

New Zealand Association of Scrabble Players

Constitution and Rules

Revised after Annual General Meeting 4 June 2011

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1 NAME

The name of the Association is the New Zealand Association of Scrabble Players, hereinafter referred to as the Association.

2 OBJECTS

The objects of the Association shall be to:

- 2.1 encourage all Scrabble players to compete together;
- 2.2 promote, encourage and foster the development and growth of Scrabble Clubs in New Zealand;
- 2.3 organise and conduct Tournaments and Challenges locally, nationally and, if possible, internationally;
- 2.4 liaise with the franchise holders of Scrabble in New Zealand;
- 2.5 arrange and conduct suitable social functions as may be decided upon by the duly elected Management Committee.

3 POWERS

The Association shall have the power to do all such acts, deeds, matters and things as shall be incidental to or conducive to its objects, including the power to:

- 3.1 make, amend or rescind rules or regulations not inconsistent with these rules pertaining to the carrying out of all or any of the objects of the Association;
- 3.2 affiliate with any organization whose objects are, in the opinion of the Association, similar to or in sympathy with the objects of the Association;
- 3.3 make such donations or other payments as it may think fit.

4 MEMBERSHIP

The Association shall consist of Ordinary Members, Honorary Members, Honorary Vice Presidents and Life Members.

4.1 Ordinary Members

Any Scrabble player shall be eligible for membership as an Ordinary Member. Only members are entitled to vote at meetings.

- 4.1.1 Any application for Ordinary Membership shall be placed before the Executive Committee at its next meeting following receipt of the application if that person is not a member of a Club. The Secretary shall notify the applicant of the result of the application.
- 4.1.2 All members of registered Clubs shall be required to pay an annual affiliation fee to the National Association as may be determined from time to time by the Annual General Meeting, but the members of more than one club shall be required to pay their annual affiliation fee only through one Club. This fee should be paid to Club Treasurers who will forward names and fees to the Association Treasurer.
- 4.1.3 Each new club shall pay a registration fee of \$20.00. No annual fees are payable by Clubs.

4.2 Honorary Members and Vice Presidents

- 4.2.1 The Management Committee may recommend as an Honorary Member or Honorary Vice President of the Association any person of distinction in public life, or in relation to the game of Scrabble, to be elected at the Annual General Meeting.

- 4.2.2 Any Honorary Member or Honorary Vice President so elected shall be exempt from payment of the annual subscription and shall not be entitled to vote at any meeting of the Association, but shall otherwise be entitled to all the privileges of Ordinary Membership.

4.3 Life Members

- 4.3.1 Any member of the Association who has, in the opinion of the Executive Committee, rendered exceptional service to the Association, and in recognition of such is recommended by the Executive Committee for election as a Life Member of the Association, may be elected a Life Member at the Annual General Meeting of the Association.
- 4.3.2 A Life Member shall be exempt from payment of the annual subscriptions but shall otherwise be entitled to all the privileges of an Ordinary Member.

5 MEMBERS BOUND BY RULES

Every member shall be deemed to consent to and be bound by the Rules and By-laws of the Association.

6 TERMINATION AND SUSPENSION OF MEMBERSHIP

- 6.1 Any Member may, by notice in writing to the Club or Association Secretary, resign his or her membership of the Association and shall thereupon cease to be a member of the Association.
- 6.2 Any member whose subscription is unpaid after the last day of the Financial Year in which the same fell due may, by resolution of the Management Committee, be declared to have ceased to be a member of the Association.
- 6.3 The Executive Committee, either upon the recommendation of a Judicial Committee, or, taking consideration of a Member's actions, may suspend any Member for a length of time.
- 6.4 A suspended Member of the Association shall at the expiry of his/her suspension period be invited to rejoin the Association. Any Member having previously been suspended from the Association for any reason shall, if facing further suspension, be suspended for life and may not be reinstated.

