

Orange County APA

Local League Bylaws

Effective Immediately

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Approved For Use By The APA National Office

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Local bylaws are a supplement, and will be referred to and upheld, along with the APA Official Team Manual. For this reason, teams should be familiar with both. Bylaws override or change some rules in the APA Official Team Manual. These bylaws are meant to be a general guide and information herein may change from time to time, with or without notice. The decision of the League Office will be the final authority in any matters regarding League play and administration of the League. The Orange County APA has the right to refuse service to anyone at any time.

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Team Captain Responsibilities

The Team Captain is an essential part of the team and holds an important position. The Team Captain must have a phone where the League Office can reach them as necessary, and must alert the League Office of any changes in contact information. The Team Captain's responsibilities and duties include but are not limited to:

1. Must have access to APA Online Member Services and be familiar with the Official Team Manual and the Orange County APA Bylaws. The APA Official Team Manual and Orange County APA Bylaws are available on our website and upon request from the League Office.
2. Must have a working telephone and keep the League Office advised of any change in phone number. They must follow up with the League Office in a timely manner when returning emails or phone calls.
3. Verifying that all team members are valid APA players of legal age (all players must be 21 years of age to participate in the Orange County APA), playing at the handicap that reflects their true ability. Printing the team's score sheet from APA Online Member Services each week for their team match.
4. Collection of all applications, membership and team fees and mailing these collected items along with score sheets and fees to the League Office in a timely manner.
5. Distribution of League information and informing all team players of rule changes or interpretations, upcoming events or important announcements.
6. Setting up the team's Host Location and communicating schedules with the team's Host Location, including playoff schedules.
7. Having team players at the scheduled match site on time.
8. Ensuring that proper and accurate score keeping procedures are followed.
9. Communicating player input to the League Office.
10. Teaching and leading their team to ever-improving behavior and sportsmanship.
11. Ensuring the team is registered for the next session within the deadlines set by the League Office.
12. Encouraging the team to play by the spirit of the rules. Win at the table, not from your chair.

Membership Fee – Membership Application

The annual membership fee is \$25. Each player must be a member of the American Poolplayers Association by completing a membership application and submitting their membership fee prior to participating in any and all APA team matches and events. The membership fee and completed application is due the ***first time a player plays a match***.

Captains must have all new players fill out a membership application and pay their annual membership fee before they play. If a membership fee for a new or returning player and/or a completed membership application is not received with the weekly mailing by the League Office, and that player has played a match, the match will be scored but the offending team will receive zero points for each individual match played by that player until the membership fee and/or membership application is received by the League Office. The offending team will not earn their bonus points.

A completed membership application will include: First and Last Name, Address, Phone Number, Birthdate and Email address (if available).

Each year, all returning members must pay their renewal membership the first match played in January or by the fourth week of the Spring Session, whichever is sooner. Unpaid players will be dropped from a team's roster if they are not paid by the fourth week and will not be able to be added until membership is paid. Returning members are not required to complete a membership application unless their personal contact information has changed. Members can pay their annual membership and make updates to their personal information by visiting APA Online Member Services.

Team Fees – Past Dues – Session Payoffs

The weekly team fee for each match, **regardless of how many individual matches are played, forfeited or incomplete**, are as follows:

- \$40 for an 8-Ball team

- \$40 for a 9-Ball team
- \$70 for a Double Jeopardy team
- \$30 for a Ladies team
- \$30 for a Doubles team
- \$30 for a Masters
- If a team forfeits an entire team match, they will be responsible for both teams' weekly fees with the exception of playoffs where both teams are responsible for their own fees.

Payment may be made by cash (not recommended), personal check (see personal check bylaw below), money order or cashier's check made payable to the Orange County APA. Teams are encouraged not to send cash in the mail and to pay all weekly fees by personal check, money order or cashier's check to avoid accounting discrepancies and possible loss or theft during transmittal. All weekly fees paid in cash are subject to count upon receipt in the League Office. The League Office does not accept coins. If a team uses coins for any or all portions of weekly fee payment, that amount will be forfeited to the League Office and a past due will be issued.

Teams that are past due will not be eligible for bonus points, playoffs, wild card draws for playoffs or any Higher Level Tournaments. Team Captains and team members on a team that is past due at the end of a session will not be eligible to play on any team in the League until the past due fees are paid in full. If the past due is not cleared with the League Office by the last week of the session, all past dues will be attached to each player on the team based on the number of matches played by that player during the session. Once a player clears their past due balance with the League Office, the temporary suspension will be released allowing them to participate in any League match.

If a team is past due \$100 or more, that team may be, at League Office discretion, temporarily suspended and turned into a BYE until all fees are paid in full. Once the balance is paid in full, the team can return at the discretion of the League Office. All points will remain as is. If a team does not bring their balance current and they are dropped from the schedule, then they will be charged the remaining dues for that session including the first week of playoffs. All past dues will be attached to each player on the team based on the number of matches played by that player during the session. Once a player clears their past due balance with the League Office the temporary suspension will be released, allowing them to participate in any League match.

Returned Checks

If a check is returned by the bank, there will be a \$30 service charge added to the amount of the check. Persons will be required to submit the amount owed in the form of a money order or cashier's check within five business days of receiving email or phone notice of the returned check or they will be temporarily suspended until the balance is brought current with the League Office. If a second check from the same person is returned, the amount owed will be due as above and the Orange County APA will no longer accept checks from that person. Team bonus points will be deducted for the week(s) of play that the returned check was applied to.

