

**Local Association Bylaws
Monmouth County USBC Bowling Association**

**Article I
Name**

The association is chartered by the United States Bowling Congress.
The name of the organization is the Monmouth County USBC Bowling Association.

**Article II
Nonprofit Corporation and Charter**

Section A. Nonprofit Corporation

The association is organized as a nonprofit corporation and operates consistent with the requirements of an organization classified as tax exempt under Section 501(c)(3) of the Internal Revenue Code (IRC).

Section B. Charter

The association shall be chartered by USBC and subject to its authority. To maintain its charter, the association must:

1. Provide services for Monmouth County USBC Bowling Association
2. Adopt bylaws approved by USBC.
3. Not enact any bylaws or rules inconsistent with USBC's bylaws.
4. Adhere to Performance Standards and stated requirements as set forth in the USBC Association Policy Manual.
5. Apply for renewal of its charter every five years.

**Article III
Purpose**

The purposes of the association as stated in the Articles of Incorporation, include, but are not limited to:

1. Providing equal opportunity for all in the sport of bowling without regard to race, religion, age, gender, disability, or national origin.
2. Promoting the game of American Tenpins.
3. Conducting and supporting bowling competition.
4. Engaging in any other activities permitted by an organization classified as tax exempt under Section 501(c)(3) of the IRC.

**Article IV
Membership and Dues**

Membership is composed of individuals who pay dues to the association and is in effect from August 1 through July 31.

An individual joining a summer league after March 15 shall pay the dues that are known to be, or become, effective for the next current season. On payment of the dues, the individual shall become a member for the balance of the current season and the next season.

Each individual shall pay national, state and local dues, except as provided in Rule 100e, Traveling League and 100l, Mail-o-Graphic League.

Associations will use one of the following dues structures as applicable to its membership:
The annual adult membership dues are as follows:

Local - \$6
State - \$0
USBC - \$10

The board may waive all or part of local dues for:

1. Members of other USBC associations having a reciprocal agreement with the association.
2. Other groups, such as seniors, etc., as determined by the Board.

The association cannot charge additional non-dues assessments.

**Article V
Board of Directors - Management**

Section A. Board Composition, Authority and Duties

1. The management and governance of the association is vested in the board of directors. The number of directors is determined by the Monmouth County USBC Bowling Association members.
2. The maximum number of directors is thirty.

The board shall not engage in any acts constituting a conflict of interest. The board's duties include but are not limited to:

1. Enforcing the bylaws.
2. Complying with the *USBC Association Policy Manual*.
3. Ensuring adherence to all USBC Performance Standards.

Article V
Board of Directors - Management

Section A. Board Composition, Authority and Duties (continued)

4. Conducting championship level competition for its membership constituency (*combined men and women*).
5. Providing education, training, evaluations, recognition and other services as determined by USBC.
6. Implementing USBC programs.
7. Selecting/appointing and evaluating the performance of the Association Manager.
8. Approving use of membership records.
9. Re-rating the league average of an association member when there is evidence the bowler's average does not represent the bowler's true ability.
10. Conducting suspension and reinstatement hearings.

Section B. Eligibility

Candidate for the board must be:

1. A USBC member in good standing of the association at the time of election and throughout their term.
2. Elected or appointed without regard to race, color, religion, gender, disability, national origin, or age, other than the minimum age of 14, unless state laws mandate a specific age, and be reasonably representative of the membership.
 - a. Any member of the board authorized to sign contracts or acting as a signatory on association accounts must be a minimum age of 18.
 - b. A maximum of three bowling center proprietors may serve on the board at one time. A proprietor is an individual who is the owner, partner, or corporate officer of a bowling center or group of bowling centers. Excluded from the definition of proprietor is an individual who owns 25% or less of the equity shares, or who is inactive in the management of the bowling center and remains so during a term as an officer or director.

Additional eligibility requirements, if any, will be developed by the nominating committee to be approved by the association *membership*.

Section C. Election of Directors

Directors are elected by a majority vote* of association membership present and voting, from:

1. A slate provided by the Nominating Committee
2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee.
Voting will be ballot if there is more than one nominee for each position.

*If a majority vote is not reached on the first ballot, the candidate receiving the lowest vote total is dropped and balloting continues until a candidate receives a majority vote.

Article V
Board of Directors - Management

Section D. Term

The term for directors is one or two years. The number of years in a term, the number of terms allowed and a stagger system are determined by the Association membership.

- A. First time elected directors will serve a one-year term.
- B. Re elected director terms will be two years.
- C. Auxiliary Director will be for a one-year term to commence on the day of appointment to the office.

Section E. Resignation, Removal, and Vacancies

- 1. **Resignation.** A board member may resign from the board of directors by providing written notice of resignation to the president or, in the case of the president, to the board.
- 2. **Removal for Ineligibility.** A board member who is no longer eligible to serve on the board may be removed by a two-thirds vote of the board when a quorum is present.
- 3. **Removal for Cause.** When a board member is accused, in writing, of failure to properly perform the duties of their office or otherwise engaging in improper or unfair activities or conduct, the board may conduct a hearing following the Removal Procedures in the Suspension and Reinstatement Chapter. An appeal may be filed with USBC within 15 days of the removal. Two-thirds written consent of the full board is required to seek re-election and/or re-appointment to the board.
- 4. **Vacancies.** Vacancies in positions on the board are filled for the un-expired portion of each term as follows:
 - A. The president, with board approval shall fill vacancies in director positions.
 - B. The board fills vacancies in officer positions.(Vacancies in Director positions see *Association Operations Manual* 05-16.)

Article VI
Officers

Section A. President and Vice President

The officers of this association shall include President and Four vice presidents

Section B. Election

Officers are elected by a majority vote* of Monmouth County USBC Bowling Association membership present and voting, from:

- 1. A slate provided by the Nominating Committee.

*If a majority vote is not reached on the first ballot, the candidate receiving the lowest vote total is dropped and balloting continues until a candidate receives a majority vote.

Article VI Officers

Section B. Election (continued)

2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee. Voting will be by ballot if there is more than one nominee for each position.

Section C. Term

The term for all elected officers is one year.

The number of years in a term, the number of terms allowed and a stagger system is determined by the Monmouth County USBC BA membership.

In order to establish a stagger system for Board members, transition period board directors will be randomly assigned to two groups. Odd number group will serve for a two-year term; even number group will serve for a one-year term.

Section D. Authority and Duties

1. President

- a. Presides at all meetings.
- b. Acts as spokesperson for the association.
- c. Appoints committees, except nominating, with board approval.

Note: All committees should be composed of both board members and non-board members.

(For other Presidential authority see Association Operations Manual **05-17**.)

2. Vice Presidents

- a. The next Vice President in line by numerical order presides at all meetings when the president is absent.
- b. Performs other duties as prescribed by the board or requested by the president.

3. Association Manager

- a. Selected/appointed by and accountable to the board.
- b. Responsible for implementation of USBC's Performance Standards.
- c. Acts as the ex officio non-voting secretary/treasurer of the board or such other officer designation as required by law and determined by the board.
- d. Responsible for other duties as prescribed by the board and in the Local Operation Manual and the *USBC Association Policy Manual*.

Article VII Local Meetings

Section A. Annual Local Convention Meeting

An Annual Meeting of the Monmouth County USBC Bowling Association shall be held at a time and place approved by the board of directors. (See Article IX, Section D for the time frame for election of delegates and alternates to the USBC meeting)

1. Member

Attendance is open to all members. Voting members, officers, directors must be at least 14 years of age, unless state laws mandate a specific age.