7 MANAGEMENT

- 7.1 The administration, management and control of the affairs of the Association, for the everyday running of the Association, shall be vested in an Executive Committee consisting of the following officers:
- | | |
|---------------|-------------------|
| 1. President | 3. Vice President |
| 2. Secretary | 4. Treasurer |
| 5. Web master | |
- 7.2 The officers shall be elected from the registered members at each Annual General Meeting and shall hold office until the next succeeding Annual General Meeting when they shall retire but shall be eligible for re-election. Proxy votes are allowed for the election of executive officers.
- 7.3 Nominations for the Executive must be made in writing by the 25th of April and if no nominations are received for any position on the Executive then nominations can be received from the floor.
- 7.4 The Management Committee shall consist of the Executive plus a minimum of one voting member from each registered Club. For every twelve (12) affiliated members a Club is allowed one voting member. Proxy votes are allowed.
- 7.5 The Management Committee shall be called to meet in a convenient central place when the Executive Committee feel it is necessary. Usually it will be held in conjunction with a tournament. If any extraordinary or non-routine business is to be referred to a management meeting by the Executive Committee then notice of such business will be circulated to Clubs, and members not affiliated to Clubs, not less than four weeks before the meeting, unless the

business arises later, when as much notice as practicable will be given.

- 7.6 The Executive Committee may exercise all powers and do all acts and things that have been decided by the Management Committee which are not expressly directed or required to be done by the Association in General Meeting.
- 7.7 The Executive Committee may from time to time appoint such Standing or Special Committee or Sub-Committee as it thinks fit, and may delegate to such a Committee any of the powers and duties of the Executive Committee.
- 7.8 The Executive Committee shall furnish to each Annual General Meeting of the Association a report on the affairs of the Association during the preceding financial year, together with a Statement of Income and Expenditure, and a Balance Sheet disclosing the financial position of the Association.
- 7.9 In case any vacancy shall occur in an Executive Office, the Management Committee may appoint any members of the Association to fill such vacancy, and the member so appointed shall hold office until the next succeeding Annual General Meeting of the Association.
- 7.10 An Honorary Auditor shall be appointed at the Annual General Meeting and verify by signature all financial statements.
- 7.11 An honorarium of \$1000 shall be given to the Executive Committee annually.
- 7.12 The Executive Officers can attend special committee meetings of all clubs on invitation only.

8 FINANCIAL YEAR

The Financial Year of the Association shall commence on the first day of April in each year and end on the thirty-first day of March the following year.

9 SUBSCRIPTIONS

- 9.1 Each member affiliated to a Club shall pay an annual subscription of \$8.00, until otherwise fixed by the Association at an Annual General Meeting.
- 9.2 Every Member not affiliated to a Club shall pay an annual subscription of \$13.00, until otherwise fixed by the Association at an Annual General Meeting.
- 9.3 All subscriptions are due and payable on the 1st of April for each ensuing year.

10 TRUSTEES

All Association property shall be vested in the Executive for the time being who shall, by virtue of their office, be trustees thereof for the Association.

11 GENERAL MEETING

- 11.1 The Annual General Meeting of the Association shall be held on the Queen's Birthday Saturday in each succeeding year, at the time and place to be fixed by the Management Committee, for the purpose of receiving and accepting the Annual Report and Accounts, electing officers, for considering and, if approved, altering any of the rules, and transacting such other business as may be specified in the notice convening the meeting.
- 11.2 Any Member desiring to bring any special business before the Annual General Meeting shall give notice to the Secretary in writing not later than the 25th of April.
- 11.3 Notice of the Annual General Meeting shall be given to each Club, or to each member not affiliated to a Club, not less than twenty-one (21) clear days before the date appointed for the meeting.
- 11.4 The Secretary shall, at the direction of the Management Committee, or upon the requisition in

writing signed by two (2) members of at least three (3) registered Clubs, convene a Special General Meeting to transact such business as shall be specified in the notice convening the meeting. Notice in writing of such Special General Meeting shall be given as in 11.3.

- 11.5 At any General Meeting, ten (10) Ordinary Members personally present, together with at least one (1) member of the Executive Committee, shall constitute a quorum, and if no quorum shall be present thirty (30) minutes after the time for which the meeting has been convened, the meeting shall be adjourned.
- 11.6 At any General Meeting, the President, or in his or her absence, the Vice President or some member of the Association elected by the meeting, shall be Chairperson. The chairperson shall, in all cases, have a deliberative vote and, in cases of equal voting, shall have a casting vote.
- 11.7 At any General Meeting Ordinary Members of the Association shall have one vote which may be given personally or by proxy on resolutions which have been put in writing as in 11.2. Every resolution shall in the first place be determined on the voices, but if a poll is demanded shall be decided on a show of hands. A secret ballot shall be held at the discretion of the President.
- 11.8 Any resolution passed at a duly constituted General Meeting of the Association shall be conclusive and binding upon all members of the Association.

