

# UNITED STATES POOL PLAYERS ASSOCIATION

## POOL ROOM OWNER'S HANDBOOK

An Updated Guide to Running Tournaments, Score keeping  
and More

# INTRODUCTION

We are delighted you have shown an interest in the United States Pool Players Association handicapping system – the system, which develops, truly standardized handicapping throughout the international world of pocket billiards. “Cue Sports”, unlike golf or bowling (two sports which have benefited enormously from the organizational advantages of using one handicapping system), have never been easy games to handicap. For that reason, hundreds of systems have been concocted, a few of which may work well on a local basis, but none of which work satisfactorily on a national basis. The USPPA handicapping system began to be formulated in the early 1950’s and has been promoted in competitive play by the USPPA office since 1968. The system works on an international basis because it is “non-caliber biased.” Due to the objective nature of the score keeping, players in the system in any area can develop an average that will hold up against players in other areas, regardless of the differing caliber of their respective weekly opponents. Information on a player’s offensive and defensive skills is gauged and combined.

Word of mouth has led to the successful acceptance of the system by many rooms throughout the country in recent years, culminating in the fabulous showcase of the format – the Sands Reno Open and Pro-Am 9-Ball events held each June and December in Reno, Nevada! One of richest of all annual national 9-ball outings is a microcosm of what pool can be in the future. Amateurs experience the fun and sensation of competing on even terms under professional conditions – and at the same time supporting (through their attendance and devotion) the open professional event, which follows. ...And you do not have to be a lover of 9-ball; the system works for all pocket billiard games – in tournament and league format!

When you take into account the business advantages to local establishments in running weekly events with the system, the competitive advantages to local players of being able to observe their progress in the sport, and the organizational advantages to pocket billiards worldwide of having the same standardized system, you can understand our excitement in promoting the “USPPA” method!

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# **PART I INITIATING THE SYSTEM**

## **A. HOW THE FORMAT WORKS**

The local director estimates new players in the system using the following numerical guideline: 5-25 (Novice), 30-55 (Average), 60-95 (Very Good-Excellent), 100-120 (Expert), 120+ (Pro). The director must use subjective judgment in determining initial estimates, but these numbers will become clearer to all involved as weekly lists of updated averages are generated. Players are drawn against each other. The appropriate estimates/averages are available on the website or hard copy from the USPPA office, which determines the correct number of games or points to be “spotted” in a race. During the match, a separate score keeper or opponent (determined by a systematic procedure) scores each match on USPPA score sheets. The sheets are sent to USPPA headquarters each week, and an updated *List of Averages* is returned to the room or league. As in other sports, many matches must be played to determine a true average for a competitor. All members should always be reminded of this fact.

The list of averages will show that you are due for renewal of your USPPA membership by a dollar sign (\$) next to your average. It will be displayed 45 days in advance of your renewal date. When you do not show up on the list of averages, you are still on the listing, and will remain there for two more months. When you renew, you will be moved ahead ONE YEAR from the expiration date, even if you renew late.

## **B. HOW TO START UP**

- 1) ASAP – complete and send in to the USPPA office a “Room/League Application” and a “Score Pad Order Form”. (No checks – all orders sent C.O.D.)

## **C. THINGS YOU WILL NEED**

- 1) A good supply of sharpened pencils. Always use pencil for every step involved in USPPA events. Erasers are recommended.
- 2) Make multiple copies of the Membership Application, Draw Sheet Flow Chart \* which accompanies this manual (call the USPPA if not accompanied). Make sure your Room ID number is on all copies.
- 3) Permanent numbers\* (to use for the draw each week): numbers written on cards from an ordinary playing deck, or “pills” from a “pill” bottle, or numbers written on individual plastic poker chips, etc.
- 4) A conscientious Director (preferably an employee) who is dependable and organized. An Employee gives the room and the players the advantage of having a person dedicated to the task of directing and promoting tournaments and leagues. Refer to the Marketing Supplement for some tips in this area.

\*Not necessary for large traveling leagues.

## **PART II**

# **USPPA WEEKLY TOURNAMENTS**

The USPPA has been running events in billiard establishments for decades. Through our experience has evolved an organized, systematic method with which you should become familiar if you desire the best results.

### ***A. MEMBERSHIP APPLICATION***

Players must be members before they can play on the system (no exceptions). Dues cover a twelve-month span from the date of initiation, and are printed at the top of the form. Emphasize to all new players the rules of play: Refer to USPPA reference guides for applicable rules. While independent scorekeepers are not required, the USPPA strongly recommends the use of them. The director should follow the following system when employing scorekeepers:

- 1) Player loses a match.
- 2) Losing player waits for scorekeeper to tally up totals and sign score sheet.
- 3) Losing player (not the score keeper) brings the score sheet to the director.
- 4) The director sends the losing player back to the table on which he just played to mark a score sheet for the next match.
- 5) Independent Scorekeepers should always be encouraged.

