



**Western Districts Billiards & Snooker
Association**

By-Laws & Competition Rules

Revised ~~3 September 2024~~ *June 2026*

(Changes from previous version shown in bold italics and ~~striketrough~~)

The Constitution will over-rule any contradictions in these rules

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1. Introductory Provisions & Status of By-Laws

1.1 Power to Make By-Laws

These By-Laws are made by the Western Districts Billiards and Snooker Association Committee in accordance with Clause 6.3 of the Association Constitution. They are binding on all Members.

In the event of a conflict between these By-Laws and the Constitution, the Constitution will prevail.

1.2 Interpretation

In this Constitution unless the context otherwise requires:

“ABSC” means the Australian Billiards & Snooker Council Ltd.

“Act” means the NSW Associations Incorporation Act (2009) as required.

“Affiliate” means anybody or organisation affiliated to the Association in accordance with these articles.

“Association” means the Western Districts Billiards and Snooker Association.

“By-Laws” means any by-laws made by the Association.

“Club” means and includes those organisations admitted to this category of membership.

“Committee” means the Executive Committee of the Association elected or appointed as detailed in this Constitution.

“Constitution” means the Constitution for the time being of the Association.

“Delegate” means the person elected or appointed from time to time by a Club to represent and act for and on behalf of a Club at General Meetings.

“Division” refers to the player category Divisions. These include Division 1, Division 2, Division 3 and may also include a Division 4 should the Executive Committee and members feel appropriate.

“Fee” means a payment of money due to the association by its members.

“Game” means one frame of snooker and / or one game of billiards set to a specific time or point limit.

“General Meeting” means the annual or any special general meeting of the Association.

“Individual Member” means a registered financial member of a Club.

“Intellectual Property” means all rights or goodwill subsisting in copyright, business names, names, trademarks (or signs), logos, designs, patents or service marks (whether registered or registrable) relating to the Association or any event, competition, championship, meeting or activity of or conducted, promoted or administered by or under the control of the Western Districts Billiards and Snooker Association.

“Life Member” means an Individual Member upon whom life membership of the Association has been bestowed.

“Match” means a competition between two club teams.

“Member” means a member for the time being of the Association (an Associate Member).

“Objectives” means the objectives of the Association in Clause 2 of the Constitution.

“Play Offs” refers to the final series of the competition, which may include any of the following – Quarter Finals, Semi Finals, Preliminary Finals and Grand Final.

“Policy” means the policies made by the Association.

“President” means the president for the time being of the Association.

“Registered Player” means any player nominated to play and where registration has been accepted by the Executive Committee.

“Secretary” means the person holding office under this constitution as secretary of the Association.

“Special Resolution” means a resolution passed; (a) by a General Meeting of the Association of which twenty-one (21) days’ notice of intention to move the motion has been given in accordance with the Constitution, and (b) by at least 75% of the persons present and voting at that meeting.

“Team” means a Billiards and/or Snooker team comprising at least four (4) or six (6) playing members.

2. Rules of the Competition

2.1 Rules of Snooker & Billiards

At all times, the governing rules of the competition implemented by the Association will be the World Professional Billiards and Snooker Association - World Governing Body – WPBSA Official Rules of the Games of Snooker and English Billiards, except where stated otherwise in these By-Laws.

www.wpbsa.com/rules-of-the-game

2.2 Mercy Rule

The player behind is required to concede the frame as soon as they need four or more snookers to win when there are no reds left on the table.

This means:

- 40 or more on the Yellow ball
- 38 or more on the Green ball
- 35 or more on the Brown ball
- 34 or more on the Blue ball and
- 32 or more on the Pink ball.

2.3 Foul & Miss Rule

For Division 1 the Foul & Miss rule is to be applied as under the WPBSA Official Rules except that there shall be a limit of two Foul & Miss calls, a third attempt may only be called a "Foul" ~~unless~~ *if*:

- (1) there is no attempt to strike a ball that is on, or
- (2) the cue ball is not struck hard enough to strike a ball that is on (from the last cushion struck), or
- (3) there is a central contact available and a player fails to strike the ball.

For Divisions 2, a Foul and a Miss may only be called if one of the three above conditions occur.

