

NORTHERN SUBURBS BRIDGE CLUB INC

Hendra, Brisbane

NORTHERN SUBURBS BRIDGE CLUB INC

By-Laws

June 2026

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Approved by Committee on 14 January 2026

Updated May 2026

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NORTHERN SUBURBS BRIDGE CLUB INC

By-Laws

These By-Laws are established under Rule 39 of the Northern Suburbs Bridge Club Inc Rules.

39 BY-LAWS

(1) The management Committee may make, amend or repeal by-laws, not inconsistent with these Rules, for the internal management of the Association.

(2) A by-law may be set aside by a vote of members at a general meeting of the Association.

1. MEMBERSHIP (Rule 5-11)

1.1 Membership Forms

The Northern Suburbs Bridge Club (NSBC) membership form is to be updated regularly to include information as requested or recommended by the Australian bridge governing bodies, being the Australian Bridge Federation (ABF) and the Queensland Bridge Association (QBA).

1.2. Membership Fees

The Club membership year is from February 01 to January 31 of the following year with annual subscriptions falling due on January 31 of each year. The annual membership fee includes the club's annual subscription fee and the annual ABF and QBA levies. Members pay all annual levies charged by the ABF and the QBA unless they are a member of another affiliated bridge club and pay these levies through the alternate club.

The annual membership fee for each ordinary membership and for each other class of membership is decided from time to time at the Annual General Meeting ("AGM") of the Club and is payable when, and by the payment method the Management Committee ("Committee") decides.

1.2.1 Subscription fees

The Club's annual subscription fees are due by January 31. Members who pay after January 31 will incur a surcharge as determined by the Committee.

1.2.2 Increases in Levies

All increases in levies by the ABF and QBA shall automatically be passed on for member payment.

1.2.3 Non-Payment of Subscription Fees

By March 31 each year the Committee shall consider the termination of members who have not paid their membership fees.

1.2.4 Joining Fees

In addition to the annual membership fee, new members of the Club are required to pay a joining fee which is decided from time to time at the AGM of the Club.

The joining fee will be waived only if:

- the new member has paid the full fee for Beginners Lessons charged by the Club.
If beginners' lessons are free the prescribed joining fee will apply.

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1.2.5 Pro Rata Joining Fees

The NSBC financial year runs from the 1st February to 31st January.

The ABF and QBA's financial years are from 1st April to 31st March.

Persons joining the Club from October 01 in any year are required to pay fees until January 31 of the next year plus one more year. This 16-month membership includes:

- the full joining fee,
- one annual subscription fee (including any yearly ABF and QBA levies), plus a further
- one third membership fee, and
- 50% of the yearly ABF and QBA levies.

Persons having completed the second semester of bridge lessons at NSBC and joining the club from October 01 may pay fees until January 31 of the next year only. Otherwise, they will be required to pay the full 16-month membership as stated above.

1.2.6 Youth Players

Players that are members of the ABF Youth Club are eligible for a 50% discount in table fees.

1.2.7 Visitors

A visitor may play at the club five times before being required to join the Club.

1.3 Honorary Life Members

1.3.1 Any member may nominate a person for Honorary Life Membership. Nomination is to be in writing to the Secretary of the Committee, setting out the reasons for their recommendation.

1.3.2 The nomination shall be signed by a proposer, a seconder and the nominee, all of whom must be financial members of the Club.

1.3.3 The person nominated must be a Club member who over a long period of time being in excess of ten years has performed tasks which have benefited the members of the Club. Their performance and dedication to the Club must have been outstanding.

1.3.4 The Committee may appoint a sub-Committee to examine the nomination and report back to the Committee with a recommendation. The Secretary will advise the [proposer in writing](#) of the Committee's decision. If the decision is in favour, the nominee will be advised that their nomination will be placed before the next AGM for consideration.

1.3.5 To support the nomination, the proposer shall prepare a full testimonial of the nominee and their achievements to be presented at the next General Meeting.

1.3.6 Voting on the proposal for Honorary Life membership shall be by the members present at the Annual General Meeting and the nominee shall be elected as an Honorary Life member if a majority of the votes cast are in favour of the proposal.

