

Table of Contents

1. Team Captain Responsibilities
2. League Fees
3. Bonus Points
4. Forfeits
5. Make-up matches
6. Byes
7. League Time
8. Rule Revisions and Clarifications
9. Regarding Qualified Teams
10. By-Law Addendums
11. Playoffs and other tournaments

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These local bylaws are a secondary source of information created in accordance with, and in addition to, the current team manual for the APA 8-Ball League and the APA 9-Ball League. This document is subject to change.

TEAM CAPTAIN RESPONSIBILITIES

The team captain is an individual who is usually elected by fellow teammates. A team may elect a new captain by a vote at any time. The captain ***must*** have a phone the league office can contact him/her at. Players should elect a responsible captain for their team. The team captain can be changed at anytime with a majority vote of team members. If a team should drop out for any reason, each member of the team is held liable for past due money, a standard drop fee, and/or uncollected session fees.

Each week we will mail both teams' scoresheets and one return envelope (for the home team) to the home team's host location (ask at the bar if the sheets are not on hand).

The home team and the visiting team captain's duties include:

- Verify all team members are valid APA members of legal age & they are playing at the handicap that reflects their true ability. Players that haven't played for more than two sessions should verify their handicap with the league office. Playing a player at the wrong handicap may result in zero (0) points awarded for the match and may break the 23 rule.

- Collect membership fees & league dues from each player & forward it to league management on league night. (**players must pay their membership the first night they play!**) Membership dues in the APA are \$25 per year. If you allow a player to play in a match - YOUR TEAM WILL BE RESPONSIBLE FOR THAT PLAYER'S MEMBERSHIP...EVEN IF THE PLAYER LATER DISAPPEARS AND IS UNABLE TO BE LOCATED!
- The visiting team should give their completed paperwork to the home team for mailing in the envelope provided to the home team. If the visiting team chooses to take their paperwork and mail or deliver the paperwork and league fees to the office themselves, they also take on the responsibility to have it in the office in a timely manner or risk losing points – including bonus points.
- Distributing important league information (flyers, mailings, etc.) & informing players of rule changes, tournaments, etc.
- Have teammates at the scheduled match site on time.
- Make sure proper score keeping procedures are followed.
- Team captains (rather than players) should communicate with league management.
- Captains are responsible for the overall behavior of the team and notify league management of members not using good sportsmanship.
- In the case of scoresheets that are lost or not delivered in time to the host location, use blank scoresheets or create your own scoresheets using full-sized pieces of paper (no napkins please). ***Play at your last known handicaps.*** Mail to Atlanta Pool Leagues, LLC P.O. Box 1514, Roswell, GA 30077.

TEAM CAPTAIN HINT - Captains should collect \$5 from each player on the first night of play towards any forfeits that may occur. Any money not used at the end of the session can be used by the team for team recreation.

LEAGUE FEES

The Fees Section of the score sheet located at the bottom left of the score sheets must be filled out each league night. The envelope ***must be post-marked the following day.*** Please enclose both team's sheets, weekly fees, and any other monies (memberships, tournament entry's, etc), in the envelope provided.

Team captains are encouraged to pay all fees by check or money order to avoid accounting discrepancies and possible loss or theft during transmittal (checks can be replaced). ALL CASH IS SUBJECT TO COUNT UPON RECEIPT IN OUR OFFICE – IF YOU MAIL CASH, **YOU** RUN THE RISK OF LOSS AND **MUST REPLACE IT!!** Make checks payable to Atlanta Pool Leagues, L.L.C.

A \$35.00 handling fee will apply to all returned checks. If the check is not cleared within one week of notification, your team is subject to being placed past due until the amount is collected. If you have a check returned, we will not re-deposit the check. We reserve the option to refuse to take checks. NO THIRD PARTY CHECKS WILL BE ACCEPTED! DON'T ASK!

BONUS POINTS

In 8 Ball:

ONE BONUS POINT IN 8 BALL WILL BE AWARDED TO YOUR TEAM EACH WEEK.

In 9 Ball:

TEN BONUS POINTS IN 9 BALL WILL BE AWARDED TO YOUR TEAM EACH WEEK.