For Division 3, a Foul and a Miss may only be called if there is no attempt to strike a ball that is on. This covers the intentional foul to gain advantage.

Under every circumstance the ability of the player **MUST** be taken into account and whether the Referee believes the foul was played intentionally to disadvantage the other player.

If a Team Captain feels that the Referee is incorrectly applying the above amendment to the rule of Foul and a Miss then it is the Team Captain's responsibility to ensure this amendment to the rule is correctly implemented.

If a player feels as though they are being treated unduly and harshly they should:

- Seek to request a minor break to the Referee,
- Take the matter up with their Team Captain.
- Team Captains should make a decision as to the course of action to be taken in the best interests of all players remembering the context of the competition being a social competition and in fairness for all.
- A request can be made thru the Team Captain under special circumstances to have a change to the Referee if agreed by both Team Captains.
- If Team Captains or players feel as though decisions on the night are not ruled on appropriately they are to submit their concerns to the Executive Committee.
- Rulings by the Executive Committee are final.

2.4 Commercial Terms and Sponsorship

The Committee is solely responsible for the commercial terms and sponsorship agreements associated to the Association and any of the Associations activities.

All commercial terms and sponsorship is to be approved by the committee.

No other agencies, individual persons, Company's, clubs or organisations are to approve or engage in commercial dealings or sponsorship matters without the written approval of the committee.

All commercial and sponsorship dealings are to be reported to the members at a minimum the Annual General Meeting.

3. Competition

3.1 Commencement of Play

Play should commence at the time nominated of 7:30pm, unless both Captains agree otherwise.

In Division 1 best endeavours are to be used to start games as early as possible as agreed by both captains.

In Division 2 ~~Interclub Spring comp~~, play (3 games) must start by 7:00 pm. Maximum 5 minutes break between snooker frames.

In Division 3 billiards must have a referee if a spare player is available. Referee will be responsible for keeping speed of the game to an acceptable pace and can issue a warning and may then call a forfeit for persistent slow play.

Once a game starts, NO coaching is permitted.

Each game is to be completed at a reasonable pace and without breaks, except for emergencies and disputes.

Each captain is to ensure that the correct Order of Play and corrects starts are used (Refer clause 3.14).

3.2 Competition Format

There must be a minimum of four teams in a division to form a competition.

Western Districts Autumn Competition

Division 1 will consist of 3 games of snooker (two frames) and 3 games of billiards (1 hour duration).

Division 2 will consist of 3 games of snooker (two frames) and 3 games of billiards (1 hour duration).

Division 3 will consist of 3 games of snooker (two frames) and 1 game of billiards (two frames, 30 minutes duration each).

Western Districts Spring Interclub Billiards (& Snooker) Competition

Division 1 will consist of 4 games of billiards (1 hour duration).

Division 2 will consist of 3 games of billiards (1 hour duration) and 2 games of snooker (two frames).

Division 3 will consist of 3 games of snooker (two frames) and 1 game of billiards (two frames, 30 minutes duration each).

The Executive Committee have the final say on what competitions will be run for the event season.

Handicapping will apply as per clause 3.6 - Player Handicapping.

~~A player is not allowed to play in both Billiards and Snooker in any one match, except when doubling-up under clause 3.9-[see clause 3.4]~~

Order of Play

Division 1 ~~Interclub Billiards competition~~ – ~~players may play in any order~~ **players must play in order of handicaps from lowest to highest, except that players 1 & 2 may swap.**

Forfeits must be placed last.

Division 2 ~~Interclub Spring competition – players may play in any order~~ **the player with the lowest handicap must play in either 1 or 2 position**. Forfeits must be placed last. Late players must play last.

Division 3 – Players must play in order of handicaps from lowest to highest, except that top two or bottom two may swap places.

~~All other competitions – players may play in any order.~~

3.3 Registration of Teams and Players

All team nominations are to be submitted to the Association's Secretary or Match Secretary for registration. Teams are to be submitted on a Team Registration form and to include the players name and contact details.

Team Numbers - Western Districts Autumn Competition

Teams for Division 1 and 2 may have up to 10 players in each team.

Teams for Division 3 may have up to 7 players in each team.