Personal Checks

Personal checks will only be accepted by persons listed on the specific team roster the check is being written for. If a personal check is written by a person not on a team roster, the check will be mailed back to the captain of the team and the team will be brought past due in the amount of the check and not earn the bonus points for that week of play.

Match Start Times

Scheduled match play begins at the Match Start Time posted on your weekly score sheet, real time – not bar time. There is no grace period if one player from both teams is present. The coin must be flipped at the Match Start Time. Failure to do so may result in individual matches being forfeited. If a team does not comply to this rule, contact the League Office Cell Phone immediately. Even if only one player is available on one or both teams, start play on time. A team does not need a score sheet to start play. Play must be continuous (see below) once the first match has begun. A team will forfeit one individual match if there is no player present to start the match after fifteen minutes. A team will forfeit two individual matches if there is no player present to start the match after thirty minutes. A team will forfeit the

entire team match if there is no player present to start the match after forty-five minutes. The League Office must be contacted prior to matches being forfeited due to a team not being at the match site on time.

Continuous Play

A team may begin a match with one player present. Once the first match is over, the team posting next has two minutes to post a player. The opposing team has two minutes to post a player after the first player is posted. The match must start immediately once both players are posted. If a team does not have a player present, that individual match and all subsequent matches will be forfeited. The League Office must be contacted prior to a match being forfeited due to a continuous play infraction. (See Forfeits bylaw)

Play is not to be delayed by players being late to the match, playing on a different table, taking smoke breaks, talking on the phone, visiting with friends and/or teammates, and generally not paying attention to their match which results in holding up the rate of play. Repeated offenses to this rule may, at the League Office discretion, result in bonus point penalties and sportsmanship violations.

Freeze Play For Double Jeopardy Divisions

If a player is currently playing in a match in one format and they are selected to be posted in the other format, the team may freeze post (skip over) the match by writing both the posted players on the score sheet and move onto the next match. Teams may only freeze post matches for players who are currently participating in a match, not for players who are not on site.

Forfeits

In 8-Ball, each individual match forfeited is worth 2 points and is scored 2-0, except in playoffs and Higher Level Tournaments where forfeits are worth 3 points and scored 3-0. In 9-Ball each individual match forfeited is worth 15 points and is scored 15-0, except in playoffs and Higher Level Tournaments where forfeits are worth 20 points and scored 20-0.

Full team fees are due regardless of how many individual matches are completed in a given night. If a team forfeits an individual match or has an individual match forfeited to them, they will be responsible for paying their own fees.

If a team forfeits an entire team match, otherwise known as a no show, then they will be responsible for paying both teams weekly fees except in playoffs where both teams are responsible for their own fees. The forfeiting team will receive zero match points and will not earn the bonus points for that week. The non-forfeiting team will receive BYE points and will earn the bonus points for that week as long as they are current with all team fees and/or are not withholding any team envelopes or score sheets. Score sheets do not need to be mailed to the League Office in a full team forfeit situation.

The League Office must be contacted prior to a forfeit situation due to a rules infraction. If the League Office is not contacted prior to a forfeit situation due to a rules infraction, the League Office may double forfeit the match and not award any points to either team.

Byes

BYES will be worth 8 match points plus 2 bonus points in 8-Ball and/or 60 match points and 10 bonus points in 9-Ball. No weekly fees or score sheets are due for a BYE. A team must be in good standing with the League Office and current with all team fees to earn the bonus points for that week.

Rescheduling Matches

The option to reschedule a team match is a privilege and should only be used for extreme circumstances such as holidays, inclement weather or other such emergencies.

- The League Office must be notified if a match needs to be rescheduled at least 48 hours in advance of the original scheduled match date. Failure to notify the League Office will result in both teams forfeiting the match.
- Both teams must agree to a reschedule before one will be allowed.
- Rescheduled matches must be completed within two weeks of the original match date and before the last 2 weeks of the session, whichever is sooner.
- If a rescheduled match is not completed in the allowed time frame, then both teams will forfeit the match and bonus point(s) for that week of play. Each team will receive 4 points in 8-Ball or 20 points in 9-Ball.
- Matches may not be rescheduled in the last two weeks of the session or during playoffs.

The following conditions will result in a MANDATORY League Office reschedule, without 48 hours' notice, and the same rules for completing the rescheduled match as stated above will need to be followed:

- If a team is participating in a World Qualifier tournament
- If a team is participating in the APA World Pool Championships tournament
- If a team cannot field their five lowest players to the 23-Rule due to their players participating in a National/Regional tournament such as any Showdown Series event, Singles Regional, Poolplayer Championship or Southwest Challenge.
- If a team feels as if their safety is at risk due to inclement weather or act of nature.
- If a team needs to reschedule due to a major holiday

Splitting Matches

If the fourth match has not started by the official start time plus two hours, the match must be split to a second table, if available. If a team requests a split, and there is a table available, the request must be met or the team that does not agree to the split will forfeit that individual match and all subsequent matches.

A team is subject to penalty if an available table is made unavailable for a splitting matches situation and it is later determined they, in any way, caused it to be unavailable or resisted using the second table.