12 ALTERATION OF THE RULES

- 12.1 No addition to and alteration, amendment, or revision of the Constitution and Rules of the Association shall be made except by a two-thirds majority of votes resolved from those present and entitled to vote at an Annual General Meeting or at a Special General Meeting called for the purpose, the notice of which meeting shall contain particulars of the addition, alteration, deletion, amendment or revision to be proposed.
- 12.2 No addition to or alteration of the non-profit aims/objects (Clause 2), personal benefit clause (clause 20), payments to members clause (clause 19) or the winding-up clause (clause 21) shall be approved without the approval of Inland Revenue. The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document.

13 TOURNAMENTS

Only Scrabble players who are members of the Association are eligible to enter official tournaments. Official tournaments may be organised and run by the NZASP, by registered Clubs, and by individual members of the Association. For any official tournament not run under the auspices of the NZASP or a registered Club, any monetary profit from the tournament shall be either given to the NZASP or to a registered Club. The organiser(s) may specify use for the donated profit. Overseas players who are members of a national Scrabble organisation may enter such tournaments at the discretion of the tournament organiser.

14 RATINGS

- 14.1 A rating system will be maintained for all players competing in Open Tournaments. The system will be based on the performance of each player in relation to his/her opponents in each Tournament.
- 14.2 The system will be updated after each Tournament based on the results forwarded by the Tournament Organiser. Current rating lists will be distributed at regular intervals and supplied to Tournament Organisers as required.
- 14.3 From the current ratings a ranking list will be prepared and published with each issue of the Association magazine 'Forwards'. The player with the highest rating shall be ranked No 1 and other players shall be ranked in descending order of rating values.
- 14.4 To qualify for inclusion in the Official Ranking List a player must have competed in at least forty

(40) tournament games in the preceding twenty-four (24) months.

- 14.5 Where two or more players achieve the same rating, they shall be listed in the same order as on the immediately previous ratings list (i.e. they will be ranked according to what their ratings were the last time their ratings differed). If two or more new players achieve the same provisional rating from their first tournament, they shall be listed in the order that they entered the tournament.

15 RULES OF PLAY AT TOURNAMENTS

The following Rules of Play are applicable to all tournaments and Interclub Challenges organised by Clubs affiliated to the Association.

15.1 Official Words

- 15.1.1 The only allowed dictionary and word list is Collins Scrabble Tournament and Club Word List 2007 (CSW).
- 15.1.2 Additional adjudication aids such as word lists and computers may be used at the discretion of tournament organisers, who shall be responsible for ensuring the accuracy of such additional aids.
- 15.1.3 No word lists or dictionaries may be consulted during a game. Any challenges will be decided by an adjudicator or by self-adjudication by both players using a computer software program with the appropriate lexicon loaded. Tournament organisers must ensure that the correct lexicon is loaded and that all players understand how to use the program in the case of self adjudication.

15.2 Grading

Where there are more than one group of players in a Tournament then the placement of players into grades will be determined by current ratings. Where Overseas players or players without a rating are entered for a Tournament then the Tournament Organiser has discretion as to placement.

15.3 Timing

- 15.3.1 The use of clocks is compulsory in all official NZASP tournaments.
- 15.3.2 Each player is allowed twenty five (25) minutes to complete all plays before incurring time penalties. It is the responsibility of players to ensure clocks are set properly.
- 15.3.3 There is no limit on time per turn.
- 15.3.4 Clocks may be mechanical or electronic.
- 15.3.5 The association will ensure it has a sufficient supply of clocks for use at the Masters and Annual tournaments. These clocks shall be available for loan to clubs for Tournaments.

15.4 Attendance

- 15.4.1 Should any player not compete in a game for which he/she is scheduled, for any reason, he/she shall forfeit the game (refer to clause 15.9).
- 15.4.2 If a player is late to start the game that player's clock shall be started at the adjudicator's call to start the game, and will run until the player arrives or twenty five (25) minutes expires. When the player arrives the clocks are neutralised and the preliminaries and the first play are commenced. A player arriving late must start with whatever time is left on his/her clock.
- 15.4.3 A late player is deemed to have defaulted when twenty five (25) minutes have expired and rule 15.4.1 applies.
- 15.4.4 Where a player who has entered a tournament withdraws less than 24 hours before the scheduled start time the tournament organiser shall determine whether to adjust the draw, allocate a bye in the grade concerned or to apply clause 15.4.1. In making such determination

the tournament organiser shall consider the reason for the withdrawal, any notice of withdrawal given by the player and the length of any notice period. The player shall have the right to appeal the tournament organiser's decision to a Judicial Committee within 48 hours of being notified.

