



Victorian Billiards & Snooker Association Inc.

www.vbsa.org.au

VBSA Team Captains Information Kit

The following has been developed to assist VBSA team captains, both experienced and newcomers, in understanding their responsibilities and what is expected of them as a captain.

A person is considered a VBSA member when:

- Have been granted Life Membership OR...
- Have paid the appropriate fee (for tournament play where a player is not playing weekly) ... OR
- Have played 4 or more matches in either season 1 (S1) or season 2 (S2) in the current year OR ...
- ** In the first half of the current year if a player has played 4 or more matches in season 2 (S2) of the previous year

** For the purposes of Tournament play: As both Victorian and Interstate tournaments require entrants to be a member of their home state association. In the early part of the year any player that was a member in the previous year will be considered a member for this purpose only. As the year progresses a player will need to either be playing on a regular basis or pay the nominated membership fee to enter tournaments

CHECK LIST (to be read in conjunction with the by-laws)

VBSA By laws & Constitution http://www.vbsa.org.au/VBSA/vbsa_members_info.php

Before the season (All Captains)

- Obtain a copy of the V.B.S.A. by-laws from the website. You may download at
- Ensure your players are aware of the VBSA dress code (refer the by laws)
- Compliance with these by-laws is a condition of entry to the competition.
- Ensure that all members of your team are eligible to play in the grade entered.

Home Captain

Before the match

- Depending on the system your club has, monies should be collected from players before they play and paid to your club or treasurer.
- Ensure that all tables to be used are brushed and blocked/ironed and have any offending spots removed/replaced.
- Check that the balls are clean and sets are complete
- Ensure you have a time clock available.
- Check all the accessories (rests, spiders, etc.) for availability and repair.
- Have a scoresheet ready. Score sheet can be downloaded at http://www.vbsa.org.au/VBSA_scores/scores_index.php Scores and ladders are available on this page as well
- Score sheet should be prepared and written out clearly with your players first names and surnames in the order they are going to play.
- If you have a new player starting that has not played VBSA before please fill in the contact details in the space provided at the bottom of the score sheet

- Ensure that all players in positions 2 and 4 or 2, 4 and 6 are in attendance to start the match at 7:30. Place any players who are running late in positions 1 or 3, or 1, 3 or 5.
- Make a very short welcoming speech to the opposition team, explain the table set up - table 1, table 2 etc.- and announce the order of play & designated referees.
- Set your timing device to count down from 90 minutes. (All except A Grade)
- Matches should start promptly at 7.30 or before, the time clock should be set for 90 minutes (All grades except A) for each round of matches as per the by-laws. Round 1 players 2, 4 and 6 or 2 & 4 in a 4 player side, round 2 players 1, 3 & 5 or 1 & 3 in a 4 player team.

After the match

- Make sure that all sets of balls are complete before returning them.
- Leave the snooker room in the condition expected by the venue.
- Ensure that your score sheet is filled out correctly and signed by both captains
- **Both Captains** - Photograph the score sheet and email to scores@vbsa.org.au. DO THIS AT THE SUPPER TABLE, if you leave it until the next day it will generally be forgotten. Your team mates will be disappointed if you are penalised.
- All the venues spend time and money in providing a light supper after the matches, courtesy demands that every effort to attend is made by all team members.
- Discussion of the games and a courteous airing of differences are encouraged by the V.B.S.A.

Why should both captains send a copy of the scoresheet?

So if one transmission fails the other should get through. For one captain to send two copies defeats this purpose.

Player etiquette (to be read in conjunction with the by-laws):

- Players should adhere to the VBSA "Dress code" throughout the match.
- Players should not waste time or play slowly, players should concede when they cannot win.
- Players should not take excessive breaks between rounds.
- If you have a problem or are unsure please speak to your captain. Captains should resolve any issues.
- Players are required to referee. Home matches – the first and the third frames, away matches, the second frame. When refereeing please be alert and concise. Be consistent with your calls and if you are unsure please ask your captain
- When you are at the table – behave in a respectful manner at all times.
- When you are not at the table – Players should remove themselves from the playing area, should not talk, make noise or move around. If you are caught in the opposing players view you should stand still until the ball has been struck.

Any Questions should be directed to scores@vbsa.org.au

Last update Nov 12, 2016