



ATTENTION LEAGUE SECRETARY

Please detach this page and give it to your League President. Once the President has received their duties, have them **sign** the league application in the Bonding portion of the form.

Congratulations League President!!

Your election reflects the trust and confidence of your fellow league bowlers, your position is important!

As president, you have various duties that must be performed. These duties can be found in the USBC Playing Rules Book. (Ref. USBC Rule 102c)

One of your primary duties is the protection of your league funds. A financial loss could result in your suspension from USBC if proper procedures are not followed.

Each month, you, as President, must personally verify the bank balance. (An in-center banking service may be used. However, the center must comply with USBC procedures in handling league funds under the bond program.)

To qualify for 100 percent protection of league funds under this program:

- ★ An account must be opened in the name of the league
- ★ Deposits must be made within one week of receipt
- ★ TWO elected league officers must co-sign for all withdrawals, including all checks written
- ★ The president must personally verify the bank balance each month, performing the necessary arithmetic to identify any discrepancies that may exist. A helpful form can be found on BOWL.com on the rules page under additional resources.
- ★ Two members of an immediate family cannot serve as president or vice president and secretary-treasurer or treasurer of the same league or co-sign for withdrawals from a league account

To further protect your league funds, an audit committee is required. This committee (appointed by you) checks the treasurer's records at various times to verify incomes, expenditures and balances. Your job is to make sure the committee is doing their job.

The Bonding/Burglary and Holdup Insurance Policy is unique. The policy covers ONLY LEAGUE OFFICERS for a shortage attributable to dishonesty or improper handling of league funds and one week's receipts (maximum \$2000) when funds are taken through FORCIBLE ENTRY into the premises or locked receptacle or when the money is taken from an officer or agent of the league by VIOLENCE or THREAT OF VIOLENCE. (Please refer to the USBC Playing Rules Book for more information regarding your duties and the Bond Program.)

If a loss is discovered, DON'T LET IT GROW! Immediately, report any discrepancy to your league's board of directors. Then contact USBC Headquarters (call 1-800-514-BOWL or by e-mail bonding@BOWL.com) and your local association for guidance.

Another primary responsibility is to preside at all league meetings. As president, you chair the meetings and should prepare an agenda. with the help of the secretary, outlining the scheduled business. Some of the types of meetings you may have to conduct include:

- Organizational - League rules are reviewed and adopted.
- Protested/Disputed Games - All written protests are decided by the board at a league meeting.
- Dismissal from Office or League - League officers can be dismissed from office or an individual removed from the league by following the procedures in Rule 115a.
- Nonpayment of League Fees - Individuals behind in league fees can be dismissed and suspended from membership when the league follows the procedures in Rule 115b.
- League Elections - Elections of new officers. The meeting is conducted at the end of the season unless the league rules specify another time.

Once you open the meeting, have the secretary call the names of the officers and team captains to record who is present and determine if a quorum is present. Then follow your agenda to help make the meeting smooth and efficient.

As chair, it is your job to keep order in the meeting. Remind individuals that only one person should be speaking at a time so that all members can participate and hear.

Remember, any motion requires a second. When voting, the league can vote by voice, hand or ballot. If a motion does not receive a majority vote, the motion is lost.

Know your responsibilities as league president, enforce the rules and the whole league will have an enjoyable season. If you have any questions, we are here to help and can be reached at 1-800-514-BOWL ext. 3155 or by e-mail at rules@BOWL.com.

Good luck and have a great season!



LEAGUE APPLICATION PACKET

- This USBC league application packet has been designed to be used by your league only.
- League award kits are now available through your local association.
- 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 form A of application, adult league dues worksheet section, adult application cards and dues to local assn.
- ★ **Male only** – Send form A of application, adult league dues worksheet section, adult application cards and dues to local assn.
- ★ **Female only** – Send form A of application, adult league dues worksheet section, adult application cards and dues to local assn.
- ★ **Youth only** – Send form A of application, youth league dues worksheet section, youth application cards and dues to local assn.
- ★ **Adult/Youth** – Send form A of application, adult league dues worksheet section, youth league dues worksheet section, all adult and youth application cards and dues to local assn. If youth processor is the center, follow directions for Non-Merged Associations.