TO RECEIVE YOUR BONUS POINTS IN EITHER FORMAT, YOU MUST:

- MAIL YOUR SCORESHEETS ON TIME (POSTMARKED THE DAY AFTER PLAY)
- YOUR MONEY MUST BE CORRECT (INCLUDING MEMBERSHIPS)
- YOUR SCORESHEET MUST BE CORRECTLY FILLED OUT.

No points may be awarded to teams that are not current with score sheets or money. Scheduled BYES will receive regular bye points but no bonus points. NO BONUS POINTS WILL BE AWARDED THE LAST WEEK OF PLAY.

FORFEITS

As stated in the Team Manual, the team captain must be responsible for all forfeits. **The fee is \$35 for each team regardless of how many matches are played – In-House leagues (non-travel) may be higher.** Any uncollected money, for any reason, is the team captain's responsibility that night. Forfeits no longer count as a match played.

TO RECEIVE A FORFEIT POINT, YOUR TEAM MUST:

- 1) List the player on your team that is present to play if the other had a player there.
- 2) Pay your entire team fee for that week of play.

MAKE-UP MATCHES:

- 1) MAKE-UP MATCHES ARE NOT MANDATORY! BOTH TEAM CAPTAINS MUST AGREE TO THE MAKEUP AND FOLLOW THE PROCEDURE BELOW:
- 2) SCORESHEETS MUST BE TURNED IN ON TIME TO THE OFFICE WITH "MAKEUP" CLEARLY NOTED ON BOTH SCORESHEETS – INDICATE **WHICH TEAM HAD A PLAYER PRESENT AND DID NOT NEED THE MAKEUP!** BONUS POINTS WILL BE GIVEN, AS USUAL, IF THE SHEETS ARE ON TIME, CORRECTLY FILLED OUT, AND *INCLUDE YOUR FULL WEEKLY TEAM FEES.*
- 3) EACH TEAM'S ENTIRE WEEKLY FEE (\$35) MUST BE PAID – INCLUDING THE MAKEUP MATCH.
- 4) UPON RECEIPT IN OUR OFFICE OF THE INCOMPLETE MATCH SCORESHEETS, WE WILL SEND TEAMS COPIES OF THE MATCH SO THAT IT CAN BE PLAYED TO COMPLETION. **KEEP SCORE FOR THE MAKEUP MATCH ON THE COPIES.**

- 5) MAKEUP MATCHES MUST BE COMPLETED WITHIN TWO WEEKS OF THE SCHEDULED NIGHT OF PLAY. CAPTAINS (OR ACTING CAPTAINS) THAT AGREE TO THE MAKEUP SHOULD ALSO AGREE WHEN AND WHERE THE MAKEUP WILL TAKE PLACE.
- 6) ABSOLUTLY **NO** MATCHES WILL BE SCORED IN THE COMPUTER UNTIL THE MATCH IS COMPLETE – EITHER PLAYED TO COMPLETION OR FORFEITS AWARDED.
- 7) AS STATED IN OUR BY-LAWS, NO MAKE-UPS AT ALL WILL BE ACCEPTED THE LAST TWO WEEKS OF A SESSION.

BYES

As stated in the Team Manual: pages 19-20; each team that receives a scheduled Bye will receive 3 points in 8-Ball and 60 Points in 9-Ball. There are **no weekly fees** due for Byes.

LEAGUE TIME

League time is 8:00 PM (some divisions begin at earlier times). There is a 15 minute grace period before the first match must be started. If the opposing team does not have at least one player present, the other team has the option of claiming 5 wins. You may begin play with only one player present, however, play must be continuous after the first match is played.

RULE REVISIONS AND CLARIFICATIONS

Rule 5 Page 84 of the Team Manual

Once a team gains eligibility to a higher level tournament play, the team must remain active continually through all sessions and higher level play. If a team qualifies during the Summer session, this team must remain active in the Fall and Spring sessions to retain eligibility for the City Championship Cup. All teams qualified for the City Cup must remain active during the summer session. If a team gains eligibility to the International Championship in Las Vegas, this team must also remain active during our Summer session.

