



# American Poolplayers Association, Inc. Brooklyn Queens APA Pool League

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## Bylaws to the Official Team Manual of the APA 2015 2016 Revised 8-1-14

*We welcome your team to the American Poolplayers Association! These Bylaws have been read and approved by the American Poolplayers Association. The local Bylaws are a secondary source of information created in accordance with and in addition to the Official Team Manual. The contents of this manual are the Brooklyn-Queens APA Bylaws to the Official Team Manual. All rules defined in this manual are to be considered official and enforceable within the Brooklyn-Queens APA Pool League. Please read your copy of the manual and the Bylaws at least twice per session. All members of the League should be completely familiar with the Official Team Manual and these Bylaws. Members should be able to produce the rulebook or the Bylaws during a match and point to a rule when asked to prove an interpretation of a rule. Thorough knowledge of all the game rules and regulations will result in a more enjoyable League experience.*

**Age Requirement** – Members of the Brooklyn Queens APA must be at least 21 years of age, unless granted prior approval from the League Operator.

**Office Hours** – 11AM - 9PM daily (see “contact” tab on the website)

**Teams in divisions on the Pick up/Drop off System** – Each division has a specific pickup and drop-off location, which must be used throughout each session. Team envelopes must be dropped off on time to ensure timely processing and reporting of League data. Team envelopes must include a completely and legibly filled out original scoresheet, weekly dues, and any membership dues or applications required. Please have your scoresheets dropped off on time. If your scoresheet is not at your drop-off location at the time of collection, your opponent’s scoresheet will be entered as it’s filled out and your team will not be eligible to receive bonus points for that week.

**Teams in divisions on the Mail In System** – Each Division on the **Mail In System** will have a specific location where the Team Envelopes will be made available for the teams to pick up prior to that week’s match. The day after the match is played, the **original scoresheet** must be mailed in to the League Office with a check or money order made out to **BROOKLYN QUEENS POOL, INC.** **A copy of the scoresheet must be faxed to the League Office the day following the match as well (fax: 718 228 8055).** **No Cash is accepted for teams on the Mail In System.** **The envelope must be postmarked by the Post Office no later than THE DAY AFTER YOUR MATCH is played IN ORDER TO RECEIVE THE BONUS POINTS for your team for that week!**

**Team fees** – \$45 per team (with or without forfeits) for each week including post session weeks played. Teams playing double jeopardy (8-Ball and 9-Ball on the same night) pay \$90 for each week. Have your players pay their dues before they play, or before the session begins. Teams that drop out will be responsible for dues for the rest of the session. Teams that are consistently late with dues will be required to

pay next session's last 4 weeks up front in order to play in the next session. In addition any player that owes money from one team will be prohibited from playing in the League on any other team until his/her dues are paid.

The full \$45 is due even if your opponents "no show" or forfeit one or more of their individual matches. Exception: no fees are paid for "League Scheduled Byes." To avoid hassles of dealing with dues each week, all teams are encouraged to prepay their dues each session.

Any teams that fall 3 weeks behind in payment will receive a FINAL NOTICE on their next scoresheet. Additionally, all players on the roster will be marked ineligible to play. If payment is not received by the end of the League week, the team will be dropped from the schedule for nonpayment. All players on the team will become equally responsible for the fees that are due, including those for the remainder of the session, and will not be able to rejoin the League until they have paid their portion. The League Office will not be responsible for dues or monies that have not been submitted to us by the Team Captain or other member designated by the team. Teams with players who owe money to the League

will not be able to participate in any playoffs, Tri-Cups, or other tournaments until such monies are paid.

Teams that are habitually late may be asked to replace their Team Captain with another, more responsible player.

**Bad Checks** - Bad Checks received by the League will result in a loss of a bonus point(s) for the week and the team will incur a \$20 penalty charge.