2. Voice and Vote

a. Monmouth County USBC Bowling Association membership, voting officers and directors of this association, at least 14 years of age, unless state laws mandate a specific age, have voice and vote.

Absentee and proxy voting are not allowed.

3. Responsibilities

a. Monmouth County USBC Bowling Association members shall:

- 1) Adopt bylaws, including local adult dues amount, up to the established maximum.
- 2) Elect officers and directors to the board.
- 3) Elect delegates and alternates for the USBC and state annual meetings.

4. Meeting Notice

a. Written notice of the meeting shall be forwarded to the board and league secretaries, which should be at least 15 days prior to the annual meeting.

Special meetings may be called by the president or upon written request of at least three board members.

5. Quorum

Twenty members of Monmouth County USBC Bowling Association constitute a quorum. The members determine the number.

6. Action

a. A majority vote of those members, officers and directors present and voting, at a properly noticed meeting, when a quorum has been established, is required to take action, unless otherwise provided by law or these bylaws.

Election of officers and directors requires a majority vote. Election of delegates, and alternates requires a plurality vote. Absentee and proxy voting are not allowed.

Article VII Local Meetings

Section B. Board Meeting (continued)

The board shall meet at least quarterly. Special meetings may be held upon the request of any board member if a majority of the board approves.

1. Notice. Written notice for all regular and special meetings shall be forwarded to the board, which should be at least 15 days prior to the start of a meeting.
2. Quorum. Ten board members constitute a quorum. The members determine the number.
3. Action. A majority vote of the officers and directors, present and voting, at a properly noticed meeting, when a quorum has been established, is required to take action, unless otherwise provided by law or these bylaws. Absentee and proxy voting are not permitted.

Section C. Parliamentary Procedure

The most recent edition of *Robert's Rules of Order Newly Revised*, governs all meetings.

Article VIII Committees

Section A. Standing Committees

The association shall have the following Standing Committees: Nominating and Finance.

1. **Nominating Committee.** The committee reviews candidates and prepares slates and publicizes criteria and procedures for the elected positions for the board and delegates/alternates to state and USBC annual meetings.
2. **Finance Committee.** The committee is responsible for reviewing and monitoring the annual budget and other financial matters.

Section B. Other Committees

The president may establish other committees, with board approval.

1. Additional Committees will include those listed in the Monmouth County USBC Bowling Association Operations Manual (**see 05-02**).

**Article IX
Delegates, Alternates**

Section A. USBC Annual Meeting

Delegates and alternates to the USBC Annual Meeting are elected by plurality vote* by those members present and voting. (See Article VI, Section A of the national bylaws for representation.)

Delegates and alternates to the state annual meeting are elected by plurality vote* by those members, officers and directors present and voting.

*A plurality vote is the largest number of votes cast for a given candidate. The candidate(s) receiving the most votes is (are) elected

Section B. State Annual Meeting

Delegates and alternates to the state annual meeting are elected by plurality vote* by those members, officers and directors present and voting.

Section C. Eligibility

1. **USBC Annual Meeting.** Delegates and Alternates must be:
 - a. Elected by the Monmouth County USBC Bowling Association members, officers and directors.
 - b. At least 18 years of age.
 - c. A USBC member in good standing of the association at the time of election and throughout their term.

2. **State Annual Meeting.** Nominees must be:
 - a. Elected by the Monmouth County USBC Bowling Association members, officers and directors.
 - b. At least 14 years of age.
 - c. A USBC member in good standing of the association at the time of election and throughout their term.

If a member is elected to represent more than one association to attend the same meeting, the first election shall stand and any succeeding election shall be declared null and void.

A local association is not eligible to send delegates if it is declared delinquent or USBC has revoked its charter.

Note: An association that has not processed dues for the current season shall be considered delinquent.

**Article IX
Delegates, Alternates**

Section D. Election

Delegates and alternates serve for one year, beginning August 1, and are elected by:

1. A slate provided by the Nominating Committee.
2. Nominations from the floor. Qualifications must be submitted to the Nominating Committee.
3. Plurality vote *. The election shall be by ballot, except that a voice vote may be taken when the number of candidates does not exceed the number of positions to be filled.
4. Alternates shall serve in order of their election.

*A plurality vote is the largest number of votes cast for a given candidate. The candidate(s) receiving the most votes is (are) elected.

The election is to be held in compliance with the USBC or State Annual Meeting requirements.

Section E. Vacancies

Vacancies are filled for the un-expired portion of each term as follows:

1. If elected by the members, vacancies are filled by the alternates in the order in which they were elected. If a vacancy still exists, the president fills the vacant position by appointment.

The appointee must also meet the same eligibility requirements as elected positions.

**Article X
Amendments**

Section A. Procedure

Any member of the association may submit proposed amendments to these bylaws. The local association bylaws may be amended at any membership meeting, by a two-thirds vote of the officers and directors and the Monmouth County USBC Bowling Association membership present and voting.

The amendment must be:

1. Submitted in writing to the Association Manager or president.
2. Submitted at least sixty days prior to the meeting when the association is considering the proposal. (See Section B for Change in Dues.)
(Amendment and By-Law changes see Association Operations Manual **05-18**.)

**Article X
Amendments**

Section B. Change in Dues

Forward a notice at least 15 days prior to the meeting at which the proposed change is considered to Monmouth County USBC Bowling Association League Secretaries.

The notice must:

1. Be in writing.
2. Specify the amount of the change.
3. Specify the reason for the change.

Notification of any adopted change in dues, and the reason for the change, will be forwarded, in writing to each Monmouth County USBC Bowling Association league secretary.

Section C. Effective Date

All amendments are effective August 1, following adoption, unless otherwise specified when adopted.

**Article XI
Fiscal year**

The fiscal year of this association is August 1 through July 31.

**Article XII
Indemnification**

Directors, officers, and other authorized volunteers, employees or agents shall be indemnified against claims for personal and individual liability arising in connection with their positions or service on behalf of the association to the full extent permitted by law.

**UNITED STATES BOWLING CONGRESS (USBC)
Local Association Operations Manual Addendum**

Monmouth County USBC Bowling Association

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05-01. ASSOCIATION MANAGER (AM) DUTIES

- A. The Association Manager may request an individual be appointed an assistant association manager to share duties of the office. The candidate to hold this office must be
 - 1. A current member of the board.
 - 2. Approved to hold the office by a plurality vote of the Board of Directors.
- B. The Association Manager shall perform those duties as assigned by the President, members, and the Board of Directors in addition to those described in the MCBA Association Operations Manual and USBC Policy Manual.
- C. This Association requires the AM to perform specifically the following:
 - 1. Each Board member and League Secretary a meeting shall be notified and sent a copy of the agenda. The preparation of an agenda will show all known business planned for discussion and / or action.
 - 2. The list of nominees for election to each office shall be sent to all voting members of this associations' governing body well in advance of the annual meeting.
 - 3. A list of all chairpersons and committee members shall be sent to each Board Member.
 - 4. Each bank account of Association Funds, including tournaments, shall be subject to withdrawal by those authorized by the president. Each account shall require the signatures of any two (2) of three officers so authorized except when electronic transfers are approved in advance by the Board of directors
 - 5. When funds are needed for what the majority of officers feel is a justifiable reason and the urgency for spending the money cannot be immediately approved by the Board, those authorized to withdraw on the account may make only one withdrawal, without the Boards approval, but not exceed \$200.00.
 - 6. Complete financial reports, including details or breakdowns where it is felt necessary, of the associations' transactions should be completed as soon as possible following the end of the fiscal year. Each board member shall receive a copy of this financial report. Each member present at the Annual meeting would also receive a copy of the full financial disclosure.
 - 7. The minutes of this association shall be accurate and concise. The subject matter should be contained with points of view held in context. Each member of the board shall receive a copy of the minutes of each meeting not later than thirty (30) days after such meeting.

