# WALLY BYAM CARAVAN CLUB INTERNATIONAL INTERNATIONAL RALLY COMMITTEE JOB DESCRIPTION

| COMMITTEE NAME: | Games              | CC |
|-----------------|--------------------|----|
| RESPONSIBLE TO: | 2nd Vice President | AR |
| EFFECTIVE DATE: | February 2022      |    |

COMMITTEE #: 228 AREA: III

## **RESPONSIBILITY:**

Organize and advertise the different games. Recruit committee members to assist with each individual game.

### **COORDINATE WITH:**

Rally Management, Sign Shop, Property Logistics, Secretarial Staff

### SPACE ARRANGEMENT:

See individual game descriptions.

### EQUIPMENT NEEDED:

Table and 2 chairs at Welcome. See individual game descriptions.

#### SUPPLIES NEEDED:

Sign for Welcome table, sheets for members to sign up for games. See individual game descriptions.

### COMMITTEE REPORTS:

Provide the Rally Committee final report to Copy Center by day before end of rally. Turn in Cargo Inventory Control Report with cargo boxes (if any) to Property Logistics at end of rally.

### **GENERAL OPERATING PROCEDURES:**

- 1. Advertise the various events in the Blue Beret and at the rally.
- 2. Recruit committee members to set up and supervise the selected games for the rally.
- 3. After determining the games for the rally, contact Headquarters for the number of ribbons needed for games. Suggested games and rules are attached. Selections are not limited to these.
- 4. Check with the Rally Management to arrange for a table and 2 chairs at Welcome and to determine the spaces available for various games.
- 5. Set up sign-up table at Welcome to publicize the events and for members to sign up to participate in the scheduled events.
- 6. Submit information about games to rally Communications for publicizing on social media and Grupio.
- 7. Work with Sign Shop for signage for the games.
- 8. Get ribbons from Rally office/secretarial staff and distribute to committee members responsible for each game.
- 9. Get Property Logistics to deliver any available equipment from Cargo trailer.
- 10. Oversee all games and collect results.
- 11. Prepare Committee report and attach results.

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# GAME 1: CRIBBAGE

SPACE ARRANGEMENT:

Separate room in main building, at least 200 sq. ft. with tables and chairs for 20 people.

SUPPLIES NEEDED:

Approximately 1 dozen cribbage boards and 2 dozen decks of cards, 100 rules and score sheets, table numbers and pencils.

AWARDS ISSUED:

1<sup>st</sup> place ribbon (blue), 2<sup>nd</sup> place ribbon (red), 3<sup>rd</sup> place ribbon (yellow).

## CRIBBAGE RULES:

Each player will play seven (7) games.

Players will draw for seating at start of tournament. Rotation of players will be done by toss of a coin. Only red (or black) will go to the next highest number. You can only play the same person once.

This is a friendly game - opponent does not get points that you miss.

NOTE: Seven (7) games usually take 2 1/2 hours. If only 2 hours play time is allowed, play five (5) games.

| Name |       |               | Membership No  |  |  |  |  |  |
|------|-------|---------------|----------------|--|--|--|--|--|
| Game | Score | Running Total | Opponents Name |  |  |  |  |  |
| 1.   |       |               |                |  |  |  |  |  |
| 2.   |       |               |                |  |  |  |  |  |
| 3.   |       |               |                |  |  |  |  |  |
| 4.   |       |               |                |  |  |  |  |  |
| 5.   |       |               |                |  |  |  |  |  |
| 6.   |       |               |                |  |  |  |  |  |
| 7.   |       |               |                |  |  |  |  |  |

Total your score after each game and have opponent sign his name after checking the addition.

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# GAME 2: DOMINOES

SPACE ARRANGEMENT:

Separate room in main building, at least 400 sq. ft. with card tables and chairs for 24 people. SUPPLIES NEEDED:

Twelve (12) sets of double six dominoes, score cards and score sheets, timer and pencils. AWARDS ISSUED:

1<sup>st</sup> place ribbon (blue), 2<sup>nd</sup> place ribbon (red), 3<sup>rd</sup> place ribbon (yellow).

## **DOMINO RULES:**

Each player will play on his own. You will play for 10 minutes at each setting, drawing each time for your table number.

The first player is designated by a previous draw for high bone, and the set can be any tile that suits the player's strategy. Each player then draws five (5) dominoes. The second player in the clockwise rotation must match one end of the set. If unable to do this, he draws from the boneyard until he gets a playable bone. He must play immediately - without hunting for a more advantageous bone.

