



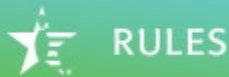
TOURNAMENT FLYER

A Future FOR
THE Sport

February 2023

[Playing Rules](#)

[Tournament Manager's Manual](#)



How Do I Handle a Protest or Disqualification?

Rule 329 requires protests and appeals to be filed in writing and within 72 hours of the infraction or prior to the payment of prizes (whichever occurs first). When presented with a written protest of appeal, tournament management is required to make the initial decision. The decision of tournament management can then be appealed to USBC.

If your situation will result in the disqualification of an entrant, you must provide WRITTEN notice of the disqualification to the player (or the team captain) stating the reason for the disqualification and giving them notice of their right to appeal the disqualification to USBC. Payments of affected prizes must be held until notified by USBC that no timely appeals have been received.

USBC has a guide to assist you in the processing of protests amount should match the dollar amount in your SMART account, if applicable.

[**DOWNLOAD THE PROTEST GUIDE**](#)

Tournament Financial Reports

USBC [Rule 309a and 309b](#) requires information to be submitted to USBC headquarters after completion of a tournament. The information is collected electronically through the online tournament certification portal. Please remember to submit your financial report within 30 days of the end of the tournament. For tournament cancellations, enter zeroes in the required fields and "canceled" in the note field. A recent update to the OTC Financial Statement process will provide a pop-up form after you click the SUBMIT button, which will allow you to attach your prize list. **Remember, prize lists are to include the NAMES, SCORES and AMOUNTS won by each individual who cashed in your tournament.**

When filling out the Financial Report, be sure to enter any scholarship winnings. This would include what was paid out in scholarships, such as sponsor money or additional funds added. The dollar amount should match the dollar amount in your SMART account, if applicable.

TOURNAMENT CERTIFICATION LOGIN



ATHLETE SAFETY/RVP

Does your tournament have entrants under the age of 18?

If so, Rules [301b](#) and [301c](#) require the tournament manager to be a Registered Volunteer.

An area where there seems to be some confusion is the RVP requirements for an adult SINGLES competition that may accept entries from USBC Youth members who are under the age of 18. Rule 400 allows a USBC Youth member to bowl in an adult SINGLES competition if the tournament accepts them and after they complete a Consent Form in accordance with Rule 13. A copy of the Consent Form can be found [here](#).

As the manager of an Adult tournament, if you choose to accept an entry from a USBC Youth member under the age of 18, your tournament is an Adult/Youth event, and your certification application must be corrected to reflect this through the Online Tournament Certification portal. Rule 301c requires you, as the tournament manager, to be a Registered Volunteer. If you currently are not a Registered Volunteer, you cannot accept entries from USBC Youth members under the age of 18. If you do, it could be cause for a complaint to be filed with USBC, which may result in disciplinary action.

Registered Volunteer Program (RVP)

The Registered Volunteer Program is designed to create awareness about emotional, physical and sexual abuse through education and prevention policies.

All tournament managers must be RVP compliant if they are operating an Adult/Youth or a Youth tournament. These consist of any tournament in which a minor (17 years of age or younger) is allowed to participate.

RVP Resources

The online resources have been updated to help you through the Registered Volunteer Program. You can find the following on [BOWL.com/RVP](#):

- RVP Handbook
- Code of Conduct
- RVP Policies
- Frequently Asked Questions

To manage your RVP status, you can create an account or log into your community page on [BOWL.com](#). Once signed into your account, click on "My USBC" in the upper right-hand corner. Using the drop-down menu, select "Athlete Safety" to load a secondary page where you can view your current status for USBC membership, U.S. Center for SafeSport Training and NCSI background screening. If action is needed on your part, the link will be either yellow or red.

If you still have questions, please email: RVP@bowl.com.

ATHLETE SAFETY/RVP HANDBOOK

BECOME A REGISTERED VOLUNTEER