NON-MERGED ASSOCIATIONS

- ★ **Mixed** – Send form A of application, BA dues worksheet section, Merged/BA application cards and dues to BA Assn.
Send form B of application, WBA dues worksheet section, WBA application cards and dues to WBA Assn.
- ★ **Male only** – Send form A of application, BA dues worksheet section, Merged/BA application cards and dues to BA Assn.
- ★ **Female only** – Send form A of application, WBA dues worksheet section, WBA application cards and dues to WBA Assn.
- ★ **Youth only** – Send form A of application, Youth dues worksheet section, Youth application cards and dues to Youth Processor. (local assn. or center)
- ★ **Adult/Youth** – Send form A of application, BA dues worksheet section, Merged/BA application cards and dues to BA Assn.
Send form B of application, WBA dues worksheet section, WBA application cards and dues to WBA Assn.
Send form C of application, Youth dues worksheet section, Youth application cards and dues to Youth Processor. (local assn. or center)

For more information Call (800) 514-BOWL or visit our Web site at BOWL.COM

United States Bowling Congress League Application Instructions

1. **BOWLING CENTER:** Enter the name of the bowling center and the city and state in which it is located. If your league bowls at more than one center, please attach a list of all bowling centers, including city and state.
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: Youth Basic is a new league type for short season leagues. A new Basic membership is required for each Basic league joined. Membership runs concurrent with the league. Bowlers with Standard or Sport membership will not earn Special Achievement or Honor Score awards in a Basic 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 100m)
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 regular order.
 - Sport Bowling 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 used in youth leagues for younger bowlers.
- 5a. **LANE CONDITION:** Choose the type of lane condition 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.
6. **TEAMS:** Enter the number of teams in the league and the number of players on each team.
7. **SCHEDULE:** Enter the date the league begins, ends, the number of weeks the league bowls, the day of the week and time the league bowls.

Example: 09-14-10 04-26-11 33 Monday 7:30 PM
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. (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 numbers and area code. A complete mailing address is required for mailing the league award kit.
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 Youth Leagues: New league and membership choices are available. Choose the type of league, either Youth Standard or Youth Basic. Bowler membership must correspond to the league type selected. Listed below are the benefits for each USBC Youth membership choice:

USBC Youth Standard Membership

- \$17 - \$14.50 national/.50 state/\$2.00 processing fee
- Membership Card
- Four issues of US Youth Bowler
- USBC Recognized average
- Ability to compete in certified tournaments
- League Championship Award emblems
- USBC Special Achievement emblems and Honor Score awards
- Jersey

USBC Youth Basic Membership

- \$5 - \$4.00 national/\$1.00 processing fee
- Paid for each Basic league
- Available to leagues that are 12 sessions or less
- Membership Card
- One issue of US Youth Bowler
- USBC Recognized average
- Ability to compete in certified tournaments
- League Championship Award emblems

See cover page for distribution instructions.

If you have any questions regarding the completion of this application, please call USBC Headquarters at (800) 514-BOWL. We are here to assist you.

United States Bowling Congress League Application

League Application # **500000**

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

① **Bowling Center** Name _____ City _____ State _____

② **League Name** _____ ③ **Association Name** _____
Adult Merged or BA _____ Youth or WBA _____

④ **Type of League - Choose one**

Adult Mixed
 Adult Women
 Adult Men
 Youth Standard
 Youth Basic
 Adult/Youth Mixed

④a **Check any that apply**

Senior League
 Travel League
 League uses a computer for record keeping
 This is a managed league (See Rule 100m)
 Scholarship

⑤ **Game Format** *See instructions for explanation.*

Standard American Tenpin
 Baker/Scotch Doubles
 No Tap/3-6-9/Best Ball
 Bumper

⑤a **Lane Condition**
Check all that apply

Sport
 Blue
 White
 Red

⑥ **Teams** Number of Teams _____ Number of Players per Team _____

⑦ **Date Schedule Begins** _____ **Date Schedule Ends** _____ **# Weeks League Bowls** _____ **Day of Week Bowled** _____ **Time Bowled** _____
(Month / Day / Year) (Month / Day / Year)

⑧ **Required: Attach completed dues worksheet to this form.**
Use pre-printed form provided by your local association or the attached blank form.