If this format is strictly followed, you will have no problems. Players should always be encouraged to keep score for other player's matches. In the event scorekeepers cannot be employed, Players should keep score for each other's inning.

Each new member should print with block letters his/her information clearly on the application. Check the application for completeness prior to submitting it.

At the end of a new member's first night of play (after you have seen him/her compete), you should have a clearer assessment of the player's estimate in the system. Fill in the ESTIMATE [ ] bracket at the top of the application with this final assessment (the estimate can vary from the one you initially determined during the first night's play).

**SEND ALL CLEARLY PRINTED, COMPLETED, AND SIGNED MEMBERSHIP APPLICATIONS IN YOUR WEEKLY MAILING!**

### ***B. THE FLOW CHART***

For any type of single or double-elimination tournament, a flow chart is used to record the progression of play. All weekly USPPA tournaments should be single-elimination for score sheet night. The accompanying DRAW SHEET has been devised to eliminate byes beyond the 1<sup>st</sup> round of play. In order to assure this, the director should always use either a 2-line, 4-line, 8-line, 16-line 32-line, 64-line, etc. flow chart, depending on the size of the field.

For example, if 9 players enter, you use a 16-line flow chart (so you will have 7 byes in the first round) or if 17 players enter, you use a 32-line flow chart (so you will have 15 byes in the first round).

Always use one of the numbered-line charts mentioned above. For example, you should never use a 6-line flow chart if 6 players enter. Such a procedure would allow byes in later rounds, which is not a fair procedure for all concerned.

You will notice that the 32-line FLOW CHART that accompanies this manual is numbered by the brackets 1-16. We number the chart in this manner to conform the chart to the all-important DRAW SHEET you will be using.

For 9-Ball and 8-Ball, matches in your weekly tournaments or leagues must be at least “races to 5” in order to acquire a good amount of statistics on each player. Most rooms on the system start with “races to 5.”

**PLEASE NOTE: IT IS NOT NECESSARY TO SEND IN THE FLOW CHART WITH YOUR WEEKLY MAILINGS!** Bonus points will be calculated from the Draw Sheet. It will be necessary to indicate in the appropriate box on the Draw Sheet the 1<sup>st</sup> thru 4<sup>th</sup> place finishers for weekly and regional events. Results for regional events can also be e-mailed to the USPPA office.

### ***C. THE DRAW SHEET***

Study the accompanying Draw Sheet in the Forms section of this manual. It must be sent in with your weekly paperwork, and if you learn our method for using it, it will save you much time when you start getting 20-plus players in your events. The procedure outlined is effective for independent scorekeepers as well as tournaments in which players keep score for their opponents.

As you will notice, the form has 4 brackets of 8 lines each (32 lines in all) marked Odd numbers, Even numbers, Even numbers, and Odd numbers. This Draw Sheet corresponds to a 32-line flow chart. That is, for any number of entries over 16, you will be listing them on every line – starting at the top (for instance – 17 players will fill up the top bracket (Odd numbers), the second bracket (Even numbers), and the first line of the third bracket (Even numbers).

Once the names are listed (and the appropriate information on each player is completed in the right-hand columns – I.D. numbers and averages for regular members, and estimates only for new members), follow the directions at the top of each bracket. The top bracket has 8 listings and is labeled “Odd numbers) – so use the lowest odd numbers in your draw from a deck of marked cards, or a “pill” bottle, or marked bingo chips (any permanent numbers you have made up for weekly usage). Write each drawn number by a player’s name in the left-hand column (using numbers 1-15).

For the next bracket labeled “Even numbers,” draw from the 8 lowest even numbers (2-16).

With 17 players (remember the example) you only have one player listed in the third bracket (also marked “Even numbers). You take the same group of even numbers as before (2-16), and draw one number from the group; two numbers from 2-16 if you had 18 players’ three numbers if 19 players, etc.

Now when you transfer the names to their appropriate brackets on the 32-player flow chart (brackets labeled 1-16) with which we provide for you, you will see they are perfectly distributed – byes and all.

Here is where the Draw Sheet saves you time! When you are regularly getting 17-32 players in your event weekly, start doing the draw and the individual paperwork as each entry signs up. That’s right! Think about it... for 17-plus players, you will need 8 Odd numbers and 8 Even numbers, right? So follow this process: spread out your paperwork from left-to-right in this order – a current List of Averages (sent weekly from USPPA offices), Draw Sheet, Flow Chart, and Score Pads.