15.5 Preliminaries

Before each game it is the responsibility of both players to:

- 15.5.1 Determine that there are 100 correct tiles. For the first game of the Tournament tiles may be set out on a tile distribution sheet or directly on to the board in any format that clearly shows 100 tiles are present. For all subsequent games tiles are to be arranged on the board in any format that clearly shows 100 tiles are present. (e.g. 10x10, 4 blocks of 5x5). The tiles are then transferred to the bag. All bags should be approximately seventeen (17) by thirty four (34) centimetres in dimensions.
- 15.5.2 Establish who goes first by drawing one tile each from the bag. The nearest to 'A' goes first (a blank beats an 'A'). If identical tiles are drawn then further tiles are drawn until the first player is identified. All tiles drawn are returned to the bag prior to the first player drawing any tiles for his/her turn.
- 15.5.3 Notwithstanding rule 15.5.2, any club hosting a tournament has the discretion to apply balanced starts, where the starting player is determined in advance to ensure an even distribution of starts for each player in each grade. The NZASP has the discretion to apply balanced starts to the National Championships. The Masters Championship must have balanced starts. For all tournaments the pre-tournament information must specify whether balanced starts will be applied.
- 15.5.4 Enter the players' names on the Scoresheets, ensuring that they are identical and that the player going first is listed in the left hand column.
- 15.5.5 Ensure that clocks are set correctly.

15.6 Play

- 15.6.1 When the Organiser announces the start of the game the player going first draws seven tiles and places them on his/her rack. The first player's clock is started when the first player has at least one tile on his/her rack or there are at least three tiles showing face up which the first player can see.
- 15.6.2 When drawing tiles the bag must be held above the table so that the contents are not visible. Tiles can be placed either face down in front of the player or directly onto the rack, but if insufficient tiles have been drawn an open palm must be shown to the opponent before drawing any more tiles from the bag.
- 15.6.3 When more than the required number of replacement tiles have been drawn the following procedure is to be applied:

- 15.6.3.1 If the player has not yet placed any replacement tiles on his/her rack, the opponent shall pick as many tiles as are overdrawn from those lying face down on the table and return them to the bag.
- 15.6.3.2 If the player has commenced to place replacement tiles on his/her rack then all that player's tiles shall be combined, either on the player's rack or face down on the table, and the opponent shall pick from those tiles as many as are overdrawn plus one. After looking at those tiles the opponent shall select one tile to be replaced on the player's rack and return the remaining tiles to the bag.
- 15.6.3.3 If either player has seen the tile(s) to be returned to the bag, the other player is entitled to see them also.
- 15.6.3.4 Where a player finds that an opponent has more than seven tiles on his/her rack then the opponent shall turn his/her rack to the player and the player shall choose which tile(s) to return to the bag.
- 15.6.3.5 Clocks will be neutralised from the time of discovery of the extra tile(s) until the extra tile(s) are returned to the bag. It is the responsibility of the player whose clock is running to neutralise the clock and the responsibility of the player waiting for his opponent to move to restart the clock.
- 15.6.4 When playing a blank the player must declare what letter it represents. The blank shall continue to represent the declared letter for the remainder of the game. The player playing a blank will write the letter that that blank represents on the result sheet that will be used for the game and will ensure that the other player has sighted it. In any case where one or both players are vision impaired the clock will be neutralised and an adjudicator will be called to ensure that the blank is correctly recorded and understood by both players.
- 15.6.5 The end of turn procedure is:
 - 15.6.5.1 position the tiles to be played on the board.
 - 15.6.5.2 declare the score for the turn. At this stage, the player may still adjust the move in any way.
 - 15.6.5.3 start the opponent's clock. The player's turn ends at this point.
 - 15.6.5.4 await the opponent's confirmation of the score or his/her challenge (refer to 15.7). As soon as the opponent begins writing the score in the designated place on his/her scoresheet, this shall be taken as their acceptance of the word(s) played and the turn. By doing so, they are waiving their right to challenge.
 - 15.6.5.5 each player shall record the score on his/her Scoresheet.
 - 15.6.5.6 replenish the rack from the bag.
 - 15.6.5.7 A player who omits to press the timer while making a turn completes that turn as soon as he/she starts to draw replacement tiles.
 - 15.6.5.8 tile tracking in all forms is optional.
- 15.6.6 If there is a dispute in respect of the score for the turn, clocks will be neutralised until the dispute is resolved. It is the responsibility of the player whose clock is running to neutralise the clock and the responsibility of the player waiting for his/her opponent to move to restart the clock.
- 15.6.7 Players may exchange one to seven tiles in lieu of a turn providing that there are at least seven tiles left in the bag. The procedure for changing is as follows:
 - 15.6.7.1 declare the intent to change and the number of tiles to be changed.
 - 15.6.7.2 place the tiles to be changed face down on the table. At this point the opponent's clock may be restarted.
 - 15.6.7.3 pick the same number of tiles from the bag and place these face down on the table separate from those to be changed.
 - 15.6.7.4 upon confirmation that the numbers are correct place the replaced tiles back in the bag.
 - 15.6.7.5 place the replacement tiles on the rack.
 - 15.6.7.6 if during the exchange it is found that too many replacement tiles have been drawn, the procedure detailed in clause 15.6.3 shall be followed.
- 15.6.8 Players may pass any number of times in a game. The opponent's clock is started as soon as the intention to pass is declared.
- 15.6.9 In the case where, for any reason, and at any time during a game, it is determined that there are either an incorrect number of tiles, or tiles have been mixed between two sets of players,