⑨ **League Secretary/Manager/Youth Official** ID # _____ - _____ Male Female

First Name _____ Middle Initial _____ Last Name _____ Jr / Sr / III _____
 Street Address _____ Apt. # _____ Night Phone () _____
 City _____ State _____ Zip Code _____ Day Phone () _____
 E-Mail _____

⑩ **League President/Youth Supervisor** ID # _____ - _____ Male Female

First Name _____ Middle Initial _____ Last Name _____ Jr / Sr / III _____
 Street Address _____ Apt. # _____ Night Phone () _____
 City _____ State _____ Zip Code _____ Day Phone () _____
 E-Mail _____

⑪ Mark here if League Secretary is also the Treasurer.

() _____ () _____
 League Treasurer Night Phone League Treasurer Day Phone

League Treasurer First Name, Initial, Last Name, Jr /Sr / III _____
 Street Address _____
 City _____ State _____ Zip Code _____
 E-Mail _____

TO BE COMPLETED BY YOUTH and/or ADULT YOUTH LEAGUES

⑬ Authorized **Adult** Youth Representative at Local Association Meetings

() _____ () _____
Adult Youth Representative Night Phone **Adult** Youth Representative Day Phone

Adult/Youth Representative First Name, Initial, Last Name, Jr /Sr / III _____
 Street Address _____
 City _____ State _____ Zip Code _____
 E-Mail _____

⑫ **Bonding, Burglary and Holdup Insurance**

Estimated total league funds \$ _____
 NOT INCLUDING lineage \$ _____ (Prize money, salaries, expenses, etc.; if none enter zero)

I Acknowledge receipt of the League President's duties found in the special League Presidents Message.

Signature of League President _____ Date _____

The USBC insurance and bonding program affords coverage for league officers. No coverage is provided for funds lost due to bowling center insolvency or liquidation.

PLEASE REFER TO THE BONDING CHAPTER IN YOUR RULES BOOK.

See cover page for distribution instructions.

Local Association Use Only

Application Received _____ Date _____



United States Bowling Congress League Application

League Application # **500000**

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

① **Bowling Center** Name _____ City _____ State _____

② **League Name** _____ ③ **Association Name** _____
Adult Merged or BA _____ Youth or WBA _____

④ **Type of League - Choose one**

Adult Mixed
 Adult Women
 Adult Men
 Youth Standard
 Youth Basic
 Adult/Youth Mixed

④a **Check any that apply**

Senior League
 Travel League
 League uses a computer for record keeping
 This is a managed league (See Rule 100m)
 Scholarship

⑤ **Game Format** *See instructions for explanation.*

Standard American Tenpin
 Baker/Scotch Doubles
 No Tap/3-6-9/Best Ball
 Bumper

⑤a **Lane Condition**
Check all that apply

Sport
 Blue
 White
 Red

⑥ **Teams** Number of Teams _____ Number of Players per Team _____

⑦ **Date Schedule Begins** _____ **Date Schedule Ends** _____ **# Weeks League Bowls** _____ **Day of Week Bowled** _____ **Time Bowled** _____
(Month / Day / Year) (Month / Day / Year)

⑧ **Required: Attach completed dues worksheet to this form.**
Use pre-printed form provided by your local association or the attached blank form.

⑨ **League Secretary/Manager/Youth Official** ID # _____ - _____ Male Female

First Name _____ Middle Initial _____ Last Name _____ Jr / Sr / III _____
 Street Address _____ Apt. # _____ Night Phone () _____
 City _____ State _____ Zip Code _____ Day Phone () _____
 E-Mail _____

⑩ **League President/Youth Supervisor** ID # _____ - _____ Male Female

First Name _____ Middle Initial _____ Last Name _____ Jr / Sr / III _____
 Street Address _____ Apt. # _____ Night Phone () _____
 City _____ State _____ Zip Code _____ Day Phone () _____
 E-Mail _____

⑪ Mark here if League Secretary is also the Treasurer.