Follow the following procedure when your first entry signs up:

- 1) Put him/her on the first line of the Draw Sheet.
- 2) Record his/her information in the right-hand columns.
- 3) Draw an odd number from the group 1-15.
- 4) Record it in the left-hand column.
- 5) Transfer the name to the appropriate bracket of the Flow Chart.
- 6) Fill out the top half of a score sheet with the player’s info. (Name, I.D. number, and Ave. or Est.).
- 7) Pencil in the draw number at the top left corner of the score sheet.
- 8) Then go on to the next entry and another score sheet.

You will return to each score sheet as an opponent is drawn with a respective number corresponding to an earlier, half-completed score sheet.

Result: Your paperwork is completed when the last entry signs up, instead of postponing the paperwork until after everyone has signed up (a delay in your event).

**ALWAYS USE PENCIL!!**

Now you might ask – “How do I use the Draw Sheet if I am not sure if I will get 5 players or 19?” We will show you, but you will have to draw and fill out your score sheets after your field is completed. (As with any weekly event, we suggest you strictly observe a closing time for entries and stick by it!). This is not difficult, as you will usually have fewer than 16 players your first few events, so the extra work need not delay your tournament very much.

Again, think of the Draw Sheet as corresponding to a 32-player Flow Chart. If 11 players enter your event, you know to use a 16-player Flow Chart ( $\frac{1}{2}$  of 32), so list the 11 players on every 2<sup>nd</sup> line of the Draw Sheet (always starting with the top line and counting down every 2<sup>nd</sup> line thereafter). If 4 players enter your event, you know to use a 4-player flow chart ( $\frac{1}{8}$  of 32), so list the 4 players on every 8<sup>th</sup> line of the Draw Sheet (always starting with the top line and counting down every 8<sup>th</sup> line thereafter).

Results: For 11 players – you list the first 4 in the top bracket, the next 4 in the second bracket, and the remaining 3 in the third bracket.

For 7 players, - you list the first 2 in the top bracket, the next 2 in the second bracket, the next 2 in the third bracket, and the remaining 1 in the fourth bracket.

For 4 players – you list the first 1 in the top bracket, the next 1 in the second bracket, the next 1 in the third bracket, and the remaining 1 in the fourth bracket.

Of course, when you are new at this and unsure of which size Flow Chart you will be using the first few weeks, sign up your entries on a separate sign-up sheet, and then transfer them to the Draw Sheet when you have closed your entries.

Score keepers for the 1<sup>st</sup> round should be assigned from the top bracket of the Draw Sheet. Also, you will notice that the sooner a person enters, the better his/her chances are for a bye. The Director can announce this periodically to encourage earlier sign-ups!

**SEND THE COMPLETED DRAW SHEET IN YOUR WEEKLY MAILING!**

**ALWAYS INDICATE THE 1<sup>ST</sup> – 4<sup>TH</sup> FINISHERS FOR BONUS POINTS!!**

## ***D. THE SCORE SHEET***

The Director completes the score sheet using the following procedure:

- Fill in the player's full name on the corresponding line. Include available E-Mail.
- Fill in the player's I.D. number (if he/she is listed on the most current List of Averages – leave blank if new member).
- Fill in Estimate box if new member (leave Average box blank).
- Fill in Average box if member is listed on the most current List of Averages (leave Estimate box blank).

Perform the same procedure for the player's opponent below. Now calculate the spot in games (or balls if applicable.). Mark the spot in the Spot box by the lesser skilled of the two players, and circle each of the appropriate number of spotted games to the right of that

player's name. [Advice: Give each scorekeeper a whole pad, or clip board so he/she has a reinforced backing on which to mark the sheet.]

**IMPORTANT:** Spend two minutes at the end of your event to double-check all score sheets for neatness and correctness.

The amount of \$2.00 per score sheet is due the USPPA for processing charges. Simply charge an extra \$2.00 to each entry fee. The number of players should be one more than the total number of matches throughout a single-elimination event, so you regularly have an extra \$2.00 left over to cover postage for your mailing to USPPA offices. To simplify, charge \$2.00 per player, send \$2.00 per score sheet.