Teams That Drop During The Session

A team that submits a registration form to register into a session and drops out for any reason will be responsible for all remaining weekly fees for that division. In the case a team drops out of a four team division causing the division to fold, the team will be responsible for all remaining weekly fees for all teams in the division. In both cases, all team balances will be distributed evenly between all players on the team. Players with a past due balance will be prohibited to play in any events and weekly play until their portion is paid in full.

If a team drops during the session, the team will be turned into a BYE. If the division already has a BYE, then the teams will be renumbered and a new schedule will be posted. All points will stay as is.

New Teams Added To A Division After The First Week

New teams added to a division after the first week of the session and before the start of the fifth week of play will receive last place points in that division. If the last place team did not earn additional bonus points for the Start Of Session Meeting attendance, then the new team will be awarded those points as well.

You May Only Play Once In A Team Match

Players may only play once in a team match as stated in the APA Official Team Manual. If a team replays a player in a team match, that match will be forfeited to the opposing team and neither player will get credit for a match played.

23-Rule Violations

The total of the skill levels of the five players fielded in any team match cannot exceed 23. Overlooking this rule is not acceptable in the Orange County APA.

- If the 23-Rule is broken, the offending team receives zero points for that League match and will not earn their bonus points for that week.
- If a 23-Rule violation has occurred, the League Office will enforce penalties regardless of whether the score sheets are noted of a violation.
- In the spirit of good sportsmanship, the Orange County APA suggests that the complying team inform the violating team of the 23-Rule and allow the violating team to repost a non-violating player if possible.
- In 8-Ball: The non-offending team would receive all points they won, plus two points for the match in which the 23-Rule was broken and any subsequent matches.
- In 9-Ball: The non-offending team would receive all points they won, plus 15 points for the match in which the 23-Rule was broken and any subsequent matches.

4 To 19 Rule And 3 To 15 Rule

If a team improves to where it can no longer comply with the 23-Rule, then it must play four players whose combined skill levels do not exceed 19, and forfeit the fifth match. If a team's skill levels elevate to the point where the skill levels of the lowest four players listed on the entire team roster exceed 19, then they can play three players to 15. This rule is to be used by teams who cannot field their ***lowest five player's handicaps using their entire team roster***, not for teams who wish to field their higher rated players in a team match and forfeiting the rest or for teams whose players did not show up that evening.

Bonus Points

Bonus points are earned weekly, for early bird registration and for the Start Of Session Meeting attendance. Bonus points will be included when determining division standings at the end of the session. Team Captains should notify the League Office during office hours or by email within 48 hours after the information is posted online if they did not receive their earned points and believe there is a discrepancy. Points will only be returned if there was a League Office error.

Weekly Bonus Points will be awarded as follows:

- A team will earn 2 Bonus Points in 8-Ball if:
 - The team envelope is postmarked on time and received by the League Office
 - Weekly fees are paid in full
 - All membership fees are collected and forwarded to the League Office for new and existing non-paid members
 - All membership applications are forwarded to the League Office for new members
 - The score sheet is completed correctly and signed by both teams
 - The team printed and used their own score sheet from APA Online Member Services (See page 8 for more information on Online Score Sheets and the Orange County APA Mail System)
 - The team completes the 5 Star Sportsmanship section on the score sheet
- A team will earn 10 Bonus Points in 9-Ball if:
 - The team envelope is postmarked on time and received by the League Office
 - Weekly fees are paid in full
 - All membership fees are collected and forwarded to the League Office for new and existing non-paid members
 - All membership applications are forwarded to the League Office for new members
 - The score sheet is completed correctly and signed by both teams

- The team printed and used their own score sheet from APA Online Member Services (See page 8 for more information on Online Score Sheets and the Orange County APA Mail System)
- The score sheet is printed on one sheet of paper and includes both, the roster and score sheet
- The team completes the 5 Star Sportsmanship section on the score sheet

In order for your score sheet to be considered on time, the envelope must be postmarked the day following the scheduled match. The postmark will be the deciding factor on whether a team earns their bonus points for the week. Postal holidays and rescheduled match dates will be taken into consideration when assessing the timeliness of score sheets. Teams will be allowed one late envelope per session without penalty.

Additional Bonus Points can be earned during the session by the following:

- **Early Bird Registration:** Existing teams are expected to register their team with the League Office for the next session on or before their last week of play. Teams will be notified via email blast, Facebook, website and in the message center of the score sheet when Early Bird Registration begins. Each team that registers by the deadline will earn 2 additional bonus points in 8-Ball and/or 10 additional bonus points in 9-Ball for the current session.
- **Start Of Session Meeting Attendance:** This is a mandatory meeting held at the beginning of each session. 9 bonus points in 8-Ball and/or 60 bonus points in 9-Ball will be awarded the first week of the session to all teams who are represented.

Score Sheets

Score sheets must be filled in correctly, completely and legibly. Examples of correct 8-Ball and 9-Ball scorekeeping are posted online and can be found in the APA Official Team Manual.

