



ATTENTION LEAGUE OFFICERS

Please share the information below with **ALL** your bowlers!

As the new season starts there are a couple of points we at the GPUSBC office need you to know...

1. **Forms:** Old forms will **not** be accepted. **Faxing.** As of August 1, 2022, the office will no longer accept faxed forms. There has been a significant decline in the readability of all faxes. We replaced our machine two years ago to correct the problem and it did not help. Forms can be mailed or emailed to the office. If emailing only PDF format will be accepted.
2. **NO FORMS WILL BE ACCEPTED IF THE USBC NUMBERS ARE NOT LISTED FOR EVERY BOWLER.**
3. **Membership Cost:** This year the cost of the standard membership has gone up to **\$30.00**. There is a change in the national portion of the membership. National dues portion has increased from \$13 to \$15. This was approved in 2016 at the national convention.
4. **Final averages:** The final averages are **within 2 weeks of your last night of bowling**, and you must have them into the office or they will be processed when time is available. It is a USBC rule that the secretary must submit final averages for every bowler in their league, even if they only bowled one (1) game. Only the GPUSBC form will be accepted. If you use your own final average forms, they must be in a specific order or they will be returned to you to correct. The order is Bowler name (alphabetical by the last names on their cards), USBC ID Number, total pins, total games, average (this is the pins divided by games NOT BOOK) and then which hand they bowl with, NOT HANDICAP.
5. **League Certifications:** League certifications are due into the office **within 30 days of the first day of bowling**.

6. **Awards:** We will be using the same awards as last season. This year awards are **DUE WITHIN 30 DAYS OF DATE BOWLED.** Awards turned in after 30 days or those that do not have complete information, and this includes the bowlers ID number, will be denied. **We have new requirements this season, please make all needed changes to your awards system and dispose of all old forms.**

7. **Delivery and Pickups:** I do all deliveries and pickups on a weekly basis during the fall season. Please remember that you, the Secretary, are still the responsible person for getting paperwork into the GPUSBC office on time.

8. **Payments:** It is NEVER safe to mail cash. Please remember that until it is received in the GPUSBC office you, the Secretary, are responsible for the money. Acceptable forms of payment are League checks with 2 signatures, Money orders, Cashiers checks, and Cash. Personal checks are not accepted.

9. **Memberships purchased before July 31.** Any membership purchased on or before this date ends on July 31. If a bowler purchased a summer membership, they must purchase another membership to join a winter league.

10. It is part of the secretary's duties to verify memberships. Please make sure all cards show ID's or are marked as "new" at the top right of the card. If a bowler's card shows that they paid in another league, please follow the steps in the League operations manual.