

2016 US Open Championships

Tournament Regulations

Welcome to the 2016 US Open 10-Ball & 8-Ball 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

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 Format

1. The standard tournament format is double elimination with the final match being a single extended set.

A4 Determining First Break

1. The first break is determined by lagging. The winner of the lag has the option to break first or to require their opponent to break first.

A5 Retrieving & Submitting Score Sheets

1. The US Open Championships uses an electronic tournament management system called CueSports Tournament System (CTS). At any time, players may view their 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:** 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. **10-Ball:** 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:** 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.
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. 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, CSI 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:
 - 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 will be eliminated from the event. If one of the players has a previous forfeit in the division, that player will be forfeited first and the other player will advance and be forfeited in the next position. If neither player has a previous forfeit in the division, a coin toss will determine the forfeit positions.

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. The final authority on all protests is the Tournament Director.

A11 National Referees-in-Training

1. 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. CSI will be monitoring all players. Violation of any CSI rules or regulations may lead to disqualification of the player immediately with no refund or consideration of any kind.

A13 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.

DRESS CODE

A Dress Code is enforced to add to the prestige of the events. Your cooperation in wearing neat, clean, and tasteful apparel at all times during competition is appreciated.

B1 Effective Times

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

B2 Approved Clothing for All Events

| Clothing Regulations | | |
|-----------------------------|--|---|
| Item | Men | Women |
| Shirts | <ul style="list-style-type: none">➤ Polo or button down style shirt with sleeves and fold-over collar.<ul style="list-style-type: none">○ Button down shirts may be unbuttoned if worn with a neat and tasteful undergarment○ Button down shirts worn without an undergarment may only be unbuttoned one button below the neck button.➤ Shirts should not be excessively loose or revealing➤ Sleeveless shirts or tops are NOT permitted regardless of gender | |
| Pants | <ul style="list-style-type: none">➤ Dress pants or casual slacks➤ No tears, holes, or threadbare spots including designer clothing incorporating such features as a part of the design – no exceptions | |
| Dresses | | <ul style="list-style-type: none">➤ Sleeved dresses of conservative length➤ Skirts of conservative length➤ Culottes |
| Footwear | <ul style="list-style-type: none">➤ Closed-toe dress shoes worn in the normal style and wear➤ Shoes with laces must be properly tied➤ Dark colored tennis or walking shoes are acceptable | |
| Hats | <ul style="list-style-type: none">➤ Not permitted | |
| Sponsorship Patches | <ul style="list-style-type: none">➤ Players may wear logos on their apparel. Each logo must not exceed 3" x 2" or 6 square inches. CSI will have authority to prohibit any sponsor logos. Furthermore, CSI reserves the right to require the player to display a CSI logo on the player's apparel if playing on the CSI live stream. | |

The final authority on all dress code issues is the section referee – no exceptions.

B3 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 of any kind.
4. 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.
5. Overalls or coveralls are prohibited. Sleeveless shirts worn over undergarments are prohibited.
6. 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
7. Bandanas, scarves above the neck, and headbands
8. 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.)

B4 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.

B5 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. 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. 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

- 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 – 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

- a. 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 US Open Championships). If viewing on the TV screens at the event, this will already be done.

2. SELECT A DIVISION

- a. 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

- a. 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



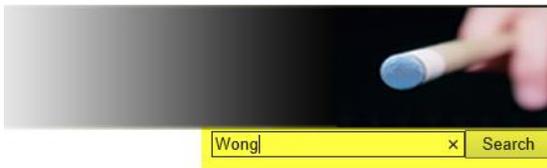
Doubles

| | | | |
|--|-------------|------------------|------------|
|  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

- 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.



Player Search

Search for a Player

Search contacts, teams, leagues...

| Division | Match | First | Last | Team | Table | Start Time | Region | League | Result | Bracket | Matches |
|----------|-------|-------|----------|---------------|-------|------------------|--------|--------|--------|---------|---------|
| DEMOS-SD | W1-3 | Jamie | Peterson | Wong/Peterson | 3 | Tue 9:00A Dec 29 | | | Active | | |
| DEMOS-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 | | |
| 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.



Player Search

Search for a Player

| 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 | | |

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4. VIEW THE TOURNAMENT BRACKET

- a. 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.