- **When keeping score in 8-Ball, note all errors that occur when a player is shooting the 8-Ball:**
 - If the player shooting the 8-Ball scratches, mark 8S (8 scratch) in the block of the game the scratch occurred.
 - If the player shooting the 8-Ball makes it into the wrong pocket, mark 8WP (8 wrong pocket) in the block of the game the error occurred.
 - If the player incorrectly pockets the 8-Ball early in a game (before legally pocketing their category of balls), mark 8E (8 early) in the block of the game the error occurred.
 - If the player does not mark the 8-Ball and pockets the 8-Ball resulting in loss of game, mark 8M (8 not marked) in the game the error occurred.
- Pay attention to the Message Center area of the score sheet. This is one form of communication the League Office uses to relay changes, updates and news to Team Captains and players.
- All teams are required to print their own score sheet from APA Online Member Services each week. See below for more information on the Orange County APA Mail System and Online Score Sheets.
- **Innings and defensive shots do not have to match.**

Mail System Instructions – Online Score Sheets

All players must be registered with APA Online Member Services to access stats, rosters and score sheets. Score sheets will be available to print the day before a team match at noon. Teams should not print their score sheet any earlier in case of roster/skill level changes. Every team is responsible for printing their own score sheet each week for their team match. Anyone on the team can print the score sheet as long as they are registered members on the website.

- **How to print a score sheet:**
 - Visit the homepage of our local website (www.orangecountyapa.com)
 - Click “Log In” at the top of any page of the site (after you log in you will be redirected back to the homepage of the website)

- Click “Member Services & Stats” on the left navigation bar (this will bring you to the National site known as APA Online Member Services)
- Click “Score sheets” on the top navigation bar
- Select the team name
- Select the week
- Choose the “mine” option ONLY! (teams may not print their opponent’s score sheet without approval)
- Click “Save” and then print the PDF file

If a team prints out more than one score sheet for the evening, use the one that was printed last. A team can see when the score sheet was printed by the time/date stamp. If a player is having difficulties printing the team score sheet, contact the League Office during business hours. DO NOT use a copy of the opposing team’s score sheet or a blank score sheet. **If a team uses the opponent’s score sheet or a blank score sheet without instruction by the League Office, they will not earn the bonus points.**

Self-addressed envelopes (with specific division numbers on the bottom right hand corner) will be provided to the Team Captain at the Start Of Session Meeting. Teams **must** write their return addresses on the envelopes. The League Office sorts these envelopes by using the division number of the bottom right corner. Teams are advised to check that they are mailing the score sheet and weekly fees in the correct division envelope to avoid any bonus point discrepancies. Envelopes must be postmarked the day following the scheduled league match for a team to earn their bonus points for the week.

If a team uses Stamps.com, Pitney Bowes or a stamp printed from an Automatic Postage Machine at the post office they risk not earning the bonus points for that week since the post office does not postmark envelopes that are stamped with this type of postage and the League Office will not know when a team envelope was mailed.

Late Envelopes

If the team envelope is not postmarked the day following a team’s match, the team will not earn the bonus points for that week. The League Office processes paperwork on the following days: Monday processing for Tuesday, Wednesday and Thursday Divisions; Friday processing for Saturday, Sunday and Monday Divisions. If a team is consistently late, the following penalties will occur:

- One late envelope
 - No Penalty
- Two, three or four late envelopes
 - The team will not earn the bonus points for the week
- Five, six or seven late envelopes
 - The team will not earn the bonus points and the team will be penalized all match points earned for the week
- Eight or more late envelopes in a session
 - The team will not earn the bonus points, the team will be penalized all match points earned for the week and the team will be assessed a \$20 late envelope fee due the following week

Changing Host Locations During The Session – Host Location Closed Or Unavailable

Once a team has established a Host Location it cannot be changed until the completion of the session unless the Host Location closes or under extenuating circumstances.

In the event that a Host Location is closed or unavailable, the League Office must be contacted immediately. The match will take place at the visiting teams Host Location providing there are no conflicts. In the event the visiting teams Host Location is unavailable, a neutral location will be designated by the League Office. Matches will not be rescheduled due to a Host Location being closed.

A team must play their match at their scheduled location. If a team changes locations, without League Office approval, then both teams will receive zero points for that match and not earn the bonus points.

Team Drinks – Open Tables During League Play

The Orange County APA does not require or recommend host locations to provide a team drink to players. If a host location decides to offer team drinks, and offers the same benefit to all members participating out of that location for the evening, the following guidelines should be followed:

- Buy one – Get one. If a player purchases their first drink (not pitcher) they will be given the second **identical** drink (not pitcher) as an incentive from the host location.
- Only the five players participating in a league match (not a team's entire roster) will be provided this incentive.
- A team drink list must be provided to the host location at the beginning of all team matches if a team would like to participate in this incentive.
- Any team **requiring** a host location to give team drinks will be subject to sportsmanship penalties.
 - Note: These are guidelines set by the League Office if a host location decides to participate in this incentive and should be followed. However, some host locations do vary. Check with the bartender, manager or owner for their specific procedures on handling team drinks.

Host locations do not have to open tables for League matches, nor are they required to open up practice tables. This is an incentive for players and should be seen as such. Any team **requiring** a host location to open up a practice table, will be subject to sportsmanship penalties.

Adding Or Dropping Players From A Team Roster

A team may add or drop a player as needed from their roster the first four weeks of the session without League Office approval. After the first four weeks, all teams must have League Office approval to add a player to their roster. The League Office must be contacted during business hours for approvals. If a team cannot reach the League Office, the team will be permitted to add the player to the roster for approval the following week however, the player being added will not be allowed to participate that evening. There will be no adds or drops allowed in the last six weeks of the session.

For an added player to participate in a League match, the opposing team must be notified that a team is adding a player prior to the official start time of the match.

