ETBF Tournament Application

Please read the guidelines before you are filling in the application

All guidelines are presented at the pages below the tables

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| **Tournament status** | |
| Tournament name |  |
| EBT status |  |
| ETBF Tournament | Yes |
| World Bowling Tournament |  |
| Tournament website |  |

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| **Other Tournament Series** | |
| Name of the series |  |
| Period of the series |  |
| Stop number in the series |  |
| Website of the series |  |
| Source of rules of the series |  |

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| **Tournament information** | |
| Tournament organizer |  |
| Centre |  |
| City |  |
| Federation |  |
| First day |  |
| Last day |  |

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| **Tournament delimitations** | |
| Category |  |
| Event |  |
| Women handicap |  |
| Max women scratch game |  |
| Other kind of handicaps |  |

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| **Tournament contact** | |
| Contact person |  |
| Mobile |  |
| Email |  |
| Registration |  |

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| **Centre address** | |
| Address |  |
| Phone |  |
| Email |  |
| Website |  |

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| **Centre specifications** | |
| Number of lanes |  |
| Approaches |  |
| Surfaces |  |
| Pin decks |  |
| Pin setters |  |
| Pins |  |
| Score system |  |

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| **Dressing specifications** | |
| Oil machine |  |
| Oil |  |
| Cleaner |  |
| Pattern prepared by |  |
| Dressing done by |  |

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| **Prize money specifications** | |
| Prize fund status |  |
| Calculation method |  |
| Tax on prizes |  |
| Tax rules |  |

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| **Prize money expressed in €** | |
| **Position** | **Category** |
| Position 1 |  |
| Position 2 |  |
| Position 3 |  |
| Position 4 |  |
| Position 5 |  |
| Position 6 |  |
| Position 7 |  |
| Position 8 |  |
| Position 9 |  |
| Position 10 |  |
| Position 11 |  |
| Position 12 |  |
| **Total** |  |

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| **Tournament format** |
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| **Tournament tie rules** |
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| **Lane assignments and lane movements** | |
| Lane draws |  |
| Athletes per pair in squads |  |
| Frequency of movement |  |
| Movement method |  |
| Number of lanes to move |  |

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| **Booking policies** | |
| Booking restriction before |  |
| Booking restriction during |  |
| Total number of bookings |  |
| Booking cancellations |  |
| Registration deadline |  |

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| **Qualification squads and fees in €** | | | | | | |
| **Squad** | **Day** | **Date** | **Time** | **Spots** | **Entry fee** | **Re-entry** |
| Squad 01 |  |  |  |  |  |  |
| Squad 02 |  |  |  |  |  |  |
| Squad 03 |  |  |  |  |  |  |
| Squad 04 |  |  |  |  |  |  |
| Squad 05 |  |  |  |  |  |  |
| Squad 06 |  |  |  |  |  |  |
| Squad 07 |  |  |  |  |  |  |
| Squad 08 |  |  |  |  |  |  |
| Squad 09 |  |  |  |  |  |  |
| Squad 10 |  |  |  |  |  |  |
| Squad 11 |  |  |  |  |  |  |
| Squad 12 |  |  |  |  |  |  |
| Squad 13 |  |  |  |  |  |  |
| Squad 14 |  |  |  |  |  |  |
| Squad 15 |  |  |  |  |  |  |
| Squad 16 |  |  |  |  |  |  |
| Squad 17 |  |  |  |  |  |  |
| Squad 18 |  |  |  |  |  |  |
| Squad 19 |  |  |  |  |  |  |
| Squad 20 |  |  |  |  |  |  |
| Squad 21 |  |  |  |  |  |  |
| Squad 22 |  |  |  |  |  |  |
| Squad 23 |  |  |  |  |  |  |
| Squad 24 |  |  |  |  |  |  |
| Desperado |  |  |  |  |  |  |
| Turbo |  |  |  |  |  |  |

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| **Schedule for the final steps** |
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| **Hotels provided by the organizer** |
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| **Other information** |
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**General guidelines for the Tournament Application**

The filled in application must be emailed to Kim Thorsgaard Jensen at the email address [ktj@etbf.eu](mailto:ktj@etbf.eu). Only applications received by email will be accepted.

Please use a combination of capital letters and small letters and not capital letters only. This combination is the standard for [www.etbf.eu](http://www.etbf.eu).

