubles score sheet but the singles score sheet is nearly identical. After each rack, the score sheet should be marked to indicate the current score. Once a player or team has won, the score sheet should indicate the final score and the winner must be clearly circled. This allows the Tournament Director to enter the match result much faster. The loser of the match should also sign the score sheet as an acknowledgment that the final score is correct.

Tournament: DEMOS-SD   Bracket: DEMOS-SDA   Match: W1-4					
Table: 4   Start Time: Tue 01:25 PM					
Circle the Winner					
Fitzpatrick/Fitzpatrick	①② 3 4				
<u>Bell/Ragen</u>	①②③④				
Loser Score: <u>2</u>	Loser Signature: <u><i>Chris Fitzpatrick</i></u>				
<div>For Referee Use Only</div> <table border="1"><tr><td>On Clock: _____</td><td>Initials: _____</td></tr><tr><td>Forfeit: _____</td><td>Initials: _____</td></tr></table>		On Clock: _____	Initials: _____	Forfeit: _____	Initials: _____
On Clock: _____	Initials: _____				
Forfeit: _____	Initials: _____				


## Example 2 – Team Score Sheet

Teams use a match score sheet and a final match report (also commonly referred to as a score sheet). After each rack, the score sheet should be marked to indicate the current score. Once a team has won, the final match report should be completed to indicate the final score and the winner must be clearly circled. This allows the Tournament Director to enter the match result much faster. The Team Captain of the losing team should also sign the score sheet as an acknowledgment that the final score is correct. Both sheets must be submitted to the Tournament Director.

## Match Scoresheet



### BCA Pool League National Championships



**Teams (5-Player) Score Sheet / 25 Game Format / Race to 13**  
Break in each game is as indicated by "B".  
**OPPOSING TEAM CAPTAIN MUST INITIAL ALL LINE-UP CHANGES**

Game	Round	Position #	Home			Result		Position #	Visitor			Result	
			Team Name	Player Name	W or L	Team Score	Team Name		Player Name	W or L	Team Score		
1	1	1 <sup>B</sup>	POOL PRICKS	BOB SMITH	L	0	1	THE PLATINUM SQUAD	SHAWN NEWMAN	W	1		
2		2 <sup>B</sup>	DAN JONES	L	0	2	TINA NEWMAN	W	2				
3		3 <sup>B</sup>	LISA JONES	W	1	3	ANDY RICHARDSON	L	2				
4		4 <sup>B</sup>	PHIL ANDERSON	W	2	4	KATE GREER	L	2				
5		5 <sup>B</sup>	LARRY PAGE	L	2	5	JOHN BECKNER	W	3				
6	2	1	POOL PRICKS	BOB SMITH	S	3	2 <sup>B</sup>	THE PLATINUM SQUAD	TINA NEWMAN	S	3		
7		2	RICHARD LACEY	W	4	3 <sup>B</sup>	ANDY RICHARDSON	S	3				
8		3	LISA JONES	L	4	4 <sup>B</sup>	ROBERT BLACK	W	4				
9		4	PHIL ANDERSON	W	5	5 <sup>B</sup>	JOHN BECKNER	S	4				
10		5	LARRY PAGE	L	5	1 <sup>B</sup>	SHAWN NEWMAN	S	5				
11	3	1 <sup>B</sup>	POOL PRICKS	BOB SMITH	S	5	3	THE PLATINUM SQUAD	ANDY RICHARDSON	S	6		
12		2 <sup>B</sup>	DAN JONES	W	6	4	KATE GREER	S	6				
13		3 <sup>B</sup>	LISA JONES	W	7	5	JOHN BECKNER	S	6				
14		4 <sup>B</sup>	PHIL ANDERSON	W	8	1	SHAWN NEWMAN	S	6				
15		5 <sup>B</sup>	LARRY PAGE	W	9	2	TINA NEWMAN	S	6				
16	4	1	POOL PRICKS	PATRICK JUSTICE	S	10	4 <sup>B</sup>	THE PLATINUM SQUAD	KATE GREER	S	6		
17		2	DAN JONES	L	10	5 <sup>B</sup>	JOHN BECKNER	S	7				
18		3	CONNIE BALLARD	L	10	1 <sup>B</sup>	SHAWN NEWMAN	S	8				
19		4	PHIL ANDERSON	W	11	2 <sup>B</sup>	TINA NEWMAN	S	8				
20		5	LARRY PAGE	L	11	3 <sup>B</sup>	ANDY RICHARDSON	S	9				
21	5	1 <sup>B</sup>	POOL PRICKS	BOB SMITH	S	11	5	THE PLATINUM SQUAD	ROBERT BLACK	S	10		
22		2	DAN JONES	W	12	1 <sup>B</sup>	SHAWN NEWMAN	S	10				
23		3 <sup>B</sup>	LISA JONES	W	13	2	TINA NEWMAN	S	10				
24		4	PHIL ANDERSON			3 <sup>B</sup>	ANDY RICHARDSON						
25		5 <sup>B</sup>	LARRY PAGE			4	KATE GREER						

Play will be continuous on all assigned tables through the 25th game or until one team wins 13 games. If Game 25 has started, no further games will be started, but any game in progress will continue. Once a team wins 13 games, any game still in progress will not be finished.  
Example: if the team score is 12-7, play will continue on both tables until one team wins 13 games. If the score is 12-12, only game 25 will be started. See reverse for instructions on how to fill out score sheet and substitution information.