Doublets are placed perpendicular to other tiles. Only the first double played may be played upon. SCORING:

Whenever a play results in all open ends showing a count that totals five (5) or multiple thereof, the player scores.

The first player to get rid of all his bones is the winner, which announces by calling "Domino". The winner gets one (1) point for each dot held by his opponents (to the nearest 5).

When neither player can play and each is stuck with bones, the winner is the player with the lowest total of dots.

## ERRORS AND PENALTIES:

If a player takes too many bones at the start, he must keep any of the extra ones that he has seen. A player who takes too few bones must correct the error as soon as it is discovered. When a player exposes a bone while drawing from the bone yard, he must keep it. When an incorrect play is made and noticed, it is withdrawn, unless the next player has already taken his turn, whereupon the erroneous play stands.

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# GAME 3: HAND AND FOOT

SPACE ARRANGEMENT:

Separate room in Main Building with at least 300 sq. feet with Card tables and chairs for 24 people. EQUIPMENT NEEDED:

At least 24 decks of Poker type playing cards (with two Jokers) and two (2) dozen pencils SUPPLIES NEEDED:

Rules for Hand and Foot, table score sheets and tabulation score sheets

AWARDS ISSUED:

1<sup>st</sup> place ribbon (blue), 2<sup>nd</sup> place ribbon (red), 3<sup>rd</sup> place ribbon (yellow) – 2 each for partners.

## RULES FOR PLAYING HAND AND FOOT:

- 1. Play with four (4) decks of regular bridge cards, including eight (8) jokers (2 jokers per deck).
- 2. Players draw numbers to determine their table. At each table players cut for partners, 2 high cards play 2 low. Beginners should all be seated at the same table.
- 3. Two packs of eleven (11) cards each are counted by each player. Exact selection of 22 cards is a bonus of 100 points. When counted, the two are passed to the player on the left.
- 4. Each player chooses one of the packs of eleven (11) cards as their starting "Hand". Second pack of eleven (11) cards (the Foot) is placed aside to be used when all the first cards have been played. Players select TWO (2) cards from the pack or (if open) top card from the discard pile when it is their turn to play. See Rule 6.
- 5. Joker and deuces (2's) are wild cards and close the discard pile. Three's (3's) are also stopping cards on the discard pile.
- 6. When selecting the card from discard pack, player must have two (2) cards of same face value and immediately play cards on the table. The value of these cards may not be counted towards meld needed to open. Whenever discarded card is picked up, player also takes the following seven (7) cards (8 cards total). In the event there are not enough cards on the discard pile, additional cards must be drawn from the pile (and shown to all players) to make a total 8 cards.
- Object of the game is to build books of seven (7) cards of the same denomination. Wild cards, (2's or Jokers) when used, must be at least one less than the number of regular cards. Books of all the same card (natural or clean) count 500 points. Books of a mixture of wild cards and regular cards (unnatural or dirty) count 300 points. Books may NOT be made of all wild cards or three's (3's).
- 8. Once a book is closed (contains 7 cards) players may add cards to the closed book, but NO wild cards may be added, nor may the discard pile be selected once the book is closed.
- 9. To go out, a team must have a minimum of one (1) natural (clean) and one (1) unnatural (dirty) book. On the 4th hand (last hand of the game) two (2) natural (clean) AND two (2) unnatural (dirty) books are needed. Player going out must have played both their Hand and Foot (two (2) packs of eleven (11) cards each). Player going out does not need to make a discard. The player going out will ask their partners if they want go out (asking permission). The team that goes out scores an extra 100 points for doing so. All cards held in players Hand and Foot must be subtracted from the team score.
- 10. A game is four (4) hands. Count needed to open is:
  - 1st hand 50; 2nd hand 90; 3rd hand 120; and 4th hand 150
- 11. CARD VALUES:
  - a. Red 3's 300 (300 points against you)
  - b. All 8, 9, 10, J, Q, K = 10 points
  - c. Black 3's, All 4, 5, 6, 7 = 5 points
  - d. Aces and 2's = 20 points
  - e. Jokers = 50 points

HIGHEST SCORE WINS!

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# GAME 4: MANIPULATION

SPACE ARRANGEMENT:

Separate room in main building, at least 200 sq. ft. with card tables and chairs for 24 people. SUPPLIES NEEDED:

Twelve (12) decks of cards (poker), manipulation score sheets and pencils.