or tiles remain in the bag following the completion of the game, no attempt will be made to rectify the situation until the completion of the affected game(s). Play will continue with the remaining tiles in the respective bags. No adjustment will be made to either game's final score nor any individual player's final score. Following the completion of the affected games the players involved will be responsible for sorting out the mixed tiles and arranging tiles on both boards in any format that clearly shows 100 tiles are present.

15.6.9.1 Tile Discovered Out of the Bag

If any tiles are discovered outside the bag at any time during a game and before the result sheet has been signed, then:

15.6.9.1.1 both players see the tiles and the tiles are returned to the bag;

15.6.9.1.2 any tiles that may have been removed from players' racks in the belief that the game was over are replaced; and one of the following steps is taken:

15.6.9.1.3 if both players have seven tiles on their racks, play resumes as usual;

15.6.9.1.4 if only one player has seven tiles, that player's opponent should draw from the bag;

15.6.9.1.5 if neither player has seven tiles, the players ascertain who should have drawn replacement tiles earliest and that player draws from the bag. If only one player has tiles after this is done, the game is over and the result recalculated as necessary.

15.6.9.1.6 Under no circumstances may any moves be replayed.

15.6.9.2 Tile Discovered In the Bag

If any tiles are discovered in the bag, which the players had thought to be empty, before the result sheets are signed, then:

15.6.9.2.1 both players see the tiles;

15.6.9.2.2 any tiles that may have been removed from players' racks in the belief that the game was over are replaced; and

15.6.9.2.3 the players ascertain who should have drawn replacement tiles earliest and that player adds the tiles to his or her rack.

15.6.9.2.4 If both players still have tiles after this process, play resumes. If only one player has tiles, the game is over and the result recalculated as necessary.

15.6.9.2.5 Under no circumstances may any moves be replayed

15.7 Challenges

A player may challenge ANY or ALL words formed in a turn. The procedure to do so is as follows:

15.7.1 A challenge may not be declared until the player's turn has ended (refer to 15.6.5.3 and 15.6.5.7)

15.7.2 The challenger then advises the player of his/her intent to challenge. The player may not draw any tiles from the bag. The challenger neutralises the clocks at this point.

15.7.3 Adjudication by an adjudicator:

15.7.3.1 The challenger writes the word being challenged clearly in capital letters on a challenge slip and underlines it, adds the table number, raises his/her hand and calls 'challenge' to the adjudicator.

15.7.3.2 The declaration to challenge can not be withdrawn.

15.7.3.3 The decision of the Adjudicator will be indicated on the challenge slip. The Adjudicator MUST NOT give any indication to either player that any particular word is wrong or right, but adjudicate on the turn as a whole.