## Final Match Report

Tournament: 8MOT Bracket: 8MOTA Match: W1-2

Table: 9 10 Start Time: Wed 09:00 AM



Circle the Winner

Pool Pricks

①②③④⑤⑥⑦⑧⑨⑩⑪⑫⑬

The Platinum Squad

①②③④⑤⑥⑦⑧⑨⑩ 11 12 13

Loser Score: 10

Loser Signature: \_\_\_\_\_

*Sham Nampun*

For Referee Use Only

On Clock: \_\_\_\_\_ Initials: \_\_\_\_\_

Forfeit: \_\_\_\_\_ Initials: \_\_\_\_\_

## 2016 BCAPL NATIONAL CHAMPIONSHIPS TAX INFORMATION

If you are planning to enter the tournament, please read the sections that apply to you.

- For U.S. Residents: only sections 1 and 5 apply
- Most Foreign Residents need only read sections 2 and 5

However, if you live outside the United States but you have received or can obtain an Individual Tax Identification Number (ITIN) from the Internal Revenue Service (IRS) you may be able to avoid withholding taxes. To learn more, read sections 2-5. Forms referred to below may be viewed and downloaded at <http://www.irs.gov/formspubs>

### SECTION 1: UNITED STATES RESIDENTS

You can avoid withholding taxes from your prize money by filling out Form W-9. This gives us your name, address, and Social Security Number (SSN). The Form W-9 will be made available at the Tournament. If you win \$600 or more in the calendar year, CueSports International (CSI) will report your winnings to you and the IRS using form 1099-MISC. **If you do not fill out Form W-9, we will be required to withhold 30% of your prize money regardless of the amount you win.**

### SECTION 2: FOREIGN RESIDENTS - MOST WILL BE SUBJECT TO WITHHOLDING TAXES

For most foreign participants, (1) **You will be subject to 30% withholding taxes on your prize money**; (2) at the Tournament, prize winners will have to supply their name and address, and (3) we will then provide the IRS with this information on Form 1042-S, a copy of which will be mailed to you. When you pay taxes in your own country, you will not only have a record of your winnings, but you will have documents that show you paid taxes to the U.S. Government. In many cases, you may receive a tax credit for these payments from your government. Check with your tax advisor in your home country.

### SECTION 3: FOREIGN RESIDENTS - A FEW WILL BE ABLE TO AVOID WITHHOLDING TAXES

For some non-U.S. residents, withholding taxes may be avoided provided (a) your country has a tax treaty with the United States, (b) you have an "Individual Taxpayer Identification Number" (ITIN) from the IRS and (c) your prize money does not exceed the maximum annual amount that is exempt from withholding under the treaty.

If you do not have an ITIN, rule changes in recent years have made them much more difficult to get. We will be unable to assist you in obtaining an ITIN but a tax advisor in your country may be able to help. However, if you previously received an ITIN, it is still valid.

If you have an ITIN and there is a tax treaty between your country and the United States and your prize does not exceed the amount allowed under the treaty, you will be able to avoid withholding taxes by filling out Form W-8BEN.

Finally, if you are eligible for zero withholding, **we are required to temporarily withhold 100% of your prize money** until 10 days after Form 8233 is mailed to the IRS. We expect to mail these forms 1-2 weeks after the Tournament concludes. The 10-day period is required by the IRS to give them time to verify your eligibility for avoiding withholding. If there is no objection from the IRS, we will mail you a check for the full amount of your prize approximately 24 days after the Tournament concludes.

### SECTION 4: FOREIGN RESIDENTS - INFORMATION ON INDIVIDUAL COUNTRIES

The table below summarizes the treaty situation for residents from several countries. We list the maximum dollar amount that you may earn in one year without becoming subject to tax withholding. We also list the treaty article number that will have to be put on Form W-8BEN. None of this is relevant to you unless you have or can obtain an ITIN. If there is no treaty with your country and you win \$600 or more during the year, you will be subject to withholding even if you have an ITIN.

Austria: \$20,000 / 17	Estonia: \$20,000 / 17	New Zealand: \$10,000 / 17	Spain: \$10,000 / 19
Bahamas: No Treaty	Greece: \$10,000 / X	Philippines: \$3,000 / 17	Switzerland: \$10,000 / 17
Belgium: \$20,000 / 16	Grenada: No Treaty	Portugal: \$10,000 / 19	Taiwan (China): No Limit / 16
Canada: \$15,000 / XVI	Jamaica: \$5,000 / 18	Saint Lucia: No Treaty	United Kingdom: \$20,000 / 16
China: No Limit / 16	Netherlands: \$10,000 / 18	Singapore: No Treaty	

### SECTION 5: TWO ADDITIONAL NOTES ABOUT TAXES

If you do not win a prize, we will not need to collect any personal information from you. For U.S. residents, this means you will not have to fill out a W-9. For foreign residents, you will not have to complete Form W-8BEN nor will you have to provide us with the information for Form 1042-S.

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