**SEND ALL SCORE SHEETS & DRAW SHEET IN YOUR WEEKLY MAILING!**

## **PART III SCORE KEEPING**

Players should play as often as they can in the system. The more score sheets a player compiles, the truer the average. An average will often vary on the List of Averages from week to week. Until a player is established (see below) it is perfectly acceptable for the director to “adjust” the average if necessary. This procedure should not be needed very often, however. Average numbers vary for a player participating in different games on the system (9-Ball, 8-Ball, etc.) but the great majority of members on the system use it for 9-Ball competition. Therefore 9-Ball score keeping instructions will be printed in the most detail here. In “individual” league play (not team play) it is not required that a separate scorekeeper be present. A player should mark the sheet for his/her opponent once per inning. In any other format (tournament or league), we remind you that a *separate score keeper is not required but always recommended!*

The first two weeks of play, the Director should gather all participants around a table and show them the particulars of score keeping just before the event begins. From that time on, the Director should have new members sit with veteran scorekeepers at appropriate times.

Prior to every tournament, all directors should ask all players who have any questions regarding score keeping to see the director immediately.

In order to be fair and accurate, the score sheets must be marked correctly. Marking the sheets is very easy, but very important. Pay attention! You must mark every time the players *switch turns* at the table (start of an inning); you never make two marks for the same player, even if that player makes the game ball and steps to the table to break for the next game.

## 9-BALL

A clean open shot to a pocket is an “X”. All others are an “S”. Always keep that in mind when you mark score sheets.

An S is defined as follows: The player does not have a clear, unobstructed path to the object ball; or the player can see the object ball, but the pockets are blocked by other balls and the player must either play safe, play a combination, or bank the object ball.

An X is defined as follows: The player, *regardless of skill level*, has a clear open shot to a pocket. An X marked for a professional would also be marked an X for a beginner. Defense is part of the game! If a player leaves the cue ball on one rail and the object ball on the opposite rail, that’s part of the defense. A general rule of thumb is:

The Rule Here: **Mark What Confronts The Player. If there is any doubt mark an S.**

- 1) The player who wins the lag gets an X only on the first break of the session. You never mark for the break again unless it is an inning switch, e.g., “three-foul” rule in number 4, below.
- 2) When the next player steps to the table, there is only one of two marks that you can make on the score sheet: X or S.
- 3) Any combination shot (even “non-missable” ones) or bank shot (if it may not be “cut in” somewhere) is an S. When a player elects to “push out” after the break, do not mark on the score sheet unless the opponent steps to the table. Push-out only applies to rotation games such as 9-Ball, 10-Ball etc.
- 4) If a player wins on the “three-foul-rule” and steps to the table to break, mark an X, because that player is starting a new inning.
- 5) To keep track of “games won” on the score sheet, just circle or mark each game, as you like. The computer needs only the totals from the right side of the score sheet.
- 6) When the match is over, deduct the spot, if any, and write the “total games won” in the proper square. Next, total the S’s and write the total in the proper square, and do the same with the X’s. Then repeat this for the other player. If the ID number is blank, ask that player for their number and put their ID number in that box. If that player is new, leave it blank. (Ask the player for their ID number and correct if wrong.)
- 7) Please remember you cannot have more than one mark difference in the total number of X’s and S’s of the two players! You should keep track of this throughout the match. Think about this before you turn in your score sheet. All done? Now sign it on the bottom-left line and turn it in.

## **8-BALL**

An X and an S is the same as in 9 - Ball. If you are confronted by an X shot, but you decide to shoot something else, you still mark an X. The rule here: mark what confronts you, not what you do with it. Due to the nature of 8 – Ball, the player may be confronted with several X shots and play an intentional safety anyway. In that event, the player keeping score will mark an X due to the fact the Shooter had an open opportunity. This seems to vary from 9-Ball due to the multiple target environment. In 9-Ball there is always a required ball that must be struck, where as in 8-Ball, as well as other games, there are usually multiple balls to select a target from.

The Rule Here: **Mark What Confronts The Player. If there is any doubt mark an S.**

We recommend a Race to 4 Games in 8-Ball for proper Handicap results on a weekly tournament basis. For larger events, a race to 5 would be the longest recommendation. The USPPA has adopted the BCA New World Standardized rules for 8 -Ball, which are available from the BCA.

All other logical scoring principles apply from 9-ball.

## **STRAIGHT POOL (14.1 CONTINUOUS)**

An X and an S is the same as in 9 - Ball. If you are confronted by an X shot, but you decide to shoot something else, you still mark an X. The rule here: mark what confronts you, not what you do with it. Due to the nature of Straight Pool, the player may be confronted with several X shots and play an intentional safety anyway. In that event, the player keeping score will mark an X due to the fact the Shooter had an open opportunity. This seems to vary from 9-Ball due to the multiple target environment. In 9-Ball there is always a required ball that must be struck, where as in 8-Ball, as well as other games, there are usually multiple balls to select a target from.