() _____ () _____
 League Treasurer Night Phone League Treasurer Day Phone

League Treasurer First Name, Initial, Last Name, Jr /Sr / III _____
 Street Address _____
 City _____ State _____ Zip Code _____
 E-Mail _____

TO BE COMPLETED BY YOUTH and/or ADULT YOUTH LEAGUES

⑬ Authorized **Adult** Youth Representative at Local Association Meetings

() _____ () _____
Adult Youth Representative Night Phone **Adult** Youth Representative Day Phone

Adult/Youth Representative First Name, Initial, Last Name, Jr /Sr / III _____
 Street Address _____
 City _____ State _____ Zip Code _____
 E-Mail _____

⑫ **Bonding, Burglary and Holdup Insurance**

Estimated total league funds \$ _____
 NOT INCLUDING lineage \$ _____ (Prize money, salaries, expenses, etc.; if none enter zero)

I Acknowledge receipt of the League President's duties found in the special League Presidents Message.

Signature of League President _____ Date _____

The USBC insurance and bonding program affords coverage for league officers. No coverage is provided for funds lost due to bowling center insolvency or liquidation.

PLEASE REFER TO THE BONDING CHAPTER IN YOUR RULES BOOK.

See cover page for distribution instructions.

Local Association Use Only Application Received _____ Date _____



United States Bowling Congress League Application

League Application # **500000**

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

① **Bowling Center** Name _____ City _____ State _____

② **League Name** _____ ③ **Association Name** _____
Adult Merged or BA _____ Youth or WBA _____

④ **Type of League - Choose one**

Adult Mixed
 Adult Women
 Adult Men
 Youth Standard
 Youth Basic
 Adult/Youth Mixed

④a **Check any that apply**

Senior League
 Travel League
 League uses a computer for record keeping
 This is a managed league (See Rule 100m)
 Scholarship

⑤ **Game Format** *See instructions for explanation.*

Standard American Tenpin
 Baker/Scotch Doubles
 No Tap/3-6-9/Best Ball
 Bumper

⑤a **Lane Condition**
Check all that apply

Sport
 Blue
 White
 Red

⑥ **Teams** Number of Teams _____ Number of Players per Team _____

⑦ **Date Schedule Begins** _____ **Date Schedule Ends** _____ **# Weeks League Bowls** _____ **Day of Week Bowled** _____ **Time Bowled** _____
(Month / Day / Year) (Month / Day / Year)

⑧ **Required: Attach completed dues worksheet to this form.**
Use pre-printed form provided by your local association or the attached blank form.

⑨ **League Secretary/Manager/Youth Official** ID # _____ - _____ Male Female

First Name _____ Middle Initial _____ Last Name _____ Jr / Sr / III _____
 Street Address _____ Apt. # _____ Night Phone () _____
 City _____ State _____ Zip Code _____ Day Phone () _____
 E-Mail _____

⑩ **League President/Youth Supervisor** ID # _____ - _____ Male Female

First Name _____ Middle Initial _____ Last Name _____ Jr / Sr / III _____
 Street Address _____ Apt. # _____ Night Phone () _____
 City _____ State _____ Zip Code _____ Day Phone () _____
 E-Mail _____

⑪ Mark here if League Secretary is also the Treasurer.

() _____ () _____
 League Treasurer Night Phone League Treasurer Day Phone

League Treasurer First Name, Initial, Last Name, Jr /Sr / III _____
 Street Address _____
 City _____ State _____ Zip Code _____
 E-Mail _____

TO BE COMPLETED BY YOUTH and/or ADULT YOUTH LEAGUES

⑬ Authorized **Adult** Youth Representative at Local Association Meetings

() _____ () _____
Adult Youth Representative Night Phone **Adult** Youth Representative Day Phone

Adult/Youth Representative First Name, Initial, Last Name, Jr /Sr / III _____
 Street Address _____
 City _____ State _____ Zip Code _____
 E-Mail _____

⑫ **Bonding, Burglary and Holdup Insurance**

Estimated total league funds \$ _____
 NOT INCLUDING lineage \$ _____ (Prize money, salaries, expenses, etc.; if none enter zero)

I Acknowledge receipt of the League President's duties found in the special League Presidents Message.