**New Players** – Players may be added to your roster at any time during the **first 6 weeks** of play of the session. However, players must pay their memberships the night that they play their first match or by the **4th week**, whichever comes first. Players who have not paid their memberships by the 4th week and have yet to play a match will be dropped from the roster. Players who have not paid their memberships by the 4th week and have played a match will have their membership fee transferred to their team's past due. **We must receive a completed APA Membership Application for all new players for the team to qualify for bonus points.**

**Sportsmanship Program** – The tallying of points earned via the Sportsmanship Program will end after the 2nd-to-last week of the Session (i.e. Week #14 in a 15 Week Session). The team that has the most total Sportsmanship points at the end of that week will be the Sportsmanship Winner for their division and will be entered into the \$555 5-Star Sportsmanship Draw at Super Saturday the following week. In order to collect the \$555 5-Star Sportsmanship Draw prize money, the team must be registered to participate in the Session immediately following the draw. If they are not, a re-draw will be conducted. Each Sportsmanship Winning team will receive 8 Sportsmanship patches in their team envelope the last week of the Session (before playoffs).

**Team Captains** – The Team Captain may be changed up to the end of the 6th week.

**Bonus Points** – 8-Ball teams can receive up to 2 extra points (Bonus Points) and 9-Ball teams can receive up to 15 Bonus Points per week, in addition to the normal points earned by teams for winning matches (in 8-Ball) or pocketing balls (in 9-Ball). Bonus Points are contingent upon the following criteria: To earn the first Bonus Point in 8-Ball (or 8 points in 9-ball), you must either return your team envelope to the drop-off location OR mail it in on time (according to the specific rules for your division), with the original scoresheet and all owed dues/memberships paid in full. For mail-in divisions, we only accept envelopes sent via regular mail—teams that use any express mail, overnight mail or any mail that requires a signature will not be eligible to receive bonus points. If your team does not earn this first bonus point, it

will not be eligible to receive the 2nd. To earn the second Bonus Point in 8-Ball (or 7 points in 9-Ball), the scoresheet must be completely filled out, including all of the following sections:

**1 DEFENSIVE SHOTS SECTION**

Something must be written here for each player in each match. If there are no Defensive Shots played by a player in a match, you must indicate that either with a zero (0), or some other notation. If the box is left blank in any match, your team will not earn the 2nd bonus point.

**2 TOTAL INNINGS SECTION**

Count up all the innings for each match and write the total in the designated box.

**3 PLAYER # SECTION**

Matches are scored using player numbers, therefore it is extremely inconvenient if any of them are left blank.

**4 SPORTSMANSHIP SECTION**

Double Jeopardy teams (teams that play 8-Ball & 9-Ball on the same night) only need to mark the sportsmanship section on the original 8-ball scoresheet.

**5 MATCH SCORE**

In 8-Ball write the matches won in the designated boxes and in 9-Ball write the total points earned by each player.

If your team earns the first bonus point but does not earn the second bonus point, the explanation will be stamped on your team's scoresheet the following week.

**Playoffs & Post Season**

In addition to the regular-session schedule for each Session, there are 3 tiers of post-season play which teams must advance through in order to qualify for the National Team Championships in Las Vegas. These are, in order:

DIVISIONAL PLAYOFFS (at the conclusion of each regular-season Session)

TRI-CUP TOURNAMENT (following each Session)

BROOKLYN QUEENS TEAM CHAMPIONSHIPS (at the end of the League Year)

The Playoff Procedures for each division will be determined by the division's team count at the Make-Up Match Deadline, usually occurring at the end of Week #12.

**SEE "APPENDIX A – PLAYOFF PROCEDURES" AT THE END OF THIS DOCUMENT FOR DETAILED INFORMATION ABOUT PLAYOFF FORMATS AND PROCEDURES.**

**Playoff Eligibility** – Each Playoff tier has separate eligibility requirements based on the number of League matches that members must have accumulated in order to participate:

**DIVISIONAL PLAYOFFS:** In order to be eligible to play on a playoff team, all members must have played a minimum of 4 matches with the team during the regular-season Session, in the format (8- Ball or 9-Ball) in which the playoff team has qualified for the playoffs.

**TRI-CUP TOURNAMENT:** In order to be eligible to play on a Tri-Cup team, all members must have played

a minimum of 4 matches with the team during the regular-season (in the format—8-Ball or 9-Ball—in which the team has qualified for the Tri-Cup) Session AND must have a skill level based on a minimum of 7 APA matches played in the last 12 months by the end of the Session in which the team qualified for the Tri- Cup, in the format in which the team has qualified for the Tri-C up.