- To add a player, write the players name under the other names on your copy of the weekly score sheet.
- To drop a player, draw a line through the players name on your score sheet and mark drop. Players will not be dropped from a roster unless drop is written next to their name.

Adding Players To The Roster Of A Qualified Team In The Spring Session

A team must have League Office approval to add or drop players from their roster anytime in the Spring Session once a team has gained eligibility to the World Qualifier. This includes prior to the start of the session. The League Office will only approve players to be added to a qualified team's roster if they have 10 actual match scores in the format the team is competing. Brand new players or players new to a format are not allowed to be added to the rosters of teams that are qualified for an upcoming World Qualifier tournament in the Spring Session. The League Office will not allow any changes to a qualified team's roster after the fourth week of the session.

Playing A Player At A Skill Level Lower Than Appropriate

The APA has established a standard skill level for men and women to play their first match in the APA; these ratings are printed on the 8-Ball and 9-Ball score sheets. These skill levels are for those men and women with no prior

APA league play or competitive pool tour experience. It is the responsibility of the Team Captain to make sure the skill levels of all team members, non-rated and rated, reflect their true ability.

If a player participates in another APA League area or is a former Orange County APA player and comes back to the League after any amount of absence, the Team Captain must contact the League Office, **during office hours**, to obtain their most current skill level before allowing them to play. If a returning member plays at a lower rating, their match will be scored but all points earned by the offending player will be deducted from the team score and the team will not earn their bonus points for that week.

Converting Skill Levels From One Format To Another

A player must be established, having a minimum of ten matches in a format, for their skill level to be converted to a different format. If a player plays at a lower rating, his/her match will be scored but the offending player will receive zero points for that match played and the team will not earn their bonus points for the week. Example: If a male player has only played three matches in 9-Ball and has a skill level of 3, the player must start 8-Ball as a skill level 4 due to this player not having the minimum of ten matches played.

Minimum Match Requirements

For a player to participate in any of the following events, a minimum match requirement must be met.

- Playoffs
 - A player must play at least six times with their team during regular session
- World Qualifier
 - A player must play at least six times with their team during regular session in the session they qualified and all subsequent sessions. If a team qualified in the Summer Session, then that player must play six matches with the team in the Summer, Fall and Spring Session.
 - A player must have at least ten lifetime scores in the format the team has qualified for by the end of the Spring Session, which includes playoffs.

Some tournaments such as APA National Showdown Series events (Jack & Jill Championships, Masters Championships, Wheelchair Challenge, 8-Ball Doubles Championships, 9-Ball Doubles Championships and Ladies Championships), MiniMania events and the APA Poolplayer Championship Program have National minimum match requirements.

- Showdown Series
 - A player must have at least twenty scores in the last two years in the format they will be participating in. Some exceptions may apply.
- MiniMania Events
 - A player must have at least twenty scores in the last two years in 8-Ball or 9-Ball (not combined). Some exceptions may apply.
- Singles Program
 - A player must have at least ten scores in the last two years in the format they will be participating in.

Patches

Patches will be given to all players who accomplish outstanding feats in their team match. The score sheet **must be marked properly** in order for a player to earn these awards. All weekly awards earned will be distributed to Captains at the following session's Start Of Session meeting.

- 8-Ball
 - 8 On The Break
 - 8 Break & Run

- Mini Slam (Both 8 On The Break and 8 Break & Run in the same individual match)
- I Beat A 7
- Rackless Night
- 9-Ball
 - 9 On The Break
 - 9 Break & Run
 - Mini Slam (Both 9 On The Break and 9 Break & Run in the same individual match)
 - I Beat A 9
 - 20-0 Skunk
- Specialty Patches
 - Grand Slam (Both an 8-Ball and 9-Ball Mini-Slam on the same night or in the same week)
 - MVP Division Tier Winners
 - Team Captain
 - Session Ending Division Standing Winners
 - World Qualifiers
 - World Pool Championship Qualifiers
 - Sportsmanship Session Winners

Timeouts – Coaching

Players with a skill level 3 or under and non-rated (new players on their first night of play) receive two timeouts per game. Players with a skill level of 4 or higher receive one timeout per game. Timeouts are limited to one minute. See the APA Official Team Manual for more information.

Any suggestion of a timeout, either by the player, the coach or a Team member, will be considered a timeout, regardless of whether that timeout is actually used and should be marked on the score sheet as such.

Providing equipment to a shooting player (ex: a bridge) will not be considered a timeout providing that it does not imply which ball to shoot or assist that player in completing a shot.

Changing Cues – Jump Shots – Masse Shots

A player can change cue sticks as needed at any time during a game. However, the use of a jump cue or breaking down a cue to use just the shaft is not allowed. **A player may not use their break cue to execute a jump shot.** Jump shots are legal in the APA if executed properly – using a player's regular shooting cue. A player must strike the top half of the cue ball with the butt end of the cue stick elevated. Any jump shot attempted by intentionally hitting the bottom half of the cue ball, using a shorter cue or break cue, will be considered a ball-in-hand foul. Masse shots are legal in the APA, house rules permitting.

Concession Of Game – Disturbing The Table Layout

If a player is shooting and the opponent breaks down their cue or reaches for the rack within view of the shooting player, this action **may be** considered to be a concession by the opponent and will be determined by the League Office. The intent is to eliminate a non-shooter attempting to intimidate, shark or distract the shooting player.