Rule 12 Page 26 of the Team Manual (Adding New Players)
see also next section on adding players late in the session

New players may be added any time during the first four weeks of the session by PAYING THEIR MEMBERSHIP AND ANY MONEY THAT PLAYER MAY OWE TO THE LEAGUE! It is always a good idea to contact us before adding any player so you can know for sure that they are current on dues and/or membership. For an added player to participate in a league match the opposing team captain must be notified of the adding or dropping of that player prior to the match. This is both team captains responsibility prior to the beginning of the match.

Rule 13 Page 27-28 of the Team Manual (Adding Players)

No player may join a team after the fourth week WITHOUT NOTIFYING OUR OFFICE PRIOR TO PLAY! TO DO SO MAY MEAN THE LOSS OF POINTS FOR THAT MATCH. Playing a player without paying that player's membership and any money owed to the league may result in NO POINTS FOR THAT ENTIRE MATCH! This is the reason we encourage you to contact our office prior to adding ANY player. We are always happy to work with you to help you field a team. You must however, work with us after the fourth week in order to add players. In general, established players at a known handicap are preferable in these instances over a completely new player.

General Rules Section 31 Page 39

For a player to participate in the wildcard and Division Cup playoffs, he must have played at least four times with that team during that session since *last joining that team*. To participate in our Qualifer Cup and our City Cup, all players must have 10 scores in that format within the last two years!

ADDING PLAYERS IN LATE SESSION

To be fair to all teams competing for a playoff spot, no team can add players after week 8 has been played - **EXCEPT FOR SURVIVAL OF THE TEAM!** *Survival of the team* is defined as a team dropping down to less than six players listed on the roster. You can add enough players to bring your roster up to six members. All survivor additions must be approved by the league office prior to play.

QUALIFIED TEAMS

IMPORTANT REMINDERS FOR YOUR TEAM TO REMAIN QUALIFIED FOR OUR LTC (**THIS SECTION IS FOR QUALIFIED TEAMS ONLY**):

- Your team must finish in the top half of your division standings (based on points earned).
- At least four of the players on your original qualifying team must remain on your roster.
- YOU CANNOT **ADD OR DROP** PLAYERS FROM YOUR ROSTER WITHOUT FIRST CONTACTING THE OFFICE AT 770-667-1105.
- If you lose your qualification, you can appeal the loss. The appeal must be in writing and received in our office within 7 days of being notified of your loss of qualification. You will be notified of the results of your appeal within 14 days of our receipt of your appeal.
- PLEASE READ YOUR TEAM CAPTAINS MANUAL (SECTIONS ABOUT ELIGIBILITY, PLAYOFFS, AND TOURNAMENTS) COMPLETELY!

DON'T ASSUME ANYTHING – ASK!

BY LAW ADDENDUM'S

1. Any team that forfeits more than nine matches during a session may be subject to being dropped from the schedule and forfeiting eligibility to the wild card draw, Single's All-Star Cup, Division Cup, City Cup Qualifier, and the City Championship Cup.
2. Any team that withdraws from a division prior to the last night of play may forfeit eligibility to any APA functions including all tournaments and awards.
3. In order to be eligible to advance to any higher level tournament (our Qualifier Cup and City Cup), the team must be registered and active in the next session of play.

4. Teams and/or players owing money at the end of a session may not be allowed to participate in the wild card draw or any APA functions including all tournaments and awards.

5. Five points will be deducted and a \$30 fine applied to teams whose score sheets appear to be altered.

6. Table size, choice of cue ball, and table selection is the home team's choice.

7. 1st place money, trophies, or other awards may **not** be awarded for divisions finishing with four teams or less, or to players ineligible to play in the playoffs.

8. A \$25.00 per person per team penalty [in addition to the pro-rated past due amount (if any) – see page 23] may be assessed for quitting mid-session when a player tries to rejoin the league.

9. If a team quits in the first four weeks of a session, the League Operator will try to find a replacement team and a rematch will be scheduled between the teams that would have played the team that dropped out. The office will consider filling a bye at any point in the season.

10. If both Team Captains agree, a team match may be rescheduled for a different night – often in advance of the originally scheduled date- (forfeit rule not in effect). This is usually implemented because of the league schedule conflicting with a known holiday or some other foreseeable event. **The League Office must be notified in advance and give permission.** This match must be made up no later than 2 weeks after the original scheduled date or in advance of the scheduled date. No team will be allowed to make up any matches during the last 2 weeks of a session. If the match is not rescheduled within the criteria mentioned, there will not be any points given to either team.