The Rule Here: **Mark What Confronts The Player. If there is any doubt mark an S.**

Refer to the Official Rules and Record Book, World Standardized Rules for 14.1

Because of the nature of Straight Pool, especially on the West Coast a league will afford the room operator the option of having everyone play on one night or spacing play throughout the week on a schedule basis. The following are some recommendations for Straight Pool League and Tournament Operation:

- 1) We recommend League matches be played to 100 points. Naturally non-peak operating times should be utilized for this play.
- 2) We recommend Tournament Matches be played to 75 points. Opening Hours on the weekend would be a natural for Straight Pool as in most cases, Straight Pool players are dedicated and any organized play will encourage them to meet any prevailing schedule.
- 3) The BCA Standard League format will be employed and Leagues will structured to accommodate sanctioning by the BCA.
- 4) While several prize fund structures are applicable, due to the length of matches a green fee should be applied. Another option, which may be workable, is to structure a time based fee with a percentage, 50% into the prize fund. Refer to USPPA Marketing Supplement for further tips.

**A maximum handicap should be established, not to exceed 80% of the match total.**

***SNOOKER***

Available 2006

# ***ONE POCKET***

Available 2006

***Bank Pool***

Available 2006

## **PART IV LEAGUE PLAY**

The USPPA is basically a score sheet-processing agency for the score sheets sent to us. We process the score sheets through our computer and send out updated lists of individual averages weekly. In no way do we govern the localized running of a particular league (standings, scheduling, prize monies, etc.). The USPPA does not set down rules to govern league play or a strict format to be used. For standardization purposes we do suggest you use the BCA New World Standardized rules for 8 -Ball, which are available from the BCA and Texas Express 9-ball rules. The USPPA is a BCA Affiliate association and all leagues must be BCA-sanctioned for access to the BCA tournaments. By doing so, USPPA league players will enjoy the opportunity to be participating in all USPPA events as well as BCA sanctioned events.

Formats for league play can vary greatly. The handicap system is flexible for your needs, but you must keep in mind the following facts:

- 1) The system can be used for individual (one-player) leagues, or team leagues of any size (2, 3, 4, 5-man, etc.), in-house or traveling.
- 2) For team leagues (8-ball or 9-ball), each individual should play one individual on the opposing team a race to at least 5 games. The league can decide on any length of races over five. The league may also decide on the method for determining the individual match-ups. We have found that teammates remain on the premises to support their team, even if they play one of the early matches; and the players tend to enjoy the extended heads-up competition.
- 3) An initial USPPA membership lasts 12 months. The USPPA system works very accurately for all games of pool. A member's average is different for each game handicapped (9-Ball, 8-Ball, 14.1 Continuous, etc.) Therefore, statistics that a member compiles on individual games must be kept separate in the USPPA computer. The initial twelve-month membership holds for the first game on which a member signs up on the system. If he/she wishes to sign up for additional games being offered in a location (for example, USPPA 8-Ball league offered in addition to USPPA 9-Ball tournaments), the member need only pay an additional fee to participate. The tournament director should clearly label the paperwork sent to the USPPA so that we know to which game the statistics pertain (mark 8-Ball on the draw sheet, etc.)

All prize monies, trophy monies, and operation monies come from the added dues that the league imposes.

- 4) The USPPA is due \$2.00 per score sheet for processing charges. For instance, if two 5-man teams compete and the format reflects each team member playing only one player from the opposing team for the night, then the 5 matches will have produced 5 score sheets (\$10.00 due). This format will also produce individual averages and will count toward Reno and Bonus eligibility requirements. Team formats will be available

and league operators should contact the office if they have interest in operating a league or leagues in their area.

- 5) The USPPA system handicaps by spotting “games on the wire.” The averages are available on the website or on hard copy lists provided by the USPPA office.
- 6) Score Sheets for matches are absolutely necessary. You may send an order form to the USPPA address in Folsom, Ca. to obtain a supply. Score Sheets will also be available on line in a format suitable for copying

For further information just call the USPPA offices!

