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List of V&D Championships

(with the average number of entrants 2015-17)

| MEN'S | | WOMEN'S | | MIXED | |
|--------------------|----|------------------|----|------------------|----|
| Fours | 12 | Fours | 15 | Fours (Moffat) | 16 |
| Pairs | 25 | Pairs | 22 | Pairs | 24 |
| Singles | 26 | Singles | 20 | Nicholson Pairs | 31 |
| Senior Singles | 15 | Novice Singles | 13 | Awards Day | 30 |
| Novice Singles (2) | 12 | Int. Triples (2) | 9 | Senior Fours (1) | 12 |
| Int. Triples | 14 | Int. Pairs (2) | 9 | Senior Pairs (1) | 28 |
| Int. Pairs | 14 | Int. Singles | 10 | | |
| Int. Singles | 20 | | | | |

Several of these events have run for less than 3 years and so their figures only reflect one or two year's entry totals.

The numbers not only help in planning, but can also help in setting goals for number of entries.



General Principles

This hand-book has been written according to certain guiding principles which largely determine which specific items have been included or excluded from this hand-book. These principles are:

- The **primary** purpose of all V&D championships is to determine the **champion** for that year (there are, of course, other purposes; the friendly play of the sport, the chance to play at other clubs, the chance to meet other bowlers, the chance to learn more about bowls by playing against good opponents, the chance to improve one's own play).
- It is assumed that all participants in V&D championships are reasonable, sensible players who are interested in the fair play of the sport.
- The convener's job is to facilitate the fair and enjoyable play of the sport.
- No convener is perfect, just as no bowler makes every shot. Conveners should not pressure themselves into thinking that they dare not make a mistake and players should appreciate the fact that the conveners are volunteering their time and energy and are doing the best job they can.
- This hand-book has been written on the assumption that the convener is overseeing an event at their home club and so has no trouble communicating with various relevant club committee heads.
- Given that V&D events are played according to several different formats, the guidelines are general. The details of various specific formats used in the V&D championships are found at the end of the hand-book.

Preparing for the Event

The events that run the smoothest are the ones that have had the most pre-event preparation. Ideally, once the convener welcomes the players, he/she should be able to just sit back and watch (or get in there and play) – at least that is the theory. So, now that your club has decided to host a V&D championship, you find that you are running it. The best way to approach the job is chronologically. Look after each task as it comes along. Here are the tasks to look after in preparing for the event:

- **FEBRUARY:** Confirm that the listing in the V&D handbook is correct (place, date, convener's contact information, etc.). Be familiar with the Conditions of Play for the event. Ask one of the V&D Directors in charge of Games, if there are any questions.
- **APRIL:** Make a master list of entrants. It is easiest to do this in Excel, but tables in Word will do the job. The master list should have the names of all team members, their home club, phone number, email, date entry was received, a payment received column. A sample would look something like this:

| Team/player | Club | Phone | Email | Entered | Paid |
|-----------------------------|------|--------------|---------------------|---------|------|
| Kitty Green, Jack Green | KR | 555-555-5555 | thegreens@gmail.com | Apr 30 | ✓ |
| Matt Bowlsby, Perdita Woods | WR | 123-456-7890 | ouremail@shaw.ca | May 2 | ✓ |