05-02. PRESIDENTIAL APPOINTMENTS

- A. Committees:
 - 1. The President shall appoint all committees, except the nominating committee, and unless instructed to the contrary, the committee chairperson may select others to serve on the committee.

05-02. PRESIDENTIAL APPOINTMENTS (CONTINUED)

2. The President will appoint the following committees:
 - a. Audit
 - b. Finance
 - c. Policies and Bylaws
 - d. Hall of Fame Ceremony / President Party
 - e. Awards
 - f. Hall of Fame Selection (appointed at the October Board meeting)
 - g. Monmouth County USBC Youth
 - h. Scholarship

B. Lane Representatives

The President will assign one or more Lane Representative(s) to each Bowling establishment to carry out specific duties in servicing each league and the house Proprietor.

05-03. PARLIAMENTARIAN

- A. The Parliamentarian shall not be an elected office.
- B. The principle duty of the Parliamentarian is to advise the President.
- C. A President shall be free to appoint one, in whose abilities they have confidence. Such person shall be seated at the side of the President at all meetings of the Association.

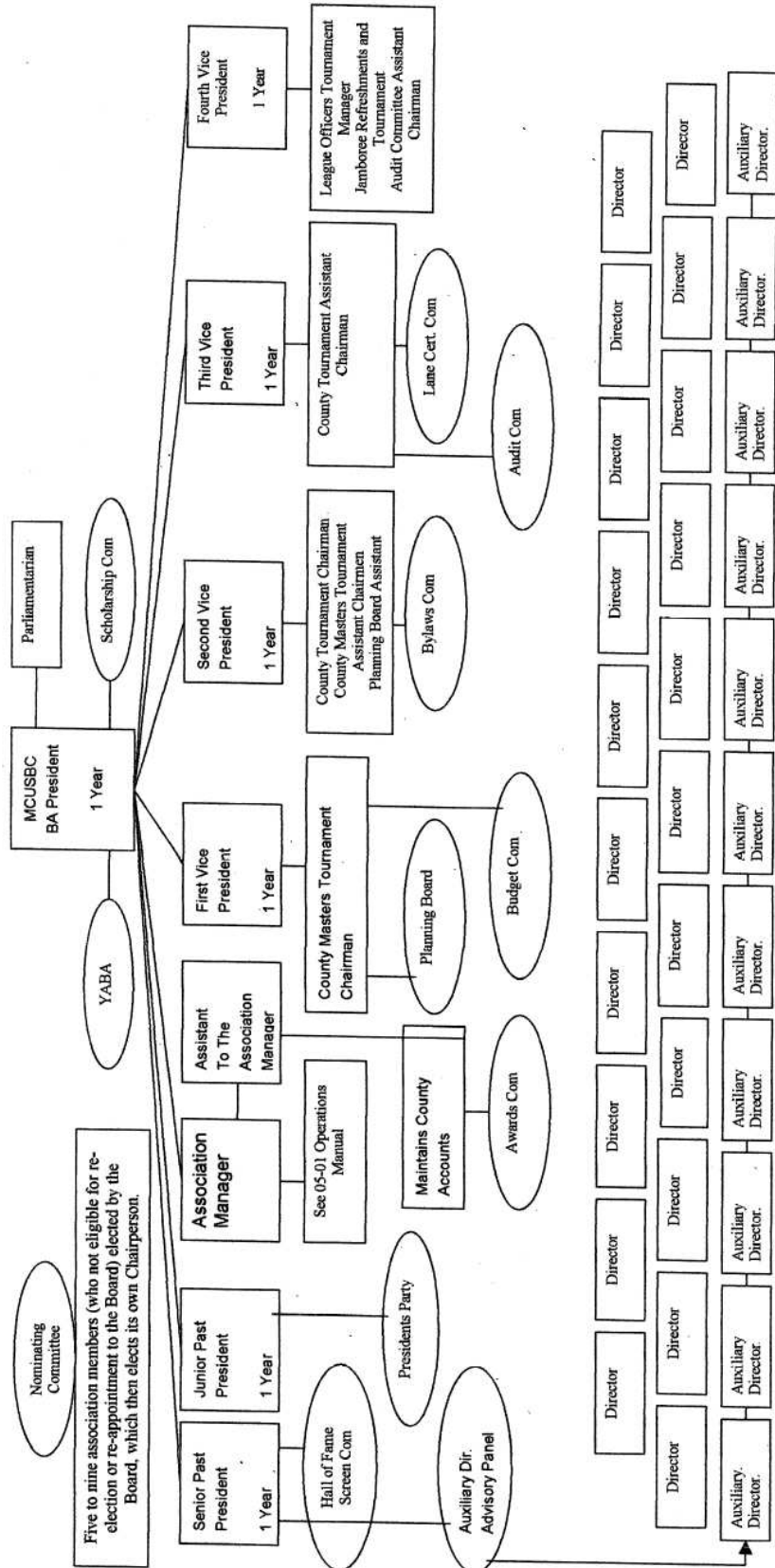
05-04. LOCAL ASSOCIATION ANNUAL MEETING

- A. Will be held during the month of June
- B. An alternate period maybe approved by the Board of Directors.

05-05. BOARD MEETINGS

- A. Board of Director meetings will be held six times each year.
- B. Meeting will be scheduled during the months of August, October, December, January, March and June.
- C. Scheduled Board of Director meetings will follow meeting notice requirements as stated in the Monmouth County USBC Bowling Association Bylaws in addition to being prominently posted:
 1. In each Bowling center within the Association jurisdiction.
 2. On the association Website.

05-06. MCUSBCBA Organizational Chart



05-07. OFFICE OF AUXILIARY DIRECTOR

- A. Eligibility: to be eligible for appointment and to continue to serve after being appointed, the candidate must satisfy the requirements outlined in article **5(b)** of the local association constitution.
- B. Term of office: the president will make appointment to this position on the recommendation of the nominating committee. The applicant is subject to approval by the association's board of directors and is acceptable to the bowling center management. The term of office shall be for 12 months to commence on the day of appointment.

(Note: an auxiliary director has no vote on the board of directors, unless appointed by the president to fill a vacancy as director created by a resignation or death.)

- C. Responsibility: he/she shall be responsible to the director assigned and this association's board of directors to provide the best possible service to our members, bowling leagues, and bowling centers within the area of assignment he/she shall be responsible for the completion of all duties assigned by a director or officer of this association.
- D. Duties: the auxiliary director shall:
 - 1. Become thoroughly familiar with the "USBC Bylaws, specifications & rules" book, the association's bylaws and the Association Operations Manual.
 - 2. Attend all regular meetings of this association or notify the association office when possible of the reason you cannot attend. Unexcused absence from three (3) consecutive meetings shall be cause for the association's board of directors to consider removal from office.
 - 3. Attend all special and/or committee meetings of this association that you may be requested to attend or notify the individual requesting the meeting when possible of the reason you cannot attend.
 - 4. Comply with the dress code of the association while performing official duties and/or attending official functions.
 - 5. Promote and participate in activities sponsored by the local association.