Team Numbers - Western Districts Spring Interclub Billiards

Teams for Division 1 and 3 may have up to 7 players in each team.

Teams for Division 2 may have up to ~~10~~ 9 players in each team.

It is the responsibility of the various teams to ensure each player is a financial member of their registered club and any other requirements they may deem necessary i.e. member of the snooker club etc. This shall not be the responsibility of the Western Districts Association; however may be audited and acted on at the Association's discretion.

If a team has the full quota of seven, **nine** or ten (depending on competition format) registered members, new registrations will not be accepted until an existing registered player is de-registered.

A non-playing member may function as team captain without affecting player quotas, but cannot substitute for a player if the registered quota has been reached.

The names of reserve players (**who are present and available to play**) ~~will~~ **may** be put up with nominated players and can play if required but cannot complete a game already started by a nominated player, nor play the second frame of same.

New Player Registration

Any new player registrations must be submitted in writing (text or email are acceptable) to the Match Secretary or, if unavailable, to the Secretary by no later than 6:00 pm on the night of play.

The request must be accompanied by the following information:

- (1) Full name;
- (2) Phone number (and email if captain or vice-captain);
- (3) Proposed handicaps for snooker and billiards; and
- (4) Reason for proposed handicaps.

The new player may not play until the registration is completed and handicaps have been determined. Players that are unknown to the Handicap Committee will require additional time for handicaps to be determined.

Changes to Team Members after half way mark

All teams must finalise their team before the half way mark of the season. Changes to team members after the half way point of the competition can only be made by written application to the committee and with committee approval. Submissions should be received

a week before the change is required to enable the committee to consider the application and pass to the handicap committee.

Transfer of players between Teams – Refer clause 4.4

3.4 Final Series / Play-Offs

In 1st Division a player must play at least one third (1/3, rounded to nearest whole number) of scheduled games in either billiards or snooker to qualify to play in that code in the finals and play-offs.

In 2nd & 3rd Division a player must play, or be a reserve for, at least one third (1/3, rounded to nearest whole number) of scheduled games for a team in the preliminary rounds of the competition to be eligible to compete in that division's finals and play-offs.

In 2nd Division Autumn (Spring) comp, **a player must play** at least 3 (2) ~~games~~ **matches** in either Snooker or Billiards ~~are required~~ to be able to play in that code in the finals.

In 3rd Division a player must play at least one match of snooker or billiards to be able to play in that code in the finals.

If six or more teams are involved in the Division the Final Series will be between the top 4 teams as follows:

- 1 v 2 (winner proceeds to grand final, loser plays winner of 3 v 4)
- 3 v 4 (loser eliminated, winner to play loser of 1 v 2)
- Winner of game 3 will contest the grand final
- Winners of the grand final will be the Premiers for that year.

If there are five teams in a division the finals will be between the top 3 teams as follows:

- Minor premiers go directly into grand final, winner of 2 v 3 will progress to the grand final
- Winners of the grand final will be the Premiers for that year.

If there are four teams in a division the final will be between the top 2 teams as follows:

- 1 v 2 will contest the grand final
- Winners of the grand final will be the Premiers for that year.

On completion of the rounds if any two teams are level on points, the team winning most matches will take precedence. If still level, the games won head to head will determine which team will play in the finals. If still a result cannot be achieved, the teams in question will play off at a neutral club and if match ends in a draw the same format will apply as in finals.

In the event of a draw in the finals, a result will be achieved as follows:

- In Division 1 & 2 with 3 (or 2) snooker & 3 billiards format – by tossing a coin. If heads there will be two frames of snooker and one game of 30 minutes of billiards. If tails there will be two games of 30 minutes of billiards and one frame of snooker. Any handicaps for billiards will be halved.
- In Division 1 Inter-Club Billiards – three additional games of 30 minutes of billiards. Handicaps to be halved. ~~If a game is drawn, both players play a break off a re-spot. Highest break wins game. If still a draw repeat.~~
- In Division 2 with all billiards format – three additional games of 30 minutes of billiards. Handicaps to be halved.
- ***In Division 1 & 2 if a billiards play-off game is drawn, both players play a break off a re-spot, with a 5 minute time limit. Highest break wins game. If still a draw repeat.***

- In Division 3 with 3 snooker & 1 billiards format – by tossing a coin. If heads one additional frame of snooker, if tails one additional frame of billiards.