- **APRIL:** Check how many entrants there were in recent years, so you have an idea of how many entries to expect.
- **APRIL:** Tell your greens-keeper / greens committee chair the dates and times of the event, so that they can arrange their maintenance schedule around the event (ideally the greens-keeper will plan their work so as to have the greens in the best possible condition for the time of the event).
- **APRIL:** Be sure that the event is included in any club calendar, newsletter, etc. which is produced.
- **APRIL:** The V&D umpire co-ordinator arranges for umpires for the V&D events according to the calendar supplied to him/her by the V&D. Each convener is provided with an umpire schedule which shows which umpire is scheduled to work which sessions of which events. Make sure you know who will be umpiring which sessions for your event.
- Co-ordinate with the club kitchen committee, letting them know how many people (players, markers, spectators) to expect. In straight knock-out championships the number of players will decrease as the event progresses, but the number of spectators should increase.
- Don't be shy about promoting your event. The more entrants, the more money your club makes and the more successful the event is. Really encourage your own club members to enter. This is a great way for members to first try playing in a V&D championship, in the familiar surroundings of their home club.
- If you have run the same event for a number of years, keep the entry lists from the past 2-3 years. This will help you predict how many entries you are likely to get. You can also see if a regular entrant hasn't entered, so, if you see him/her, you can check if they want to play again this year.
- As entries come in, if you think that there may be more entries than your club can accommodate, begin to contact nearby clubs to arrange for an overflow green (see Appendix C – overflow greens). There are NO entry limits to V&D championships.
- Make sure your club has enough score-cards for the event. In team championships, each team gets a score-card. In singles, the marker keeps the official score-card, but many players like to keep their own card.
- After the entries have closed, write up the master draw on the appropriate board/sheet. The names of the teams/players will be written in, when they are drawn just prior to the first game. Make at least one paper or electronic copy and update this as the event progresses.
- Some clubs choose to sell 50/50 tickets during V&D events. This works best for single day championships. If a club decides to run a 50/50 draw, one individual should be put in charge of that task.



Running the Event

With all the preparation you've done, this should actually be the easy part.

- Set up the required number of rinks (mats, jacks, pushers (if used), score-boards) before the start of play.
 - NB: Men's Singles players almost never use pushers. A club can let players know that they are available and where they are stored, but it is easier on everyone just not to bother with them.
- Scoreboards should always be used, as V&D championships regularly attract spectators.
- You can also have the players' initials and score-cards ready for the teams/players when they arrive.
- The convener welcomes the players, introduces the umpires, and informs the players of any special conditions of play for the particular championship. Players are also informed of any club rules they need to be aware of.
- The host club pays the umpire each day out of club funds. The host club then fills in on the event report form how much was paid out in umpires' fees. This money is reimbursed by the V&D.
- At the conclusion of the event, the convener fills in the appropriate V&D championship forms. The information includes the names and clubs of the winners and runners-up (also, where appropriate, the consolation winners and runners-up), number of rinks used at each venue, the amount paid for umpire fees, etc. (forms appended)
- The results should be emailed as soon as possible to the following individuals: Treasurer (Sam Siu), Webmaster (Bonnie Smith), Awards Chair (Laura Low), Awards Days Convener (Peter Lee).
- A number of V&D championships have a trophy or plaque. The convener should have that to present to the champions (for photos, etc.) if possible, practicable).



Appendix A – General Conditions of Play

The following are a list of Conditions of Play that apply to all V&D championships covered by this handbook.

- V&D championships are open to any bowler who is a member of a club affiliated with the Vancouver and District Bowls Association.
- The general principle is that there should be **No LIMIT** to the number of entries for any V&D championship. Should the number of entries exceed the greens space of the host club, then as many secondary greens as necessary will be arranged. (In recent history, this has occurred in Men's Singles, Senior Mixed Pairs, Mixed Pairs and Nicholson Pairs)
- Except where specifically noted, all V&D championships are played according to the latest edition of the Laws of the Sport (currently the 2015 edition). This includes such regularly asked questions as trial ends, dead ends, footwear, etc.
- Due to recent discussion on the matter, the rule from the Laws of the Sport regarding footwear should be quoted "Players, umpires and markers should wear flat-soled ('heel-less') footwear when they play on the green or act as umpires or markers." (A.2.1). The rule does not insist on shoes, but rather footwear (which makes sandals legal). Also, the rule no longer stipulates 'smooth-soled' shoes, but merely flat-soled shoes, which it defines as heel-less.
- Cell phones and other mobile devices are to be turned off or turned to vibrate mode during play. This applies to players, official and spectators watching from the immediate surrounds.
- The V&D rules regarding smoking are that no smoking is allowed on the green. No one may smoke except in a designated area. Should the club's or municipality's rules regarding smoking be stricter, the stricter rules shall prevail.
- The 2015 Laws of the Sport allow for the monitoring and penalizing of slow play. Should a team/player be cited for slow play, they will have four (4) minutes to deliver their bowls in all subsequent ends. Any undelivered bowls remaining when the four-minute time limit is up will be forfeited for that end. The opponents will be allowed to deliver all their remaining bowls. An official will be appointed to monitor with a time the team playing under the 'four-minute rule'.