It will be LOSS OF GAME any time a player intentionally disturbs the layout of the table during the course of a game. In 8-Ball, the game may be awarded to the non-offending player. In 9-Ball, all points left on the table may be awarded to the non-offending player.

If the table is disturbed unintentionally, the moved ball must be placed back to its original position by the opponent. If multiple balls are moved and the opponent cannot decide where the balls should be placed, the balls are re-racked and broken by the same player who broke originally and the game will be stalemated and should not be included when adding up the total innings for the match. In 9-Ball all points earned prior to the interference will remain as is and all points left on the table will be considered dead balls.

If the cue ball comes to rest where an object ball was moved or the cue ball comes in contact with a moved ball, the ball will stay where it lies and no foul has occurred.

Home Team Advantage – Multiple Teams Playing At Home

It is the home team's choice (house rules apply) of which table, cue ball, object balls and rack will be used that night in League play. The table being used must be the smallest of the tables designated by the host location. The cue ball must be a regulation cue ball, not a colored or a training cue ball. Measle/red dot cue balls are allowed. The object balls must be regulation size, shape and color. The use of the magic rack is not permitted in the Orange County APA.

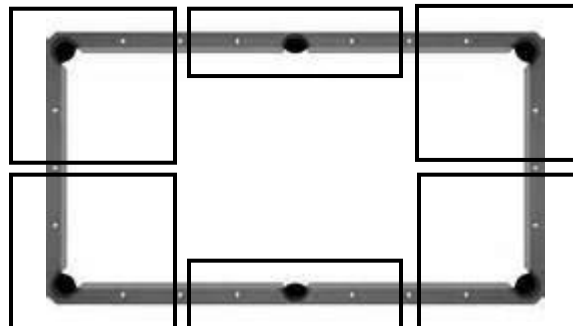
In the case that two or more teams have home team advantage and want to use the same table for their match, it will be the team with the highest points in the division (the highest 8-Ball points in Double Jeopardy divisions) choice of which table to use for that night of play providing there is at least one team member at that table fifteen minutes prior to the match's official start time.

Pocket Markers In 8-Ball –Properly Marking The Pocket

You may not mark your pocket with a piece of chalk or coin currency to avoid confusion since these items are commonly found on a pool table. If a player marks their pocket with either of these items and the 8-Ball is pocketed, it will be loss of game. No foul has occurred if the 8-Ball makes contact with the pocket marker when being pocketed.

The pocket must be marked within certain diamonds on the table in order to be marked properly. If a player marks their pocket outside of the marked diamonds and the 8-Ball is pocketed, it will be loss of game.

See the following diagram for proper pocket marker placement:



The ENTIRE pocket marker MUST be placed ***inside*** of the marked diamonds

Third Party To Watch A Hit – Simultaneous Hit

In the event that a player may make a questionable hit, a third party needs to be called to referee the shot. It is recommended the third party be a knowledgeable player not on either team. The non-shooting player **must stop** the shooting player **prior to the shot** and ask for a third party. Once the third party has judged, the decision is final. If a third party has not been called, the call will go to the shooter. A simultaneous hit (split hit) is considered a good hit.

Male 1's And 2's

Male skill level 1's in 9-Ball and Male skill level 2's in 8-Ball are allowed in regular session match play and playoffs. In Higher Level Tournaments including the World Qualifier and the World Pool Championships, male skill levels 1's in 9-Ball will participate as skill level 2's and male skill level 2's in 8-Ball will participate as skill level 3's.

Division Playoffs

Two weeks of playoffs are held at the end of each session to determine which teams will advance to the World Qualifier tournament. The playoff structure varies from division to division based on division size.

- Bronze Tier (Divisions of 4 to 8 teams): The 1st, 2nd and 3rd place teams plus one Wild Card team (see Wild Card bylaw on page 15) will earn their spot in playoffs. The 1st place team will receive a BYE into the final round of play. The playoff champion will advance to the World Qualifier.
- Silver Tier (Divisions of 9 to 13 teams): The 1st place team in division standings at the end of the session will advance directly to the World Qualifier. The 2nd, 3rd and 4th place teams plus one Wild Card team (see Wild Card bylaw on page 15) will earn their spot in playoffs. The playoff champion will advance to the World Qualifier.
- Gold Tier (Divisions of 14 to 16 teams): The 1st and 2nd place team in division standings at the end of the session will advance directly to the World Qualifier. The 3rd, 4th and 5th place team plus one Wild Card team (see Wild Card bylaw on page 15) will earn their spot in playoffs. The playoff champion will advance to the World Qualifier.

\$75,000 World Qualifier Tournament And The APA World Pool Championships

The World Qualifier tournament (formally known as the Local Team Championships or LTC's) is held once a year over multiple weekends in June and is considered a Higher Level Tournament. Teams earn their spot into this tournament by being crowned division champions (in divisions of 9 or more teams) and/or by winning their playoffs at the end of each Summer, Fall and Spring Sessions. A team can gain advancement to this event three times per year. All teams who advance and remain eligible will receive \$500 at registration with the opportunity to win a higher cash payout the further they advance. In 8-Ball, three out teams will advance to the World Pool Championships. In 9-Ball, two out teams will advance to the World Pool Championships. All teams advancing will be awarded with travel assistance (see travel assistance bylaw) and trophies.

