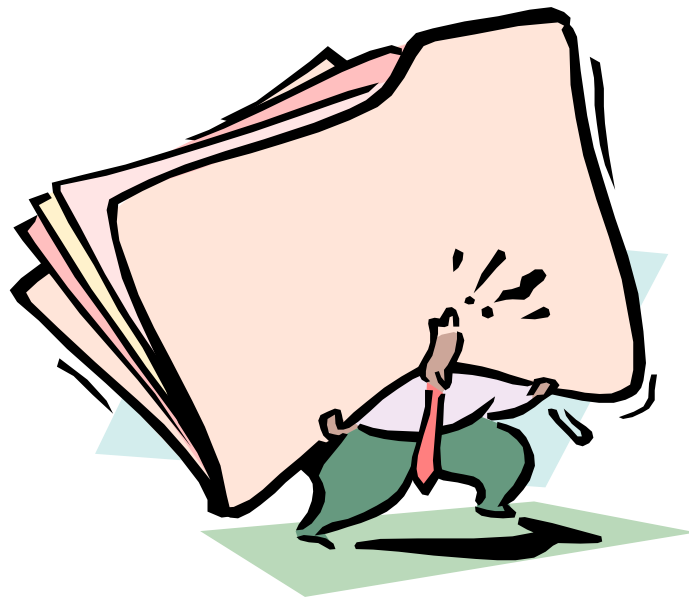


Bowl Sask

and

Sask YBC

MANAGEMENT



MANUAL

March 2026

BOWL SASK MANAGEMENT MANUAL

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BOWL SASK POLICY SHEET

The following list is a set of policies and guidelines to assist you when trying to administrate events that are run by Bowl Canada or Bowl Sask. These events include all of the Youth Bowling YBC and Club 55+ programs, as well as the various Provincial and National tournaments that are conducted by Bowl Sask or Bowl Canada.

In order to be a member in good standing with Bowl Canada, a bowling centre must be a paid-up member for the current year of Bowl Sask. This means that all dues including YBC chocolates, Provincial and National dues must be paid in full before your membership will be accepted or renewed for the upcoming year.

The current rates for these dues are as follows:

- Bowl Canada dues \$ 49.99 per lane (due April 1)
- Bowl Sask dues \$ 45.00 per lane (due May 31)
- Bowl Sask Administration Fee \$ 75.00 per centre

ALL FEES ARE SUBJECT TO GST

Motion June 23-24, 2012 that Bowl Sask give a 50% discount on provincial lane bed dues on any new centre for the first year only, providing they have not been a member in the last five (5) years.

ANY DUES OUTSTANDING will be assessed a penalty of \$5.00 per lane per month and membership will not be renewed until all outstanding amounts are paid in full.

The benefits of being a member of the Association are many:

- Members have the opportunity to host events which builds bowling lineage in their centers.
- Members have access to other bowling centers in order to exchange ideas and interact for mutual benefit.

Lineage is paid by Bowl Sask for the following Provincial Events:

- YBC Provincial Championships 5 & 10 Pin
- YBC Trio Provincials 5 & 10 Pin
- YBC Hi-Lo Doubles Provincials 5 & 10 Pin
- Adult Mixed Team Event 5 Pin
- Club 55+ HiLo Doubles Provincials 5 Pin
- Club 55+ Mixed Team Provincials 5 Pin

All lineage for the above is paid at \$6.25 (GST inc) per line for YBC and \$7.75 (GST inc) per line for Adult & Club 55+. This rate also applies to Sask 5, Sask 10 and MBAS events.

(rate established May 25, 2024)

MANAGEMENT RESPONSIBILITIES AND GENERAL PROCEDURES

The bowling center management has several responsibilities as a Bowl Sask member. Attend Semi-Annual and Annual meetings if possible. Bidding on the provincial event happens at the Semi-Annual Meeting and a representative of the bowling center must be in attendance or send a written request. If more than once center bids on an event, consideration is given to the last time the center hosted the event. Northern centers vote for the North, Southern for the South. Number of lanes required and location of the center have a direct bearing on an event. Provincials for Adult Mixed Team and Club 55+ events are usually rotated north and south and must be held in large centers.

It is the responsibility of each bowling center to notify your bowlers of dates, locations and times for various Bowl Sask/Sask YBC events as indicated on the entry forms which are distributed during the season.

The Bowl Sask Management manual is posted on the website to eliminate postage costs. All expense claim and tournament entry forms are emailed to the individual centers.