Appendix B – tournament formats

The following are the tournament formats which are currently or have recently been used in V&D championships. Each format is detailed. Since the various people who find themselves working as conveners will have different levels of experience, no prior knowledge is assumed for the descriptions of each format. Should a convener have any questions, they should not hesitate to contact a member of the V&D Games Committee.

Straight knock-out, 'A' and 'B' flights (Championship format)

- An 'A' and 'B' flight draw is made (see attached sample).
- Draw the names of the teams (or players in Singles) randomly onto the draw sheet.
 - If the event is being held at a single venue, then this draw should be done just prior to the first round.
 - If there are multiple venues, then it is best to do a draw but only to determine which teams/players start at which venue. When the players arrive at the separate venues, they then draw to determine first round matches. (Another approach is to offer entrants their choice of venue, which multiple venues have been pre-arranged.
- Winners of the first-round play in 'A' Flight; losers play in 'B' Flight.
- All byes should be placed in the second round. The number of byes used will bring the number of third round teams/players to a 'straight knock-out number' (i.e., 2, 4, 8, 16, 32, 64).
- The winning finalist in 'A' is the V&D Champion. ('A' and 'B' winners do NOT play off)
- This format is used, in general, for championships that are played one or two games per evening over the course of a number of consecutive evenings.

Limited round robin

- Teams play a limited round robin of 4 10-end games over the course of a single day; two morning games and two afternoon games.
- The winner and V&D Champion is the team which wins the most games.
- If there is a tie, the winner is the team with the best shot differential.
- If there is still a tie, the winner is the team which won the most ends.
- If there is still a tie, then both teams are declared co-winners.
- This format is used so that the event can be completed in a single day.
- **NB:** If there is more than one undefeated team, it is best practice to conduct a play-off consisting of shortened matches, rather than using shots to determine the winner.



Limited round robin and play-off

- Teams/players play a limited round robin of 3 or 4 qualifying games.
- The top 4, 8 or 16 teams/players* then advance to the play-offs; the event is then played as a straight knock-out.

| Event | Round Robin | Play-offs |
|------------------|--|--|
| Week-end | Saturday 3 12-end games or 3 15-point games | Sunday – play-off teams play 12-end or 15-point games |
| Week-day | Day 1 4 12-end games 3 15-point games | Day 2 – play-off teams play 12-end or 15-point games |
| Week-day evening | Day 1 & 2 4 10-end games or 4 15-point games | Day 3 – play-off teams play 10-end or 15-point games |

The convener may choose to play longer games for the play-offs.

* The number of teams that qualify for play-offs should reflect the number of entrants:

8-15 entrants — 4 play-off spots

16-31 entrants — 8 play-off spots

32+ entrants — 16 play-off spots

- The play-off match-ups are determined by seeding, based on qualifying round results. The top team/player plays against the bottom team/player; 2nd plays 2nd from bottom, etc. For example:
 Winner of 1st vs 8th plays winner of 4th vs 5th
 Winner of 3rd vs 6th plays winner of 2nd vs 7th
- The winning finalist is the V&D Champion. The semi-finalists will all receive points towards Bowls of the Year, if the event is eligible (1st-4, 2nd-3, 3rd-2, 4th-1).
- This format provides participants with a number of games while at the same time producing a clear champion.
- NO player or team should be eliminated from an event with a perfect record (zero losses). Should this occur, the number of play-off teams/players should be expanded to accommodate all those with zero losses.



Nicholson Mixed Pairs

(1 event) Nicholson Mixed Pairs

- Teams are randomly drawn to play at one of the venues; their 3 opponents and rinks are also pre-drawn.
- Teams play 3 8-end games the first evening.
- Teams qualify for the second evening's sectional play based on their results from the first evening.
e.g., if there are 48 teams, the teams finishing 1-16 are in section 'A', teams 17-32 are in section 'B', and teams 33-48 are in section C..
- Teams play a limited 3 game round robin on the second evening.
- The winner of a section is the team which wins the most games.
- If there is a tie, the winner is the team with the best shot differential.
- If there is still a tie, the winner is the team which won the most ends.
- If there is still a tie, then both teams are declared co-winners.
- The winner of section 'A' is the V&D Champion.