05-08. OTHER TOURNAMENTS

A. Optional Tournaments

- | | |
|---------------------------------|-------------------------------|
| 1. Bahr Trophy Event Tournament | 5. Annual Meeting Tournament |
| 2. Masters Tournament | 6. League Officers Tournament |
| 3. Mixed Doubles Tournament | 7. Over and Under Tournament |
| 4. Seniors Tournament | |

B. The Masters Tournament Champion will be entitled to represent Monmouth County by accepting a reserved space in the National USBC Masters Tournament. This Association will pay the total entry fee. All other expenses shall be the entrant's responsibility.

C. In each case the President shall appoint the necessary personnel to make the proper arrangements for these events to function within the control of the Board of Directors.

05-09. CHARLES H. BRYDE SCHOLARSHIP AWARD PROGRAM

A. The Monmouth County USBC Bowling Association will underwrite a Scholarship Award Program in accordance with the terms and conditions set forth as follows:

1. *Eligibility* - The Scholarship Award Program is open to male members of the Monmouth County USBC Youth Association (MCYA) only. Applicants must be seniors in high school, graduating in the current year, who are planning to further their education at an accredited college or trade school.
2. The Scholarship Award is open to Monmouth County residents only, bowling in Monmouth County. Applicants must be members in good standing with the MC USBC YA.
3. Applicant must be a member in good standing with the MC USBC YA.
4. The Scholarship Award shall be made available on an annual basis, in the amount of \$1000.00, a one-time award for the winner.
5. The Scholarship Award winner will receive the award after enrolling as a full-time student in college, trade school, or as a full-time night student. Award funds will be put in the winner's name at the school of his choice.
6. The Program will derive its financial support from funds budgeted. Award funds must be used in the school year of September to June following announcement of the winner (the previous June) or funds are to be forfeited to the MCBA.

05-09. CHARLES H. BRYDE SCHOLARSHIP AWARD PROGRAM (CONTINUED)

B. Award Selection Procedures:

1. MC USBC YA will select a maximum of three candidates who are to be considered the most deserving applicants for the award and transmit their résumés to the Monmouth County USBC Bowling Association, Association Manager not later than the second week in May of the current year.
2. The president shall appoint a Scholarship Award committee from members of the Board who have good evaluating abilities. It shall consist of four members with two additional members appointed as stand-by alternates.
3. The committee will review each applicant's résumé in order to weigh their contributions to bowling and their academic standings.
4. Only those applicants determined to be considered worthy of the award will be voted upon.
5. The selection of a winner is solely the responsibility of this committee.
6. A secret ballot method will be used unless the committee chairperson chooses another method.
7. If it should happen that, a member of the committee is related to any of the applicants being considered that said member shall notify the president and request a qualified replacement.
8. The Scholarship winner will be announced at the annual Monmouth County USBC Bowling Association jamboree meeting, which is scheduled for the first Sunday in June of each year.
9. The scholarship Award shall be presented to the winner, preferably at a bowling related function mutually agreed to by both Monmouth County USBC Bowling Association and MC USBC YA officials.
10. A sample application shall be included herein. The Monmouth County USBC Bowling Association will furnish the necessary applications to the MC USBC YA upon their request.
11. The initiative lies with the officers of the MC USBC YA to make this program active on a yearly basis.

05-10. Hall of Fame Policy Manual

A. Purpose

The Monmouth County Hall of Fame is a sponsored function of the Monmouth County Bowling Association. It's purpose is to perpetuate the names of bowlers of Monmouth County who have displayed outstanding achievements in the game of American Ten Pins and have contributed through meritorious service to the general welfare and progress of the game in Monmouth County, State of New Jersey, USA.

B. Governance

A Hall of Fame Committee, consisting of Monmouth County Bowling Association members, shall have full control over the Hall of Fame. It shall supervise the Hall of Fame in such a manner as to assure a living, active organization, serving the purpose for which it was organized. The Hall of Fame Committee shall select candidates to be considered for membership in the Hall of Fame. Members of the HOF Committee shall consist of the Senior Past President of the MCBA, who shall Chair the Committee, The current President, The Association Secretary/Treasurer, and any active members of the Board of Directors who are also Hall of Fame members.

C. Hall of Fame Committee

The Senior Past President of the MCBA will serve as Chairman of the Committee. The Chairman has the power to add individual committee members as deemed necessary for a successful committee, but the pool of members must meet the requirements detailed under Governance. The Hall of Fame Committee shall hold as many meetings as deemed necessary by the Chairman, but MUST hold one meeting in January where candidates will be presented, reviewed and selected. The results will be submitted at the March Board of Directors Meeting for discussion and vote

It shall be the duty of the Hall of Fame Committee to accept applications for nomination to the Hall of Fame. Each application must have a supporting cover letter and must contain information pertinent to qualify the candidate.

If a situation arises where a member of the Hall of Fame Committee is also a candidate for HOF consideration, that member must immediately step down as a Committee member for the remainder of the year and not be permitted to attend HOF meetings.

If the Hall of Fame Committee fails to conduct it's January meeting, it is the duty of the President of the MCBA to call a special meeting no later than one week prior to the Council of Delegates meeting in June for the purpose of considering and voting on Hall of Fame candidates.

05-10. Hall of Fame Policy Manual (continued)

D. Hall of Fame Selection Process

1. Requirements

a. To be eligible for consideration in the Bowling Achievement Category, the candidate must have been a member of MCBA for a minimum of ten years, and have participated in at least twenty Monmouth County Bowling Association Tournaments.

To be eligible for the Meritorious Achievement Category, a candidate's service must have been accrued over a minimum of fifteen years

b. The MCBA utilizes a point system to objectively quantify candidates qualifications for consideration. The point system is designed for use as an aid in the compilation of the candidate's biography, and as a guide for the Hall of Fame Committee when conducting the review process. See Appendix 1

c. Biographies must be prepared in a structured format, listing credentials chronologically within national, state, and local levels. Information that may be pertinent, but not included in the events detailed on Figure A, may be included in the Comments section at the bottom of the form.

d. It is the duty of the sponsor submitting the biography to insure that the following point totals have been satisfied:

For Bowling Achievement Category	<u>100</u> points
For Meritorious Service Category	<u>60</u> points

2. Initializing the Process

a. League delegates, Board members in good standing, and any MCBA Life member may recommend, in writing to The Hall of Fame Committee, one candidate for Achievement and one candidate for Meritorious Service each year. Supporting signatures are also required as follows:

League Delegates	3 additional League officers
Board Members	2 additional past presidents
MCBA Life Members	2 additional Life members

b. Signatures should appear on the cover letter submitted.

05-10. Hall of Fame Policy Manual (continued)

3. Deadlines

- a. Applications may be submitted to any member of the MCBA Hall of Fame Committee. Applications MUST be submitted before December 31st to be considered for the current season.
- b. The Hall of Fame Committee will present and review the merits of each candidate at the January meeting. The Committee may select a maximum of three candidates to submit to the MCBA Board of Directors for the final vote process at the March meeting.

