



NEWCASTLE DISTRICT BOWLING ASSOCIATION (ZONE 2) INC

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**CIRCULAR NO.2021-012
TO ALL CLUB SECRETARIES**

PROCESS FOR SUBMITTING RESULTS FOR SATURDAY AND MID WEEK PENNANTS

BEFORE THE MATCH

1. MANAGERS should fill in the result sheets with both the Home and Away sides. Make sure that the date, grade, section number and round is marked clearly on the sheet.
2. Players names should be PRINTED CLEARLY and if the club has more than 1 member with the same first initial and surname, please include full first name or rego number so the NDBA recorders can differentiate between the two players.
3. Result sheets can be found on the NDBA website <https://www.ndba.com.au/saturday-pennant-results/> and they have also been sent to all clubs. The same sheet can be used for any grade and both Saturday and Mid-Week matches. They can be printed and then filled in by hand or can be completed and saved on the computer.

AFTER THE MATCH

4. MANAGERS should enter the scores for each rink and fill in the total score and match points for each team.
5. A copy of the completed result sheet should be given to the Away side manager.
6. The Home club should submit the results of each match at their club by logging on to

<https://www.ndba.com.au/saturday-pennant-results/> For Saturday Pennants and click on the Saturday results link.

<https://www.ndba.com.au/midweek-pennant-results/> For Mid-Week Pennants and click on the Mid Week results link.

This is important to be able to publish results and updated tables by 7pm after each round of matches.

7. The results sheets should then be emailed by the home club to zone2@ndba.com.au as soon as possible after all matches are completed. Saturday and Sunday matches need to be emailed by 12 noon Monday and Mid-Week matches by noon on Friday.