## **PART V ADVISORY**

- 1) Please keep this list available for use when you finish your tournaments.
- 2) Use pencils only, with erasers, for scorekeepers.
- 3) We recommend that the Director not play in his/her administered tournaments without a competent assistant available.
- 4) Outside area members must show their ID number. Never let anyone play unless he or she is a member. Members only!
- 5) Check the list of averages for the dollar sign (\$) and remind the members their renewal is due.
- 6) When members renew, they will continue to have the same ID number.
- 7) New Member Applications must be filled out clearly (Room ID number, address, zip code, etc.). Fill in the ESTIMATE [ ] bracket at the top of the application with your final estimation of the new member's skill level at the end of the event at which he joined!
- 8) Check the manual on how to make the draw, so you will eventually save time in procedure, and simplify for you which players will be the first score keepers.
- 9) Please keep the copies of the accompanying Draw Sheets and Membership Applications up to date.
- 10) Write ID numbers on the Flow Chart by the names. It will not be necessary for you to look them up on the List of Averages every time you fill out a score sheet.
- 11) All score sheet pads must be ordered from the league office. They are also Available on line in a suitable format for copying.
- 12) You may make copies of all forms. Prior to copying, be sure the proper ID number for your location is on the master. Do not use your original, even if it's your last copy.
- 13) Hand out the score sheets on a whole score pad – or better yet – small clipboards, so scorekeepers can hold it in their hands if they like.
- 14) Remind the players to ask their scorekeeper for their ID number as a double-check. They should also check their ID number on their score sheets on their own.
- 15) Independent scorekeepers for two players playing is ALWAYS recommended if possible.

- 16) When checking score sheets, you cannot have more than one (1) mark difference in the totals of each player's combined Ss and Xs.
- 17) Always check score sheets when the players bring them to you.
- 18) All spaces on the right side of each score sheet must be completed.
- 19) Always check the sheets before mailing. It only takes 2 minutes.
- 20) Mail the following: a) Membership Applications, b) the Draw Sheet, 3) the Score Sheets, and 4) a check in an envelope no smaller than 6" x 9", the night of your weekly event, or no later than the next day! Always!
- 21) Make sure the draw sheet shows the 1<sup>st</sup> through 4<sup>th</sup> place finishers. Use the draw sheet forms provided on the USPPA web site.

The draw sheets available at <http://www.usppa.com/> have boxes for 1<sup>st</sup> through 4<sup>th</sup> and can be downloaded or printed.

- 22) Address all mail to: USPPA, P.O. Box 160, Folsom Ca. 95763 – 0160.
- 23) Please do not use staples.
- 24) Add \$2.00 per player to the entry fee – keep \$2.00 for mailing and envelope costs. In other words, send \$2.00 per score sheet.
- 25) Repeat – check all Score Sheets and Membership Applications for errors. The Membership Applications should have the ESTIMATE [ ] bracket filled in, and all information printed in block letters. (Make sure we can read them).
- 26) The maximum spots allowed (in games): 3 games in a race to 5; 4 to 6 and 5 to 7; 5 to 8; and 6 to 9.
- 27) If you plan a regional weekend USPPA tournament, call USPPA offices for suggestions. You must send a copy of your flyer before the USPPA will send you copies of averages from other areas. Promoting inside a room is the cheapest form of advertising!
- 28) It is suggested you call USPPA offices periodically (at least once a month) for communication and helpful advice on how to strengthen the promotion of the system so that it can be more helpful to your business.
- 29) Incomplete, illegible, or inaccurate Score Sheets are difficult to process. To insure accurate sheet count and tournament dates, please make sure that all score sheets are filled out accurately and legibly. Score sheets that cannot be processed will be returned to the director in the weekly mailing. Please take time to review the returned score sheets with the players involved, in order to avoid similar mistakes in the future.

The USPPA office reserves the right to void score sheets that cannot be processed.

- 30) Please keep the USPPA office informed of any changes to your tournament schedule, directors or any information you would like posted on the web site on the form provided in the weekly mailing.
- 31) Single Elimination tournaments are the preferred format for weekly events. If your group of players prefers double elimination and time is not a constraint, you can accommodate them under one of the following conditions:
  - a) Charge \$4.00 per player and keep score sheets on both the winners and losers bracket.
  - b) Keep Score Sheets only on the winners side
- 32) All information in this handbook is recommended for best results. You may have variations that work best for you. Feel free to implement your ideas and by all means share them with the office. Please bear in mind that the proper Draw Sheet and Score Sheets are mandatory, and must be sent on a weekly basis. Approved Draw Sheets will be provided for you in the forms section. Select the one that works best for you. The forms provided are masters and should remain available for copying.

## SCORE KEEPING OVERVIEW

The tournament director fills out the score sheet with players' names and ID numbers. That, and running the tournament is their job. ALL PLAYERS must be familiar with the score keeping procedures, and mark score sheets!

Players may then lag or flip for the break, but must not start their match until a score sheet for the match has been prepared. Players should be advised to check their ID NUMBERS and averages to make sure both are correct.

