

Attention: League Secretary

Please give this page to your League President. Once the President has received his/her duties, have him/her sign the bonding portion of the League Sanction Application.

Congratulations League President!

Your election reflects the trust and confidence of your fellow bowlers. Your position is important; don't let your league down.

One of your primary duties is the protection of your league funds. A financial loss could result in your suspension from CTF if proper procedures are not met.

Is this pretty strict? You bet!

Each month you, as President, must personally verify the bank balance. When your league has a chequing or savings account, the statement must be sent to you or you must personally go to the bank to verify the league account. An in-centre banking service can be used; however, the funds will not be protected under CTF's bonding program and leagues can use this service but at their own risk.

CTF offers bonding, burglary and holdup insurance at no cost to your league. The Bonding Program covers ONLY LEAGUE OFFICERS for a shortage attributable to dishonesty or improper handling of league funds and one week's receipts (to a maximum of \$2,000) when funds are either taken through forcible entry into the premises or locked receptacle where the league funds are kept or taken from an officer or agent of the league by violence or threat of violence. Please refer to the CTF Playing Rules for more information regarding your duties and the bonding program.

If a loss is discovered, don't let it grow. Immediately report any discrepancy to your league's board of directors and then contact the CTF National Office (by phone 1-833-381-2830 or by email ctf@tenpincanada.com) as well as your local association for guidance. We are here to help you.

Good luck and have a great season.



Canadian Tenpin Federation, Inc.
Fédération Canadienne des Dix-Quilles, Inc.

LEAGUE SANCTION APPLICATION

- Do not detach and distribute copies of this League Sanction Application to other leagues. Each league needs its own sanction application.
- This is the only League Sanction Application that you will have to complete for your league.
- The league award kit will be sent to the Local Association, who will forward it to the League Secretary.
- The instructions for completion of this application are listed on the reverse side of this page. It is important that all requested information be supplied. If this information is not furnished, the Local Association and CTF cannot process this application and will be required to contact you or your League President. This results in an unnecessary expenditure of your registered participation fees.
- Beginning August 1, 2015, the requirements for sanctioning a Sport League have significantly changed. For example, there is no need to supply lane tapes prior to each session, and the additional sport league registration fee has been eliminated.
- Beginning August 1, 2017, a new designation for leagues competing on lane conditions that are tougher than “standard” conditions, but not as difficult as “sport” conditions. This new designation is called the “Challenge” Condition and must be indicated on the League Sanction Application as #5 under the Game Format section. More information can be found in the Playing Rules or our website, www.tenpincanada.com for further information.

Instructions for Completing League Sanction Application

Use dark ink. Make sure that letters and numbers are clear and legible. Fill in check boxes completely, ensuring that only one check box is filled in per question.

1. **Bowling Centre.** Enter the name and address of the bowling centre. If your league bowls in more than one centre, please attach a list of all bowling centres, including their addresses. Enter the lane certification number (available from the bowling centre management or your Local Association).
2. **League Name.** Enter the complete name of your league.
3. **Type of League.** Indicate the type of league by:
 - **Marking whether the league is a mixed or non-mixed league.**
 - Selecting the type(s) of league. You can select more than one league type. For instance, a mixed league consisting of both men and women would check both the “men” and “women” boxes.
 - Marking whether the league is a **senior** league (50 years and older – see CTF Rule 100f) or a **non-senior league**.

Select Game Format. Please indicate the game format your league uses (do not include any special contests held). Number 1 is the regular (American) tenpin game format used by most leagues consisting of 10 frames where a player delivers 2 balls in each of the first 9 frames unless a strike is scored. In the 10th frame, a player delivers 3 balls if a strike or spare is scored. Every frame must be completed by each player bowling in regular order. Additional game formats are:

 - 1 = Regular (American) tenpins**
 - 2 = More than one bowler per game (i.e. Baker System)**
 - 3 = Alternative scoring (i.e. no tap/3-6-9/best ball)**
 - 4 = Sport Bowling.** Sport Bowling requirements have been changed and simplified.
 - 5 = Challenge Bowling.** This is a new format created for conditions which fall between “standard” conditions and “sport conditions”.

