

Congratulations League Officers!

Your election reflects the trust and confidence of your fellow league members in your leadership abilities.

Each of you has various duties. USBC provides you with the following resources to keep your league running smoothly:

- ★ USBC Playing Rules and Commonly Asked Questions book.
 - An on-line version is found on BOWL.com/rulebook.
 - · Officer duties are listed in Rule
 - 102c for the president
 - 102e for the secretary
 - 102f for the treasurer
- ★ The Rules page of BOWL.com is designed to assist you in everything from league rules, prize lists and handling protests, to conducting meetings and elections, and more.

The USBC maintains a policy of Bonding/Burglary and Holdup Insurance for league officers of certified leagues. See the Bonding Chapter of the USBC Playing Rules and Commonly Asked Questions for full details.

League finances are an important responsibility of all officers. Follow the procedures below to comply with USBC Rules and Bonding requirements:

- ★ The league must have an account in the name of the league in a federally insured institution or in-center banking. Account statements must be sent to the President.
- ★ Two league officers must sign for withdrawals and must be a minimum of 18 years of age.

- ★ Two members of an immediate family cannot serve as president and treasurer or secretary-treasurer; or vice president and treasurer or secretary-treasurer of the same league or co-sign for withdrawals from a league account. Immediate family members are mothers, daughters, sisters, wives, husbands, sons, brothers, fathers, stepsisters, stepbrothers, stepmothers, stepfathers and in-laws.
- ★ To protect league funds, get an Employer Identification Number (EIN) and keep the information updated when league officers change.
 - Go to www.IRS.gov to complete the SS-4 form.
 - Under tools, click on "Apply for an Employer Identification Number (EIN) Online."
 - Do not check Nonprofit; check "View Additional Types, Including Tax-Exempt and Governmental Organizations."
 - Check "Sports Teams (community)."
 - The program will direct you through the next steps and assign a number.
- ★ League funds must be deposited within 7 days of receipt by a league officer.
- ★ The league president MUST
 - Verify the league account monthly.
 - Ensure the account statement is sent to the President.
 - Do the calculations to identify any discrepancies in the league funds. See the form on the reverse side to assist in completing this task.
 - If a loss is discovered, report it immediately to the league board of directors and contact USBC bonding at (800) 514-BOWL, Ext. 8956, or e-mail bonding@bowl.com



Monthly President Verification Worksheet

This form will assist you in determining overages or shortages in the league. We suggest you make copies and use this form to complete the required monthly verifications.

Memberships

ADD ADDITIONAL INCOM	E		Description
*Other fees can be officer salar The following are optional a			be added to the regular income.
from item 1		to date	
1 Week Deposit		# Weeks Bowled	TOTAL REGULAR LEAGUE FEES TO DATE
2	×		
Paid Weekly by Bowle	er		Unless the number of bowlers changes this figure will not change
Prize Fund + Other Fee		# of Bowlers	1 WEEK DEPOSIT
1	×		· · · · · · · · · · · · · · · · · · ·
₩.			
Calculate REGULAR LEAG	GUE FEES		
League funds are usually	over or short due	to absences, arrea	arages and prepayments.
Enter additional me	mbership fees col	lected \$. This is amount due to local association.
			the local association WITHIN 30 DAYS OF RECEIPT.
A delitional manufacture	shine callected my	est be submitted to	a the legal econolistics WITHIN 20 DAVE OF RECEIPT
Enter membership	fees collected \$ _		. This is amount due to local association.
★ League application	and dues MUST I	e sent to the loca	association no more than 30 DAYS after the LEAGUE STARTS.
+ Dusa callected MUI	ST be DEDOSITE) in the league and	ount or a money order purchased WITHIN 7 DAYS of RECEIPT.

If a loss is discovered, contact USBC Headquarters

1-800-514-BOWL, Ext. 8956, or e-mail bonding@bowl.com.

See the Bonding Chapter of the USBC Playing Rules and Commonly Asked Questions.



