

Newcastle District Bowling Association (Zone 2) Inc.

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ADVISORY COMMITTEE DOCUMENT No 6

Hosting: District Championship/Pennant Post-Section/Rep Game

PRECIS: Hosting major NDBA events is not to be taken lightly. The event should be professionally presented in a manner that highlights its significance and impresses guests, players and spectators.

An application to host such an event should carefully address:

- Pre-match planning.
- Procedures prior to the commencement of the game.
- Procedure after the game.

For consistency all clubs should clearly indicate what they are applying for:

APPLICATION TO HOST:

- DISTRICT CHAMPIONSHIP
- PENNANTS POST SECTIONAL FIXTURE – Saturday Competition
- PENNANTS POST SECTIONAL FIXTURE – Midweek Competition

CLUB NAME:

We hereby apply to host the following event.....

To be held on

We undertake that:

- The fixture will be played on the best available green at this club and on rink(s) suitable for spectator viewing.
- Allocation of a whole green for the fixture with maximum width rink(s) being as near as possible to the centre of the green.

In support of this application, we submit the following checklist of matters pertaining to the event.

We believe that all items which have been ticked have been adequately covered by this club:

- Provide scoreboards for each rink.
- Provide Master boards if required, visible to all players and spectators.
- Greenside seating behind each rink for player(s) use only.
- Allocate an area for any special guests.
- Spectators to be encouraged around the green, except in reserved areas.
- Flagpole available for Association and Sponsors' Flags. (Clubs are encouraged to display their own pennant flags to add to the general atmosphere of the event.)
- For District Representative or District Post Sectional matches, where the matches will cover the whole day, players must be able to purchase lunch with high tea (optional) after the game.
- Summary of meal arrangements –
- Where games are restricted to a half day, availability of lunch/high tea after the game is optional.
- If a Presentation / Official Welcome is organised it should include the official representatives from the Association, host club representatives, sponsor, official representatives from the competing clubs and players. Arrangements should also be made for any partners accompanying those mentioned above.
- The Association will contact media outlets for coverage of the fixture. Full provision should be made for the media when they are in attendance....ideally a media room, seating etc.
- The Host Club should provide a telephone attendant to handle incoming calls requesting progress scores. The attendant should have access to updated scores on a regular basis.

- The Controlling Body for the fixture will be the responsibility of the Host Club.
- The club should appoint National Umpires (one per green) and a Marker (for each rink in any Singles events for morning games). NB: Mattara Open & Restricted Singles require Markers for every round of matches to be supplied by the Host Club. If the provision of Umpires is a problem, then contact should be made with the NDBA Umpires Committee for assistance.
- The Club should check its Umpire's Kit to ensure that it contains all the required equipment. If required, assistance with equipment can be sought through the Association.
- Check that both the internal/external microphone system is working if either or both are required.
- Check that an adequate supply of chalk is available.
- The area for staging of any on green presentations should be considered.

10 Minutes Prior to Trial Ends

- The Host Club President (or his Representative) welcomes Association reps, official guests, visiting club executives and players.
- The District President (or his Representative) responds to the welcome.
- The Host Club organiser or Association Match Representative calls the cards, announces the winner of the toss (in a Pennant Post-Sectional fixture), announces the Controlling Body and Umpires and asks the players to commence their trial ends.

Procedures After the Game

- Scorecards collected and checked. Result Sheets completed in the case of Pennant or Rep fixture.
- If a presentation is to take place the decision should be taken before the end of the game as to where this will be held.
- The preference (circumstances permitting) is for presentation to take place on the green.
- Ceremony participants should be advised of their roles before the conclusion of the game.
- The District President/Representative invites all officials, guests and players involved in the presentation onto the green, indicating where each should stand.

District President/Representative acts as MC with the following format:

- Introduction of the Official Party.
- Sponsor thanked and invited to speak.

For a District Championship

- Presentation to Runner-Up.
- Player to respond.
- Presentation to Winner.
- Player to respond.

For a Pennant Final

- Presentation of Badges to Side Manager and Players of runner up.
- Side Manager/Club President to respond
- Presentation of Winners Badges to Side Manager and Players.
- Presentation to Side Manager of Winners Flag.
- Side Manager/Club President to respond.
- Host Club President invited to speak and to complete the ceremony invites all officials, guests and players to Lunch/High Tea if this has been organised.

APPROVED 23/2/2023