

APA of New York City Bylaws



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Regards to all APA members:

We would like to welcome you and your team to the American Poolplayers Association.

The contents of this manual are the New York City (Manhattan) Local Bylaws to the Official Team Manual (OTM). All rules defined in this manual are to be considered official and enforceable within the APA NYC Pool League system. Please read your copies of the manual and the bylaws at least twice per session to stay familiar with them.

All members of the League should be completely familiar with the APA Official Team Manual and these Local Bylaws. Members should be able to produce the rulebook (either a hard copy or digital version) or the bylaws during a match and point to a rule when asked for an interpretation of a rule. Thorough knowledge of all the game rules and regulations will result in winning more games and matches and having a better time playing in this League.

Thank You and Good Luck!

AMERICAN POOLPLAYERS ASSOCIATION, NYC

1. **Communication with the Local League Office** – All correspondence to the League Operator should be submitted by email to nycpool@aol.com. Email is the best way to communicate with the Local League Office. You also have a Division Representative (DR) to consult if you have minor League matters to discuss. You may also call the Local League Office at (201) 569-2602, weekdays up to 7:00 PM.

Additionally, the APA of NYC maintains a website at the domain www.poolplaying.com. You can access this website at any time for information on rules, procedures and League news.

2. **Division Representatives (DR)** – Each division has a representative assigned to it for the purpose of providing immediate assistance to teams in need of having a dispute or rules issue resolved. Contact your DR when a problem arises and get things settled before they get out of hand. The DR will also be offering help with general issues, singles qualifiers and tournaments as time permits. Contact info will be posted on the scoresheets..
3. **Scoresheet Delivery System** –We are using the APA **Online Member Services** for the creation of new scoresheets each week.

Each week, every Team Captain or team member must download the team's scoresheet for that week, after the Local League Office posts match data from the previous week. After the match has been played and the scoresheets are filled out, the Team Captain needs to email a pdf version of a scanned copy of the scoresheet to this address - sheetsnycpool@aol.com within 24 hours following the match.

Scoresheets must be filled out **neatly and clearly**. A clear **scan** is required for proper transmission. Scoresheets should be emailed to the Local League Office the day following the match.

Each Team Captain needs to keep all the original scoresheets for the entire session and turn them in if required by the League Operator.

4. **Weekly Fees** – Weekly fees are \$50.00 per team (with or without forfeits) for each week including post session weeks played. Have your players pay their dues each week before they play, or before the session begins.

The full \$50 is due even if your opponents “no-show” or forfeit one or more individual matches. Exception: no fees are paid for “League Scheduled Byes”.

Each team will receive a statement of fees early in the session and will be required to stay current.

5. **Bad Checks** – Returned checks will incur a \$25.00 penalty charge.
6. **Team Registration for Each Session** –. Each current team will receive an email at the end of each session asking for the team to register for the upcoming session. The team must reply with a positive registration to be included in the upcoming session
7. **Paying for Memberships** – Refer to **Every Player Must Be A Current Member** in the General Rules section of the Official Team Manual. When a new player (or returning player) plays their first match, their membership fee must be paid that same week (if not before). Additionally, once a player is added to a team, they may not be removed to make room for someone else. Make your changes once and that’s it.
8. **Returning Players** – It is the team's responsibility to find out a returning player’s (or a transfer player from another area) skill level before that person plays again. If any player plays at a skill level lower than his last skill level, then that player’s match will be forfeited.
9. **Adding a New Team to a “Bye” Division** – The League Operator may add a team to a division with a bye at any time during the first 4 weeks of a session. The new team will be issued a “standard” average of 8 for each week the team has missed.
10. **Drop Out Teams** – If a team drops out or is removed from a division, the League Operator may replace that team with another within two weeks. If no replacement is found, then all teams scheduled to play the dropout team will be given 8 points.