4. Hall of Fame Selection Vote

- a. The Hall of Fame Committee will present candidates at the Board of Directors Meeting in March. Each candidate will have their name announced and their biography recited by the candidate's sponsor. At the end of the presentations and subsequent discussions, the Sergeant-at-Arms will conduct a closed vote using written ballots. The Sergeant-at Arms will count the votes and the results presented to the Board. Any Hall of Fame candidate who is present at the Board meeting must exit the meeting room before the discussions ensue and ballots are distributed. Election to the Hall of Fame will require 75% of the votes cast to be in favor of election.

E. Hall of Fame Award

- 1 .A congratulatory letter shall be sent to each successful candidate.
- 2 .A suitable award, not to exceed \$ 150. in cost, shall be presented to each recipient upon induction into the Hall of Fame. In the case of posthumous awards, the presentation will be made to the nearest of kin. The induction ceremony will be held at the annual Presidents Dinner during the month of August.
3. A permanent panel, listing all the Hall of Fame members, is to be prominently displayed at the Presidents Dinner and, optionally, at all Tournaments sponsored by the MCBA.

05-10. Hall of Fame Policy Manual (continued)

F. Hall of Fame Banquet Procedures

1. The Chairman of the Hall of Fame Steering Committee is responsible for the Hall of Fame portion of the program.
2. The Chair will “call to order the Hall of fame Ceremonies for the year _____”
3. The Chair reads the names of those who have past away since the last induction ceremony and asks for a moment of silence.
4. The Chair asks each Hall of Fame member present to come forward when his or her name is called and stand in front of the podium. The members are then motioned to return to their seats after all are acknowledged and photos taken.
5. The Chair then introduces the inductee, the presenter and the escorts one at a time. Each inductee may choose two Hall of Fame members as escorts. The Chair (or chosen sponsor) will read the biography on each inductee and make the award presentation.

05-11. THE ANNUAL CHAMPIONSHIP TOURNAMENT GUIDELINES

- A. The Chairperson and Manager of the Tournament should meet with the management of the tournament site and firm up the dates and squad time no later than March of the year prior to the Tournament. By so doing, it will allow lane management time to advise those leagues whose schedules will be disrupted when said leagues are given their contracts for that season.
- B. Information on the Tournament should be provided to the Board of Directors no later than the December prior to the Tournament.
- C. Any rule changes must be voted on by the Board of Directors no later than the October meeting.
- D. The Chairperson and Secretary must open a bank account in the name of the Tournament with three (3) authorized signatures. Only two (2) signatures required for withdrawal.
- E. All preparation of bringing the entry forms and posters must be completed by January 1.
- F. The Chairperson and Committee will prepare a program book and shall solicit ads for it. Said program book will be required to provide the following information, at no cost to the County Association:
 1. County President's message and photo
 2. Line officers and directors listing
 1. Hall of Fame Members

05-11. THE ANNUAL CHAMPIONSHIP TOURNAMENT GUIDELINES (CONTINUED)

- G. The Chairperson and Committee will prominently display on the leader board:
1. Compilation of the number of teams, singles and doubles, and all events "A", "B", and "C".
 2. Complete prize list for both net and handicap categories based on a predetermined number of entries.
- H. The Chairperson will be responsible for introducing the following on their first appearance in the Tournament:
1. Line Officers
 2. Hall-of-Fame members
 3. Previous Year's Winners in all categories
- I. Brackets will be conducted during the team event squad of each tournament day.
- J. In conjunction with the operation of the Tournament, the committee will conduct a 50/50 drawing. The Tournament Committee will keep 25% of the Tournament's half of the 50/50 and turn back 75% of the tournaments half of the 50/50 to the Association.
- K. The Tournament Committee will maintain a scoreboard in a prominent place in the establishment and will keep it up to date for the benefit of the bowlers.
- L. All entries which are proven to be in violation of USBC Rule 319a (averages - conditions that apply) must be declared invalid and removed from the prize list.
- M. The team captain of such an entry must be notified, in writing of the action of the Tournament Committee.
- N. Within 30 days after the close of the Tournament, the official prize list and the checks that are applicable must be mailed to the captains, plus the required USBC Financial Report and Official Prize List Standings must be sent to the USBC home office.
- O The wrap-up report at the June Meeting at which time a copy of the Financial Report, plus Prize List, must be filed with the Association Manager.
- P All first place winners, in each category, shall be invited to attend the June Annual Local Convention Meeting at which time the awards are presented to the Champions.

05-12. AVERAGE RECORD - SEE 05-23 (DELETED AUGUST 2007)

05-13. LOCAL AWARDS PROGRAM

- A. There shall be annual award program whereby each league will receive the official Monmouth County USBC Bowling Association award(s) when the final average report is turned in to the appropriate association representative.
- B. Association Award recipients must meet Monmouth County USBC Bowling Association eligibility requirements. When ties exist, duplicate awards will be presented. Such awards are not subject to any league regulations. All Monmouth County USBC Bowling Association awards shall be appropriately inscribed.
- C. The Board shall take into consideration proportionate budgetary balances of regular season leagues, summer season leagues and the USBC certified bowler playing strength of each league in order to determine possible alternatives of awards and comparative values where the Board decides a reasonable division can be justified.
- D. The Board may change the award to impact variety from time to time. However, the Board shall determine the selection and its designation. In addition, the Board reserves the option of providing one or more awards for each league within the categories listed herein.
 - 1. A High Average Award recipient must bowl at least two-thirds of the league a schedule.
 - 2. A High series Award (three game total scratch) recipient will be recognized regardless of the number of games bowled.
 - 3. Deleted August 2007.
- E. An annual county award will be given for individual high average based on averages of at least 72 games from Sept 1 thru Aug 31st of the immediate prior summer and winter seasons. The award recipient will be determined during the month of July for presentation at the annual dinner. As an example, in July 2007, the averages will be chosen from the 2006 summer and 2006-07 winter season. Added August 2007.
- F. An annual county award will be given for individual high series based on a minimum of 3 games from Sept 1 thru Aug 31st of the immediate prior summer and winter seasons. The award recipient will be determined during the month of July for presentation at the annual dinner. As an example, in July 2007, the high series will be chosen from the 2006 summer and 2006-07 winter season. Added August 2007.
- G. USBC Awards of Merit for High Average and High Series are always based on the prior season August 1 through July 31. These awards do not need to be presented at the dinner, since they are usually determined after the dinner. This change was tabled for further analysis of the dates. If the dates can be changed, then they will coincide with the county awards for average and series. Added August 2007.

05-14. Election of Auxiliary Directors

- A. Auxiliary Directors are appointed by the President on recommendations of the nominating committee.
- B. The applicant is subject to approval by the association's board of directors.

05-15. RESIGNATION, REMOVAL, AND VACANCIES

Vacancies.

Vacancies in positions on the board are filled for the un-expired portion of each term as follows:

- A. Vacancies in director positions should be filled from Auxiliary Director pool providing a suitable candidate is available.
- B. The President may appoint any qualified person to fill the vacant position of Officer or Director for the remainder of the term vacated. Added August 2007.

05-16. PRESIDENT AND VICE PRESIDENT

- A. Office Position assignments of this association shall include:
 - 1. Office of Junior Past President
 - 2. Office of Senior Past President
- B. Assumption of Office of
 - 1. Junior Past President – Exiting association president moves into this role
 - 2. Senior Past President - Exiting association Junior president moves into this role
- C. Duties of role
 - 1. Junior Past President
 - a. Chair the Nominating Committee
 - b. Produce and direct the annual Presidents party and Hall of Fame ceremonies
 - 2. Senior Past President
 - 1. Hall of Fame screening committee Chairperson
 - 2. Auxiliary Director Advisory panel
- D. Term
 - 1. Junior Past president – one year
 - 2. Senior Past president – one year

05-17. AUTHORITY AND DUTIES

President

- A. President shall be ex-officio member of all committee except nominating committee.