- This USBC league application packet has been designed to be used by your league only.
- Information on purchasing youth league awards can be found at: http://bowl.com/Youth/Youth_Home/Awards.
- It is important to supply all requested information. If this information is not furnished, USBC cannot process the application and will be required to contact you or the league president, resulting in an unnecessary delay and expenditure of membership dues.
- The instructions for completion of the application are listed below and continued on the reverse side of this page.
 - Use dark ink. Print clearly and legibly.
 - Please press hard. You are making three copies.
 - Copy distribution for your league application, league dues worksheet, application cards and dues are as follows:

Merged Association

* Adult Mixed

Send original application, adult league dues worksheets section, adult application cards and dues to local association.

★ Male only

Send original application, adult league dues worksheets section, adult application cards and dues to local association.

★ Female only

Send original application, adult league dues worksheets section, adult application cards and dues to local association.

★ Youth only

Send original application, youth league dues worksheets section, youth application cards and dues to the Youth Processor (local association or center). If the Youth Processor is the center, one copy of the application is to be provided to the local association.

★ Adult/Youth

Send original application, adult league dues worksheet section, youth league dues worksheet section, all adult and youth application cards and dues to local association. If the Youth Processor is the center, one copy of the application is to be provided to the local association.

Non-merged Associations

* Mixed

Send original application, BA dues worksheet section, adult application cards and dues to BA Association. Send a copy of application, WBA dues worksheets section, adult application cards and dues to WBA Association.

Male only

Send original application, BA dues worksheet section, adult application cards and dues to BA Association.

Female only

Send original application, WBA dues worksheet section, adult application cards and dues to WBA Association.

★ Youth only

Send original application, youth league dues worksheet section, youth application cards and dues to Youth Processor (local association or center). If the Youth Processor is the center, one copy of the application is to be provided to the local association.

* Adult/Youth

Send original application, BA dues worksheet section, adult application cards and dues to BA Association. Send a copy of application, WBA dues worksheet section, adult application cards and dues to WBA Association. Send a copy of application, youth dues worksheet section, youth application cards and dues to Youth Processor (local association or center). If the Youth Processor is the center, one copy of the application is to be provided to the local association.



League Application Instructions

- 1. **BOWLING CENTER:** Enter the name of the bowling center and the city and state in which it is located.
- 2. **LEAGUE NAME:** Enter the complete name of the league.
- 3. **ASSOCIATION NAME:** Enter the name of the local association(s) the league is submitting their league application through.
- 4. **TYPE OF LEAGUE:** Choose one type of league. Note: Adult Basic is a membership type for short-season leagues (16 sessions or less). A new Basic membership is required for each Basic league joined. Membership runs concurrent with the league.
 - 4a. Check each option that applies to your league. (See USBC Rules for the following: Senior-Rule 100h. Travel League-Rule 100e and Managed League-Rule 100j).
- 5. **GAME FORMAT:** Indicate the game format your league uses. (Not to include any special contests held.)
 - Standard American Tenpin game format Used by most leagues, consisting of 10 frames where a player delivers two balls in each of the first nine frames unless a strike is scored. In the 10th frame, a player delivers three balls if a strike or spare is scored. Every frame must be completed by each player bowling in a regular order.
 - Sport American Tenpin game format The same as standard, however, the games are bowled on special lane conditions.
 - Baker/Scotch Doubles format Uses more than one bowler per game.
 - No Tap/3-6-9/Best Ball format Uses alternative scoring.
 - Bumper device generally used in youth leagues for younger bowlers.
 - 5a. Lane Condition: Choose the type of lane conditions that will be used during your league session. Please check all lane conditions that apply.
 - · If bowling on a standard house shot, please choose Red.
 - If bowling on a white, blue or Sport pattern, please check the corresponding box.
 - If bowling on a Sport Bowling pattern, yet the league is not registered as Sport, please check the non-registered Sport condition box.
- 6. **TEAMS:** Enter the number of teams in the league and the number of players on each team.
- SCHEDULE: Enter the date the league begins, ends, the day of the week bowled, the time league bowls, and the number of weeks the league bowls.
 Example: 09-12-14 05-01-15 Friday 7:30 PM 33
- 8. **LEAGUE DUES WORKSHEET:** The pre-printed dues worksheet provided by the local association or the form included with the league application **MUST** be completed and returned with the league application when it is submitted to your local association or youth processor. (For mixed leagues applying through non-merged associations, appropriate dues worksheet must be attached to each league application submitted.)
- 9. **LEAGUE SECRETARY/MANAGER/YOUTH OFFICIAL:** Enter information for League Secretary, Manager (if a managed league) or Youth Official (if a youth league). Include telephone number, area code and complete mailing address.
- 10. **LEAGUE PRESIDENT or YOUTH SUPERVISOR (if a youth league):** Enter information on League President or Youth Supervisor (if a youth league). Include telephone number, area code and complete mailing address.
- 11. Mark if the offices of secretary and treasurer are combined. If NO, complete information for the treasurer.
- 12. **BONDING, BURGLARY AND HOLDUP INSURANCE:** League President **MUST** sign to verify he/she has read and understands the duties and requirements that must be met to qualify for this insurance coverage. **Note:** Estimated total of league funds means the amount of money distributed as prizes, secretary's fees and other expenses of the league (not including lineage).
- 13. Adult Youth Representative: Complete for Youth and/or Adult Youth Leagues only. Enter information for the adult youth representative.