15.7.3.4 The decision of the Adjudicator may be appealed once only to a Referee.

15.7.4 Self-adjudication

- 15.7.4.1 The player issuing the challenge clearly informs the opponent which word or words are being challenged;
 - 15.7.4.2 Both players should cover their tiles or turn any tiles on their racks face down and proceed to the adjudication computer
 - 15.7.4.3 The player issuing the challenge types the word or words to be challenged into the adjudication program;
 - 15.7.4.4 The opponent verifies that the word or words are correctly typed before the adjudication command within the program is executed.
- 15.7.5 If the challenge is successful, i.e. the turn played is incorrect, the tiles played in the turn are removed from the board, the player then misses a turn. This will be indicated on the scoresheet and the player restarts the challenger's clock.
- 15.7.6 If the challenge is unsuccessful, i.e. the turn played is correct, the challenger does not miss a turn; however the player receives 5 points for each word challenged in addition to his/her turn score. The player restarts the challenger's clock.
- 15.7.7 The clock may not be restarted after a self-adjudicated challenge until both players are seated, tiles are uncovered or back on racks and any incorrect word is removed from the board.
- 15.7.8 In the case where a challenge is later found to have been incorrectly adjudicated no adjustment may be made to the scores of either player.

15.8 End of Game

- 15.8.1 Play continues in turn until:
- 15.8.1.1 either one player plays the remaining tiles on his/her rack and there are no tiles in the bag,
 - 15.8.1.2 or neither player can make a valid play.
- 15.8.2 The player not playing the last turn neutralises the clock to indicate acceptance of the last turn and the end of the game, or to challenge a word played. If the challenged word is acceptable the game is ended. If the challenged word/words is/are acceptable the player adds 5 points for each word challenged to his/her turn score, and the game is ended.
- 15.8.3 The score of the player who goes out will be increased by double the sum of the value of the tiles remaining on the opponent's rack. If both players have tiles left the value of the tiles held by each is deducted from their respective score.
- 15.8.4 If a player has used more than the twenty five (25) minute playing time on his/her clock then that player's score will be reduced by ten points for every minute overtime or part thereof.
- 15.8.5 The player with the higher adjusted score is the winner. In the event of both players having the same adjusted score then each will be credited with one-half win.
- 15.8.6 Totals for each player are carried to the bottom of the Scoresheet. Both players must ensure that their Scoresheets agree and will sign their opponent's Scoresheet to so indicate.
- 15.8.7 The tiles are then arranged on the board in any format that clearly shows 100 tiles are present, ready for the next game.
- 15.8.8 The winning player will ensure that the Scoresheets are handed to the Scorer.

15.9 Forfeits

- 15.9.1 Players shall forfeit games in the following circumstances:
- Failure to compete in a scheduled game (refer to clause 15.4.1)
 - Where player must leave a game in progress and both players are not able to finish that game at an arranged time later
 - Where a Judicial Committee so determines (refer to clause 15.10.4)
- 15.9.2 The forfeited game shall count as a win to the scheduled opponent, with the player's average game score, +50 spread points and average bonus words for the Tournament added to the player's aggregate score, spread points and bonus words.

15.9.3 The forfeited game shall count as a loss against the scheduled opponent for the player who forfeits, and no points or bonus words for that round and -50 spread points.

15.10 Results

15.10.1 Tournament and/or grade placings are determined by the number of wins. In the event of a tie then the total spread for all games for each player will be used to resolve the tie.

15.10.2 In Teams' events the winner will be decided on the combined wins and spread of the team members in the same manner as 15.9.1).

15.10.3 Tournament Organisers are required to forward results of the Tournament to the website co-ordinator or the person maintaining the player records, for inclusion in the association magazine, and to maintain player ratings.

15.10.4 The content of the results forwarded must include grade, player's full name, club, number of wins, total spread, average points per game. Where a grade or grades are not played as round robins, a copy of the draw for the grade must be included.

15.11 Ethical Behaviour

15.11.1 Smoking is not allowed in the Playing Area.

15.11.2 Please do not talk needlessly to your opponent, or make comments, or use distracting mannerisms, during play.

15.11.3 Any transaction, i.e. changing of tiles, renewing the tiles on the rack after a turn, putting overdrawn tiles back in the bag, should always be done above the table where the transaction can be seen openly. Refer to 15.6.2 above.

15.11.4 A player who is sure that his or her opponent is transgressing the Rules of Play at Tournaments should make this known to the opponent and the adjudicator at the time. The tournament organiser should refer the complaint to the Executive Committee to be dealt with urgently. The Executive Committee may call upon the two people concerned and any other witnesses. This Executive Committee will make a final decision on any matter thus reported.