05-18. AMENDMENTS

Procedure

- A. Amendment and Bylaw changes will be considered at the Annual Local Association Convention held in June.

**05-19. Supplemental requirements for Tournaments held at Fort Monmouth Bowling Center
(Adopted 10/04)**

Attendee information:

- A. Collect a list of the full names of each individual attendee (bowler and non-bowlers) over the age of 16.
- B. Collect a list of the vehicle license plate numbers, which each individual who will be driving on the base, plans to take on base. No changes can be made after the application is received.
- C. Collected lists will be forwarded to the Fort Monmouth MWR in the following format:
Alphabetically by last name:
John Adams / XXK-123/NJ
Jane Adams / XXK-123/NJ
Bill Clark / ARR-156/NJ
- D. This comprehensive list from above will be good for the entire tournament period (including multi week formats).

Tournament applications:

- A. All applications will need to be modified to accommodate collection of all above required attendee information.

Gate access:

- A. Tournament attendees on the list can enter the base from either the Oceanport gate or Route 35 gate.
- B. All attendees will be required to show a valid form of Government ID / picture ID (same as that used to board an airplane).

05-19. Supplemental requirements for Tournaments held at Fort Monmouth Bowling Center (continued)

- C. Attendees on the list should arrive at either base gate a minimum of one hour prior to scheduled squad start time. No squad can or will be held past its scheduled start time for any late tournament bowler.

All other decisions relating to MCBA Tournaments / Events held on Fort Monmouth military base, made by the Tournament Committee will be final. MCBA will not be held responsible for changes in Tournament arrangements including but not limited to changes in venue, squad times or base access.

Fort Monmouth Liaison to Monmouth County Bowling Association:

Acting Director, Morale, Welfare, and Recreation
732 532 6609

05-20. Local Association Life Member Rights

Life Membership in this association may be granted to the following:

1. Past President
2. A Past Secretary, Assistant Secretary, Association Manager, Assistant Association Manager
3. Any person who has attended at least two meetings per year and has served 10 years on the Board as a Director or 15 years as an Alternate /Associate Director.

The Nominating Committee shall consider for Life Membership all who have the necessary service criteria.

All Life members will have voice.

Life Members will receive the following:

1. One paid in full dinner invitation to the Annual Local Jamboree dinner ceremonies at which time the candidate receives their Life Membership status
2. Recognition to be presented at the annual Jamboree ceremonies will include:
 - a. Certificate of Recognition (Framed)
 - b. Permanent Life Membership Card (Wallet size format)
3. Lifetime paid Local portion and annual dues paid by the Local Association. Members will identify their status when they complete their annual certification card. The Association Manager will submit payment to the USBC on an annual basis.

Note – Upon acceptance of this policy, all current active life members will receive awards as described above in 2b and 3. All members awarded Life Membership status after adoption of this policy will receive awards as described above in 1, 2 and 3. (REVISED March 2006)

05-21. Honorary or Emeritus membership

A. This association may, by two-thirds affirmative vote by the Board of Directors, select someone it wishes to honor, who has rendered valuable service to the bowling game.

B. The Board of Directors may by similar action, select someone because of:

1. Knowledge of the functions of this Association and his ability to act in an advisory capacity and/or
2. Counsel in matters pertaining to policy and administration of a certain office.

C. Such persons will hold the position titles Emeritus.

D. Such persons shall not have the right to vote unless they hold an office/director position.

05-22. Lane Certification Inspection Fees

A. The Lane Certification Fees for measuring lanes shall be up to \$5.00 per lane.

B. Such fees shall be maintained by the Joint Lane Certification Committee, who in turn shall issue a check(s) to the inspector(s).

05-23. Average Record

This Association will publish an annual Yearbook with names listed alphabetically, exclusive of published summer leagues. Each League Secretary must submit a complete list of the following information to this Association no later than June 15 of the year just completed.

A. Name of each USBC certified bowler that has bowled in the league.

B. The number of games bowled.

C. The average for the number of games bowled.

D. The League secretary will supply this information on

1. A form provided by the Local Association Manager and
2. Will submit a final league average sheet

05-24. Assistant Association Manager Duties

A. The Assistant Association Manager shall perform those duties as assigned by the President, Association Members, Board of Directors, and Association Manager to provide the fullest efficiency in operating the Association and to provide greater service to its members.

05-25. New Jersey State Delegates

A. The Delegates to the New Jersey State Bowling Association shall attend and report on the Annual State Meeting.

B. They shall represent this Association to pursue its best interests and functions.

- C. State Delegate, any State Officer of this Association, and eligible Life Members, shall be allotted \$15.00 for each meeting/ seminar that they attend, to defray expenses incurred in travel, auto expense and other fees paid to attend State business and related functions.

05-26. USBC NATIONAL DELEGATES

The First Vice President and Association Manager shall be encouraged to bid for position as USBC National Delegates to represent this Association at the USBC National Annual Meeting. Upon return, the First Vice President if elected shall be primarily responsible for making a comprehensive report to the members and the board of all pertinent subject matter related to convention business. Otherwise, the Delegate receiving the most votes will assume this responsibility.

- A. The Association membership shall elect the remaining number of required Delegates and Alternates. They shall be elected by secret ballot with a term of office to be held for one year. The selection of elected Delegates and Alternates shall be determined by a plurality count. Any board member may nominate any member of this association for the office of Delegate.
- B. The association shall provide financial assistance to each delegate as defined herein. The amount budgeted each year shall be determined by the difference between the balance of unused funds from the previous year and the amount necessary to achieve a maximum ceiling limited to \$4,000.00.
- C. The First Vice President, Association Manager, and all other Elected Delegates and Alternates when serving as an USBC National Delegate shall be allotted the incurred cost of a round-trip air fare, not to exceed the prevailing tourist class **airfare** rate from the home airport to the convention city, plus an additional \$150.00 expense allowance per day to a maximum of three days or \$450.00.
- D. All Delegates shall be required to attend the USBC National Annual Meeting and **one day of** Pre or Post Annual Meeting Workshop Session (s) as scheduled. An amount of ~~\$75.00~~ \$150.00 will be withheld from the delegates expense allowance for each day they fail to attend either the Annual Meeting or a minimum of one of the scheduled workshop session days as described above.

05-26. USBC NATIONAL DELEGATES (CONTINUED)

- E. Each Delegate shall have the option of using other means of transportation to the convention city, such as auto, bus, or the like. However, financial assistance shall remain based on the foregoing precept regardless of the mode of transportation taken.
- F. Each Delegate shall submit to the Association Manager, a voucher within thirty days of returning home, accounting for convention travel expenses incurred.