Signature of League President _____ Date _____

The USBC insurance and bonding program affords coverage for league officers. No coverage is provided for funds lost due to bowling center insolvency or liquidation.

PLEASE REFER TO THE BONDING CHAPTER IN YOUR RULES BOOK.

See cover page for distribution instructions.

Local Association Use Only Application Received _____ Date _____



United States Bowling Congress 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.

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

League Application #: _____ League Name: _____

Bowling Center: _____
Name

Association Name: _____
City

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

Use the USBC Adult worksheet to calculate your leagues dues if:
 Your local association is merged and serves 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 8 or 24, enter the number of members who already have a USBC membership and marked 'None' on their membership application (Purchased in another league).

Please make your league check payable to your local association for the total amount in row 7 or 23.

USBC BA memberships		#		Cost for one		Total Cost		
1	Standard	X	\$	=	\$			
2	Sport	X	\$	=	\$			
3	Upgrade to Sport	X	\$	=	\$			
4	Local only	X	\$	=	\$			
5	State & Local only	X	\$	=	\$			
6	Other	X	\$	=	\$			
7	Total members paying dues (Add 1-6)	Total Dues =				=	\$	
8	Purchased in another league							
9	Total members in this league (Add 7-8)							

USBC Adult memberships		#		Cost for one		Total Cost		
12	Standard (inc. BA state dues)	X	\$	=	\$			
13	Standard (inc. WBA state dues)	X	\$	=	\$			
14	Standard (inc. both state dues)	X	\$	=	\$			
15	Sport (inc. BA state dues)	X	\$	=	\$			
16	Sport (inc. WBA state dues)	X	\$	=	\$			
17	Sport (inc. both state dues)	X	\$	=	\$			
18	Upgrade to Sport	X	\$	=	\$			
19	Local only	X	\$	=	\$			
20	Local and BA state only	X	\$	=	\$			
21	Local and WBA state only	X	\$	=	\$			
22	Other	X	\$	=	\$			
23	Total members paying dues (Add 12-22)	Total Dues =				=	\$	
24	Purchased in another league							
25	Total members in this league (Add 23-24)							



United States Bowling Congress 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.

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

League Application #: _____ League Name: _____

Bowling Center: _____
Name _____ City _____

Association Name: _____

USBC WBA memberships		#	Cost for one	Total Cost
1	Standard	X	\$	\$
2	Sport	X	\$	\$
3	Upgrade to Sport	X	\$	\$
4	Local only	X	\$	\$
5	State & Local only	X	\$	\$
6	Other	X	\$	\$
7	Total members paying dues (Add 1-6)			Total Dues =
8	Purchased in another league			
9	Total members in this league (Add 7-8)			\$

PF = Processing fee paid once per center

USBC Youth memberships		#	Cost for one	Total Cost
12	Basic (current league only)	X	\$ 5.00	\$
13	Standard (inc. state dues)	X	\$ 17.00	\$
14	Sport (inc. state dues)	X	\$ 27.00	\$
15	Upgrade to Sport	X	\$ 10.00	\$
16	Upgrade to Sport plus processing fee	X	\$ 12.00	\$
17	Processing fee only	X	\$ 2.00	\$
18	Processing fee plus state only	X	\$ 2.50	\$
19	Other	X	\$	\$
20	Total member paying dues (Add 12-19)			Total Dues =
21	Purchased in another league (Standard/Sport)			
22	Total member in this league (Add 20-21)			\$

Use the WBA worksheet to calculate your leagues dues if:
 Your local association is not merged and you are currently using USBC WBA 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, if needed. 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 8 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, same center).

Please make your league check payable to your local association for the total amount in row 7 or 20.