10. If neither team has a player present for a match, neither team will receive any points. Teams may not split the points.

11. Because new players do not have a skill level established, a standard starting method has been devised for new players. Refer to the following table:

- Open Division 8-Ball - Men begin at skill level 4
Ladies begin at skill level 3
- Ladies Division 8-Ball - Ladies begin at skill level 3
- 9-Ball Division - Men begin at skill level 4
Ladies begin at skill level 2

12. Time Outs per Game - Players with a skill level 4 and higher receive 1 time-out per game. Players with a skill level of 3 and under AND ALL NON-RATED PLAYERS receive 2 per game. Time-outs must be recorded on score sheet (see score sheet example).

13. It is contrary to the best interest of the league for members to solicit or accept incentives to play for a location or team. Such incentives include: free drinks, free table time, or free weekly league fees. **If table time is free at a particular location, then it must be free to all.**

14. **9 Ball** - If a player does not reach the minimum ball count for his handicap, then 20 points will be awarded to the winning player. In example, Bob is a 5 and only pocketed 3 balls during his match. Because the minimum points are 7 for a 5 handicap, then the match points earned would be 20 to Bob's opponent.

15. **The league office will not discuss handicaps over the phone.** Write your complaints or comments down on the Request for Handicap Review form and forward it to the league office.

16. Both team captains should ask if there are any changes on the roster before league play begins. **This is both team captain's responsibility** in the first four weeks.

17. Team points must be current and updated in the last 2 weeks of a session to be eligible for a wild card draw for the playoffs. All missing paperwork (score sheets or make up matches) must be sent to the league office prior to the last 2 weeks of play.

18. Weekly League Fee Breakdown - League fees are \$35 per team per week (In House [no travel] leagues may be higher) for both 8-Ball and 9-Ball teams. (See page 12 of the Team Manual). The breakdown of the fees are as follows:

\$18-24.00 Basic Weekly Fee

\$11-17.00 Award Fund (Combination of the following: cash, trophy, Las Vegas Travel Packages, drive away vacation packages, shirts, jackets, caps, and patches, and special promotions)

19. Neither the cue ball, or any object ball, may be used to 'measure' clearance for a particular shot. Violation of this rule is a sportsmanship violation.

20. In the event of any unforeseen or unavoidable circumstances (for example, weather conditions), the League Operator can make adjustments to remedy the particular situation, provided the captain of the team or teams involved informs the league office immediately (or as soon as possible) of the circumstances of the situation.

PLAYOFFS AND OTHER TOURNAMENTS

How the Wild Card Team is Selected for the Division Cup Playoffs

The wild card team is drawn by the Division Representative, Division Manager, or other league-authorized representative. The League Office will contact the authorized representative prior to the wild card draw and inform him/her of the eligible teams and the number of teams (including alternates) to draw. Location of the draw is determined in advance.

Division Cup

This tournament is the division championship following each session. Refer to Team Manual page 37 for details. Division point winners (first place in each division based on points) will be awarded cash at this level. In

addition, Division Cup winners will earn trophies and advance to the session's Tri-Annual Qualifier Cup.

Automatic BYE's to playoffs

In our larger divisions, top teams (based on points) get a bye to the finals of the Division Championship ***AND*** still get to play for money and a qualifying slot for the City Cup – EVEN IF THEY LOSE AT THE DIVISION CUP! We call this an “automatic bye” to the Qualifier Cup and it is a reward for playing hard all session long. There is no “automatic bye” for divisions that finish with less than seven teams – the team that wins the playoffs is the team that advances to the Qualifier Cup. Divisions that finish with seven teams will receive ONE “automatic bye” – the top team based on points. Divisions with eight to twelve teams (not counting bye teams) will receive TWO “automatic byes” – one each to the top two finishing teams (based on points). Divisions with thirteen or more teams (not counting bye teams) will receive THREE “automatic byes” – one each to the top three finishing teams (based on points).