Every eligible team must maintain active team status and must play in the Spring Session and the following Summer Session to retain eligibility to the World Qualifier and the World Pool Championships. If a team qualified in the Summer Session, they must participate in the Fall, Spring and the following Summer Session with at least four original members on the team. If a team qualified in the Fall Session, they must participate in the Spring and following Summer Session with at least four original members on the team. If a team qualified in the Spring Session, they must participate in the following Summer Session with at least four original members of the team.

A team's Spring Session roster is their World Qualifier and World Pool Championships Tournament roster even if the team had a different roster when they qualified. A team that qualified in the Summer Session can make changes to their roster in the Fall Session (as needed) and in the Spring Session (with League Office approval only) as long as the same four original members remain on the roster from the time they qualified. A team that qualified in the Fall Session can make changes to their roster in the Spring Session (with League Office approval only) as long as four original members remain on the roster. (See the Adding Players To The Roster Of A Qualified Team In The Spring Session bylaw)

All qualified teams and players must meet the following requirements:

- Players must play at least six matches with the team in each following session from the time the team qualified or they will be deemed ineligible for Higher Level Tournament play
- Players must have a skill level based on ten lifetime matches and those matches must be attained by the end of the Spring Session in the same League year that the player is advancing to the World Qualifier
- A team must remain in the top 50% of their division in all following sessions of the League year of they will be **subject** to loss of eligibility.

All players participating in the World Qualifier will play at their highest session ending handicap from the session they qualified for the event or what they are currently in regular session – whichever is the higher of the two skill levels.

Travel Assistance

Teams that win the World Qualifier and advance to the World Pool Championships will be awarded travel assistance when they arrive in Las Vegas as follows:

- 8-Ball
 - \$3000 in travel assistance
 - Tournament entry into the event

- 9-Ball
 - \$3000 in travel assistance
 - Tournament entry into the event

In the event a qualified team decides not to attend the World Pool Championships, the team will forfeit all awards and travel assistance. If the team has already received travel assistance, the team will be required to repay the entire amount to the Orange County APA travel fund. Failure to do so will result in suspension of membership for each member of the team until the travel assistance has been repaid.

Wild Card Draw

After the final week of play, the League Office will conduct the Wild Card draw via Facebook live. Those teams not seeded in the playoffs are eligible for the draw. Teams will lose eligibility for the Wild Card draw if they are past due any amount, have had more than one late envelope during the session, they forfeited more than five individual matches in the session or are judged ineligible by the League Operator for some other reason such as sportsmanship issues.

If all teams in the wildcard draw have had more than one late envelope during the session, then the team with the least amount of late envelopes will earn the Wild Card spot.

Ineligible Players For Regular Session And Post Session Play

Ineligible players are those players who have a past due balance and/or did not play at least six matches with a team during the session. These player's handicaps cannot be used to keep a team under the 23-Rule in regular session or playoffs. Players with a past due balance are not permitted to participate (including coaching) in any League match, playoff match, local Orange County APA tournament, World Qualifier or the World Pool Championships. If a team plays a player with a past due balance during regular session play, they will not earn any points for that individual match and not earn the bonus points for that night of play. If a team plays a player with a past due balance in playoffs, the team will forfeit all matches played and not advance to the next level.

MVP Program And Tournament

The Orange County MVP Program awards the highest finishing players in each skill level tier League wide. The top twenty players from each tier are invited to play in the tiered MVP Tournament at the end of each session where players will win cash and every tournament winner receives paid entry into the corresponding Singles Regional tournament. In order for a player to qualify, they must play at least six times with their team during the regular session.

Using regular session data, qualifying players will be determined by using the following equation to determine their "Points Available" better known as their "PA" percentage: $\text{Number of points earned} \div \text{number of points available} = \text{Top Gun Score}$

8-Ball Example: In every 8-Ball match, a player has 3 points available to win. If a player plays 10 matches, they have 30 points available to win. If they win a total of 13 points in those 10 matches, then the calculation is: $13 \div 30 = .43$ or 43%. This means that player won 43% of the points available "PA" during the session and that is their Top Gun score.

9-Ball Example: In every 9-Ball match, a player has 20 points available to win. If a player plays 10 matches, they have 200 points available to win. If they win a total of 162 points in those 10 matches, then the calculation is: $162 \div 200 = .81$ or 81%. This means that player won 81% of the points available "PA" during the session and that is their Top Gun score.

Ties will be broken in the following order using regular session play data: (1) Total number of matches played during the session, (2) session win percentage, (3) session performance points, (4) lifetime win percentage.

The skill level tiers are broken down as follows:

- 8-Ball
 - Blue Tier (Skill Level 2-3)
 - Yellow Tier (Skill Level 4)
 - Red Tier (Skill Level 5)
 - Orange Tier (Skill Level 6)
 - Purple Tier (Skill Level 7)
- 9-Ball
 - Green Tier (Skill Level 1-2-3)
 - White Tier (Skill Level 4-5)
 - Black Tier (Skill Level 6-7-8-9)

The top finishing player in each skill level tier League wide, at the end of regular session play, will earn a custom MVP track jacket which will be presented to the champion at the MVP tournament.

The MVP tournament is 100% payback to the top 25% of the board. The Orange County APA will add \$1,280 per session (\$160 per skill level tier board) in Singles Regional tournament entries. For a player to remain eligible to participate in the tournament, they must be actively participating on a team the following session in the format they qualified.

