

# Designing your tournament

## Keeping players informed

This document takes you through the information you need to provide about your tournament. This is grouped according to when it needs to be provided and whether it can be changed later.

### 1. THE TOURNAMENT NOTICE

#### (a) Information which must go in the tournament notice and which should not change

- Dates
- AC or GC
- Whether the ACA Tournament Regulations apply (and what the regulations are for the tournament if they don't)
- Variations from the ACA Regulations, eg hoop settings, time limits.

#### (b) Information which may go in the tournament notice and which should not change if included

- Maximum number of games per day
- Type of balls to be used
- Type of hoops to be used
- Requirement that players show their handicap cards at the beginning and end of the event
- Flexibility for weekend players
- Whether there will be catering

#### (c) Information for the tournament notice which could change

- Number of sections
- Handicap ranges for sections

Usually tournament notices say something like: "Events will be finalised in accordance with entries."

This leaves open the possibility of changing the number of sections, changing the handicap ranges for sections, and making arrangements for play-offs if there is more than one block within a section.

### 2. BEFORE THE TOURNAMENT STARTS

These are points you could include in your notice advising the draw, and/or mention in your welcome to players.

- What the sections are
- How many blocks in each section
- Who is in each block
- The format (within each section) of the play-offs, if any
- The procedure for deciding who qualifies for the play-offs
- The procedure (if any) for seeding play-off qualifiers

If there is to be a play-off where rounds are expected to consist of other than standard 13-point games, it's best to say at the outset that this will happen "if time permits".

If the format is to be single block sections, each playing a complete round-robin with no play-offs, that does not need to be stated.

### 3. AFTER THE TOURNAMENT STARTS

- The method for resolving ties within each block for situations where the stated procedure (e.g. in the ACA Tournament Regulations) has failed
- Some aspects of the format of a play-off

Although the format of the play-offs within each section should be announced before the start of the tournament, the tournament manager can make some changes at their discretion later.

If the play-off has a knockout format, you should not change the number of rounds, but you can change the format of individual rounds (eg in GC, quarter finals and semi finals as Best of Three, final as a 19 point game).