Please write in English, since the language of [www.etbf.eu](http://www.etbf.eu) is English only.

**Guidelines for the group: Tournament status**

Tournament name

The field must be filled in with the name of the tournament.

EBT status

The field is only for tournaments adopted in the European Bowling Tour.

Field format: EBT 20XX-99 / Category

ETBF Tournament

The field is pre-filled with a Yes. If the field “World Bowling Tournament” is either empty or filled in with a No, only athletes from ETBF member federations can participate in the tournament and not athletes from any other zone.

World Bowling Tournament

If you want the tournament to be open for athletes from other zones than ETBF, then the field must be filled in with a Yes.

Tournament website

One or more website addresses can be inserted.

Field format: [www.tournament.eu](http://www.tournament.eu)

**Guidelines for the group: Other Tournament Series**

Name of the series

The field must be filled in with the name of the series.

Period of the series

The field must be filled in with the period of the series, typically a season or a calendar year.

Stop number in the series

The field must be filled with a two digit number, for instance 01 or 07 etc.

Website of the series

One website addresses can be inserted.

Field format: [www.tournament.eu](http://www.tournament.eu)

Source of rules of the series

One website addresses can be inserted.

Field format: [www.tournament.eu](http://www.tournament.eu)

**Guidelines for the group: Tournament information**

Tournament organizer

The field must be filled in, either with the name of the tournament organizer or the organization hosting the tournament.

Centre

The field must be filled in with the name of the centre, in which the tournament is conducted.

City

The field must be filled in with the name of the city, where the tournament takes place.

Federation

The field must be filled in with the name of the Federation, where the tournament takes place.

First day

The field must be filled in with the first day of the tournament.

Field format: 12 January 2017

Last day

The field must be filled in with the last day of the tournament.

Field format: 19 January 2017

**Guidelines for the group: Tournament delimitations**

Category

The field must be filled in, either with “Open” or with “Invitational”, if the tournament is limited to certain groups of athletes.

Event

The field can include one or more events.

Field format 1: Singles Mixed

Field format 2: Singles Women / Singles Men / Doubles Mixed

Women handicap

If women and men are playing in a mixed division, then the field can be filled in with an eventual handicap per game.

Field format; X pins per game

Max women scratch game

This field is only valid if a handicap for women is applicable in the tournament. The field must then be filled with for instance 300 or less, if the organizer reduces the maximum of women scratch games, for instance to 292 if the handicap is 8.

Other kind of handicaps

If other kind of handicaps, than handicaps for women exists, then the field must be filled in with the size of the handicaps and to whom they are given.

**Guidelines for the group: Tournament contact**

Contact person

The field must be filled in with the name of at least one contact person.

Mobile

The field must be filled in with the mobile number of at least one contact person.

Field format: +99 999 999 999

Email

The field must be filled in with the email address of at least one contact person.

Field format: [name@organizer.eu](mailto:name@organizer.eu)

Registration

The field must be filled in with a website address or a text.

**Guidelines for the group: Centre address**

Address

The field must be filled in with the address of the centre, where the tournament is held.

Field format: The name of the centre

Address and street number

Postal number and city

Country

Phone

The field must be filled in with the phone number of the centre.

Field format: +99 999 999 999

Email

The field must be filled in with an eventual email address of the centre.

Field format: [name@centre.eu](mailto:name@centre.eu)

Website

The field must be filled in with an eventual website address of the centre.

Field format: [www.centre.eu](http://www.centre.eu)

**Guidelines for the group: Centre specifications**

Number of lanes

The field must be filled in with the number of lanes in the centre.

Approaches

The field must be filled in with the brand and type of the lane approaches.

Surfaces

The field must be filled in with the brand and type of the lane surfaces.

Pin decks

The field must be filled in with the brand and type of the pin decks.

Pin setters

The field must be filled in with the brand and type of the pin setters.

Pins

The field must be filled in with the brand and type of the pins.

Score system

The field must be filled in with the brand and type of the score system.

**Guidelines for the group: Dressing specifications**

Oil machine

The field must be filled in with the brand and type of the oil machine.

Oil

The field must be filled in with the brand and type of the oil.

Cleaner

The field must be filled in with the brand and type of the cleaner.

