



CurlManitoba

## CurlManitoba Berth Bonspiel & Regional Qualifiers Club Responsibilities

*Berth Bonspiels & Regional Qualifiers are "unofficial play"*

*Note:* A CurlManitoba "On Call" umpire is available to advise you on rules related questions. The "On Call" umpire will not deal with any non-game issues.

### Host Chair Responsibilities

1. Pre Event:
  - Provide competition ready ice which includes scrapping, pebbling and cleaning
  - Provide a standard tape measure for Last Stone Draw Measurements
  - Provide suitable food and beverage services throughout the event
  
2. During the event:
  - Operate a registration desk to confirm athletes and coaches are on the team list provided by CurlManitoba
  - Each team will have a 5 minute practice prior to the game. You will need to ring the bell to start and end each practice.  
Practice starts 20 minutes prior to game time
  - **The last stone draw will be completed immediately following the 5-minute practice**
  - Ring the bell for the start and end of the game
    - 10 ends: 2 hour and 15 minute mark
    - 8 ends: 1 hour and 50 minute mark
  - Host chairs are NOT expected to act as an on-ice umpire. However, if a dispute arises which relates directly to rules of play, contact the "On call" umpire, explain the situation and arrive at a decision.
  - Update the draw on the CurlManitoba website on an end by end basis for each game (instructions will be provided) and fill in the draw at the club.
  - If a team adds a coach on site prior to the start of the event; contact Elaine Owen, Event/Development Manager at [eowen@curlmanitoba.org](mailto:eowen@curlmanitoba.org), to check their eligibility.
    - **Note:** Until a coach is verified, they are not allowed access to the ice or the team during the game including time outs
  - Act as CurlManitoba's representative during the event and be prepared to receive recommendations from the athletes to forward to CurlManitoba.
  - Collect score cards after each game (the card must be signed by the winning skip/third). Please ensure the score is correct and print the winning skips name on the scorecard.
  - Ensure the berth winners receive their envelope with information on the Provincial Championship, which will be included in the package from CurlManitoba.
  - ***Ensure the chair or a representative is present throughout the event to ring the bell and update the website.***
  
3. Post-Event:
  - Prepare any recommendations in regard to operations of the event and email or fax to your Event/Development Coordinator (Erika Radosevic or Sean Grassie)

## **CurlManitoba Responsibilities**

- Take Entries
- Create the draw
- Put the draw onto the CurlManitoba website
- Notify teams of their first game, draw and rules
- Check eligibility of all athletes and coaches
- Provide a package for the host chair/club including the following:
  - Envelope for berth winners, which includes congratulations letter with information for the Provincial Championship
  - Draw and rules for event (will also be emailed to the host and **all** teams)
  - "On call" umpire phone number
  - Cheque for ice rental to the host club
    - Rural Berth Bonspiels and Regionals: 50% of entry fees
    - Winnipeg Berth Bonspiels, Regionals: current WCCA rateNote: This payment is inclusive of GST, you are responsible for the appropriate remittance.
  - List of teams and contact information
  - Score Cards
  - Instruction sheet on how to update scores on CurlManitoba website

## **CurlManitoba Contact Information**

Elaine Owen  
*Event/Development Manager*  
204-926-8408  
204-981-9239 (cell)  
eowen@curlmanitoba.org

Erika Radosevic  
*Development/Event Coordinator*  
204-925-5721  
204-799-6895 (cell)  
eradosevic@curlmanitoba.org

Sean Grassie  
*Event/Development Coordinator*  
204-925-5726  
204-250-3873 (cell)  
sgrassie@curlmanitoba.org