1.3.7 Any member elected as an Honorary Life member of the Club on the recommendation of the Committee and with the approval of the members at an AGM will be exempt from paying Club membership fees and QBA and ABF levies. Such levies will be paid by the Club. The Honorary Life member is still liable to pay table fees.

1.3.8 A member elected as an Honorary Life member of NSBC will be issued with an Honorary Life Membership certificate.

1.4 Waiving of Table Fees

Only the Committee may grant the waiving of table fees.

1.4.1 One-off waivers

One-off waivers may be granted as a thank you for services rendered as the Committee see fit i.e. table fees for a session for Kitchen, Walk-In and other volunteering services.

A Director's table fees are waived for services rendered in that session.

1.4.2 Ongoing waivers

Certain classes of members or selected members are granted waivers on an ongoing basis.

- i. The annual Membership fee and ABF and QBA levies are waived for Life members.
- ii. The following are currently granted waivers from paying table fees:
 - Concessional members i.e. over 90 years of age who have 10 years continuous membership.

2. Conduct, Ethics and Disciplinary Powers

2.1. NSBC Code of Conduct

Members are expected at all times to conduct themselves in strict accordance with the lawful procedures and ethical standards set out in the Laws of Duplicate Bridge.

NSBC has a Code of Conduct that members are required to adhere to. The Code of Conduct requires:

2.1.1 Attitude

- **Courtesy** – a player should maintain a courteous attitude at all times. This involves greeting and interacting with each other in a friendly way as well as refraining from criticising partner or the opponents. Badgering, intimidation, profanity, threats and violence are unacceptable.
- **Encouragement of Less Experienced Players** - experienced players should help novice players feel at ease and make allowances for lapses or errors.

2.1.2 Etiquette - as a matter of courtesy, a player should refrain from:

- Paying insufficient attention to the game
- Making distracting comments or noises during the auction or play
- Detaching a card before it is his/her turn to play
- Taking too much time in bidding or playing a hand
- Loud or lengthy discussion of hands that delay the game or give information to adjacent tables
- Showing an obvious lack of further interest in a deal (as by folding one's cards)
- Leaving the table at the end of the day's play without clearing away cups, paper, etc.

2.1.3 Inappropriate Actions - It is inappropriate to:

- Convey information to partner by means of a bid or play based on special partnership agreement unless such information is fully available to opponents
- Ask questions about an opponent's suit in order to suggest values or a certain suit in your hand
- Ask questions about an opponent's suit or bid when it is not your turn to bid or play
- Reply to questions directed to your partner
- Volunteer information which should be given only in reply to a question
- Give by word, manner or gesture an indication of your hand or show approval or disapproval of partner's play or bid
- Attempt to deceive an opponent by deliberately hesitating in play to suggest a particular card holding
- Pass or double with excessive haste or delay
- Play a card with undue delay when it does not need such consideration.

2.1.4 Procedure - the following are considered breaches of procedure:

- Touching another player's cards at any time (before, during or after the hand is played)
- Commenting on the auction or play while it is in progress, particularly indicating approval or disapproval
- Conveying information to partner by gestures, hesitations, or mannerisms
- Varying the normal tempo of bidding or play for the purpose of transmitting information or disconcerting an opponent
- Staring intently at any other player during the auction or play in an attempt to gain information or intimidate an opposition player
- Looking at another player's hand with the explicit purpose of seeing his/her cards or of observing the place from which he/she draws a card (it is, however, appropriate to act on information acquired by inadvertently seeing an opponent's card or cards)
- The Director is to be called upon any irregularity or breach of procedure.

2.1.5 Role of the Director

The Director is in charge of all aspects of running a session of play, including the initial organisation (where players are seated, the particular movement to be used, etc.); time management (calling moves, etc.); making rulings when irregularities occur and approving final results of the session. Players are to be cooperative with and respectful towards the Director in all interactions (summoning, explaining, questioning, etc.). Any disagreement with the Director's management of any aspect of the game (including rulings) should be addressed after the conclusion of the session.

2.2 Disciplinary Powers

2.2.1 Disciplinary Powers

Behaviour that is considered seriously detrimental to an individual or the NSBC in general should be referred to the Committee, preferably in writing.