A player is not allowed to change to a different code (ie snooker/billiards) when a play-off is required.

Venue for Finals

The Committee determines the venue for finals matches. They should normally be at neutral venues. The Committee may consult with the relevant captains.

A neutral player may be assigned by the Committee to assist with the running of the final and to provide a decision if the two captains are unable to agree on a matter.

3.5 Competition Prizes

Competition prizes will be determined and approved by the Associations Executive Committee.

Prizes may consist of money, trophies or other items as deemed appropriate by the Associations Executive Committee.

3.6 Player Handicapping

Handicaps will be determined and managed by Handicap Committees. The Handicap Committee may adjust the handicaps at any time even if an automated handicap adjustment system is used.

In Division 1 (Western Districts) the Handicap Committee is to determine the handicap system to be adopted.

In Division 1 (~~Inter-Club~~ Billiards) Handicaps apply as determined by the Handicap Committee. Automatic Handicap Adjustment System to apply as per below, except that 5 points will be used, and no handicaps above zero. Also, a maximum change of +/- 25 points from **initially** set handicaps.

In Division 2 and 3 an Automated Handicap Adjustment System will be used such that if a player:

- wins both snooker frames their handicap will be reduced by 5 points.
- loses both snooker frames their handicap will be increased by 5 points.
- wins one and loses one snooker frame their handicap is not adjusted.
- wins a 60 mins billiards game their handicap reduces by 10 points.
- loses a 60 mins billiards game their handicap increases by 10 points.
- wins both 30 mins billiards frames their handicap will be reduced by 5 points.
- loses both 30 mins billiards frames their handicap will be increased by 5 points.
- wins one and loses one 30 mins billiards frame their handicap is not adjusted.

In Division 3 there is a maximum handicap of +50 for both snooker and billiards.

Maximum Starts

In Division 2 the Handicap Committee is to determine the maximum START that will apply, if any (currently, 40 to each frame of snooker, no maximum in billiards).

In Division 3 there are no maximum starts.

Freezing of Handicaps

In ~~all~~ Divisions 1 & 2, handicaps (if applicable) will be frozen three weeks before the end of

the regular rounds, except for short Spring comps when handicaps will be frozen two weeks out.

In Division 3, handicaps will be frozen two weeks before the end of the regular rounds.

3.7 Handicap Committees

Each division has a Handicap Committee to determine, monitor and review handicaps.

The Handicap Committee in each division is made up of all the captains (or their representative) in that division.

Each Handicap Committee will be appointed a Chairperson who is responsible for organising handicap meetings and providing any player data figures and recording the results of handicap committee decisions.

The results of handicap meetings are to be formally submitted to the Match Secretary and Secretary ~~no less~~ **not more** than two days after holding the handicap meeting.

Team Captains may appeal handicap rulings in writing to the Committee.

The Committee must take reasonable consideration of all appeals and the decisions by the Committee are final. All decisions must be provided in writing in response to all appeals by the Committee Secretary or Match Secretary.

3.8 Competition Points System

Competition points shall be awarded for Billiards and Snooker as follows:

1 Frame of Snooker – Win is worth 1 Point.

1 Game of Billiards (1 hour) – Win is worth 2 Points, ***Draw is worth 1 point each.***

1 Frame of Billiards (30 mins) – Win is worth 1 Point.

In Division 3 billiards (30 mins), if frame is drawn then play on and first to score wins.

Competition points will be tallied at the end of the night and the team with the most points “Wins the match”. No prizes will be awarded to team winning on the night.

These points are to be submitted as per clause 3.14 (Match Results and Result Sheets) and the points tallied through to the end of the competition season.

3.9 Forfeits

Where a team forfeits a game, the forfeiting team will receive no competition points for the game. The team that wins on a forfeit will receive the standard awarded points for a win (1 or 2 Points for Billiards, 1 Point per frame of Snooker).

Every attempt should be made by both team captains to avoid forfeits where possible and to ensure games are played.

Double-Up Rule

This double-up rule does NOT apply to Division 1.

