

## LEAGUE SECRETARY INSTRUCTIONS FOR PROCESSING MEMBERSHIP LISTS

Below are the membership options your league bowlers will have for the 2023-2024 bowling season:

### TOURNAMENT MEMBERSHIP – \$54.00

The tournament membership includes all services and benefits now offered, plus your membership fees and one (1) tournament entry fee for the ***High-Low Doubles, Holiday Classic and Triples Tournament***, a savings of \$3.00 per member. The tournament membership will be payable by the High-Low Doubles entry deadline of **OCTOBER 29, 2023**

### REGULAR MEMBERSHIP – \$20.00

The regular membership includes all services and benefits now offered, but **all tournament entry fees for the High-Low Doubles, Holiday Classic and Triples Tournament are extra.**

### SENIOR/SOO/BLIND MEMBERSHIP – \$7.00

The Senior/SOO (Special Olympics Ontario)/Blind membership, exclusive to those leagues only, includes all services and benefits now offered, but **all tournament entry fees for the High-Low Doubles, Holiday Classic and Triples Tournament are extra.**

A senior league will be recognized where **all league bowlers (100%) are 50 years of age and over** as of December 31<sup>st</sup> of the current bowling season.

### YBC (Under 18) MEMBERSHIP – \$7.00

The YBC (Under 18) membership is for any YBC bowler under the age of 18 who wants to become a member of an adult league. **Please Note: These bowlers are not eligible for any tournaments.**

### YBC SENIOR BOWLER GRADUATES

Any YBC graduates who join your league, in their first year of eligibility, will receive a **FREE TOURNAMENT MEMBERSHIP.**

### MEMBERSHIP PROCEDURES

Upon receipt of your league membership list and membership application forms from the Zone or Decentralized Association Membership Chair, the League Secretary shall follow the instructions as outlined below:

- Members who no longer bowl in your league should be marked off by a **BOLD LINE** through that member's name.
- **Each person seeking membership must fully complete a Membership Application Form.** (The information captured on this form is in compliance with the Ontario Governments request for us to report participant information.)
  - Important to note there is an optional self-identifying section on the form due to the Government asking for statistics in 6 areas (New Canadians, Women or girl, Athlete with disability, Indigenous person, LGBTQ or Children of low-income family). We explained that we are an all-inclusive association and had no data, however they will be asking about our endeavors to collect this information in our next government submission.
  - The section at the bottom of the form is compliant with the [Personal Information Protection and Electronic Documents Act \(PIPEDA\)](#). You will also see a difference in what information is available with regards to our online Average Book. **OVER →**

**Note – Failure to complete the Membership Application Form completely will result in the bowler’s request for membership to be rejected. Therefore, the bowler will not be eligible for services or tournaments until a fully completed form is received, reviewed and accepted.**

- Returning and new bowlers to your league who have indicated on their Membership Application Form that they are bowling in any other league(s) in your Zone or Decentralized Association should be registered and marked as a **“DUPLICATE”** member in the appropriate league(s).

**PLEASE NOTE:** The Duplicate Membership Policy states;” If a bowler is bowling in two (2) or more leagues in the same Zone Association, **PLEASE** make sure they are registered in one (1) of their leagues and marked as a duplicate in any other league(s) in the same Zone Association. This would also apply for anyone bowling in two (2) or more leagues in Decentralized Association’s within the same Zone”

However, if a bowler is bowling in a league in a different Zone, that bowler must be registered separately in each Zone or Decentralized Association.

**Example:** A member bowls in an Ottawa Valley League and they also bowl at Merivale and/or at Orleans and without having to pay an extra membership fee they would be considered a duplicate in those associations from our standpoint. **The bowler would decide which League they have their primary membership.**

- Any **“NEW”** bowler(s) joining your league should be added to the **New Members List (new league members only)** we have provided.
- On your league membership list, please register **all league bowlers** by marking a **“T”** for **TOURNAMENT**, **“R”** for **REGULAR**, **“S”** for **SENIOR, SOO/BLIND LEAGUES ONLY** or **YBC (Under 18)** in the membership category column as per your league’s choice.
- Any **YBC GRADUATES** should be indicated on the **New Members List (new league members only)** by marking **“GRAD”** in the **“YBC GRAD”** column.
- In the gender column provided on your membership list please register **all league bowlers** by marking either an **“M”** for **MALE** or **“F”** for **FEMALE**.

We ask that you either **PRINT** or **TYPE** all information making sure it is legible to read. This will help avoid any unnecessary spelling errors. If you are in doubt as to the spelling of a bowler’s name in your league, please check with them first before you submit your League Membership Registration List.

After you have completed your league membership list and have the corresponding Membership Application Forms; please forward them **IMMEDIATELY** to your Zone or Decentralized Association Membership Chair. They will ensure all of the forms are complete. They will return any forms that are missing information or forward them to the person responsible for data entry who in turn will forward the information via email to [incentive@o5pba.ca](mailto:incentive@o5pba.ca) .

**Please Note: ONLY NEW REGISTERED MEMBERS will receive a C5 Registration number and card. The registration numbers are being generated by the Canadian 5 Pin Bowlers’ Association.**

If you have any questions regarding any of the above, please do not hesitate to contact your Local Zone or Decentralized Association Membership Chair.