AWARDS ISSUED:

1<sup>st</sup> place ribbon (blue), 2<sup>nd</sup> place ribbon (red), 3<sup>rd</sup> place ribbon (yellow).

### MANIPULATION RULES:

- 1. Draw for table numbers.
- 2. Four players to each table.
- 3. Deal 11 cards.
- 4. Play 4 hands (see below).
- 5. Total individual scores for Round 1. Give scores to Chair.
- 6. Play as for Round 1.
- 7. Total individual scores for Round 2. Give scores to Chair.
- 8. Chair combines the two scores.
- 9. Low scorer is declared the winner.
- 10. If a tie for low score, lowest scorers play one round of 3 hands. Scores for this round will be added to scores of the two previous rounds. Low scorer is declared the winner.

### OFFICIAL RULES FOR PLAY

- 1. Draw card for deal, high card deals.
- 2. First player to left of dealer must play 3 cards in set or run.
- 3. All others may play 1 or more but must not knowingly hold plays in hand.
- 4. If unable to play from hand, player must draw from deck until able to play.
- 5. Each player will knock when he has completed playing and may <u>not</u> reopen play until another turn.
- 6. Manipulation of cards on table may be done to rid players of all cards, always leaving at least 3 cards in a set or run.
- 7. When one person plays all cards, all others count cards in hand:

| Aces          | <br>15 points |
|---------------|---------------|
| 10 thru Kings | 10 points     |
| All others    | 5 points      |

8. Player with lowest score is declared the winner.

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# GAME 5: PINOCHLE

SPACE ARRANGEMENT:

Separate room in main building at least 200 sq. ft. with card tables and chairs for 24 people. SUPPLIES NEEDED:

Six (6) decks of pinochle cards, score sheets and pencils.

AWARDS ISSUED:

1<sup>st</sup> place ribbon (blue), 2<sup>nd</sup> place ribbon (red), 3<sup>rd</sup> place ribbon (yellow).

## **PINOCHLE RULES:**

- 1. Players four, two against two as partners at each table.
- 2. Each player deals one time at each table.
- 3. Then high scoring partnership moves to another table.
- 4. Each individual keeps their own score from each table.
- 5. Everyone has a different partner after each 4 deals.
- 6. Total individual score after 5 tables is winner. (Tie score can cut cards or flip a coin)
- 7. Single deck of 48 cards with 9's.
- 8. Rank A (high) 10, K, Q, J, 9. If duplicate cards are played on same trick the first one ranks higher.
- 9. Auction bidding beginning at 16 starts with player left of dealer.
- 10. If all 3 players pass, dealer must play with bid or 15.
- 11. High bidder names trump.
- 12. All players lay down their meld

9 of trump -- 1 KQ (same suit 2 -- 4) Q spades J diamonds -- 4 (2 of each 30) A of each suit -- 10 K of each suit -- 8 Q of each suit -- 6 J of each suit -- 4 Run of A, 10, K, Q, J of same suit -- 15

- 13. Total meld of each partnership is recorded.
- 14. High bidder leads first.
- 15. Successive players must follow suit and play a higher card if possible.
- 16. If unable to follow suit, must play a trump. Also, any successive trump played on that trick player must play higher, if possible.
- 17. At end of play, each partnership counts 1 for each A, 10, and K they took in their tricks. Also 1 extra point for last trick.
- 18. The card points plus meld must equal bid or the side is set.
- 19. The side if set subtracts bid from previous score and meld and card points are lost.

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# GAME 6: JOKER

SPACE ARRANGEMENT:

Need separate room in main building, minimum space 40' x 60', with 18 tables, 150 chairs SUPPLIES NEEDED: Joker boards and playing cards for each table of 4 players. AWARDS ISSUED:

 $1^{st}$  place ribbon (blue),  $2^{nd}$  place ribbon (red),  $3^{rd}$  place ribbon (yellow) – 2 each for partners.

# INTERNATIONAL JOKER RULES (Revised February 28, 2005):

GAME OBJECTIVE: To move five (ten per team) marbles from "START" to "HOME" on playing board. METHOD: By moving one's own marbles as determined by the playing cards.

