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September 14, 2012

TO: ALL ZONE AND DC ASSOCIATION PRESIDENTS

SUBJECT: 2012-2013 O5PBA INCENTIVE PROGRAM

Dear President:

In an effort to minimize the amount of paper received by the Provincial Office, the 2012-2013 Incentive Program has been reviewed and re-worked from the ground up. This new Program will be a guideline for upcoming seasons, which will result in almost all submissions to the office being submitted electronically.

Enclosed please find the complete incentive package for your Association, which includes a master copy of all report forms for the various chairs and a summary of the Incentive Program for the 2012-2013 bowling season. The Incentive Program will also be posted on our web-site www.o5pba.ca/forms.

It is your responsibility to ensure that the report forms and incentive program criteria are distributed to all your chairs so that they are aware of how the incentive points will be awarded this year.

The 2012-2013 Incentive Program will run for the period:

OCTOBER 1, 2012 through to **APRIL 30, 2013 (UNLESS OTHERWISE STATED).**
PLEASE TAKE THE TIME TO REVIEW THE MATERIAL CAREFULLY.

The O5 Office will still be accepting paper submissions this season, but we strongly encourage each Association to attempt submitting their documentation electronically in an effort to familiarize themselves with the process. In order to further reduce **unnecessary paper** coming into the Provincial Office, all Associations are requested to ensure that only the **forms or information requested** under each category is the only paperwork that is sent into the office.

For example, do not send in the following:

- a. Handwritten chair reports. These should be summarized in your monthly minutes.
- b. Bowler of the Month, etc.

The Finalists for the 2012-2013 Incentive Program will be selected based on the published requirements set aside for each chair. Please refer to the incentive description for each category. A total of five (5) finalists in each category will be selected.

WHEN CALCULATING THE POINTS FOR THE ZONE AND DC ASSOCIATION OF THE YEAR, ALL POINTS FROM ALL INCENTIVE CHAIRS WILL BE ADDED TO THE POINTS ACCUMULATED UNDER THE ASSOCIATION POINTS. THE WINNER WILL BE CHOSEN BY THE MOST POINTS GENERATED.

As always, the O5 Provincial Office thanks you for all of your efforts in submitting the necessary paperwork in a timely manner, and we look forward to moving forward with the new system in years to come.

Any constructive feedback on the incentive program is always welcomed and should be submitted by email to the undersigned for consideration by the Office and the Incentive Committee.

Yours truly,

Neil Anderson

Neil Anderson

Chair, Incentive Committee

Enclosure: 2012-2013 O5PBA Incentive Program Package

“WISHING EVERYONE GOOD LUCK FOR THE 2012-2013 SEASON”