Player Search
Search for a Player

| 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 | | |



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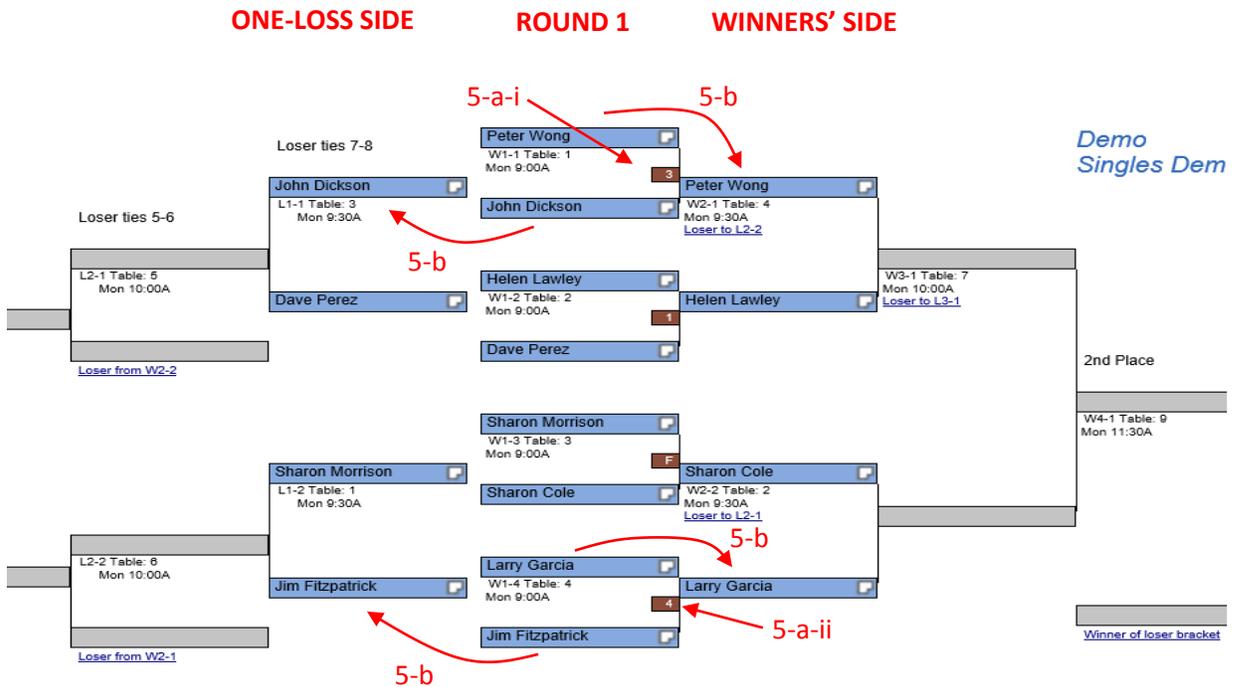
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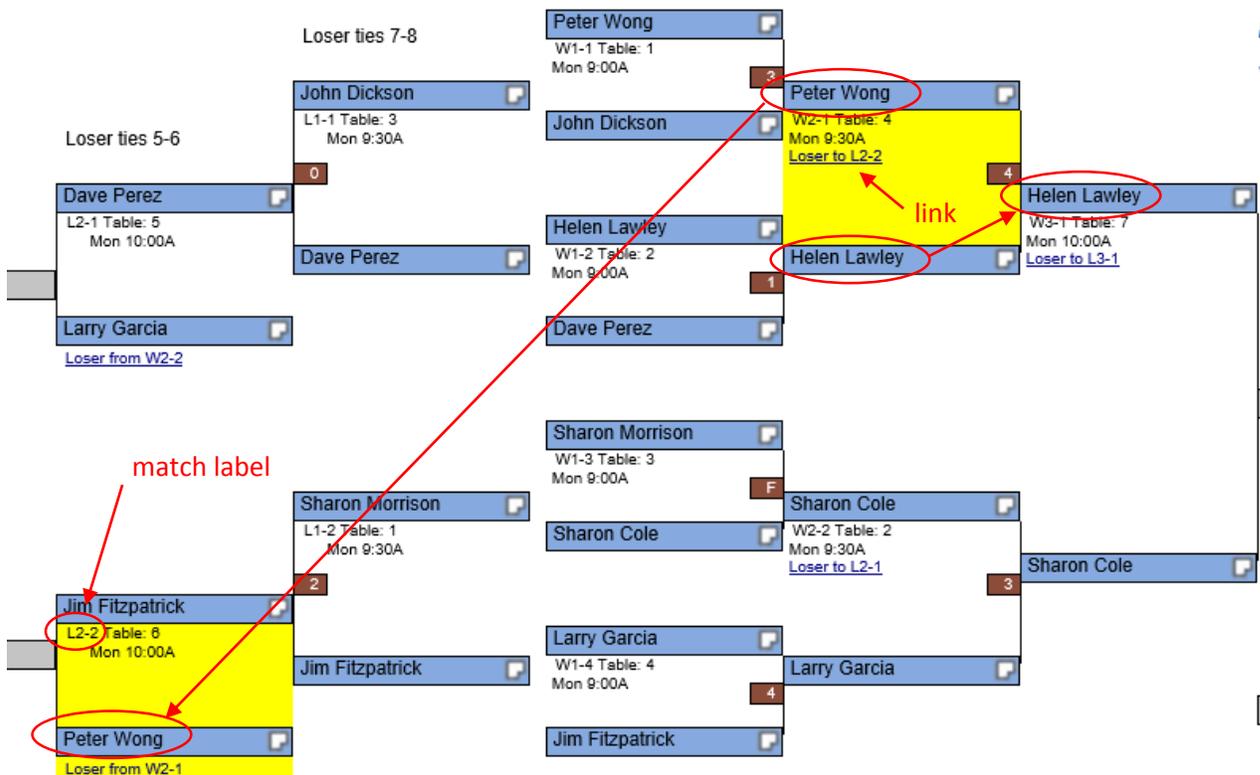
[Contact Us](#)