CONDUCT RULE TO BE READ PRIOR TO START OF THE EVENT

By bowling here today, all of the competitors agree to conduct themselves in a manner which will be a credit to the sport of bowling. Foul language, bad temper and any display of poor or unsportsmanlike conduct will not be tolerated. The penalty for conduct violation is a fifteen (15) point deduction of score for the first offence and disqualification from the event for the second infraction. A disqualification during a Bowl Sask event may result in a one (1) year suspension.

DRESS CODE

There is no dress code but we strongly recommend that the participants are dressed uniformly and appropriately for the event. Proper dress does not include head gear (except for religious or cultural beliefs) or worn/torn pants.

WEBSITE: saskbowl.com

COACHES/CHAPERONES/CO-ORDINATORS

INFORMATION SHEET

For those individuals in charge of a team participating at any Bowl Sask or Sask YBC event – the following is a brief check list to ensure you are informed and that you have the necessary information to pass on to your athletes.

Each coach/chaperone must have passed their Respect in Sport course and have a valid Police Check/Vulnerable Sector Check which must be registered with the Bowling Federation of Saskatchewan.

Uniforms/Shirts:

Some centers have shirts that they can provide for the members of the team and coach, and all team members should be wearing the same shirt style.

Dress Code:

There is no dress code, but we strongly recommend that the participants are dressed uniformly and appropriately for the event. Proper dress does not include head gear (except for religious and cultural beliefs) or worn/torn pants.

Tournament Information

- If requested, average sheets are required to confirm averages for POA tournaments such as Club 55+ HiLo Doubles, Club 55+ Mixed Team Provincials, YBC Hi-Lo Doubles, YBC Trio Provincial, YBC Singles & Team Provincials.
Note: If a bowler bowls in more than one league, all league sheets must be presented.
- Tournament times, location and formats – be certain that all of this information is passed to the bowlers as well as to their parents in the case of YBC events.
- Levels of competition – House, Zone, Provincial, National
- Travel arrangements – how is the team getting to the event? Is there reimbursement for travel? If travel has been arranged for a number of teams it is usually mandatory that the bowlers travel with the rest of the group.
- Meals – will it be necessary to have a meal? Is the group eating together? Who is paying? Is there a banquet included? Are guests allowed at the meal?
- Future competition – Is there a National event that the winners will be attending? If so, there are sizing sessions for the teams for their National Uniform which involves all the bowlers and coach. There are information packages for the athletes and coaches and in some cases, the parents.
- Entry fees and lineage costs – have entry fees been paid? Who is paying the lineage? Is there a charge for a meal? For the competitors? Guests?
- Awards – what type of award will be presented and when.

BOWL SASK DIRECT AFFILIATION POLICY

Saskatchewan Lotteries fund sporting organizations on several criteria, one of which is the total number of members participating in a sport. Bowling, as a whole has always had participating members who were not affiliated with one specific bowling organization or another who have been our Non Affiliated Bowlers. Sport funding is essential and benefits all bowling organizations within the province. The Saskatchewan Bowling Federation is the umbrella group by which funding is received and allocated to the various bowling organizations such as the MBAS, Sask 5 Pin, YBC and Club 55+.

To obtain correct counts of our bowlers and increase our Grass Roots funding Bowl Sask started a direct affiliation system. They passed a motion that in order to receive travel funding for YBC and the Club 55+, each center must 'direct affiliate' their bowlers. A \$1.00 person-affiliated bowler is assessed and sent to Bowl Sask, which si then redistributed to the bowling centers. The system has increased funding dramatically over the past years, again benefiting everyone.

Provincial registration fees for affiliated bowlers are as follows:

- Club 55+ \$ 1.00 per bowler
- YBC \$ 5.00 per bowler

Refer to Appendix 1 for the Bowl Sask Direct Affiliation Form

BOWL SASK TRAVEL REIMBURSEMENT

Travel Payments (Bowl Sask & Sask YBC Sponsored) includes:

- YBC Provincial Travel 5 & 10 Pin
Includes Provincials leading to National Championships, Trio, HiLo Doubles.
Restricted to centers who have met current chocolate sales requirements.
YBC Singles & Hi-Lo Doubles may claim for a coach/chaperone.
- YBC Zone Events
Provincial Singles & Team
May claim for a coach/chaperone.
- Club 55+ Provincial Events
Hi-Lo Doubles & Mixed Team Provincial

Reimbursement for above events – Apply to:

Bowl Sask & Sask YBC
Kristy Wainman – Treasurer
814 George Street, Estevan SK, S4A 1M4
Email: treasurer.bowlsaskybc@gmail.com

In order to receive travel allowance you must be a member in good standing (which includes payment of provincial registration fees).

Please submit a detailed travel claim within thirty (30) days of the event.