A member of a dropout team may not rejoin the League at any time without paying their share of the dues still owed, and may be required to pay for future matches in advance.
11. **End of Session Play-Off Eligibility** – To be eligible for the Wild Card Draw, to be chosen for the last Playoff spot, your team must finish the session with a zero balance and must not have forfeited more than 5 points. Furthermore, it must have completed the session with an upstanding record of sportsmanship.
For Playoff Structure please see the Official Team Manual.
12. **Forfeits** – If a team fails to show for a night’s match, the opposing team will receive ten (10) points. Individual match forfeits are worth two (2) points each.
13. **Protests** – Refer to **Protests and Disputes in the General Rules section** of the Official Team Manual. You must try to settle your disputes right away. If your dispute cannot be solved by an outside party, try calling your Division Representative for immediate advice.
14. **Complaints** – If you have a complaint about a League member or League team, you must submit that complaint in writing to the League Operator using either the Complaint Review Form which is available on the website, or by letter or email. Your complaint will be handled as described below under Board of Governors.
15. **Board of Governors** – The Board of Governors (BOG) is a committee chosen by the League Operator (LO) that exists mainly to settle disputes and protests after the fact. Valid and responsible complaints will be forwarded at the discretion of the LO to the BOG for review and a recommendation of action. In most cases, the LO will follow the BOG’s recommendation.

16. **Tie Breakers** – Refer to **Tie-Breaking Procedures** under Session Playoffs in the General Rules section of the Official Team Manual. In the event that two teams are tied who did not play each other during the regular session schedule, the winner of the tie will be the team that won the most points during the last four (4) weeks of the session. If a tie still exists, the previous four (4) weeks will be compared, and so on until a winner is determined.

17. **Trophies and Awards** – A team that wins a divisional playoff and championship will receive a team plaque for their Host Location and eight individual plaques at an awards ceremony following each session.

MVP awards for each division will be awarded to individuals for the most performance points earned in the session. Awards nights will be approximately 3-4 weeks after each tri-annual.

18. **Tri-Annual Cup** – This is a qualifier for the City Championship (World Qualifier) held usually 2-3 weeks following the end of each session. Each division-winning team goes to this event to play down to the 4 teams that will advance each session to the annual June City Championship.

19. **City Championship** – The second or third weekend of June is host to our championship qualifying tournament called the NYC City Championship (World Qualifier). Here we have all the Tri-Annual winners compete for the number of slots to the World Pool Championship given to our League by the National Office. If you win a Tri-Annual Cup slot during the Summer or Fall session, keep the following in mind:

Qualified teams adding a new player in the Spring Session. Teams qualified for the World Qualifier may add new players until the 4th week of Spring Session. After that, no exceptions until the team is willing to give up their qualification. Players added in Spring must have a record with 20 scores and their additions to a roster must first be approved by the League Operator.

Remaining eligible for the City Championship. Ineligible players will be removed from your Higher Level Tournament roster prior to the World Qualifier and will not be allowed to count for 23-Rule purposes. To remain eligible after winning a Tri-Annual qualifier, a qualified team must maintain a positive winning record throughout the remaining sessions in which it plays, and each member must play a minimum of 4 matches in each of those sessions.

Refer to **World Pool Championships** in the Tournament Information and Rules section of the Official Team Manual for all eligibility requirements.

20. **Replacement Official Team Manuals (OTM) and APA Membership Cards** – Official Team Manuals may be ordered for replacement at a cost of \$1.50 each; the OTM is also available for free in digital form at poolplayers.com and on the Member Services App. Your APA Membership card is also available for free on the APA Member Services App. Please keep your materials in a safe place, and keep them handy for use during the matches.

21. **Sportsmanship** – All members of the League are expected to maintain the highest level of sportsmanship at all times during all APA Pool League events. Those who continually show bad sportsmanship and those who repeatedly get into arguments will be suspended, and may be asked to leave the League. Elements of bad sportsmanship that are particularly frowned upon are sharking, illegal coaching, claiming good hits when shots were clearly hit badly, and failure to mark innings and safeties correctly.
22. **Coaching** – Refer to Coaching in the General Rules section of the Official Team Manual. A coach may approach the playing area only after the player or the coach has called a “time-out”. The opposing player and coach may also confer during this time. Coaches may direct players as to where and how to hit a ball or proceed with the game. Coaches may place the cue ball for the shooter during a ball-in-hand situation, but may not physically mark the table in any way to aid the delivery of a shot.

No one except for the shooters may circle the pool table to examine the game unless a formal time-out has been called. Coaching periods and time between shots must be limited to 1 minute and slow teams may face point deduction penalties.

A shooter may ask his team for a rule clarification without using up a time-out. The shooter must alert the opposing team of the rule question. A team may not offer a rule clarification to a shooter unless the shooter asks.