Please see the Playing Rules and/or our website www.tenpinCanada.com for more information.
4. **Local Association.** Enter the Local Association name and number.
5. **Teams.** Enter the number of teams in your league and the number of players on each team (the maximum is 5). Please also mark how many games are bowled each night (i.e. 3, 4, etc.).
6. Mark if the league is using a computer to maintain its records.
7. **Schedule.** Enter the day your league begins and ends and the number of weeks your league bowls. Enter the day of the week and time of league bowling
Example: 09-04-2017 04-23-2018 Monday 7:00 p.m.
8. **League Dues Information.** Please note that this section is divided between Adult Registered Participants and Youth Registered Participants. Please record the following:
 - The number of CTF Identification cards requested.
 - The number of CTF National Life participants (adults only) in your league.
 - The number of CTF registered participants that paid dues in other leagues in THIS association.
 - The number of CTF registered participants that paid dues in OTHER associations.
 - The total number of CTF registered participants in your league.
 - The total amount of dues remitted to your Local Association.
9. **League President.** Please list all information about your league president, including complete mailing address including the postal code, telephone numbers with area code and email address.
10. **League Secretary.** Please list all information about your league secretary, including complete mailing address including the postal code, telephone numbers with area code and email address.
11. **League Treasurer.** If your league has a separate treasurer (who is not the secretary) please provide his or her information.
12. **Authorized Delegate OR Vice President Information.** If your league has an authorized delegate to attend local association meetings, please complete this section – **OR – use this section to list information about your league vice-president.**
13. **Bonding, Burglary and Holdup Insurance.** Have the president sign the League Sanction Application in the bonding section, once the President has received information about his/her duties, which are on the first page of this application. Note: “Estimated Total of League Funds” means the amount of money distributed as prizes, secretary’s fees and other expenses of your league, and do not include lineage.
14. **Distribution of League Sanction Application.** Two copies of this application and registration fees should be forwarded to your Local Association. One copy of the form must be kept for the league files and two copies must be sent to the Local Association. PLEASE DO NOT SEND THE APPLICATION AND DUES DIRECTLY TO CTF NATIONAL OFFICE.

If you have any questions regarding the completion of this League Sanction Application, please feel free to contact the CTF National Office at 1-833-381-2830 or by email to ctf@tenpinCanada.com. Remember, we are here to assist you and help you have a great season.



LEAGUE SANCTION APPLICATION

LEAGUE SANCTION

(1)	BOWLING CENTRE	Name _____	Address/City _____	CERTIFICATION NUMBER _____
(2)	LEAGUE NAME	_____		
(3)	TYPE OF LEAGUE	(4) ASSOCIATION NAME	_____	
	Select One	Select Type	<input type="checkbox"/> Senior	ASSOCIATION NUMBER _____
	<input type="checkbox"/> Mixed	<input type="checkbox"/> Men	<input type="checkbox"/> Non-Senior	ADULT YOUTH
	<input type="checkbox"/> Non-Mixed	<input type="checkbox"/> Women		
		<input type="checkbox"/> Youth		
		<input type="checkbox"/> Adult Youth		
		Game Format (for Sport/Challenge Leagues, see #3 above)		
(5)	TEAMS	CTF National Life participants (Men & Women)		_____
	# of Teams	# of Players per Team	# of Games in Series	# paid CTF dues other leagues in this association _____
(6)	Is league using a computer for recordkeeping <input type="checkbox"/> yes <input type="checkbox"/> no		# paid dues in other associations _____	
(7)	Date Schedule Begins _____	Date Schedule Ends _____	Total # in this League _____	
	# Weeks in Season _____	Day of Week _____	Total amount of fees remitted to local association _____	
		Time Bowled _____		

(9)	LEAGUE PRESIDENT			
	Last Name _____	First Name _____	Initial _____	Jr/Sr _____ <input type="checkbox"/> Male <input type="checkbox"/> Female
	Address _____		Apt # _____	Daytime Phone # _____
	City _____	Province _____	Postal Code _____	Evening Phone # _____
	Email Address _____			

(10)	LEAGUE SECRETARY			
	Last Name _____	First Name _____	Initial _____	Jr/Sr _____ <input type="checkbox"/> Male <input type="checkbox"/> Female
	Address _____		Apt # _____	Daytime Phone # _____
	City _____	Province _____	Postal Code _____	Evening Phone # _____
	Email Address _____			

(11)	LEAGUE TREASURER			(12)	LEAGUE DELEGATE AT LOCAL ASSOC. MEETINGS—OR—VICE-PRESIDENT		
	<input type="checkbox"/> Mark here if Secretary-Treasurer are combined				Mark if information is for <input type="checkbox"/> League Delegate or <input type="checkbox"/> Vice-President		
	Last Name _____	First Name _____	Email _____		Last Name _____	First Name _____	Email _____
	Address _____		Day Phone # _____		Address _____		Day Phone # _____
	City/Province/Postal Code _____		Night Phone# _____		City/Province/Postal Code _____		Night Phone # _____

(13)	BONDING, BURGLARY AND HOLDUP INSURANCE	To qualify for 100% protection of league funds under the Program:
	Signature of League President _____	Estimated season total of league funds NOT INCLUDING LINEAGE \$ _____
		(prize money, salaries, expenses, etc. If none, put 0.)

(14) Send to Local Association: Two copies of League Sanction Application CTF National, Provincial and Local registration fees Individual Registered Participant Application forms Retain one copy of League Sanction Application in league files. Local Association to forward one copy of this application, together with remittance form and national dues to CTF National Office.	DO NOT SEND DIRECTLY TO CTF NATIONAL OFFICE
Date Application Received _____	Amount Received _____
Amount Remitted to CTF _____	Date Remitted to CTF _____