



October 25, 2006

Dear Steve Lavoie:

Credentials indicating your tournament is USBC Certified are enclosed. Your comprehensive certification number is **2229**. **The certificate will cover all tournament dates from October 29, 2006 through July 31, 2007.**

If a tournament date and/or site is changed or additional events are scheduled, coverage will not be extended unless we are notified of the change before the tournament is conducted. Also, in the event a tournament is cancelled, please notify us so we can update our records accordingly.

Although we have certified your tournament, **the following adjustment(s) are recommended and should be** included in all tournament literature. Also, if your literature is already printed, you must communicate these changes to all participants by posting them in a prominent fashion at the tournament registration desk. **Retain this letter for reference and include all changes in next season's format.**

- This has reference to your advertised guaranteed prizes. Please keep in mind **you are obligated to pay any advertised guaranteed prizes regardless of the number of entries received.**
- We note your rules/literature includes an additional "late" fee to be added to the prize fund. Please note your financial report will need to list the number of prepaid entries and the number of late entries separately.
- Please add your SMART #10597, to your rules and tournament literature for all participants to see

Within 30 days after **each** tournament ends, you must distribute all awards and file a financial statement, and prize list with this office as required under **Rule 309**. **If you use report forms of your own design the financial statement MUST include all prize receipts and disbursements. The prize list MUST include the name and score of each prize winner and the prize issued. Please include the certification number and tournament date(s) on each report.**

Thank you for your cooperation and best wishes for a successful tournament season. If I can be of any further assistance please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ruth Jacob".

Ruth Jacob, USBC Tournament Advisor
1-800-514-2695 Ex; 3312
ruth.jacob@bowl.com Bowl with US