The use of one player playing two games on the evening should be used where possible to avoid forfeits. Noting, this can only occur once per match and once per player, per round and not in the play-offs/finals.

In Division 3, the opposing captain selects the player to double-up, noting the above restrictions.

Playing in a Higher Division

Any player registered in a division may only play in that division or a higher division, but only one player per match. A player having played five (5) games in a higher division may not return to their original division. Where a club has 2 teams in the same Division, a player cannot change from one team to another without Executive Committee approval.

Forfeit Due to Lateness

Forfeits due to time elapsed after start of play will apply as follows:

- For any one game or frame a forfeit may be claimed 15 mins after it's due to start, and for second frame 30 mins after the first frame is due to start.
- 2 or 3 games (depending on format) are due to start by 7:30 pm (Div 2 7:00 pm).
- Remaining games are due to start when they are ready to be played as per the result sheet and as agreed between the two captains.
- A full match forfeit may be claimed if less than two players are available at 8:00 pm (7:45 pm for billiards only matches).
- The Executive Committee will decide whether forfeits claimed will be accepted.

A player conceding a forfeit will not be eligible to count the forfeit as a game played. A player receiving the forfeit shall not be penalised and shall have the game recorded as having played that match.

Forfeited games will not automatically change handicaps.

3.10 Preparation and Final Closing of Match Nights

It is the responsibility of the Home Team hosting the Match night to ensure the room and facilities where the match is to be played is in a reasonable manner to play competition games. This includes:

- Tables are not obstructed to allow ease of access for players;
- Suitable provision has been made for players to sit when not in hand;
- Reasonable table equipment is available and in generally good condition i.e. jiggers, long cues etc.
- Tables are in generally good condition and are brushed.
- That pedestrian traffic is minimised to avoid interruptions to players.
- Ideally an allocation for the seating of spectators.
- Where possible ensure spare tables are available to other social players visiting the club.

When finishing the night it is ideal that both Captains perform a general speech thanking the opposing team and ensure the room is in an organised and suitable clean order before leaving. This may include assisting by ensuring table covers are put on and table equipment is suitably stored etc.

3.11 Champion of Champions

The Committee may wish to hold champion of champion competitions. These competitions will be run at the discretion of the Executive Committee.

3.12 Scorers / Referees / Disputes

In Divisions 1 & 3, both teams are responsible for ensuring competent and reliable referees ***people*** are available to referee ***mark*** matches. ***In Division 2, the home team is responsible for ensuring competent people are available to mark matches.*** This is in the Spirit of the Game. Noting, the two Captains may elect not to have markers to enable more games to commence. This is binding for the match.

Referee decisions are final however in the case of disputes, players should notify their team Captains and the team Captains have the responsibility to work together to resolve disputes. All such disputes are to be reported to the Match Secretary for monitoring purposes.

All serious disputes are to be reported to the Match Secretary and will be investigated by the Executive Committee.

3.13 Emergency Powers

At the discretion of the Executive Committee.

3.14 Match Results & Result Sheets

WDBSA has procured an electronic web-based Results page that includes all competition results.

Results sheets for all divisions are to be completed and uploaded onto the Results web page or submitted to the Match Secretary no later than the following Saturday, noon. Anything past this time may attract a penalty of 1 match point.

Each captain must accurately and clearly indicate on the result sheet the handicap each player is playing to. If the wrong handicap is used, where such an error is in favour of the eventual winner of that game, the points will be lost on that game and awarded to the opposing player.

Each captain should ensure that the correct Order of Play, if applicable, is used and shown in the Results Sheet.

In Divisions 2 & 3 reserves that are present and available to play, may be listed on the Results Sheet.

Both captains should ensure that the correct start is placed on the scoreboard at the beginning of each frame.

3.15 Jury of Appeal and Protests

At the discretion of the Executive Committee.

4. Club Teams

4.1 Team Structure

A club may have unlimited teams in each division.

The maximum number of players in each team is as per clause 3.3 – Registration of Teams and Players.

4.2 Players

All players will be approved by the Executive Committee.

The Executive Committee is responsible for determining and approving the Division in which a player may be eligible to play in.

4.3 Uniforms

All teams are encouraged to wear “team” shirts, neat and tidy trousers or jeans (not torn or damaged) and clean shoes in good condition.