Each travel claim must include:

- Bowling center name
- Event being applied for along with the date of the event
- Number of KM traveled (return trip)
- Travel will be paid at a rate of \$0.12 per KM for each competitor and coach calculated using the official Mileage Chart (included at back of manual). Claims must list the coach/chaperone's name and state the name of the YBC program or bowling center to receive the payment.

Note: All travel claims are submitted to the Bowl Sask & Sask YBC Treasurer at the above address.

Refer to Appendix 3 for the Mileage Chart

BOWL SASK GUIDELINES FOR YBC PROGRAM

TRAVEL REIMBURSEMENT:

Reimbursement for the YBC Events is contingent on adequate participation in the current years' chocolate campaign. In order to be eligible for travel rebate from Bowl Sask, the center must sell the minimum required per registered YBC member and have completed the direct affiliation requirements.

All travel claims must be sent in within thirty (30) days of the event for which assistance is being requested.

National YBC pays a rebate or commission per box of chocolates sold.

Sask YBC pays an additional 5% for all centers that have finalized on time and paid in full and sold the required amount per registered bowler.

Please take care to note the date in the Bowl Canada Management Manual and ensure that your campaign has concluded and finalized by the proper date. This is very important if you wish to receive the additional 5% rebate from Sask YBC. Also note that your rebate from the National is also reduced if you have not finalized your campaign by the specified date. *(See Bowl Canada Manual)*

BOWL SASK TOURNAMENT HOSTING OBLIGATIONS

Centers must be represented at the Semi-Annual Meeting and must have participated in the event in the previous season to bid on hosting for the following year.

There are obligations for centers when they have been selected by the Provincial Association to host Zone or Provincial events. Often complaints are received at the Provincial Association because the host center failed to do something with regard to a particular tournament or event. Many times, these complaints could be avoided with some forethought and consideration for competitors and spectators alike.

ADMINISTRATIVE RESPONSIBILITIES

- Complete Hosting Report with Results; must include ages, male/female designation.
- Complete Financial Report
- Send **complete** Hosting Report, Financial Report & Results to the Treasurer

JUDGE OF PLAY

- A certified & knowledgeable Judge of Play to direct play and rule interpretation.

SCOREKEEPERS

- Are required unless computer scoring is provided.
- Scorekeepers should be well versed in the rules of the game so that they can communicate with the Judge of Play when necessary.

SCORE POSTING

- Have bowlers or coaches initial their scores before posting.
- Score **MUST** be posted as soon as possible.

SPONSORS

- Please consider the sponsor of the event you are hosting.
- A thank you during the event will go a long way to retaining these people.
- Invite the sponsor to participate (throw first ball, etc.) and put in a plug for their products/services.

**Bowl Sask & Sask YBC
Kristy Wainman – Treasurer
814 George Street, Estevan SK, S4A 1M4
Email: treasurer.bowlsaskybc@gmail.com**

MEDIA

A. NOTIFY media a minimum of two weeks in advance of the Tournament.

1. Name of tournament
2. Center in which it is being held
3. House, Zone, Provincial, National Event
4. Format
5. Date and tie of Tournament
6. Center contact person for further information
7. Determine and inform them of when you will contact them again regarding completion of tournament & results

NOTE: At this time, extend an invitation to a media representative to attend the tournament.

B. CLARIFY event one week prior to the event.

1. Pictures of winners (Who will take the pictures and how does media get them?)
2. Taping or filming during event
3. Deadlines (How and when do they want results. What kind of results can they use?)
4. After hour phone numbers & fax numbers
5. Can Email be used? Obtain email address if possible

C. DURING EVENT

If event is more than one (1) day, keep media updated.

1. Notify media of RESULTS – easy to read and understand.
2. Winners
3. Center and city or town where they are from
4. 2nd and 3rd place finishers
(Media usually decides if they use this information)
5. Other high scores and names
6. Does event move on to another level? If so, give all information.
i.e.: National and location

D. FOLLOW UP

A personal phone call to thank them for their co-operation.

BOWL SASK CASH TOURNAMENT

The Proprietors of Saskatchewan are pleased to present to you the BOWL SASK CASH TOURNAMENT. This tournament has been designed as a replacement for the 5 Pin TSN.

Provincials – will be eight (8) games – Scratch

Location – determined annually

Start time – 11:00 AM for first shift & 4:00 PM for second shift (if necessary)

The entry has been set at \$100.00 for this scratch tournament and the payout will be based on 85% of the entries with amounts to be determined.

Bowl Sask will subsidize the tournament up to \$500.00.

If there are ties for any position(s) the prize money will be split equally for those positions.