Finally, only English may be spoken out loud to a shooter while he is shooting. However, if a time-out has been called, then the coach and shooter may converse in any language.

23. **Defensive Shots** – Refer to **Make Sure You Keep Score Properly** in the General Rules section and in the Glossary of the Official Team Manual. Prior to shooting a safety shot a shooter should announce the intention of shooting a safety for the scorekeepers to record. Scorekeepers, however, should mark obvious safeties whether they were called or not. Virtually all matches are played with some safeties and all scoresheets returned for input should have safeties marked. Teams that consistently return scoresheets that have no safeties marked may be suspected of handicap manipulation.
24. **Keeping Score** – Refer to **Make Sure You Keep Score Properly** in the General Rules section and How To Use Scoresheets And Score Matches section of the Official Team Manual. Scorekeeping should be done exactly as described in the Official Team Manual and scoresheets should be filled out **NEATLY** and **COMPLETELY**. Make sure the total innings boxes are filled, the scores are properly marked, and that the points are correct before signing the scoresheets. Mark all Defensive Shots and don't worry if your and your opponent's scoresheets don't match.
25. **Outside Interference** – It is not considered a foul if a shooter is accidentally bumped by a nonteam-member and it causes the cue ball to be accidentally moved. All moved balls should be returned to their original positions. If a shooter is bumped by his own teammate and the cue ball is moved, it is a foul and moved balls should be returned to their original positions and the opponent will shoot with ball-in-hand.
26. **Double Hits** – Refer to **Double-Hit** under Fouls in the Game Rules section and in the Glossary of the Official Team Manual.
27. **Team Roster** – Strategy decisions must be made based on the information on the scoresheet only and players should be put up with the expectation that any of the listed opposition may be put up in return. *Deliberate lying about your roster to gain an advantage is unacceptable.* Teams are not required to, but should divulge before the start of the match who is there and who is not showing up. A new player being added to a roster

and playing for the first time must be announced before the first match begins.

28. **Close Hits** – Refer to **Close Hits** in the Game Rules section of the Official Team Manual.
29. **Disputes** – Disputes that arise must be settled quietly and quickly. It is up to the participating players and the Team Captains only to settle disputes. Mass disruptions are unacceptable at all times, and people who repeatedly disrupt matches will be asked to leave the League.
30. **Starting Time** – Starting time is always on the hour marked on your scoresheet, not 15-30 minutes later. Late starts, until 15 past the hour, are only allowed when a team is late and there is one player ready to play. If no one is ready to play by 15 minutes past the hour, then a team forfeit should be called.
31. **Practice Time** – Both the home and visiting teams are to each be provided with 15 minutes of practice time. The home team has the table ½ hour before the scheduled starting time and the visiting team gets the table for the 15 minutes before starting time. Please advise your home location managers of this requirement. Home teams that do not comply will receive penalties. An away team that arrives late however, after its scheduled practice time, will forfeit its practice time.
32. **Bridge Unavailable** – If there is no bridge available in the Host Location, the shooter must still keep at least one foot on the floor while executing a shot.
33. **Host Location Closed** – If a Host Location is temporarily closed or without power on match night, then the teams involved should play at the away team's Host Location, or if not available, at some other Host Location on which they can agree and get the owner's permission. Try to play the match that night to avoid a make-up match.
34. **Inclement Weather** – Rain, snow, etc. may hinder a team's ability to travel. Home teams must allow extra time for away teams to arrive and away teams should inform home teams if there will be any delays. As soon as one person from each team is there and ready to play and the start time has passed, the first match should begin.
35. **Playing Surface** – The bed of the table is the playing surface. A ball that leaves the bed and returns to it is still considered to be in play, even if it rolls on a rail or hits the lighting fixture, as long as it returns to the table without touching anything that is not part of the pool table equipment.
36. **Make-up Matches** – Makeup matches must be made up within 2 weeks of the scheduled date of play. Additionally, make-up matches must be completed at least 2 weeks prior to the last week of the regular session schedule. No match can be made up during the final 2 weeks of the regular session without permission from the League Operator.
37. **Table Time** – Teams must split the cost of each game.
38. **City Championship Teams** – Teams qualified for City Championships must play in Summer Session. Teams that win at the City Championships must accept their eligible slot to the World Pool Championship and use their travel assistance award to attend the World Pool Championship.