Attention Leagues: New league and membership choices are available. Listed below are the benefits for each USBC membership choice:

USBC Youth Standard Membership

- \$4 National
- Membership Card
- · USBC Recognized average and high scores
- Ability to compete in certified tournaments

3 Upgrade Options:

- Bowlopolis \$3.50
- U12 Junior Gold \$10.00
- U15/U20 Junior Gold \$30.00

USBC Adult Basic Membership

- \$10 (not including state dues) \$7.00 national/\$3.00 local
- · Paid for each Basic league
- · Available to leagues that are 16 sessions or less
- USBC Recognized average and high scores
- · Ability to compete in certified tournaments
- · Membership Welcome Kit
- Electronic Membership Card

United States Bowling Congress League Application Please Print. League Application

Send application and dues to local processor (local association or center) within 30 days of first league session. DO NOT send directly to USBC Headquarters.

. Bowling Center				79457			State
	Name	3	Association Name	City			STREE
. League Name		ა.	Association Name	Adult Merge	d or BA	Youth or WBA	
		40. Check any that apply		5. Game	Format	5a.	Lane Conditions
I. Type of League Adult Adult Mixed Adult Women Adult Wen Adult Men Adult/Youth Mixed Youth Standard	☐ STANDARD ☐ BASIC	4a. Check any that apply ☐ This is a managed League (Se ☐ Scholarship SMART # ☐ Senior League ☐ Travel League		See inst Stand Sport Bake	tructions for explanation dard American Tenpin American Tenpin r /Scotch Doubles up/3-6-9/Best Ball		Check all that apply Red (Standard House Shot) White Blue Sport
☐ Sport ☐ Bumper	☐ Mission Possibl	е		□ Bump	Der		☐ Non-Registered Sp
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. Date Schedule B	egins	Date Schedule Ends	Day of Week E	Bowled	Time Bowled	# Wee	ks League Bowls
(Month / Day / Year)		(Month / Day / Year)					
		8. Required: Attach Co	ompleted dues v by your local associa	vorkshee tion or the a	t to this form. ttached blank form		
9. League Secretar	ry/Manager/You	uth Official ID#				☐ Male	☐ Female
First Name		Middle Initial	Last Nan	18		Jr./Sr./III	
Mailing Address			Apt. #			Primary Pho	ne
City			State		Zip Code	Secondary P	hone
O Langua Brasida	nt/Vouth Cupor	ricor ID#	1#1			☐ Male	☐ Female
O. League Preside	ent/Youth Super	visor ID#	Last Nan			☐ Male	☐ Female
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First Name Mailing Address City E-mail			Last Nan Apt. # State To B 13.	e Complete		Jr./Sr./III Primary Pho Secondary P	ne hone
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ORIGINAL