(1) The management committee has authority to exercise disciplinary powers with respect to members of the Association. Disciplinary powers include but are not limited to:

- (a) caution;
- (b) censure;
- (c) suspension from membership for a stated period of time;
- (d) refusal of entry, or omission to invite the entry, to any bridge tournament or other function or functions of whatsoever nature conducted by or under the auspices of the Association other than a Congress or an Australian Bridge Federation event; and
- (e) deprivation of any rights and privileges of membership.

(2) In the exercise of its disciplinary powers, the management committee may act on the written report of a session director or on the written complaint of any member addressed to the committee.

(3) Before the management committee exercises any disciplinary power, the committee shall give the member concerned a full and fair opportunity to show why a disciplinary power should not be exercised.

(4) If, after considering all representations made by the member, the management committee proposes to exercise a disciplinary power, the committee shall give the member a full and fair opportunity to show why the particular disciplinary power proposed by the committee should not be exercised.

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(5) If, after considering all representations made by the member, the committee decides to exercise a disciplinary power, the secretary to the committee must give the member a written notice of the decision.

(6) A member against whom the management committee has exercised a disciplinary power and who has received a written notice of the decision may appeal against the decision.

2.3 Complaints Sub-Committee

2.3.1 Procedure

The Procedure following the receipt of a Report or complaint is:

The Committee may act to:

- a. Resolve the matter in accordance with **Rule 12**.
- b. Refer a complaint to a sub-Committee for further examination before proceeding to resolve the matter.

2.3.2 Sub-Committee

On receipt of a Report or Complaint the sub-Committee will enquire into the complaint. The sub-Committee must observe the principles of natural justice in all matters referred to it. This includes and requires the person the focus of the Report or Complaint having the right to be informed of:

- The existence of the complaint
- An investigation authorised by the Committee
- The particulars of the complaint that will be considered
- The form the investigation will take
- Their right to present their case either in writing or in person to the sub-Committee.

The sub-Committee may seek further information from the parties central to the complaint.

2.3.3 Recommendations

The sub-Committee forwards its written recommendations to the Committee as to what action, if any, should be taken.

2.3.4 Disciplinary Action

Following consideration of all Reports and Complaints, recommendations, and the rules of natural justice, if the Committee determines that a disciplinary penalty is to be imposed the Committee must advise the parties concerned, in writing. The opportunity should be given for the subject of the complaint to show cause as to why a disciplinary penalty should not be imposed. The communication should state a reasonable time for reply.

3. CONFIDENTIALITY (Rule 13, 14)

3.1 The Committee must keep a register of members of the Club. A member's registration details can be inspected by any member upon arranging a mutually suitable time with the Secretary.

3.2 Any information from the register shall not be used to disseminate information for political, religious, charitable or commercial purposes to any other member.

3.3 Committee members shall not discuss matters determined by the Committee as being confidential outside the Committee.

3.4 Further, in instances where, in the opinion of the Committee it is necessary for a communication to or from the Committee, to or from an individual to remain confidential, the Committee must ensure that the contents of the communication and, of all discussions thereon, are recorded in the minutes, but with this

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content omitted from published versions of the minutes, other than the fact that “Confidential matters were discussed”.

4. MEETINGS OF THE MANAGEMENT COMMITTEE (Rule 23)

4.1 First Meeting of the New Management Committee

The first meeting of a new Management Committee after the AGM will be held not later than four weeks after the AGM.

4.2 Subsequent Management Committee Meetings (Rule 23 - 2)

The Committee shall meet at least once every two calendar months. Four clear days’ notice of the time and place of any Committee meeting shall be given to each Committee member by the Secretary and for this purpose it shall be deemed sufficiently given if such notice is in writing and handed to the Committee member, emailed, or contacted by phone by the Secretary.

4.3 Quorum (Rule 24)

A Committee member may be counted as present for a Committee meeting if attending via a conference call or virtual platform i.e., Zoom.

4.4 Minutes (Rule 26)

Committee meeting minutes are to be posted on the Club noticeboard in the main playing area once accepted by the committee members who were present at that meeting.

4.5 Sub-Committees (Rule 27)

If necessary, the Committee will establish and appoint a sub-Committee if and when appropriate.