5. READING THE TOURNAMENT BRACKET

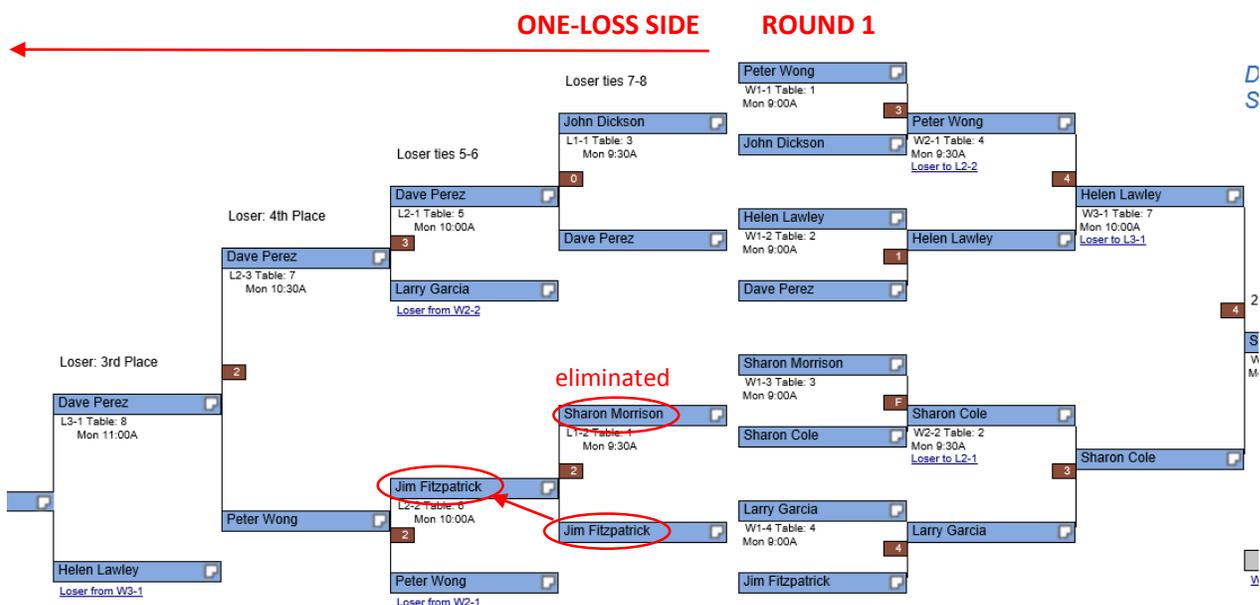
- a. The tournament bracket for that division will appear and look similar to the below example. It shows that the first round has already been played. The loser's score is posted on the bracket and the winners score is always the race to number for that division (in this case – 5).
 - i. Peter Wong defeated John Dickson 5-3.
 - ii. Jim Fitzpatrick lost to Larry Garcia 5-4.
- b. 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.