05-27. MC (USBC) BA Representatives To The Lanes

- A. Each Bowling Establishment shall have representative(s) assigned by the President to represent this Association in matters that will provide the fullest efficiency in rendering service to the members of each league.
- B. Each Lane Representative shall personally communicate directly with each league secretary in order to establish a good working relationship.
- C. Each Lane Representative shall also establish a good business-like relationship with the Bowling proprietor.
- D. Duties: the lane representative shall:
 - 1. Become thoroughly familiar with the "USBC Bylaws, specifications & rules" book, the association's bylaws and the Association Operations Manual.
 - 2. Actively serve as the association's "contact" with the bowlers, bowling leagues, and bowling center management. He/she shall let them know that you are there to assist in the promotion of the game of bowling, to encourage sportsmanship and fair play, to enforce the playing rules, and to provide assistance with any problems they might have.
 - 3. Strive to present yourself in a professional manner at all times so as not to bring discredit upon yourself, this association, the United States Bowling Congress or the game of bowling. However, he/she shall not be:
 - a) Meddlesome or too dutiful.
 - b) Too demanding.
 - c) Argumentative.
 - 4. Be courteous, cooperative, and provide helpful guidance to bowlers, bowling leagues, and bowling center management. (Remember: the function of USBC and this association is service and our character is fraternal. With that in mind, you should:
 - a). Attend league officer's workshops, as directed.
 - b). Where mixed leagues are involved, coordinate your activities with the house director of the women's bowling association on all matters that would affect their membership.
 - c). Attend league formation meetings to act as an advisor.
 - d). Sit in on league meetings to act as an advisor when requested by the league.
 - e). Visit each league before the expiration of the grace period for certifying (30 days after league starts).
 - f). Help league secretary's complete league applications, if needed.

05-27. MC (USBC) BA Representatives To The Lanes (continued)

- g). Contact league officers, when a league is not certified and the grace period is due to expire, and explain the importance of the league certifying. Contact league officers, of certified leagues, to ensure each league is complying with the terms of the

bonding program. Ask each league president, personally, how he/she is checking the account of the league. Also, ensure that league officers are informed that the depositing of league funds in personal accounts is prohibited.

Service new leagues and/or those leagues needing supplies.

- h). Help league secretaries in the completion of high score claims and/or award forms within the 20 days allowed.
 - i). Answer routine questions and handle league problems and protests promptly.
 - j). Obtain league supplies from the association office, when ready, and take to bowling center for distribution to the league secretary or league president when possible.
(Remember: the association does not provide league supplies for bowling center use.)
 - k). When directed by the house representative or other officer of the association, obtain membership fees and application cards for uncertified bowlers.
 - l). Inform each league secretary of their obligation to submit final averages for their bowlers to the association office in the manner and by the deadline prescribed by the bylaws of the association.
 - m) Contact members and obtain their commitment to attend the annual membership meeting.
5. Comply with the dress code of the association while performing official duties and/or attending official functions.
 6. Advise bowlers, leagues, and bowling center management of upcoming events and assist in posting of banners or posters announcing such events. In addition, ensure entry forms are available and assist in the completion of entry forms when requested.
Maintain contact with the Association Manager to find out which leagues in his/her center have not certified and make follow-up visits to those leagues, as needed.
 7. Present high score awards to recipients when vice president or other officer of the association is not available to do so.
 8. Maintain regular contact with the house representative to ensure he/she is informed of your activities and/or advised of any problems occurring in the bowling center. If there is a problem and the house representative cannot be reached, contact one of the following officers:
 - a). President
 - b). Vice presidents
 - c) Association manager
- E. Lane Representative Reimbursement. (Revised March 2006)
- a. Each bowling center would have one primary rep and one assistant.
 - b. The President will assign the primary rep and the assistant reps.
 - c. Compensation will be paid to the primary rep and the assistant, each receiving half of \$5.00 per league plus \$50.00 for expenses. (ADOPTED June 2004)

05-28. OFFICE OF DIRECTOR

- A. Eligibility: to be eligible for appointment and to continue to serve after being appointed, the candidate must satisfy the requirements outlined in article **V (b)** of the local association constitution.
- B. Term of office: Directors are elected as outlined in article **V(c)** of the local association constitution. The term of office is stated in article V (d) of the local association constitution.
- C. Responsibility: he/she shall be responsible to provide the best possible service to our members, bowling leagues, and bowling centers.
- D. Duties: the director shall:
 - 1. Become thoroughly familiar with the" USBC Bylaws, specifications & rules" book, the association's bylaws and the Association Operations Manual.
 - 2. Attend all regular meetings of this association or notify the association office when possible of the reason you cannot attend. Unexcused absence from three (3) consecutive meetings shall be cause for the association' s board of directors to consider removal from office.
 - 3. Attend all special and/or committee meetings of this association that you may be requested to attend or notify the individual requesting the meeting when possible of the reason you cannot attend.
 - 4. Comply with the dress code of the association while performing official duties and/or attending official functions.
 - 5. Promote and participate in activities sponsored by the local association.

07-29. TOURNAMENT RULES, GUIDELINES AND PROCEDURES

- C. For all MCUSBCBA handicap tournaments, a scratch figure of 230 will be used when figuring handicaps. (Motion 36-06).
- D. The highest average based on 21 games of either summer or winter average whichever is higher, will be used in all MCUSBCBA handicap tournaments. (Motion 37-06)
- E. For all MCUSBCBA handicap tournaments, a handicap percent of 100% will be used when figuring handicaps. (Motion xx-06).

APPENDIX 1
Monmouth County USBC Bowling Association

Hall of Fame – Bowling Achievement Evaluation

1. **Tournaments** – Candidate **MUST** have earned at least one Title.

a. **Titles** – Major MCBA, State, and National Tournaments. Actual Division Titles Only.

	Local	State	National
TEAM –Championship	4	6	10
DOUBLES –Championship	6	8	12
SINGLES –Championship	8	12	16
ALL EVENTS –Championship	12	16	24
MASTERS –Championship	12	16	24
SENIOR MASTERS –Championship	9	12	18
SENIOR DOUBLES	4	6	10
SENIOR ALL EVENTS	4	8	12
SENIOR SINGLES	4	8	12

b. **Other Titles** – Minor Association events, PBA, TNBA, other sanctioned Tournaments of note (Hoinke, BTM, etc)
 Actual Division Titles Only

Local Association Titles	2 points	TNBA Regional Title	4 points	c. HIGH FINISHES – Placing 2 nd thru 5 th place in any of the Tournament Events listed
PBA National Title	24 points	Other Titles /national	4 points	
PBA Regional Title	12 points	Other Titles /Regional	2 points	
TNBA National	8 points			

under Section A or B above.

Points awarded will be ½ the value indicated under the “Titles” category.

SCORES and AVERAGES (REVISED AUGUST 2006)

GAMES BOWLED

300 Games	3 pts ea	Max 30
800 Series	4 pts ea	Max 40
299 Games	2 pts ea	Max 20
770-799 Series	2 pts ea	Max 20
298 Games	1 pt ea	Max 10
11 in a Row	1 pt ea	Max 10

Monmouth County Bowling Association
Hall of Fame – Bowling Achievement Evaluation (con't)

2. AVERAGES – Best 15 year composite

220 and Over	16 pts
211-219	12 pts
201-210	8 pts
191-200	4 pts

3. ALL EVENTS SCORES

Championship Tournaments	Local	State	National
2200 and Over	6	8	12
2100 to 2199	4	6	8
2000 to 2099	2	4	6

4. HONORS AND AWARDS

a. Halls of Fame

National	30 points
State	20 points
Other Local	15 points

b. Local Association Annual Awards

Bowler of the Year	6 points
High Average	4 points
High Series	2 points

5. OTHER CAREER HIGHLIGHTS

A maximum of TEN discretionary points may be awarded, providing the candidate submits supporting documentation that may be considered pertinent to the evaluation process. Examples such as number of 700 series, league championships, other Titles not listed above, etc.