4.6 Office Bearer Roles

Each member of the committee is to undertake responsibility of one of the Office Bearer roles.

5. RESOLUTIONS OF MANAGEMENT COMMITTEE WITHOUT MEETING (Rule 29)

5.1 If a matter arises which is of such urgency that a decision of the Committee needs to be made prior to the next scheduled meeting of the Committee, a resolution can be made without a meeting as provided for by Rule 29 of the Rules.

5.2 A motion to make such a decision can be made by one or more members of the Committee. Every endeavour must be made by the Secretary to forward the motion to all members of the Committee in writing or by email. The Secretary will nominate a time by which a response is required which will generally not be less than 48 hours.

5.3 A resolution is made when a majority of at least a quorum of the then members of the Committee have responded within the nominated time.

5.4 All financial transactions agreed to by the Committee without meeting should be ratified at the next scheduled Committee meeting.

6. AGM (Rule 31)

6.1 In addition to other reports as prescribed in **Rule 31**, the President's Report will also be presented for adoption.

6.2 At the AGM, the Treasurer will include in the Treasurer's Report the prescribed details of the remuneration paid or other benefits given for the financial year to any member of the Committee, as outlined in the Associations Incorporation Act 1981.

6.3 Members may make a written submission of resolutions they wish to be considered at the AGM. Any such resolution is to be given to the Secretary no later than three weeks prior to the AGM and signed by six (6) financial members.

7. DAILY SESSIONS

7.1 Reserving of Tables

Players may not reserve tables or seats for players except for their partners not yet present. Players who wish to reserve a table must discuss this with the session Director.

The Director may reserve seats for incoming players who have mobility issues, or at their discretion.

7.2 Punctuality

Players are to be seated at their playing table at least 15 minutes prior to the official start time. If a player has not arrived 10 minutes before the start of play and has not notified the Director of his/her late arrival, the pair will not be included in the session at the discretion of the Director.

7.3 Mobile phones

Mobile phones and other electronic communication devices are to be switched off or on silent at all times during play except when a player may need to deal with an urgent matter such as a serious medical issue. When a player needs to leave a mobile phone on during play, the player must seek permission of the Director before the commencement of the session. If a call is received, the player must move away from the tables until the call is finished.

7.4 Moving Players

Players are obliged to co-operate with the Director in the division of the field to enable an equitable and appropriate movement for that session.

7.5 Accepted Systems

Only Green, Blue and Red systems are permitted for daily open sections. Only Green and Blue systems are permitted for daily novice sections.

7.6 Systems and System Cards

All players are required to have a completed ABF system card on the table during play. NSBC expect all Directors and Management Committee members to have a system card by way of example to members of the club.

Regulations require that each player at the table has an approved system card that opponents can refer to. This is in accordance with the general principle that opponents are entitled to know everything about a partnerships system and agreements.

Opener's partner must verbally advise the minimum cards held for a 1C opening and the point range for a 1NT opening.

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7.7 Alerting

QBA regulations state any bid below the 4 level, which opponents may misinterpret, must be alerted and quickly circled by the partner of the one making such a bid. This is any artificial/ systemic bid that the opponents may misinterpret up to the level of 3NT. Self-alerting bids and calls (i.e. doubles, redoubles, cue bids of opponents' suit) are excluded.

7.8 Opening Leads

All opening leads must be made face down.

7.9 Psychic Bids

Psychic bids are bids that substantially misrepresent the strength and length of a suit held by a bidder with the goal of misleading opponents. The Laws of Duplicate Bridge 2017 ("Laws") – Law 40 C 1 state that "a player may deviate from his side's understandings, provided that his partner has no more reason than the opponents to be aware of the deviation". This means firstly that psychic bids ("Psych") are "legal" and secondly a player may legally psych as long as their partner responds to the bid as per their system. This also means that if the opponents ask for an explanation of the bid it is consistent with the partnership system.

QBA regulations state Psychic bids must be reported to the Director of the session and recorded in the Psych Register. In the interests of fair play NSBC strongly discourages and asks all players to refrain from using psych bids in club sessions and particularly against novice and inexperienced players. Any player who deliberately Psyches is required to self-report and must notify the session Director to have it recorded in the Psych Register. Any player who believes the opponents have psyched may also report it to the Director and have it documented in the Psych register.