Please talk to your proprietor to find out how to enter.

All entry forms and monies to be mailed to host bowling center and all cheques must be made payable to that center.

ADULT MIXED TEAM EVENT

Tournament will be four (4) games – Pins over Average (POA)

Location – determined annually

Start time – 1:00 PM

The entry has been set at \$200.00 per 5 player team for this tournament with cash prizes to be determined.

If there are ties for any position(s) the prize money will be split equally for those positions.

Please talk to your proprietor to find out how to enter.

All entry forms and monies to be mailed to host bowling center and all cheques must be made payable to that center.

YBC PROVINCIALS – SINGLES & TEAM

ELIGIBILITY – See Bowl Canada Management Manual

COMPETITION

SINGLES

- Two singles from each division in each zone will advance to the Provincial Finals.
- Five (5) games will be played in the singles event.
- Line-up will rotate after each game – lead bowler bowls anchor in game 2, and other bowlers move up one spot after each game.
- Total pinfall will determine winners in each category that will advance to the National finals.
- Provincials held in December. Non winners eligible for the team event.

TEAMS

- Two 2-player teams from each division in each zone will advance to the Provincial finals.
- Four (4) games will be played by each Zone.
- Total pinfall will determine the winners in each category to advance to the National finals.
- Coaches must be fully certified and have their Respect in Sport and police checks.

AWARDS

- Medals will be presented in each division for 1st, 2nd and 3rd.
- Individual & team banners will be awarded to the Champions in each division.
- Medals will also be presented in each division for Points over Average (POA).

EVENT CONCLUSION

- Singles and teams will advance to a National final.
- At the conclusion of the event a meeting will be required to distribute information regarding the National finals.
- All competitors, coaches, and personnel involved in the National must attend this meeting. (Uniforms will be sized at this time)

YBC HI-LO DOUBLES PROVINCIAL

5 PIN – NORTH & SOUTH

10 PIN – PROVINCIAL

ELIGIBILITY

- Open to all YBC members in all division.
- 5 Pin must compete in their own division and will be paired according to average.
- 10 Pin will be paired according to league averages with no division.

LEAGUE ROUND

- Teams are organized in a High Low format as follows:
Highest average bowler in league is paired with lowest average bowler. Second highest average is paired with the second lowest and so on until all the bowlers have been paired.
- Average cut-off prior to start of event with a minimum of twelve (12) games.
- Missing bowlers in a given week will receive 90% of their average.
- If your league allows pre-bowls, they may be used towards the team totals.
- League round duration will be four (4) weeks.
- All teams that are plus or break event at the end of schedule will advance to the house final.

HOUSE ROUND

- All eligible teams will compete in a three (3) game House Final.
- Averages will be updated to the average at the conclusion of the league round.
- The winning team or teams (maximum of 2 teams) will advance to the Provincial.
- Entry fee of \$15.00 per team advancing to the Provincial finals is to be paid to the host bowling center.

PROVINCIAL ROUND

- Bowling at the Provincial final is four (4) games – POA – using their average as of two weeks prior to the provincial event.
NOTE: Three (3) games for the Bowlasaurus division
- Lineage and mileage in this round is covered by Sask YBC.
- Medals for 1st, 2nd & 3rd will be presented on lane in each host center.

Refer to Appendix 2 for the Scoresheet

YBC TRIO PROVINCIALS – 5 PIN NORTH & SOUTH

Note: This IS NOT the Combo event mentioned in the Bowl Canada Management Manual. The YBC Provincial Trio Event was designed as an exciting, economic, easy to run event wherein YBC bowlers of all skill levels could compete in a Provincial Competition. The events are usually run in smaller centers and usually in multiple shifts. The simplicity of transporting a whole team and coach in one vehicle added to the fact that the separate divisions compete in different centers, makes this a viable event for all centers. A program with more seniors may purchase more than one senior franchise, whereas a center with more bantams may prefer to buy more bantam franchise.

GENERAL RULES:

Open to all registered YBC bowlers who have an established average of fifteen (15) games or more. A YBC Trio franchise will consist of any team of three (3) YBC bowlers within a specific division – 3 bantams, 3 juniors or 3 seniors. Example: 2 Bantam boys & 1 Bantam girl.

The cost of each YBC franchise is \$45.00 a team payable to the host center. Bowling centers may purchase one or more franchise in any division. Confirm spots ASAP (lane draws, etc.)