MINIMUM REQUIREMENT ----- 100 points.

6. LOCAL ASSOCIATION HONORS

At least 50% of the points earned must come from MCUSBCBA play.

Monmouth County Bowling Association
Hall of Fame – Meritorious Service Evaluation
 Minimum of 60 points required

A. Offices Held (REVISED AUGUST 2006)

Office	Local	State	National
President	8	15	25
Line Officer	6	10	20
Director	4	8	15
Board Secretary	2/yr (max 10)	8	15
Board Treasurer	1/yr (max 10)	4	8
League President 10yrs	2		
League Secretary 10yrs	3		
League Treasurer	2		
Lane Rep	4 (min 10 yrs)		

B. Tournament Participation

	Local	State	National
Annual Champ-20 yr	4	6	10
Seniors – 10 yr min	2	4	
Masters –10yr min	2	4	

C. National Convention

Delegate	2	4 pts per yr/max 12 yrs
Alternate	1	2 pts per yr/max 12 yrs

D. Media

	Local	State	National
TV, Radio, Newspaper	10	15	20

E. Tournament Management

Annual Tournament Manager	6 (max 12 pts)		10 (max 20 pts)
Annual Tournament Staff	3		4
Other Tournament Manager	3 (once only each tourn)		6 (once only each tourn)
Other Tournament Staff	2 (once only each tourn)		3 (once only each tourn)

F. Bowling Council

Officer/Delegate	4/2	8/4	
Hall of Fame	15	25	
Board Life Member	4	8	15

G. Promotion: A maximum of 10 points will be awarded for the candidates' efforts at promoting the sport of Bowling. League activities, innovative ideas, new programs, etc will be considered in this narrative section.

APPENDIX 2
Monmouth County USBC Bowling Association

See next page.

MONMOUTH COUNTY USBC BOWLING ASSOCIATION AGREEMENT

DATE _____

In consideration of the USBC granting its certification for the tournament event as indicated below, it is agreed that the following terms and conditions will be honored.

Check appropriate Tournament

- ___ MONMOUTH COUNTY BOWLING ASSOCIATION ANNUAL OPEN CHAMPIONSHIPS
- ___ MONMOUTH COUNTY MIXED DOUBLES TOURNAMENT
- ___ MONMOUTH COUNTY MASTERS TOURNEY
- ___ MONMOUTH COUNTY SUPREMACY TOURNAMENT (BAHR TROPHY)
- ___ MONMOUTH COUNTY SENIORS EVENT
- ___ MONMOUTH COUNTY BOWLING ASSOCIATION ANNUAL JAMBOREE
- ___ MONMOUTH COUNTY LEAGUE OFFICERS TOURNAMENT
- ___ MONMOUTH COUNTY OVER AND UNDER TOURNAMENT
- ___ OTHER

ITEM 1--THE TOURNAMENT MANAGER WILL PAY THE TOTAL SUM OF ALL BOWLING FEES AT THE RATE OF \$ _____ PER GAME OR \$ _____ PER THREE GAMES FOR THOSE ENTERED AND SCHEDULED TO BOWL.

ITEM 2--PAYMENT OF BOWLING FEES WILL BE MADE PRIOR TO THE CONCLUSION OF THE LAST SCHEDULED SQUAD (EACH DAY OR EACH WEEKEND) OR AT THE CONCLUSION OF THE TOURNAMENT.

ITEM 3--MANAGEMENT OF THE BOWLING ESTABLISHMENT WILL TAKE THE PRIMARY AD OR ADS IN THE OFFICIAL TOURNAMENT PROGRAM AT A TOTAL COST OF \$ _____.

ITEM 4--THERE SHALL BE NO OPEN BOWLING OF TOURNAMENT PARTICIPANTS ON THE LANES DESIGNATED AS TOURNAMENT LANES AT LEAST ONE HOUR BEFORE ANY SCHEDULED SQUAD IS TO START.

ITEM 5--OPEN BOWLING DURING THE TOURNAMENT, SCHEDULED OR RESCHEDULED SQUADS, WILL NOT BE ALLOWED BY THE MANAGEMENT WITHOUT THE KNOWLEDGE AND CONCURRENCE OF THE TOURNAMENT OFFICIAL IN CHARGE.

ITEM 6--WHEN THE NATIONAL ANTHEM IS PLAYED, OR WHEN THE TOURNAMENT RELATED PUBLIC ADDRESS ANNOUNCEMENTS ARE MADE, THEY SHALL NOT BE SUBJECT TO OPEN BOWLING OR OTHER DETRACTING INTERFERENCE.

ITEM 7--THE TOURNAMENT MANAGER SHALL BE RESPONSIBLE FOR RESTORING ALL LANE FACILITIES TO NORMAL OPERATING CONDITIONS AT THE CONCLUSION OF THE FINAL SQUAD OF THAT DAY.

ITEM 8--MANAGEMENT SHALL ALLOW THE TOURNAMENT MANAGER TO SET UP CLOAK ROOM FACILITIES AS AN OPTIONAL FUNCTION DURING TOURNAMENT SCHEDULES.

ITEM 9--TOURNAMENT BOWLING DATES AND SQUAD TIMES ARE TO BE SCHEDULED AS FOLLOWS:

DATE _____	FROM _____	AM/PM TO _____	PM DATE _____	FROM _____	AM/PM TO _____	PM
DATE _____	FROM _____	AM/PM TO _____	PM DATE _____	FROM _____	AM/PM TO _____	PM
DATE _____	FROM _____	AM/PM TO _____	PM DATE _____	FROM _____	AM/PM TO _____	PM
DATE _____	FROM _____	AM/PM TO _____	PM DATE _____	FROM _____	AM/PM TO _____	PM
DATE _____	FROM _____	AM/PM TO _____	PM DATE _____	FROM _____	AM/PM TO _____	PM

ANY CHANGES IN THE ABOVE SCHEDULES NECESSITATED BY EITHER THE NUMBER OF ENTRIES OR SOME UNFORESEEN EVENT BEYOND OUR CONTROL, WILL BE SUBJECT TO RECONSIDERATION AND RESOLVED IN A MANNER AGREEABLE TO BOTH PARTIES CONCERNED.

ITEM 10--MANAGEMENT SHALL COMPLY WITH ALL CONDITIONS RELATED TO USBC LANE CERTIFICATION REQUIREMENTS INCLUDING LANE CONDITIONING, PINS, FOUL LIGHTS AND HAVE "ON-THE-SPOT" MAINTENANCE READILY AVAILABLE WHEN NEEDED.

ITEM 11--ALL STATEMENTS IN THIS AGREEMENT SHALL BE ADHERED TO BY BOTH PARTIES, EXCEPT THOSE SPECIFICALLY IDENTIFIED HERE AS WAIVERED.

ITEM (S) NUMBER _____ SHALL BE CONSIDERED WAIVED.

ITEM 12--OTHER AGREEMENTS (IF ANY) NOT COVERED HEREIN ARE AS FOLLOWS _____ ATTACHED.
_____ NONE

ITEM 13--TOURNAMENT LANES ARE LANE _____ THRU _____ AS NEEDED.

MONMOUTH COUNTY BOWLING ASSOCIATION
AUTHORIZED SIGNATURE

BOWLING ESTABLISHMENT MANGEMENT
AUTHORIZED SIGNATURE