Incentives

The Orange County APA offers various Team Captain, player and team incentives. These offers cannot be combined together, unless otherwise noted.

- Recruit A Friend – New Member Incentive
 - If a player brings a new member into the league, even if they are not participating on that player's team, they will earn a coupon for a free night of league play (up to an \$8 value). The player must write their name on the new player's membership application prior to it being turned in to the League Office. Once the new member's application and annual dues are received by the League Office, the player will be mailed a coupon to be used any week of their choice during the current session.
 - The player recruited must be new to the APA (never played or had a membership in the APA). Only one player can claim the new recruit and only one free night of play will be awarded per new member. Coupons cannot be transferred to another member and have no cash value. This incentive cannot be combined with any other incentive.
- Team Captains Incentive
 - Any player who Captains a new team with four or more new APA members (never played or had a membership in the APA) will receive \$100 in cash at the following session's Start Of Session Meeting.
 - The four new players must be listed on a team's roster and all new memberships must be paid the first night of team play, even if the new players do not participate in the team's first week's match.
 - The four new players must play at least six times during the session.
 - Two or more late envelopes void this incentive. This incentive cannot be combined with any other incentive.

Communication With The League Office

The most efficient way for the Orange County APA League Office to communicate with players is electronically. Players can find the latest schedules, individual and team stats, playoff information, tournament information and much more on the website (www.orangecountyapa.com). The website is updated frequently to keep players informed and is a huge source of information. Every Team Captain is highly encouraged to check the website often and pass this information to their teammates. If the Team Captain does not have access to the internet, they should assign a teammate the responsibility.

The League Office email address is orangecountyapa@aol.com. The League Office sends out email blasts numerous times throughout the session to all players with an email address on file in the system. All players are encouraged to keep this information current.

Team Captains and players can also contact the League Office (714-674-7665) during office hours (Monday through Thursday 9am-6pm). The League Office is actively out of the office visiting host locations during the day. If the League Office does not answer the phone, all players are encouraged to **leave a detailed message** so their questions can be investigated prior to the League Office calling back.

The office cell phone (714-457-3400) is provided for teams that are experiencing emergencies, sportsmanship issues or cannot reach the Division Manager for rules clarification during league play. This line is not to be used for roster change approvals or issues that can be handled during business hours since the office is closed.

“Like” us on Facebook (facebook.com/orangecountyapa) to get up to the minute updates on everything that is happening in the league including contests, new formats, players looking for teams, upcoming events and much more.

Sportsmanship & Disciplinary Actions By The League Office

Any member not representing the best interest of the Orange County APA as stated in the APA Rules Of Conduct, found in the APA Official Team Manual, will be notified and may be disciplined if deemed necessary the League Office and/or the Board Of Governors. If a team is experiencing sportsmanship issues during league play, a team must **stop the match and call the office cell phone line immediately**. The League Office can issue sportsmanship violations on the spot. If a team would like to file a complaint with the League Office, they must do so within 24 hours via email. Sportsmanship complaints will not be reviewed unless they are in writing using the appropriate method.

If the League Office is not notified of a serious sportsmanship issue within 24 hours then all players who played a match on the night in question, on the teams involved, may be placed on written probation or suspension immediately.

The following is a guide to disciplinary action. Penalties will be enforced regardless of whether a player is an aggressor or defending themselves. All disciplinary is progressive and can lead to stronger penalties than listed below:

- Verbal Abuse, Unprofessional Conduct With The League Office, Excessive Slow Play, Sharking
 - Minimum written probation – maximum 3 month suspension
- Verbal Or Threatening Behavior
 - Minimum 3 month suspension – maximum 1 year suspension
- Physical Abuse Or Assault
 - Minimum 1 year suspension – maximum termination of membership
- Use Of Or Brandishing A Weapon
 - Minimum 5 year suspension – maximum termination of membership

5 Star Sportsmanship

Sportsmanship is key in making sure teams have a great experience every time they play in an OCAPA match. Each week, teams will be required to rate their opponent on their scoresheet as part of the bonus point requirement.

Teams can give the following ratings to the opposing team:

- 5 Star: Best Rating! Equivalent to an A in academics.
 - The opposing team went above and beyond to make the league night enjoyable for all. All 5 star ratings must be accompanied by a detailed write up as to why the night was so exceptional. If a write up is not included in the team envelope or submitted within 24 hours via the website, the rating will be changed to a 4.
- 4 Star: Target Rating! Equivalent to a B in academics.
 - Opposing team was a pleasure to play. No problems whatsoever.
- 3 Star: Average Rating. Equivalent to a C in academics.
 - No major problems, but a minor issue or two. In the end, it was still a good night out.
- 2 Star: Poor Rating. Equivalent to a D in academics.
 - Multiple problems. The night out was not fun.
- 1 Star: Totally Unacceptable. Equivalent to an F in academics.
 - There were multiple issues with the opposing team. All 1 star ratings must be accompanied by a detailed write up as to why the night didn't go so well. If a write up is not included in the team envelope or submitted within 24 hours via the website, the rating will be changed to a 2.

At the end of each session, the team with the highest sportsmanship rating will be awarded with certificates, patches and free league play.

Skill Level Evaluations – Must Be Made In Writing

The league office will not discuss handicaps of any player over the phone or in person. A player may submit a written recommendation to the League Office for any players, including themselves, for handicap review. Referrals may be made by **submitting the skill level evaluation form on the website.**