Appendix C – overflow greens

If the V&D championship your club is hosting is so popular that your club can't accommodate all of the entries, you will need to arrange to have some of the play at a second (and perhaps third) venue. Here are a few things to help you look after this situation.

- Don't wait until you have that extra one or two teams/players before approaching another club to serve as an overflow venue. The club may have to discuss the matter at a board meeting, or re-arrange its own schedule. Give them as much time as possible.
- Try to pick a green that is fairly close to your own club. People entered expecting to travel to your club and it's fairest that their travel not be suddenly and dramatically changed.
- Arrange who will be your contact and overseer at each overflow club. That person's duties will include:
 - Collecting any entry fees owing.
 - Welcoming the players on the first night as well as conducting the draw, informing the players of any special conditions of play, introducing the umpire. For events being run over a number of days, this contact person will also tell the players if, when and where they will be playing on subsequent days/evenings.
 - When the play at an overflow club has been completed, the contact person will phone in the results to the 'main' club.
- Arrange to have a copy of the draw available at all participating clubs.
- Contact the V&D Umpire Coordinator to let them know that there is a need for extra umpires.
- When you do the draw, it is best to just draw for which teams/players will be at which greens. When the players arrive at their venue for their first game, they can draw for opponent(s).



Limited 4 Game Round Robin Draw

| TEAM | RINKS | | | | GAMES | | | | TOTAL |
|------|--------|--------|--------|--------|--------|--------|--------|--------|-------|
| | game 1 | game 2 | game 3 | game 4 | game 1 | game 2 | game 3 | game 4 | |
| 1) | 1 | 5 | 2 | 8 | / | / | / | / | / |
| 2) | 1 | 6 | 7 | 4 | / | / | / | / | / |
| 3) | 2 | 7 | 1 | 3 | / | / | / | / | / |
| 4) | 2 | 5 | 4 | 6 | / | / | / | / | / |
| 5) | 3 | 8 | 5 | 7 | / | / | / | / | / |
| 6) | 3 | 6 | 8 | 5 | / | / | / | / | / |
| 7) | 4 | 1 | 6 | 7 | / | / | / | / | / |
| 8) | 4 | 7 | 3 | 2 | / | / | / | / | / |
| 9) | 5 | 2 | 6 | 3 | / | / | / | / | / |
| 10) | 5 | 8 | 2 | 1 | / | / | / | / | / |
| 11) | 6 | 3 | 5 | 4 | / | / | / | / | / |
| 12) | 6 | 1 | 3 | 8 | / | / | / | / | / |
| 13) | 7 | 2 | 1 | 6 | / | / | / | / | / |
| 14) | 7 | 4 | 8 | 1 | / | / | / | / | / |
| 15) | 8 | 4 | 7 | 5 | / | / | / | / | / |
| 16) | 8 | 3 | 4 | 2 | / | / | / | / | / |

Scoring: win = 3 points; tie = 1 point; loss = 0 points

Shots: count margin of victory (+ shots) or margin of defeat (- shots)

Final placing determined by:

- 1.) Game points 2.) Shots up 3.) Ends won

In the unlikely event that there is still a tie for first place, the tie-breakers are as follows:

- When the limited round robin is a qualifying round and the tie-breaker does NOT eliminate a player/team (e.g., 2 players tied for 3rd – both advance, but placing determines play-off matches), a coin toss can be used to break a tie.
- When the limited round robin is a qualifying round and the tie-breaker DOES eliminate a player/team (e.g., 2 players tied for the final play-off spot), or if the event is one-day event and the tie-breaker determines the champion, the tied teams should play a short tie-breaker game (7 shots in singles; 3 ends in team events).

At no point should a player/team be eliminated or a Championship be lost by an undefeated team. In such a circumstance, a short play-off match should be played.



A and B Flights
(sample with 12 entries)

“B” Flight (consolation)

“A” Flight (championship)