When the match is over, the SCORE KEEPERS must fill in the right side of the score sheet. Then check to see that there is no more than one mark difference in the totals of the Ss and Xs for each player, before giving it to the tournament director. If you are new, and do not quite understand the DEFENSE part of the score keeping, be sure to ask.

When completed, the LOSER of the match takes the score sheet to the tournament director.

The tournament director has a big job to do, so PLEASE do everything you can to assist him during the tournament! They are trying hard to be fair starting new players with estimates and also starting and running the tournament to the finish.

While at first glance the foregoing may seem overwhelming and complex, we know from experience that in a short time you will find that running a USPPA tournament will become almost effortless. We are certain you will soon find that the resulting enthusiasm of your clientele will quickly generate increased business and additional revenues for your establishment.

Thank you for your cooperation, and always remember that the players make the whole system work, and we at the USPPA office are working to have more major events for them.

## **Rules of Conduct**

Violations of any of the following will result in:

- A. First warning, VERBAL
- B. Second warning, LOSS OF GAME
- C. Third warning, LOSS OF MATCH
- D. Fourth warning, EJECTION FROM TOURNAMENT

1. For the most part, you will remain seated while your opponent is shooting.
2. You will not engage your opponent in unnecessary conversation.
3. You will not engage in unnecessary conversation with the spectators.
4. You will not engage in cell phone conversations. Cell phones must be turned off or set to vibrate only.
5. No excessive swearing or abusive language will be tolerated.
6. No slamming of the rack, object balls or cue balls. No misuse of equipment in any way will be tolerated.
7. No intentional sharking, gyrations or any movement or comment that could be disruptive to your opponent's inning at the table.
8. We are in a public establishment, therefore courtesy will be shown at all times to staff, players, and patrons alike. If a problem should arise, call for the tournament director immediately. Do not try to take care of the problem yourself.
9. Any attempt to gain an unfair competitive advantage by participants will be subject to disciplinary action, up to and including dismissal from the event, forfeiture of prize money and bonuses, and disbarment from the USPPA.
10. **THE TOURNAMENT DIRECTOR'S DECISION IS FINAL.**  
Unsportsmanlike conduct, public abuse of equipment, public intoxication, public arguments or abusive conduct toward the Tournament Director will not be tolerated. If disqualification occurs, you will forfeit all monies earned.

**LET'S ALL DO OUR PART TO PUT THE GAME OF POOL BACK ON THE TABLE  
WHERE IT BELONGS.**

Courtesy of Russ Pettis, Hard Times Billiards, Sacramento, CA

## **PART VI USPPA BONUS SYSTEM**

### ***OVERVIEW***

Prior to December 2001, The USPPA had never had a reward system, i.e., bonus points, annual champion or any other acknowledgement for players other than weekly tournaments and the twice-yearly events at the Sands. Since that time, USPPA has established a bonus system that rewards players for their participation. For information about the bonus system and qualifying requirements, see the Web Site, <http://www.usppa.com/>.

## ***RENO PRO-AM USPPA REQUIREMENTS***

### **General requirements**

See the web site at <http://www.usppa.com> for requirements.

# **USPPA Sanctioning Requirements**

## ***Sanctioned Weekly USPPA Tournament Requirements***

Score Sheets must be kept for all matches.

Only registered USPPA members may participate.

Current members whose membership has expired must renew at the same time as paying their entry fee in order to play that day's tournament.

\$8 minimum entry fee with 2 set aside per entry for Score Sheet processing

May not operate within a 25 mile radius of another USPPA Tournament on the same day without prior approval by the USPPA Office

The Tournament Director may adjust averages of Players with less than 99 Score Sheets at any time

Tournaments with less than 8 players will not count toward Bonus Points/Rewards except with express permission from the USPPA

## ***Sanctioned Regional USPPA Tournament Requirements***

Must provide at least \$500 in added money or be approved by USPPA

Current members whose membership has expired must renew at the same time as paying their entry fee in order to play that day's tournament

\$50 minimum entry fee

May not be held within 14 days prior to the Sands Regency Reno Handicap Tournaments in June or December without prior approval from the USPPA. This stipulation will apply to all tournaments designated as large events.

Averages of all players may be adjusted by the Tournament Director at any time, even in the middle of a match.

## IN CONCLUSION

A PLAYER MUST PLAY OFTEN ON SCORE SHEET NIGHT TO MAINTAIN AN OVERALL AVERAGE!

MEMBERSHIP CARDS ARE SENT TO THE RESPECTIVE ESTABLISHMENTS OR LEAGUES!

A PLAYER PARTICIPATING IN A FOREIGN AREA (NOT ON THE LOCAL LIST OF AVERAGES) MUST SHOW HIS/HER MEMBERSHIP CARD!