**BROOKLYN QUEENS TEAM CHAMPIONSHIPS (BQTC):** In order to be eligible to play on a BQTC team, all members must have played a minimum of 4 matches with the team during the Spring Session in the format in which the team has qualified for the BQTC, AND must have a skill level based on a minimum of 10 APA matches played in the last 12 months by the end of the Spring Session in the format in which the team has qualified for the BQTC.

**QUICK REFERENCE POST SEASON ELIGIBILITY CHART**

<b>Tier</b>	<b># of Matches Needed to Play During Last Scheduled Session</b>	<b># of Total League Matches Needed to Play By End of Last Scheduled Session *</b>
<b>Divisional Playoffs</b>	<b>4</b>	<b>-</b>
<b>Tri-Cup Tournament</b>	<b>4</b>	<b>7</b>
<b>BQTC Tournament</b>	<b>4</b>	<b>10</b>

Byes and forfeits do not count towards your total number of League matches played.

*\*Divisional Playoff matches and Tri-Cup matches count toward this total. These matches must have been completed within the last 12 months.*

**Trophies & Plaques** – Each Division Winning team (for divisions with 6 or more teams, the team that finishes with the highest point total at the end of the Session; for divisions with 4 or 5 teams, the team that wins the Playoffs) is entitled to 8 individual trophies, 1 large Team trophy, and the Host Location is entitled to 1 plaque. Will not order any additional plaques or trophies or further customization of plaques or trophies upon request.

**Qualified Teams** – All players on teams that qualify for the National Team Championships through the Brooklyn Queens Team Championships in the Spring Session must stay active on a Summer Session team.

**Home Field Advantage** – For In-House divisions, the home team gets the choice of which table to play on.

**Past Due Playoff Eligibility** – Teams that are past due in fees on the last week of the session will **NOT** be eligible for the playoffs or for the wild card drawing for the divisional playoffs.

**Wildcard Drawing** – Any teams that are not automatically eligible for the Divisional Playoffs will be entered in a Wildcard draw, held during Super Saturday (the Saturday immediately following the end of the regular-session) each Session, so long as they are up-to-date with their team fees. The number of Wildcard teams that will be selected for the Playoffs will vary from division to division and is based on the

number of teams in each division (please see APPENDIX A – PLAYOFF PROCEDURES at the end of these Bylaws for more info). The Wildcard draw is a weighted drawing, meaning that each team gets more entries in the draw based on the place they finish in their division. For divisions that have just 4 teams, there is no Wildcard—only the top 3 teams advance to the playoffs, with the 1st place team receiving a bye in the semi-final round.

**Tri-Cup Event** – This is the qualifier for the **Brooklyn Queens Team Championships (BQTC)** held usually 1 to 2 weeks following the end of each session. Each division winning team (plus, in some cases, an additional team from the division—see APPENDIX A – PLAYOFF PROCEDURES at the end of these Bylaws for more info) goes to this event to play for the opportunity to advance to the annual Brooklyn Queens Team Championships. **Players must have a skill level based on a minimum of 7 matches played by the end of the session in which they qualified for the Tri Cup, in the format in which they qualified, in order to participate.**

**Brooklyn Queens Team Championship (BQTC)** – The second, third or fourth weekend in June is host to our national qualifying tournament. Here we have all of the Tri Cup winners compete for the number of slots to the National Championship given to our League from the National Office.

Winning the BQTC entitles you to PLAY in the National Tournament for which we will provide you with an airline ticket and a place to stay. There is no cash value for players who cannot attend. Teams are entitled to 1 room for every 3 players that attend. In addition, airline tickets are NONTRANSFERABLE AND NON REFUNDABLE. If a member of your team cannot make the trip, you cannot give that ticket to another person. Players that notify the league office that they are attending the NTC and fail to show up in Las Vegas will owe the airfare back to the Player Fund. Additional Tickets may be available for purchase on first come, first serve basis. Tickets and Hotel rooms will be issued to players for the dates that they will play in the tournament. If you want to change airline tickets, you must do so on your own and pay the additional charges. No Changes can be made before this time as we book the airline tickets in February.

**The Tri Cup Tournaments and Brooklyn Queens Team Championships are considered Higher Level Tournaments. For further information on Higher Level Tournament rules, please see pages 85 96 in the Official Team Manual.**

**Patches** – Players can earn 9 different types of patches via weekly League Play. During a Session, players can receive 1 free patch of each type earned. For each patch earned beyond the first, players may choose to pay \$1 to receive the additional patches. Any patches earned during the last week of the Session and during the Playoffs will not be included in your team envelope until the first or second week of the following Session.

