

**AN OUTLINE OF PROCEDURE SOCIETIES AWARDED  
A FUTURE NATIONAL BOWLING TOURNAMENT**

---

Bidding on Tournament

1. Obtain forms two (2), "Application for Bowling Tournament Survey" and "Bowling Lanes Reservation Agreement" from the National Bowling Chairman (NBChr.).
  2. Complete above forms and return to NBChr. and National Office no later than June 1<sup>st</sup>. Successful bidder will be notified by NBChr. by October 15<sup>th</sup>.
- 

For Successful Bidder

3. Finalize "Bowling Establishment Contract" form and return to NBChr. by March 1<sup>st</sup>.
4. Send schedule book centerfold ad to this years Tournament hold by February 15<sup>th</sup> (no charge for ad).
5. The NBChr will mail first reservation form to all Societies who have Society Bowling Chairman. This reservation form to be mailed 14 days prior to the final weekend of the present tournament.
6. Revise entry form and poster (NBChr. to provide sample). After revision return to NBChr. by March 1<sup>st</sup>.
7. Send lane banner or arrange with year's Tournament host to have banner made by March 1<sup>st</sup>.
8. Set date with NBChr. for an orientation meeting with your Tournament Committee by March 1<sup>st</sup>. if deems necessary.
9. Publish your Tournament in Turner Topics and several more times thereafter by March 1<sup>st</sup>.
10. Host society shall, at no cost, publish an ad in the centerfold of their schedule book for the following year's host Society Tournament.

### Advanced Reservations

11. Determine the amount of teams you will be able to accommodate per weekend. This can be accomplished by multiplying the number of available lanes three (3) per lanes for Two (2) shifts. This will give you the number of bowlers you would be able to accommodate. Another factor would be crowd size your Society could handle conveniently by May 1<sup>st</sup>. Example of this is: 40 lanes X 3 bowlers per lane = 120 bowlers per shift X 2 = 240 bowlers per day for minor events by 5 bowlers per team = 48 teams per weekend maximum.
  12. Confirm by mail all request for advance reservations on a first come basis.
  13. When advance reservations from more than one society are received for the same date, the earliest postmark will have preference, and in case of ties, the Society that is the longest distance away will be given preference.
  14. Address list will be available from the NBChr.
- 

### Moral Support Sanction

15. Moral Support Sanction to be obtained by the NBChr via USBC website. The NBChr will email the Sanction certificate to the host society.
- 

### After Approved Sanction

16. Print entry form and poster.
17. Using your address list, mail entry forms and two (2) posters to each participating society by November 1<sup>st</sup>.
18. With the above mailing send available housing, city map showing locations of housing, bowling lanes, Turner Club and any local State DUI regulations by November 1<sup>st</sup>.
19. Contact local businesses and other societies to purchase “ads” in schedule book.

## Entries

20. Confirm by mail or email receipt of entry forms, proper amount of fees, and bowling date and time. Note: see rule 7.4 of American Turners National Handicap Bowling Tournament rules.
  21. Deposit money in a checking or savings account requiring two (2) signatures to withdraw moneys.
- 

## Scheduling

22. No entries are to be accepted after February 1<sup>st</sup> deadline. Exception by special permission for delay i.e. floods, snowstorms, etc.
  23. Minor events on Saturday, singles first, and double second. See paragraph 6.16 of American Turners National Handicap Bowling Tournament rules ( 3 bowlers per lane) Team event Sunday.
  24. For general information see section 6 of American Turners National Handicap Bowling Tournament rules.
  25. Note from entry forms those teams that want to be scheduled with each other and bowling times.
  26. Program schedule must be proof-read by your committee secretary before going to print.
  27. Society bowling chairpersons must be notified of their team's schedule by first class mail two (2) weeks before the start of the tournament. Confirmation of receiving the schedule to be accomplished by "Return Mail Request" or post-card.
- 

## General Tournament Information

28. Send NBChr a copy of all Societies participating in your tournament by March 1<sup>st</sup>. Include names and addresses of Society contact.
29. Mail or email weekly reports to participating societies first thru last week-end. In addition, mail or email to National Bowling Committee members who are not participating bowling Society chairpersons and the team captains who have provided email addresses. (NBChr will send you an address list of Nat. Committee Members)

30. Obtain bowling lane banner from following year's host Society for displaying at your bowling lanes.
31. Official prize list - Post at lanes. NBChr. to receive copies.
32. Play National Anthem before early squad, afternoon squad, Sunday morning squad and Sunday afternoon squad.. Also, use a decent rendition. (The renditions of some artists leave much to be desired). Follow this schedule each week-end of the tournament.
33. Complete and mail or email to the NBChr and Nat. Bowling Committee members the USBC and Turner financial reports within thirty (30) days after the closing week-end of the tournament.
34. Prize list and checks must be mailed within 30 days after close of tournament. Checks shall be made out to the individual bowlers with payment for all money Won in all of the events.
35. Trophies, plaques or jackets, with Turner emblem each, to be approved by NBChr. Display trophies, plaques or sample jacket each week-end. Contact Endowment Trust Fund treasurer for trophy grant money.
36. Tournament Secretary is in control of the bowling.
37. Turner members are expected to conduct themselves in a respectable manner or disciplinary action will be taken by the Tournament Director/Chairperson.
38. Display a large suitable score board at lanes and Society.
39. In no case should a secretary or a few helpers, try to do the whole job by themselves. The more members you have involved the easier it will be and a better job will be done. Assign a particular job to one person and ask him/her to get others to help. Try to pick those that do not have an assigned task already.
40. An announcement must be made before bowling starts that only a lane monitor will be allowed to change scores on the automatic scoring machines. Bowlers not adhering the rule will, at the discretion of the Tournament Chairperson, be disqualified for that event.
41. Take pictures of any new leaders immediately after they are finished bowling.