As per the Laws, if a player is showing a pattern of psyching, they are required to state in the pre-alerts section of their system card that they occasionally psych, as there is likely an understanding by their partner of their tendency to psych thereby creating an implicit understanding which then forms part of the partnership's methods.

7.10 Time to Play

At NSBC Dummy must be tabled by three (3) minutes before the allotted time for playing a round expires. If not, play must not continue and the Director called.

7.11 Scoring Issues

The Director must be called to rule on any infractions during bidding or play and is the only person permitted to alter or adjust a score, award an 'average' or impose a penalty.

Players have 24 hours from when the session scores are posted to bring scoring errors to the attention of the Club. If the referred scoring error is patently obvious, the Director will change the score. If the scoring error is a matter of opinion, the view of the opponents should be sought. If no agreement is forthcoming, the score will remain as it was entered into the Bridgemate.

7.12 Housekeeping

North / South are responsible for the management of the boards when they arrive and the table up until they are passed to the next table. East / West should only touch the boards to remove and replace cards. At the end of the session the North/South players are responsible for returning the boards and Bridgemates and the East/West players are responsible for tidying the table and chairs and the immediate playing area.

7.13 Eclectics

Eclectics are held on days of the week that have four or more green point sessions in the month. At the end of each month, individual results for eclectics will be calculated. The eclectic is based on a player's best three results. Teams and multi-session competitions are excluded from available sessions. The Club calendar will place excluded events into non-eclectic days.

8. PLAYING SESSION DIRECTOR

8.1 Director's Entitlements

A Playing Director in charge of a session shall be entitled to play for free in that session.

8.2 Bridgmate Assistant

The Director in charge of a session may appoint an assistant to provide help with directing and scoring. The Bridgmate Assistant is required to pay table fees for that session in which they play.

8.3 Breaches in Play

If, during the conduct of a bridge session a member believes there has been a breach of the Laws of Duplicate Bridge the Director should be called.

8.4 Director Called

If the Director determines that an offence has seriously disrupted the good order of the game, the Director may apply penalties via an adjusted score.

8.5 Director Discretion

If alleged behaviour cannot be dealt with under the Laws of Duplicate Bridge, the Director may:

- Encourage the parties to resolve the issue among themselves.
- Ask the player/s to meet with the Director at the end of the session to resolve the issue.
- Ask the player/s to refer the matter to the club's Recorder to attempt to resolve the issue.
- Ask the player/s to refer the matter to the Committee.
- The Director may themselves refer the matter to the Committee.

9. CLUB COMPETITIONS AND CONGRESSES

9.1 Format for Club Competitions

9.1.1 Club Pairs Championship

The format for the Club Pairs Championship is at the direction of the Committee. To be eligible to win a championship, the same pair must play in all sessions.

9.1.2 Club Teams Championship

The format for the Club Teams Championship is at the direction of the Committee. Teams may comprise of four, five or six players.

9.2 Minimum Tables

Eight (8) tables will be the minimum number required to run a club competition.

9.3 Seeding and Scoring

In club competitions the field will be seeded and "Across the field" scoring used with more than one section.

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9.4 Entry forms

Entry Forms and all advertising material of whatever nature, and by whatever media for all events, including regular club sessions, must clearly state the conditions of entry, and shall include, but not be limited to (as applicable) eligibility to play, closing dates for entry, and bidding systems allowed. Should a side section for players not competing in the competition be permitted, this must be stated on the entry form.

9.5 The Tournament Organiser (“TO”)

The TO shall arrange where possible for a paid, non-playing accredited Director to conduct all Club Championship events, GNOT qualifying events, and any other events (e.g., Congresses, inter-club events) for which the NSBC has organising and conducting responsibilities. If a non-playing accredited director is not available, then a playing accredited director shall be appointed. The TO is to have any negotiated payments approved by the Committee.

9.6 Eligibility and Entry Requirements

9.6.1 Red Point Club Competitions

All players must be members of Northern Suburbs Bridge Club to be eligible to play in these competitions.

9.6.2 Novice Events

To be eligible to play in the Newstead Novice Shield, players must have less than 100 masterpoints at the date indicated on the nomination form.