**Team Envelopes** – If a team loses/fails to turn in their large team envelope, their team will be assessed a \$5 charge which will appear the following week as a team past due on their scoresheet. If the envelope is returned, the \$5 charge will be removed.

Before turning in your team envelopes on the last week of the Session, please remove everything that you want to keep. Team envelopes will be emptied and thrown away, and we cannot guarantee that you will be able to retrieve any items next Session. We will not be responsible for any items left in your envelope.

**Team Name Changes** – Teams are allowed to change their names during the first 4 weeks of the Session, and only once during that period. However, no team that has won their division or has qualified for the Tri-Cup event during the current League Year (Summer Session through Spring Session) is allowed to change their name.

**Appeals About Scoring** – All questions, appeals and concerns about scoring or points discrepancies must

be addressed within 1 week of the date of the match in question, and must be done in writing. Once the 1 week period has passed, points cannot be changed for that match.

**Complaints** – All complaints regarding behavior or any other situation must be done in writing on a separate sheet of paper to the League Office. There are no exceptions to this rule. These will be forwarded to the Board of Governors for further action.

**Skill Level Questions** - refer to your Official Team Manual regarding how player skill levels are determined. Any further questions regarding the skill levels of players on your team or opposing teams **must be done in writing to the League Office on a separate piece of paper** other than your team's scoresheet. There will be no exceptions.

**Smoking Policy** - Due to the advent of the no-smoking law in New York 'smoke breaks' are not allowed between players in a match. Once play between 2 individual players begins, they may not smoke between games even if both players agree. This is to insure that matches do not go into the wee hours of the morning. If teams abuse this rule, both teams may forfeit the point. The League Office will have final say in this matter.

**Start time** – 7:00 PM **unless otherwise noted on your scoresheet or schedule.** Play will begin even if only one player from the team is present. Once any match has started for the evening, **play must be continuous for the rest of the evening**; otherwise forfeits will be awarded to the team with players present. If entire teams are late to a match the following forfeits may apply: If a team has failed to show by 7:20 PM (or 20 minutes after the scheduled start time) their opponent may take a forfeit for the first match and play the remaining matches. If a team has failed to show by 7:40 PM (or 40 minutes after the scheduled start time for the division) their opponent may take a forfeit for the first 2 matches and play the remaining matches. If a team fails to show by 8:00 PM (or 1 hour after the scheduled start time for the division) their opponent may take a forfeit for the first 3 matches and play the last 2. A Full Forfeit may be taken if a team has failed to show by 8:20 PM (or 1 hour and 20 minutes after the scheduled start time for the division). In the event that you choose to take a forfeit due to your opponent's lateness, you must inform your opponent of this decision prior to putting up players for the first match of the night. Failure to inform them in a timely manner will result in neither team earning a forfeit point.

**Total Forfeits** – If no players from a team show for a match by the 1 hour 20 minute time, the opposing team (providing at least 3 players on the roster are present) will receive 8 points and up to 2 bonus points if eligible according to the Bonus Points Criteria (9-Ball: 60 points and 15 bonus points).

Teams that do not show up for two consecutive weeks will be considered dropped from the League and a new schedule will be issued. Dropped teams and players forfeit all benefits, trophies, awards and prize money. If a team drops out before the session is over, matches played will stand.

**23 Rule Violations** – Teams that violate the 23-Rule do not receive bonus points for that week, regardless of if their opponent catches the violation.

**Use of headphones** – The use of headphones, headsets of any kind, Bluetooth devices and/or earplugs while playing a match is prohibited.

**Byes** - 8-BALL: Are worth 8 points and 2 bonus points, if eligible. 9-BALL: Are worth 60 points plus 15 bonus points, if eligible. Scoresheets do not need to be submitted and no fees are due. However, your team envelope must be at the drop-off location for your team to earn bonus points (i.e. If you have a Bye, you should not take your team envelope unless you plan on returning it to the drop-off location by the cut-off time for your division.) Byes will not be awarded during the first several weeks of any session while new teams

are still being added. If a team is added to fill the Bye, make-up matches may be required for the weeks that were missed.