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Type of League		4a. Check any that apply	5. Gan	ne Format	5a. L	ane Conditions
Adult		☐ This is a managed League (See Rule	100j) See i	nstructions for explanation.		heck all that apply
☐ Adult Mixed	☐ STANDARD	☐ Scholarship SMART #		andard American Tenpin		Red (Standard House Shot)
☐ Adult Women ☐ Adult Men	☐ BASIC	☐ Senior League		ort American Tenpin		White
☐ Adult/Youth Mixed		☐ Travel League		ker /Scotch Doubles		l Blue
Youth Standard	☐ Scholastic			Tap/3-6-9/Best Ball	- 0	Sport
☐ Sport ☐ Bumper	☐ Mission Possible		□ bu	mper		Non-Registered S
Teams Number	er of Teams	Number of Players p	er Team			
Date Schedule B	egins	Date Schedule Ends	Day of Week Bowled	Time Bowled	# Weeks	s League Bowls
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		8. Required: Attach comple				
League Secretar	ry/Manager/Yout				☐ Male	□ Female
First Name		Middle Initial	Last Name		Jr./Sr./III	
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E-mail					,	
	nt/Youth Superv	isor ID#			☐ Male	= ☐ Female
	nt/Youth Superv	isor ID#	Last Name		☐ Male	☐ Female
. League Preside	nt/Youth Superv		Last Name			
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First Name Mailing Address City E-mail Mark here if ID# League Treasurer Fir Mailing Address City League Treasured City League Treasured Estimated total league	f League Secreta rst Name, Initial, Last Na er Primary # ary and Holdup Ineague funds	Middle Initial Ary is also the Treasurer. E-mail Ime, Jr./Sr./III State Zip Code League Treasurer Secondary #	Apt.# To Be Comple 13. Authorize ID# Adult Yout Mailing Ad City Adult Yout The USBC insur	eted by Youth and/or Adu ed Adult Youth Representative h Representative First Name, Initial, I dress h Representative Primary #	Jr./Sr./III Primary Phone Secondary Phone It Youth Leagues We at Local Associa E-mail Last Name, Jr./Sr./III State Adult Youth Representations affords coverage for	ne ation Meetings Zip Code entative Secondary #
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United States Bowling Congress League Application Please Print. League Application # Send application and dues to local processor (local association or center) within 30 days of first league session. DO NOT send directly to USBC Headquarters. 1. Bowling Center Name 3. Association Name

I. RO	wiing Center				578057			24.77
	Nome	Name	2 ^	ssociation Name	City			State
z. Lea	ague Name		J. A	SSOCIALIUM Name	Adult Merged or BA		Youth or WBA	
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i. Tea		r of Teams	Number of Play	ers per Team				
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9. Le		y/Manager/You	8. Required: Attach cor Use pre-printed form provided by th Official ID#	y your local associa	tion or the attached	blank form	☐ Male	☐ Female
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MA0009 3/13



League Dues Worksheet — Side 1

If your local association has not provided a pre-printed dues worksheet, please return this form with the league application.

the dues for different types of membership. Record each application in the matching section. See reverse side for other options. two different forms — USBC Youth and USBC Adult. Your local association has provided you with the forms you need and can answer any questions about Instructions: This form will help you record and summarize USBC memberships in your league. USBC individual membership applications are available in

eague Application #:		League Name:			
3owling Center:					
	Name		City	State	
ssociation Name:					
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	1000	=	0-16	Tatal Cont	

	USBC BA memberships	#		Cost for one		Total Cost
	Standard		×	69	II	S
	Basic		×	\$10	U	69
	Sport		×	GA)	п	€9
	Upgrade to Sport		×	\$15	11	69
	Local only		×	69	tt	49
	State only		×	(A	10	49
	State & Local only		×	€/3	11	S
	Other		×	c/s	11	GP.
	Total members paying dues (Add 1-8)			Total Cost	11	69
	Purchased in another league					
oI	Total members in this league (Add 9-10)					