15.11.5 Players finishing their game early are asked to leave the Playing Area if they wish to talk.

15.11.6 An observer may watch the plays of a player providing the following conditions are met:

15.11.6.1 Both players must agree to the presence of the observer.

15.11.6.2 The observer must sit behind the player being observed.

15.11.6.3 The observer may not return to the game should he/she leave part way through.

15.11.6.4 The observer must not be in a position to observe both player's racks.

15.11.6.5 No communication may take place between the observer and either of the players.

15.11.6.6 The positioning of the observer must not impede other players.

15.11.7 Players must sit opposite each other at the table unless mutually agreed that they sit side on.

15.11.8 Players are asked to keep the Playing Area free of all bags, books and extraneous items. Players who have finished their game and wish to refer to books must do so outside the Playing Area.

15.11.9 If there is no rule that covers a particular situation then normal courteous behaviour should prevail. Where agreement cannot be reached between players the Adjudicator's decision shall be sought and will be final.

16 ANNUAL CHAMPIONSHIP

16.1 The Annual Championship shall be held on the Saturday and Sunday of the Queen's Birthday weekend every year.

16.2 The venue for the Annual Championship shall be decided at the Annual General Meeting.

17 CHALLENGE TROPHY

- 17.1 The NZ Challenge Shield shall be contested by teams of three and there will be an automatic challenge at any Masters where three players from the defending club and three players from another club are present, and at any National Championship where there are three players from the defending club and three players from another club in the A Grade. The challenge will be decided on the tournament games between those players on the most wins or on aggregate spread if tied on wins. If tied on wins and spread the defending team will hold the shield.
- 17.2 If two or more clubs have sufficient players to mount a challenge, the right to challenge shall be awarded to the club with the highest ranked player competing. If the defending club has only two eligible players they shall co-opt another player to fill up their team, such player not to be ranked higher than the highest ranked player in the challenging team.
- 17.3 If a defending club is unable to provide two eligible players there shall be no challenge for that tournament but if they are unable to defend on three consecutive occasions their tenure will lapse and the shield shall be competed for between two clubs who can provide three eligible players. In the event of more than two clubs being eligible the match shall be played between the two teams headed by the highest ranked players. If only one club is eligible that club shall be the new holder of the shield

18 MASTERS TOURNAMENT

- 18.1 A Masters tournament is to be held at Easter every year.
- 18.2 The Tournament is to be hosted, run and adjudicated by a Club agreed upon at the previous Annual General Meeting.
- 18.3 The Tournament shall include the top 24 available players on the NZASP rankings list at the end of the previous calendar year.
- 18.4 Games will be played over a period of three days. The number of games will be 23 maximum.
- 18.5 The Masters Tournament will be played as a Round Robin event.
- 18.6 The host Club should be prepared to billet players who request it.
- 18.7 Balanced starts will be used in the Masters Tournament – the method used to be determined by the tournament committee.

19 INTERNATIONAL INVITATIONAL EVENTS

- 19.1 New Zealand representatives for any international invitational events, e.g. World Scrabble Championship, Trans Tasman Challenge, shall be selected in accordance with criteria determined at a management meeting.
- 19.2 The selection criteria will be published on the NZASP website and updated when changed

20 PAYMENTS TO MEMBERS

- 20.1 No member of the Association or any person associated with a member shall participate in or materially influence any decision made by the Association in respect of the payment to or on behalf of that member or associated person of any income, benefit, or advantage whatsoever.
- 20.2 Any such income paid shall be reasonable and relative to that which would be paid in an arm's length transaction (being the open market value). The provisions and effect of this clause shall not be removed from this document, and shall be included and implied into any document replacing this document.

21 PERSONAL BENEFIT

Notwithstanding anything expressed or implied in these rules, the activities of the Association shall not be carried on for the personal pecuniary profit or benefit of any member or individual or associated person.

22 WINDING UP

- 22.1 Upon winding up or dissolution of the Association and the settlement of all debts and liabilities, any remaining cash or other assets **shall not be paid to or distributed among the members of the Association** but shall be given or transferred to a charitable organisation or charitable purpose within New Zealand.
- 22.2 If upon the winding up or dissolution of the Association there remains after the satisfaction of all its debts and liabilities any property whatsoever the same shall not be paid to or distributed among the members of the Association but shall be given or transferred to some other organisation or body having objects similar to the objects of the Association, or to some other charitable organisation or purpose, within New Zealand.