Tri Annual Qualifier Cup

This is a team tournament for all Division Cup Champions along with those teams that finished first in their division but did not win at the Division Cup (the “automatic byes”). It is held every session approximately two weeks after the Division Championship. There will be score keeping. Remember – each player must have 10 scores in our system within the last two years to play in this tournament. Each session we will advance to our LTC (The City Cup) 16 new 8 ball teams and 8 new 9 ball teams. These numbers may increase as the size of our league grows.

Single's All-Star Cup

This is a single's tournament for all Atlanta APA players. This is a one day event (total of two days if you play in both tournaments) for each format (8 ball and 9 ball). There is a \$5 advance registration fee for each participant per tournament. There are no 'walk-ins' – you must sign up in advance. If you sign up in advance and wait to pay on the day of the event, the entry fee will be \$10. (Division Representatives and Division Managers may play in these tournaments free of charge). In order for a player to participate either tournament, players must have at least 10

scores that format and be current and active members. If the player has less than 10 scores, they can play at the highest skill level for the format being played. There will be no score keeping.

City Championship Cup - This is a team tournament for the teams that advance from the Summer, Fall, and Spring Session Qualifier Cups (our City Cup Qualifiers). Teams that advance from our LTC to the National Team Championships will receive travel assistance money for each eligible player.

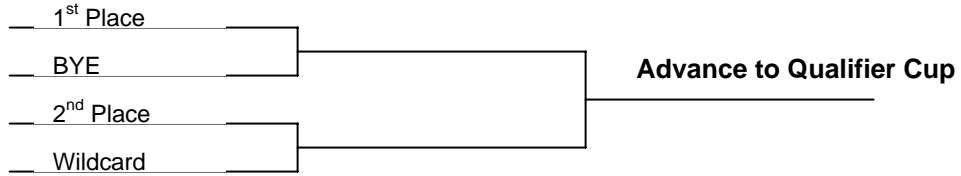
NOTES

*These by-laws may be amended and updated periodically as needed by the league office.
We are not responsible for typographical errors.*

Playoff Brackets, Automatic Byes, Wild Card Placement, and Qualifiers Per Division - Please reference the chart below:

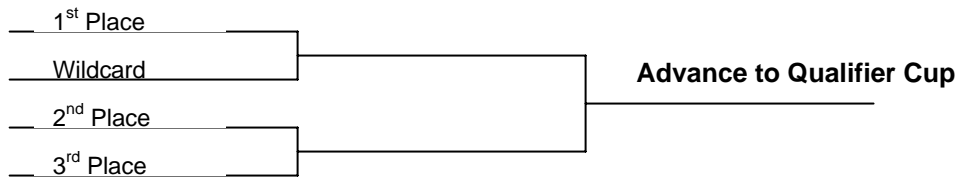
*NO
Automatic
Byes*

Divisions with 6 Teams or Less



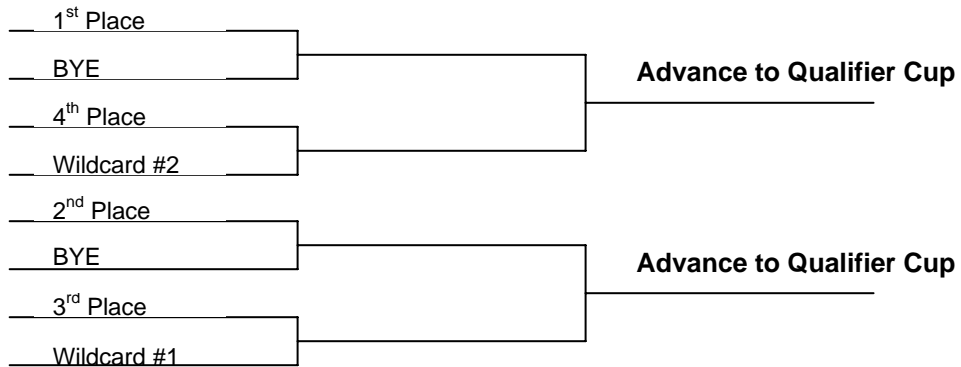
*ONE
Automatic
Bye*

Divisions with 7 Teams



*TWO
Automatic
Byes*

Divisions with 8 to 13 Teams



*THREE
Automatic
Byes*

Divisions with 14 to 16 Teams

