

Michigan High School Interscholastic  
Bowling Coaches Association  
Policy and Procedures Manual

## Appendix C-2

### ***THE 2011 - 2012 Recommended TOURNAMENT GUIDELINES***

- 1) Only MHSIBCA member coaches are eligible for Invitational Tournament listings.
- 2) All Tournaments must follow USBC and MHSAA rules. A USBC Tournament Certification **should be applied for by going to <http://www.bowl.com/rules/tournamentcertification.aspx>**. download: [USBC Tournament Certification Process](#).
- 3) Member coaches wishing to conduct an Invitational Tournament must submit a [Tournament Donation Invoice](#) (see Appendix D-4) and a copy of the Tournament Entry form (along with the \$25.00 minimum suggested donation) in a Microsoft Word document or similar acceptable format (contact Dave Kowalski). Tournament document should be submitted at least 30 days prior to desired web posting. Schools who wish to post announcements of their event for an upcoming season must have had their tournament approved in a previous season. Also, this \$25.00 fee will be waived if the event wishes to give \$75 or more to the coach's scholarship fund after the event has been completed. Entry Forms should include the following:
  - A) Rules: this should not violate USBC or MHSAA rules and should include a list of awards.
  - B) Format: this should include, style of bowling, amount of rounds, field reduction etc.
  - C) Fees: Entry and General Admission—this should be on the Cover Page spouses of coaches will be admitted to an event no charge.
  - D) Lane Conditions: State what type of pattern to be bowled on, House, Challenge series etc.
- 4) Entry Forms will be reviewed by the Tournament Committee for approved web site posting. Invitational Tournaments that are approved cannot use the MHSIBCA name as an endorsement. MHSIBCA only reviews tournament rules to protect the integrity of the association and its members.
- 5) Invitational Tournaments should employ/use a Tournament Manager who is not directly coaching a team during the event.
- 6) The MHSIBCA does not endorse any event. The posting on the website is done strictly as a service for association members.
- 7) Donation checks (\$25.00 minimum suggested) should be made payable to: MHSIBCA and sent to: MHSIBCA Tournament Entries; 3436 Clover Lane, Bay City MI 48706.
- 8) Upon completion of the Tournament, all results, including individual scores, must be sent to MHSIBCA website (mhsibca.com) for posting.

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## Appendix C-3

### Tournament Donation Invoice

Tournament Directors,

The Michigan High School Interscholastic Bowling Coaches Association approves MHSIBCA recognition for scores rolled in your Invitational Tournament when posted on the MHSIBCA web site. This posting allows the MHSIBCA Awards Committee an opportunity to verify the scores. It also assures our member coaches that the Tournament Committee has reviewed all aspects of the tournament and has viewed it as satisfactory for student/athletes and member coaches. **Participation in these approved tournaments are also used in determining state rankings.** There is a donation of \$25 suggested for each tournament which is directly added to the MHSIBCA Scholarship Fund. Schools who wish to contribute more to the fund are encouraged to do so and if the donation is \$75 or more. The posting fee will be waived. That donation will be then expected at the completion of the event. Please mail this form still, if you are planning on taking this option.

**All Invoices should be mailed to:**

David Kowalski  
MHSIBCA Tournaments  
3436 Clover Lane  
Bay City, MI 48706

**All Checks made out to:**

MHSIBCA Tournaments  
3436 Clover Lane  
Bay City, MI 48706

A copy of the Tournament Flyer with its rules and regulations should be Email to: [euclidauto@speednetllc.com](mailto:euclidauto@speednetllc.com) 30 days prior to the tournament. Upon completion of the tournament, all results, including individual scores, should be sent for posting within 24 hours. If there are any questions about having your tournament posted, please contact David Kowalski, Committee Chairperson at: [euclidauto@speednetllc.com](mailto:euclidauto@speednetllc.com). Also, please fill out a separate Invoice for each tournament please.

Sincerely,  
David Kowalski  
Chair, tournament committee MHSIBCA

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Name of Tournament

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Date of the Event

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Tournament Director

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Contact information (phone and email)

Donation Amount\_\_\_\_\_

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Appendix D-1

General Donation/Scholarship Form

**MHSIBCA**  
**Scholarship or Donation Form**

Name of School, Organization or individual: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

City of School: \_\_\_\_\_ Amount: \_\_\_\_\_

Purpose: \_\_\_\_\_

**The MHSIBCA is a 501 (3) (c) non-profit organization. Your donation is tax deductible. A receipt will be sent to you per your request.**

**Mail this completed form and check to:  
MHSIBCA 3245 Drexel Ave. Flint MI, 48506 attn: Robert Tubbs**