

UPDATED RINK BOOKING PROCEDURES – AUGUST 2021

1. All **slots** must be booked via the Electronic Rink Diary. Please make a note of your **slot** number when booking as you will need this when you arrive at the club where the **rink** allocated to your slot will be indicated.
2. Please book **slots** in order i.e. book slot 1 if you are first to book, then 2, then 3 etc, not randomly as you are booking a **slot** not a **rink**.
3. Session Times:

Morning session:	10.15 (except Tues- No play until 2pm)
Lunchtime session:	12.45 (Roll up/practice)
Afternoon session:	14.00
Late afternoon session:	16.45 (Roll up/practice)
Evening session:	18.00

Bookings/game commencements cannot normally be made outside of these times although it is recognised that later in the season evening matches may need to start before 18.00 hours.

4. If you are booking a competitive match on the 10.15 or 14.00 sessions, then you should book the corresponding **slot** for the next session.
5. If for any reason the Green Manager has closed the rink that you have been allocated, then please use another available rink. This will be the only occasion that an individual player would use a rink other than that determined by their allocated slot number.
6. Multiple bookings (reservations) for the same match are not permitted. The only exceptions are in respect of Captains/Squad Captains when arranging Club Representative matches (for definition of these matches – See Note A) and competitors in Bowls England National Competitions (for definition of these Competitions – See Note B). The booking must be confirmed within 3 days and **slots** not required un-booked.
7. It is Club policy that Club Captains/Squad Captains are allowed to book **rinks** rather than slots for certain Club Representative matches (for definition of these matches -See Note A). When booking Club Representative matches where more than one rink is needed the Captains/Squad Captains should enter the rink numbers they require in the “Name of the Opposition” section when the booking is made, for example: - Ladies Top Club **Rinks** 1,2,3,4. This will mean that if another member books one of the other 2 **slots** for that session they will select (or draw) from **rinks** 5 and 6, in this example.
8. **Rinks** for all Club Competitions will be allocated via the **rink** allocation sheet. If the **rink** your **slot** corresponds to is taken by a National/County/District Competition then please draw from the remaining available **rinks**.

9. For County/National Competition/District Matches where you have to offer your opponent a draw from 2 rinks the procedure is simply that, once your opponent has arrived, you will offer them a draw for rinks from any 2 that are available.
10. A seventh rink can be made available at the request of the Management Committee for special occasions, defined as, Gala events, touring sides, District or County organised days or for a similar such event. Individual requests will not be approved.
11. Roll Ups are very important for Members and are allowed without booking – although players can book a roll-up to be certain of a rink.
On Friday afternoons, all 6 rinks are reserved for the Organised Friday Afternoon Roll-Up.
12. No competition matches may be booked on Friday afternoons without the agreement of the Men's or Ladies' Captain.
13. Where a Club match is in play and spare rinks are available, they can be used for competitive play, roll-ups or practice subject to the relevant Captain's or Organiser's approval.
14. If all 6 rinks are booked for a Club Friendly match but fewer rinks are needed then rink use is at the discretion of the Captain.
15. Should the number of playable rinks be reduced below those needed due to inclement weather or are not fit to play then Members may be asked to let National/County/District competitions take precedence.
16. If a player organising a Competitive match finds that all available slots/rinks have been taken by other players, irrespective of the type of game/s being played by those other players, the Competitive match players will be able to play only if the players on one of the occupied rinks agree to allow the Competitive match to take precedence over their game.
17. Note A. Club Representative matches are Men's County League; Men's Team 10 (County); Club Team Championships (County); Men's Top Club (National); Men's 2 x 4's (National); Men's Jones Cup (District); Men's Bob Vise (District); Ladies Top Club (National); Ladies County League; Ladies District Double Rink; Tony Alcock (National Mixed); London & Southern Counties matches.
18. Note B. National Competitions are Senior Singles (Men and Ladies); Senior Pairs (Men and Ladies); Mixed Pairs; Mixed 4's; Family Pairs; Champion of Champions.