Clothing must look neat and tidy (i.e. ironed, no obvious wrinkles) with no obvious signs of damage.

4.4 Transfer of Players Between Teams

A registered player may only play for one registered club at one time. Players may resign from a team to join another team however cannot play for two different clubs during the same competition.

Players may change registered clubs and play for different teams during various season competitions.

4.5 Team Responsibilities

It is the responsibility of each team to act in a courteous and good sportsmanship like manner at all times.

Teams should be aware they are representing their respective club, team and the sports of billiards and snooker and conduct themselves in a good manner.

Home teams should ensure good playing conditions in accordance with clause 3.10 - Preparation and Final Closing of Match Nights.

4.6 Team Captain Responsibilities

It is the responsibility of team Captains to ensure all team players are available and conduct themselves in a manner as required for team and player responsibilities.

Team Captains will be responsible on the night for organising draws in consultation with the opposing team and any game related organisation i.e. ensuring handicaps are correct and player order is correct. Failure to do so will result in handicaps and results being adjusted and possibly games being forfeited. ***Captains are also responsible for ensuring correct starts are placed on the scoreboard at the beginning of each frame*** (refer clause 3.14).

Team Captains are responsible for ensuring all game results are accurately recorded and results sent to the Match Secretary in a timely manner (***refer clause 3.14***).

It is the home team Captains responsibility to ensure playing conditions are at a suitable level on the evening (refer clause 3.10).

Captains are responsible for investigating and settling any disputes on match nights and to ensure good sportsmanship at all times. All disputes must be reported through to the Match Secretary (refer clause 3.12).

4.7 Player Responsibilities

All players are responsible for being well mannered and playing in a good sportsmanship like manner. Those not doing so may be subject to disciplinary action as directed by the Executive Committee. Swearing should not be encouraged and any malicious or argumentative confrontation is to be reported to the Executive Committee for investigation. Players should be aware they are representing their respective club, team and the sports of billiards and snooker.

Players are responsible for conducting themselves in a civil and social manner and encouraging good sportsmanship. Players are responsible for using all equipment including tables in an appropriate manner that will not cause damage. This also relates to any fittings, building and fixtures.

Conduct defined as “Prohibited Conduct” in the ABSC’s Member Protection Policy under the National Integrity Framework, is not acceptable. It includes engaging in the following conduct against another player:

- (a) Abuse;
- (b) Bullying;
- (c) Harassment;
- (d) Sexual Misconduct;
- (e) Discrimination;
- (f) Victimisation; or
- (g) Vilification.

4.8 Team Management

Team Captains where reasonably possible should encourage individual players to perform at their best and this may include such strategies as coaching, team practice nights etc.

4.9 Register Of Members

The Western Districts Executive Committee shall keep a register of all current registered players for the purpose of the competition and Association.

5. Club & Member Dispute & Discipline Matters

5.1 Disciplinary Incidents

The Committee deals with inappropriate behaviour in accordance with Clause 3.12 of the Constitution.

To deal with major incidents, the Committee may establish a Disciplinary Subcommittee in accordance with clause 5.3.

5.2 Establishment of Disciplinary Subcommittee

The Committee shall establish a Disciplinary Subcommittee to deal with major disciplinary actions and matters under Clause 3.12 of the Constitution. A major disciplinary action and matter must be solely and exclusively resolved by the Disciplinary Subcommittee.

5.3 Composition of Disciplinary Subcommittee

A Disciplinary Subcommittee of three (3) persons shall be appointed by the Committee for the purpose of hearing disciplinary actions and matters under Clause 3.12 of the Constitution.

The Committee shall also appoint a member of the Disciplinary Subcommittee as chair who in the opinion of the Committee is competent in dealing with disciplinary matters.

The Committee may call for applications to the Disciplinary Subcommittee.

No member of a Club directly related with a matter shall be a member of the Disciplinary Subcommittee.

Three (3) members of the Disciplinary Subcommittee shall constitute a quorum.