- c. Part of the match label contains a link that will look similar to the “Loser to L2-2” example below. When clicked, this link will highlight where the loser of the match will go. This means that the loser of the Wong / Lawley match will move to the left side (one-loss side) of the bracket to the match labeled L2-2 which will be played on Table 6 at 10am on Monday. The winner of the match, as always, moves to the right.



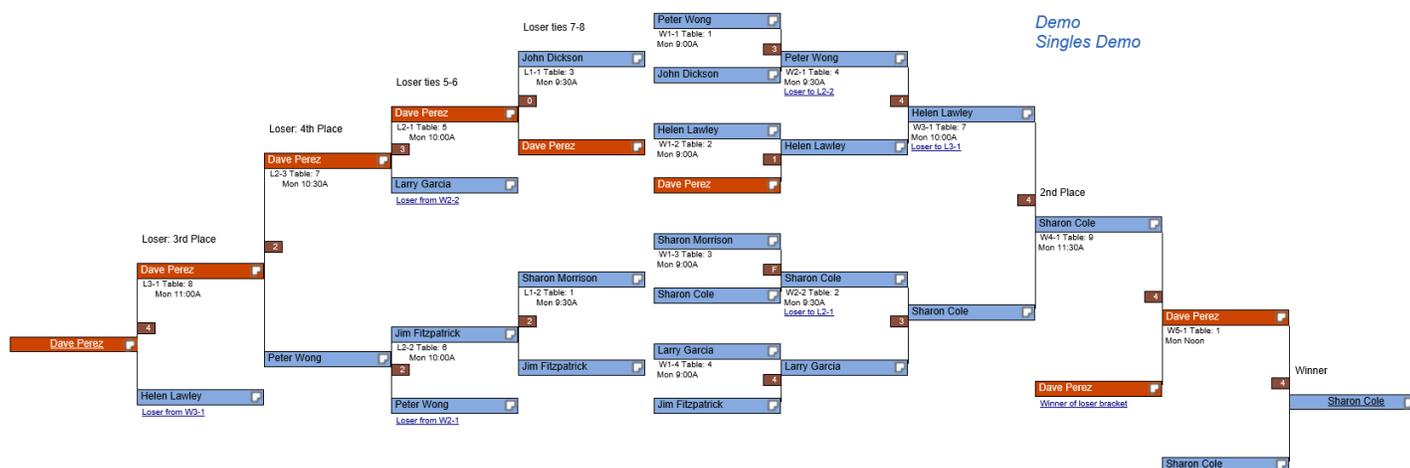
- d. On the left side (one-loss side) of the bracket, the winner moves to the left and the loser is eliminated from the tournament. For example, Jim Fitzpatrick defeated Sharon Morrison 5-2 and moved to the left to face Peter Wong.



- 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.

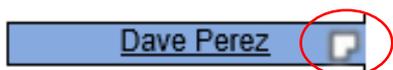


- g. This can be done for any player in the bracket. The example below shows Dave Perez's path through the tournament.



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 | Lawley, Helen | 3 | W1-2 | W1 |
| Won | 0 | Dickson, John | 7 | L1-1 | L1 |
| Won | 3 | Garcia, Larry | 5 | L2-1 | L2 |
| Won | 2 | Wong, Peter | 4 | L2-3 | L2c |
| Won | 4 | Lawley, Helen | 3 | L3-1 | L3 |
| Won | 4 | Cole, Sharon | 1 | W4-1 | W4 |
| Lost | 4 | Cole, Sharon | 1 | W5-1 | 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 –Score Sheet

This is an example of a scotch doubles score sheet but a singles score sheet is nearly identical. After each rack, the score sheet should be marked to indicate the current score. Once a player 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> | |
| For Referee Use Only | | |
| On Clock: _____ Initials: _____ | | |
| Forfeit: _____ Initials: _____ | | |

Appendix C – 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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