9.7 Nomination to Enter

Apart from regular club sessions, players must nominate for an event in which they have chosen to compete. Players who have not nominated, but wish to nominate after nominations have closed, may be included in the event at the discretion of the Director for the event.

9.8 Interclub events

For interclub events, members may apply to represent NSBC, and/or members may be invited to represent the Club. Club representation is not conditional on a member being a home-club member. The final decision as to the representatives will be at the discretion of the Committee and may be based on how often the team members play at the club and the player's contribution to the Club.

9.9 Youth Players

Players who are members of the ABF Youth Club or provide evidence of being of youth age are eligible for a 50% discount in entry fees.

10. PRIZE MONEY FOR COMPETITIONS AND CONGRESSES

10.1 In club competitions the number of entrants determines the number of placings being awarded prize money and the amount of money available for prizemoney.

10.2 Prize money shall be based on an approximate ratio being;

- If there is first, second and third placings use a 50, 30, 20 percent ratio
- If there is only first and second placings use a 60, 40 percent ratio
- If there is prizemoney for placings in different sections then as per the “QBA Guide to Congress Prize Money”, any secondary division prize money is to be equal to (or lower than) the lowest prize in the next higher division. For example, the prize money is therefore abc, cde, ef

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10.3 Consideration when organising prize money for team events, is there are to be four prizes per team i.e. one for each team member.

10.4 Prizemoney will only be shared if participant scores are identical.

10.5 Graded competitions means that every pair/team will only play against others in the same grade. Each grade will be allocated equal prize money.

10.6 A player who is a member of the ABF Youth Club or provides evidence of being of youth age is granted a 50% discount in entry fees but will be awarded full prize money.

11. GRAND NATIONAL OPEN TEAMS (GNOTS)

11.1. For the NSBC qualifying heat for the Brisbane Zone ("BZ") GNOT final, the event will be played at a time and date that is appropriate for the NSBC, as determined by the Committee.

11.2. The GNOTS will have a paid, accredited Director.

11.3 The dates for playing must be approved by the Brisbane Zone.

11.4 Teams may comprise four, five or six players.

11.5 For GNOT qualifying heats held by the Club, only one player in a team may be a non-member of NSBC.

11.6 Every player must be a current member of a club in the Brisbane Zone.

11.7 Eligibility and entry requirements should otherwise be in accordance with QBA & Brisbane Zone regulations.

11.8 The appointed Director for the event shall take responsibility for checking the eligibility of entrants.

11.9 A team that is representing the Club and qualify to play in the GNOT finals will be eligible for a financial contribution as determined by the Committee to help defray expenses. **(Rule 22-5)**

12. OTHER MATTERS

12.1 Trade

Members who wish to promote or sell goods or services on Club premises for either charitable or commercial purposes must have prior approval from the Committee.

12.2 Notice Boards

No material which is unrelated to Club activities may be placed on Club noticeboards without prior approval of the Committee.

12.3 Alcohol Consumption

Alcohol is permitted to be consumed on the premises ONLY at the discretion of the Management Committee. It is forbidden to sell alcohol on the premises.

12.4 Use of Language Other than English

The Club has adopted the ABF's recommendation concerning the use of language other than English at the bridge table during sessions of play.

12.4.1 The use of foreign languages is acceptable before the session starts, during breaks in play and when play is finished.

12.4.2 The use of a foreign language is not allowed while the cards are out of the board.

12.4.3 Between hands, if players cannot use “good” English, they should request approval from the opponents to use a foreign language. If permission is granted, it is the responsibility of those communicating in the foreign language to explain as well as they can what was said, if asked to do so.

12.5 Farewells, Presentations, Gifts and Donations

12.5.1 The committee is required to give approval for any presentations to members. These may be appropriate when a long-term member is leaving the club, or a member is retiring from a long-term voluntary position, or other special occasion.

12.5.2 The committee, or members authorised by the committee, will organise the presentation. Generally, any gift will be funded and provided by the committee. In most cases this will be flowers or an equivalent gift.

12.5.3 Requesting donations or monetary contributions from members for any reason requires the written approval of the committee. Any approval given by the committee will clearly outline the restrictions and process required for any collection.