Total members paying dues (Add 14-27)	Other	Local and WBA state only	Local and BA state only	State only WBA	State only BA	Local only	Upgrade to Sport	Sport (inc. both state dues)	Sport (inc. WBA state dues)	Sport (inc. BA state dues)	Basic	Standard (inc. both state dues)	Standard (inc. WBA state dues)	Standard (inc. BA state dues)	USBC Adult memberships
															#
	×	×	×	×	×	×	×	×	×	×	×	×	×	×	
Total Cost	69	60	SO	69	S	49	\$15	69	49	6/9	\$10	50	(n	€S)	Cost for one
II	11	it	11	li	16	11	H	18	11	11	11	ii	11	11	
en.	co	S	60	69	69	60	€0	G	69	(A)	S	60	€0	69	Total Cost

17 18

14 15 16

20 21 22 22 23 24 25 26 27

28

Total members in this league (Add 28-29)

Purchased in another league

Use the BA worksheet to calculate your leagues dues if: Your local association is not merged and you are currently using Adult USBC membership applications.

USBC Adult worksheet to calculate your leagues dues if: Your local association is merged and serve all Adult leagues; and you are currently using USBC Adult membership applications.

USBC Worksheet Directions

Enter your league information including center and association name. (League application # is found in the upper right corner of the application form.)

Explanation of USBC memberships is found on the back of the individual membership application card.

Enter the number of paid memberships for each category that applies to your league members.

Enter the cost for one in each category. Cost is provided by your local association.

Multiply the number of memberships times the cost for one and enter the total dues in the Total Cost column.

In row 10 or 29, enter the number of members who already have a USBC membership and marked 'None' on their membership application (Purchased in another league or on BOWL com).

Please make your league check payable to your local association for the total amount in row 9 or 28.



League Dues Worksheet — Side 2

If your local association has not provided a pre-printed dues worksheet, please return this form with the league application

the dues for different types of membership. Record each application in the matching section. See reverse side for other options. two different forms — USBC Youth and USBC Adult. Your local association has provided you with the forms you need and can answer any questions about Instructions: This form will help you record and summarize USBC memberships in your league. USBC individual membership applications are available in

JWIING CENTER:					
Name		City			State
ssociation Name:					
USBC WBA memberships	#	Co	Cost for one		Total Cost
Standard		×		ij	69
Basic		× \$10	0	H.	S
Sport		×		11	4
Upgrade to Sport		× \$15	5	11	49
Local only		×		H	co.
State only		×		ij.	S
State & Local only		×		30	S
Other		×		0	8
Total members paying dues (Add 1-8)		oĭ	Total Cost	ì	S
Purchased in another league					
Total members in this league (Add 9-10)					
13 USBC Youth memberships	#	S	Cost for one		Total Cost
14 Youth Standard		× \$ 4	4	ij	SA
Mission Possible		× \$0	0	it	69
16 Bowlopolis Upgrade		× 69	3.50	Ħ	S
17 U12 Junior Gold Upgrade		× \$ 10	10		69
18 U15/U20 Junior Gold Upgrade		× \$ 30	30	II	S
19 Other		× 69		(f)	S
Total members paying dues (Add 14-19)		_ [Total Cost	11	69
Purchased in another league					

Use the WBA worksheet to calculate your leagues dues if:

Your local association is not merged and you are currently using USBC Adult membership applications.

Use the USBC Youth worksheet to calculate your leagues dues if: You are currently using USBC Youth membership applications.

USBC Worksheet Directions

Enter your league information including center and association name. (League application # is found in the upper-right corner of the application form.)

Explanation of USBC memberships is found on the back of the individual membership application card.

Enter the number of paid memberships for each category that applies to your league members.

Enter the cost for one in each category. Cost is provided by your local association or youth processor.

Multiply the number of memberships times the cost for one and enter the total dues in the Total Cost column.

In row 10 or 21, enter the number of members who already have a USBC Standard membership and marked 'None' on their membership application (*Purchased in another league or on BOWL.com*).

Please make your league check payable to your local association or youth processing center for the total amount in row 9 or 20.

22

Total members in this league (Add 20-21)