WHEN A PLAYER LOSES A MATCH, THE PLAYER SHOULD BE ENCOURAGED TO BE A SCORE KEEPER IN THE NEXT MATCH!

DRAW SHEETS MUST INCLUDE 1ST THRU 4TH PLACE FINISHERS FOR BONUS POINT CALCULATIONS

ALL PROVISIONS IN THIS HANDBOOK ARE SUBJECT TO CHANGE OR OVERRIDE BY USPPA

PLAYERS MUST CHECK THE WEBSITE AT <http://www.usppa.com/> REGULARLY FOR THE FOLLOWING:

BONUS POOL QUALIFICATION REQUIREMENTS

NEWS OF UPCOMING EVENTS

UPDATED DIRECTORIES

Best Wishes and Straight Shooting,

Tony Annigoni

Public Relations and Marketing Director,  
United States Pool Players Association  
831-277-0216

tony@usppa.com

\* \* \* \* \*

## Appendix

### ***Guide for estimating new players***

This list is a guide for anyone to use. We need to use this in all USPPA rooms when the tournament directors start new players with an ESTIMATED AVERAGE. An estimated average is just a guess until new players get 12 score sheets in the database. At that time the estimated average is dropped and averages are computed strictly on their score sheets.

Remind players that their average may be manually adjusted by the tournament director until they have 99 score sheets. Contact the USPPA office for adjustments of averages for players with more than 99 sheets.

#### ***New player guide***

PLAYER LEVEL	AVERAGE
Professional	125 and above
Semi Pro	110 to 124
AAA	95 to 109
AA	80 to 94
A	65 to 79
B	50 to 64
C	35 to 49
D	25 to 34
E	18 to 24

# Draw Sheet

Room \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

#	Tbl	Player	ID	Avg
1				
5				
9				
13				
17				
21				
25				
29				

3				
7				
11				
15				
19				
23				
27				
31				

4				
8				
12				
16				
20				
24				
28				
32				

2				
6				
10				
14				
18				
22				
26				
30				

#	Tbl	Player	ID	Avg
2				
6				
10				
14				
18				
22				
26				
30				

4				
8				
12				
16				
20				
24				
28				
32				

3				
7				
11				
15				
19				
23				
27				
31				

1				
5				
9				
13				
17				
21				
25				
29				

_____	Players	ID	Avg
1 <sup>st</sup>			
2 <sup>nd</sup>			
3-4 <sup>th</sup>			
3-4 <sup>th</sup>			

Money sent to USPPA	No.	Total
Sheets x \$2		
Renewals x \$10		
New members x \$20		
Total amount due		

SPOT

ESTIMATE

AVE.

SCOREKEEPER: \_\_\_\_\_

TABLE # \_\_\_\_\_

PLAYER'S I.D. # -

ACTUAL GAMES WON -

1 2 3 4 5 6 7 8 9

SSSSSSSSSS • SSSSSSSSSSS S TOTAL →

XXXXXXXXXX • XXXXXXXXXXXX X TOTAL →

XXXXXXXXXX • XXXXXXXXXXXX X TOTAL →

PLAYER'S NAME



SPOT

ESTIMATE

AVE.

PLAYER'S I.D. # →

ACTUAL GAMES WON →

1 2 3 4 5 6 7 8 9

SSSSSSSSSS • SSSSSSSSSSS S TOTAL →

XXXXXXXXXX • XXXXXXXXXXXX X TOTAL →

XXXXXXXXXX • XXXXXXXXXXXX X TOTAL →

PLAYER'S NAME

SCORE KEEPER

M. PASCUAL & G. STARY

SPOT

ESTIMATE

AVE.

SCOREKEEPER: \_\_\_\_\_

TABLE # \_\_\_\_\_

PLAYER'S I.D. # -

ACTUAL GAMES WON -

1 2 3 4 5 6 7 8 9

SSSSSSSSSS • SSSSSSSSSSS S TOTAL →

XXXXXXXXXX • XXXXXXXXXXXX X TOTAL →

XXXXXXXXXX • XXXXXXXXXXXX X TOTAL →

PLAYER'S NAME



SPOT

ESTIMATE

AVE.

PLAYER'S I.D. # →

ACTUAL GAMES WON →

1 2 3 4 5 6 7 8 9

SSSSSSSSSS • SSSSSSSSSSS S TOTAL →

XXXXXXXXXX • XXXXXXXXXXXX X TOTAL →

XXXXXXXXXX • XXXXXXXXXXXX X TOTAL →

PLAYER'S NAME

SCORE KEEPER

M. PASCUAL & G. STARY