5.4 Notice of Alleged Breach

Where the Committee is advised or considers that a Member has allegedly:

- (i) breached, failed, refused or neglected to comply with a provision of the Constitution, the By-Laws, the Policies and the rules or any resolution or determination of the Committee; or

- (ii) acted in a manner unbecoming of a Member or prejudicial to the Objectives and interests of the Association and/or Billiards and Snooker; or
 - (iii) brought the Association or Billiards and Snooker into disrepute,
- the Committee shall notify the chair of the Disciplinary Subcommittee.

The chair of the Disciplinary Subcommittee shall, as soon as practicable upon receipt of notice, serve on the Member a notice in writing:

- (i) setting out the alleged breach of the Member and the grounds on which it is based;
- (ii) stating that the Member may address the Disciplinary Subcommittee at a hearing to be held not earlier than fourteen (14) and not later than twenty-eight (28) days after service of the notice;
- (iii) stating the date, place and time of that hearing;
- (iv) informing the Member that they do one or more of the following:
 - attend that hearing;
 - give the Disciplinary Subcommittee, before the date of the hearing a written statement regarding the alleged breach.

5.5 Disciplinary Subcommittee Procedures

At a hearing of the Disciplinary Subcommittee, the Disciplinary Subcommittee shall:

- (i) give to the Member every opportunity to be heard;
- (ii) give due consideration to any written statement submitted by the Member; and
- (iii) by resolution determine whether the alleged breach occurred.

The Association and the Member shall not be entitled to legal representation at the hearing of the Disciplinary Subcommittee.

The Disciplinary Subcommittee shall hear and determine the alleged breach in whatever manner it considers appropriate in the circumstances (including by way of teleconference, video conference or otherwise) provided that it does so in accordance with the principles of natural justice. The purpose of the hearing shall be to determine whether the alleged breach occurred.

If the Disciplinary Subcommittee considers that the alleged breach occurred, it may impose any one or more of the penalties set out in clause 5.6.

If the Disciplinary Subcommittee considers that the alleged breach did not occur, the matter shall be dismissed.

5.6 Penalties

If the Disciplinary Subcommittee considers that the alleged breach occurred, the Disciplinary Subcommittee may impose any one or more of the following penalties:

- i. impose a warning;
- ii. where there has been damage to property, direct that the Member pay compensation to the relevant organisation which controls or has possession of the property;
- iii. suspend for a specified period and/or terminate any rights, privileges and benefits provided to that Member by the Association;
- iv. reprimand the Member;
- v. suspend the Member from membership of the Association for a specified period;
- vi. expel the Member from the Association;
- vii. any other such penalty as the Disciplinary Tribunal considers appropriate

5.7 Appeal from Decision of Disciplinary Subcommittee

Any Member, the subject of an adverse finding in proceedings in accordance with clause 5.5 may appeal to the Committee in relation to that adverse finding.

Such appeal shall be dealt with in accordance with the disciplinary procedure set out in Associations by-laws, policies or rules.

5.8 Powers of Executive Committee

Decisions made by the Committee are final.

6. Fees

6.1 Team Registration Fees

Each registered Club is required to pay a **\$100.00** Team Registration Fee for each team entered in each competition.

It is the responsibility of the Club's WD Representative to collect these registration fees. Team registration fees are to be made payable to the Western Districts Billiards & Snooker Association and submitted to the Committee Treasurer.

Clubs that have outstanding Team Registration Fees may not be eligible to play in competitions until these fees are paid. This is to be determined by the Committee.

6.2 Player Registration Fees

Each registered player is required to pay a **\$10.00** Player Registration Fee at the beginning of each competition season. These fees are to be collected by Team Captains and submitted to the Committee Treasurer.

Failure to provide player registration fees to the Committee Treasurer may result in penalties as determined by the Committee including the loss of Team points or other such penalties.

6.3 Player Match Fees

Each individual player is required to pay the sum of **\$3.00** for Player Match fees for each match, not including finals and play-offs.

It is the responsibility of the Team Captain to manage, collect and submit these individual player match fees to the Committee Treasurer.

Failure to provide player match fees to the Committee Treasurer may result in penalties as determined by the Committee including the loss of Team points or other such penalties.

6.4 Fee Refunds / Reductions

The Committee may refund any fee which, in its opinion is warranted and approved by the Committee.

If a member club nominates more than three teams then that club will not be required to pay team and player registration fees for those extra teams.