Pattern prepared by

The field can be filled in with a name, a company or the centre.

Dressing done by

The field can be filled in with a name, a company or the centre.

**Guidelines for the group: Prize money specifications**

Prize fund status

The field can be filled with either “Fixed” or “Conditional”.

Calculation method

If the prize fund status is “Conditional”, this field must include a complete calculation method of the conditional prize fund based on number of athletes, when the number of athletes changes the prize fund etc. If the prize fund status is filled with “Fixed”, the field can be deleted.

Tax on prizes

The field can be filled with either “Yes” or “No”.

Tax rules

If the prizes are taxed, this field must include a complete explanation on how the taxes are calculated and if there are any exceptions etc. If prizes are tax free, the field can be deleted.

**Guidelines for the group: Prize money expressed in €**

Prize money expressed in €

The currency of the prizes is listed as €, but it can be changed to the currency code you prefer.

Position

You can add more positions if needed or extract them to for instance “Position 9-12”.

Category

Fill in the category for the prizes, for instance “Singles Mixed”.

Divide in more columns, if there are more than one category.

**Guidelines for the group: Tournament format**

This field must include a full description of each stage of the tournament; often including a qualification and a number of final steps.

Each step explanation must as a minimum include:

The number of games in the step

The number of athletes to continue to the next step

If the pin fall is carried forward to the next step

How not qualified athletes and losers of a stage or a matches will be ranked

**Guidelines for the group: Tournament tie rules**

Tie rules for all steps in the tournament must be specified, such as:

The qualification

The desperado squad

The Turbo

Various final steps with pin falls

Various final steps with head to head matches

**Guidelines for the group: Lane assignment and lane movements**

Lane draws

We recommend the following text: “By impartial notaries public”.

Athletes per pair in squads

Present the number of athletes per pair of lanes in qualification squads.

Frequency of movement

The field can be filled with for instance: “After each game” or “After each second game”.

Movement method

The field can be filled with for instance: “Left lanes moves left, right lanes moves right”.

Number of lanes to move

The field can be filled with for instance: “Two lanes in small and four lanes in big squads”.

**Guidelines for the group: Booking policies**

Booking restriction before

For a re-entry tournament we recommend the filed to be filled in with “A maximum of three squads can be booked before the tournament starts and maximum two of the bookings can be for squads on Friday and Saturday”.

Booking restriction during

The field can be filled with “Unlimited” or a text indicating a restriction.

Total number of bookings

The field can be filled with “Unlimited” or a text indicating a restriction.

Booking cancellations

Then the text is either “Possible” or “Impossible”. We strongly recommend “Possible” as the most normal and natural for a re-entry tournament.

Registration deadline

The text can either be “none” or “XX minutes before”, where XX can be maximum 30.

**Guidelines for the group: Qualification squads and fees in €**

Qualification squads and fees in €

The currency of the fees is listed as €, but it can be changed to the currency code you prefer.

Squad

The squad numbers are pre-filled. You can remove lines with not used squad numbers or add more lines if more squads are in use.

Day

For each squad, insert the day.

Field format: Monday, Tuesday etc.

Date

For each squad, insert the date.

Field format: DD.MM.YYYY

Time

For each squad, insert the time.

Field format: 99.99

Spots

For each squad, insert the number of spots available for the spot.

You are not obligated to provide all lanes in the centre for each squad, so the number of available spots can vary from squad to squad.

Entry Fee

For each squad, insert the entry fee for the squad.

Field format: 999 (no comma, no currency)

Re-entry

For each squad, insert the re-entry fee for the squad.

Field format: 999 (no comma, no currency)

**Guidelines for the group: Schedule for the final steps**

Present a line for each lane maintenance and final step, as follows:

08.00: Lane maintenance

09.00: Final Step 1

11.00: Lane maintenance

12.00: Final step 2.

Etc.

18.00: Award ceremony

**Guidelines for the group: Hotels provided by the organizer**

If it is possible to order accommodation at hotels with agreements with the organizer (either through the organizer or through the hotel directly), the hotels can be listed in this field together with their addresses, contact information and hotel rates etc.

You can eventually limit the field content to be a reference to the tournament website.

**Guidelines for the group: Other information**

The field might be used for any other kind of additional tournament information at your choice. The amount of information must be within reasonable limits.