Centers may qualify their teams in one of several options as they wish:

- Opt 1 RECOMMENDED – The YBC bowlers pick their own team and enter as such. Teams in each division would then roll-off to decide who advances.
- Opt 2 Bowlers on each team are picked as a result of special achievements. Example: Bowler of the week, etc. Program directors would pick as many bowlers as needed to fill the franchise.
- Opt 3 Program directors choose only bowlers with lower averages who are unlikely to advance to the Nationals.

Provincial finals is a four (4) game Pins Over Average (POA) competition with Gold, Silver and Bronze medals for the top three (3) teams in each division. (9 medals North & 9 South)

It is strongly recommended that teams change lanes and opposition each game.

Note that with an 8 lane draw if the teams move odd left – even right then the same teams play each other the third and fourth games.

- Medals are presented on lanes at each of the host centers.
- Mileage allowance is paid by Sask YBC at \$0.12 for each bowler and coach. (Page 5)

YBC TRIO PROVINCIALS – 10 PIN

- There are no divisions for 10 Pin and it will be hosted in one center.
- Medals for 1st, 2nd & 3rd will be presented on lane.

CLUB 55+ MIXED TEAM PROVINCIAL

ELIGIBILITY

- Open to all centers with registered Club 55+ members.

FORMAT

- Entry fee of \$50.00 per team to be paid to the Provincial host.
- Provincial is four (4) games – Pins Over Average (POA).
- Each center may enter one (1) team depending on the host center.
- Averages should be a minimum of twelve (12) games.
- Cash prizes.
- Mileage is paid for bowlers and non-bowling drivers. Submit claims to the Bowl Sask treasurer.

CLUB 55+ HI-LO DOUBLES PROVINCIAL

ELIGIBILITY

- Open to all centers with registered Club 55+ members.

LEAGUE ROUND – FORMAT

- Teams are organized in a High Low format as follows:
Highest average bowler in league is paired with lowest average bowler. Second highest average is paired with the second lowest and so on until all of the bowlers have been paired.
- Averages should be a minimum of twelve (12) games.
- Missing bowlers in a given week will receive 90% of their averages.
- House round duration will be four (4) weeks.
- All teams that are plus or break even at the end of schedule will advance to a House final.

HOUSE FINAL

- All eligible teams will compete in a three (3) game House final.
- Averages will be updated to the average at the conclusion of the House Round.
- The winning team (POA) will advance to the Provincial.

PROVINCIAL FINAL

- Entry fee of \$20.00 per team to be paid to the Provincial host at the conclusion of the House Round.
- Each center may enter more than one (1) team depending on the host center.
- Provincial is four (4) games – Pins Over Average (POA) using updated averages from House Final.
- Medals for 1st, 2nd & 3rd are provided by Bowl Sask.
- Mileage is paid for bowlers and non-bowling drivers. Submit claims to the Bowl Sask treasurer.

Refer to Appendix 2 for the Scoresheet

DIRECT AFFILIATION and PROVINCIAL REGISTRATION CALCULATIONS

Bowling Center:

	# of Bowlers	x	Rate	=	Total
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SECTION 1: Provincial Registration

Club 55, registered with Bowl Canada			\$ 1.11		\$ -	<i>No list</i>
Club 55, not registered with Bowl Canada			\$ 1.11		\$ -	<i>Need list</i>
YBC Bowlers, registered with Bowl Canada			\$ 5.00		\$ -	<i>No list</i>
<i>TOTAL, for Section 1</i>					<i>\$ -</i>	

SECTION 2: Our Direct Affiliation

KIDS BOWL FREE:

Male (age 4 - 12 yrs)						
Female (age 4 - 12 yrs)						
Male (age 13 - 18 yrs)						
Female (age 13 - 18 yrs)						
Totals for Kids Bowl Free =	-		\$ 1.00		\$ -	<i>No list</i>

ADULTS:

Male (age 19 - 54 yrs)						
Female (age 19 - 54 yrs)						
Male (age 55 yrs & up)						
Female (age 55 yrs & up)						
Totals for Adult Leagues =	-		\$ 1.00		\$ -	<i>Need list</i>

SPECIAL OLYMPICS:

Male (age 19 - 54 yrs)						
Female (age 19 - 54 yrs)						
Totals for Special O' =	-		\$ 1.00		\$ -	<i>Need list</i>

YOUTH (who are NOT part of YBC):

Male (age 9 - 12 yrs)						
Female (age 9 - 12 yrs)						
Male (age 13 - 18 yrs)						
Female (age 13 - 18 yrs)						
Totals for Youth (non-YBC) =	-		\$ 1.00		\$ -	<i>Need list</i>

TOTAL, for Section 2

TOTAL to pay Bowl Sask (Section 1 + 2)

		<i>\$ -</i>
		<i>\$ -</i>