**Make up Matches and Partial Matches** – A Make-Up Match is defined as any match in which both teams agree not to play at all on the date specified on the scoresheet. All Make-Up Matches must be played within 2 weeks of the scheduled date of the original match, unless preapproved by the League Office. If it is not, no points will be awarded to each team and weekly fees will still be due. Forfeit points are not awarded at all for Make-Up Matches—points are only awarded during a Make-Up Match for actual matches played. Teams should coordinate with each other to ensure that the maximum number of matches can be made up. The League Office must be notified of any rescheduled matches. A minimum of 24 hours notice must be given to your opponent to cancel and then reschedule a match. There will be no exceptions. There is a Make-Up Match Deadline date for each Session, after which no make-up matches are allowed. Look on the website in the “Make-Up Matches” section for the deadline date each Session.

A Partial Match is defined as a match that is begun on the date specified on the scoresheet and then, by mutual agreement, both teams decide to play any number of remaining matches at a later date. Teams cannot be forced to agree to play a Partial Match. If one team does not have enough players present on League Night, the opponent may choose to take a forfeit(s) for the remaining matches.

Partial Matches are only allowed in In-House divisions—not Bar or Travel divisions. **Each team can only have an outstanding partial match from one week at any given time.** If a team wishes to grant another Partial or Make-Up Match, they must first complete/turn in the first unfinished match, or else the second match will be scored as-is, even if 0 matches were played. Teams must leave their team envelopes at the Pool Hall as normal for Partial Matches or else they will not be eligible to receive bonus points for that week.

**Partial Matches must be pre-paid in full; in other words both teams must submit the entire weekly dues on the night the partial matches are initially played with a note that the match will be finished the following week. Partial Matches must be completed the following week or the match will be scored as is.**

**Protests** – All protests must be in writing and include a \$100 protest fee. Protests will be submitted to the League Office however will be adjudicated by the Board of Governors when applicable. The League Operator will oversee the protest and inform all parties of the outcome of the protest. Protest fees are nonrefundable.

**Banned/Suspended Players** – If a player on your team has been banned from a tavern or location, then the team must play without him/her in that location. The APA League has no right to insist a Host Location admit this player. Dropped or suspended players forfeit all benefits, trophies, awards and prize money.

**Board of Governors (BOG)** – The BOG will settle all official protests and major sportsmanship complaints. The BOG will act very much like a jury. The League Operator will merely act like a judge and offer guidance and potential solutions. The League Operator will also give guidance on the rules that pertain to the situation, but the BOG will have the final call based on a vote with a majority rule. The Division Rep whose division is involved in the dispute will be forced to abstain from the vote. The League Operator will only cast a vote to break a tie.

**Inclement weather policy** – Only the League Operator can determine if a match will be cancelled due to weather. The League Operator will resolve any disagreements.

**Continuous Play Except Under One Condition** – pg.23 section c “A team may begin play with one player present. Upon completion of each individual match, the team must have another player available for play or the remaining match(es) will be forfeited. In other words, **PLAY MUST BE CONTINUOUS ONCE BEGUN**. As approved by the Board of Governors on Jan 5, 2007 by majority vote we are making one exception to this rule. This exception applies **ONLY IN DIVISIONS THAT PLAY DOUBLE JEOPARDY (8 BALL AND 9 BALL ON THE SAME NIGHT)**.

The following exception to the above rule applies:

If **TEAM A** has no available players present and its only remaining player is actively playing a match in one format (for this example 8-Ball) and **TEAM B** is waiting to play in the other format (for this example 9-Ball) with an available player, then **TEAM A** will be allowed a 10 minute grace period only for **TEAM A's** player to complete his/her match (8-Ball) and then play the other format (9-Ball). Team Captains should note the time together and start the countdown starting when **TEAM B** is ready to play. This rule can only be used if **TEAM A** has no other players present to play. **TEAM A IS NOT ALLOWED 10 MINUTES TO HAVE ANOTHER PLAYER SHOW UP UNDER ANY CIRCUMSTANCES**. If **TEAM A** has another player present and available to play, then **TEAM A** can **NOT** use the 10 minutes and must play the available player unless that player will break the 23- Rule for **TEAM A**.

All teams should avoid the above situation by making sure all team members show up regularly and on time to their weekly League matches and all teams have full rosters as soon as possible.