- 1. Draw for table numbers and seat numbers. Seat 1 and 3 are partners, Seat 2 and 4 are partners.
- 2. Two decks of (Poker) cards with all four jokers are used.
- 3. All cards are shuffled. Seat 1 will deal.
- 4. Dealer gives five cards to each player. The rest of the deck is placed face down in a single stack on the board.
- 5. The person who deals keeps the cards shuffled. DO NOT reshuffle until last card is picked up.
- 6. The player to the left of the dealer begins play by first drawing one card from the stack, and discards a card that dictates players move. DO NOT draw until your turn to play. (If player fails to draw a card when it is his turn, he must wait until his next turn and draw two cards.)
- 7. You must play if you have a card that will play.
- 8. A card laid is a card played. You CANNOT pick it up. **EXCEPTION:** Card laid is not playable, but you have a card that is playable, call supervisor to permit picking up of unplayable card.
- 9. Discard cards in center of board.
- 10. NO TALKING across the table about the game. If you question a play, have supervisor witness the play immediately.
- 11. THE FOLLOWING MOVES ARE PERMITTED:
  - A. ACE can move a marble out of "START" or advance a marble one space forward in playing area.
  - B. THE KING, QUEEN AND JACK may move a marble out of "START" or may move a marble forward ten spaces.
  - C. The cards TWO through SIX, as well as cards NINE and TEN move anyone of a players marbles the number of spaces the card show, (i.e.: FIVE would move a marble 5 spaces forward).
  - D. The SEVEN can move one marble or a continuation of two marbles a total of seven (7) spaces forward. If a players last marble is SIX or fewer spaces from "HOME" the player must "SPEND" his unused spaces from the total of "SEVEN" to move one of his partners marbles. "SEVEN" must be used completely.
  - E. The "EIGHT" moves a marble spaces BACKWARD (counter-clockwise) and may pass ANY other marble regardless of color. This is the only time you can jump yourself. A player may not "back" into "home". The eight marble is the only marble that can go backwards.
  - F. A JOKER may:
    - 1. Move a marble out of "start".
    - 2. "BUMP" an opponent's marble back to "START" using <u>ANY</u> of the player's <u>OWN</u> to replace the "bumped" marble on the board.
    - 3. "BUMP" <u>a partner's marble</u> to the entrance of his "HOME" space.
    - 4. A Joker can move one (1) space.
    - 5. Joker goes clockwise and cannot pass home entrance.

## GENERAL RULES:

- 1. Four players form two teams.
- 2. Each player uses one color marble only, but assists his partner when possible and appropriate.
- 3. When a player gets all five of his marbles "HOME" he then joins forces with the partner and continues play (in his own turn) with partner's remaining marbles.
- 4. No player may pass his own marbles in the play zone, EXCEPT on a JOKER or EIGHT (reverse) card play.
- 5. A player may pass any marble but his own.

- 6. Landing on an opponents marble "BUMPS" him back to "START" but a partners marble is "bumped" to the entrance of "HOME".
- 7. Marbles moving into "HOME" must use the exact number allowed by the card played, SEVEN was explained earlier. On the last marble belonging to partners, full count of any card played must be used.
- 8. You may never under any circumstances pass the entrance to <u>YOUR HOME</u> moving clockwise.
- 9. "HOME" spaces are counted. Spaces inside "START" are not counted.
- 10. Game Ends when either team gets all ten marbles home.
- 11. When you are "HOME", you are safe, you cannot come out.
- 12. You cannot bump your own marble or your partners marble back to start.
- 13. You keep the same partner throughout the tournament.
- 14. The decision of the JOKER CHAIRPERSON is FINAL.

# GAME 7: BEAN BAG BASEBALL

SPACE ARRANGEMENT: Large enough space to set up 3 sets of game boards and room for audience members. 4 tables and chairs for players and audience members.

EQUIPMENT NEEDED: 3 sets of game boards (total 6 – 2 each game), bean bags for each game SUPPLIES NEEDED: 1 microphone; Copies of rules and regulations to pass out to attendees.

AWARDS ISSUED:

1<sup>st</sup> place ribbon (blue), 2<sup>nd</sup> place ribbon (red), 3<sup>rd</sup> place ribbon (yellow)

9 people on each team.

Chairperson from Region Competition may enter a team for International Play off.

## Bean Bag Baseball Rules:

## Principle of the game:

- 1. The Beanbag Baseball game is played on a board stand that has been modified with openings [see Diagram 1] and bean bags.
- 2. The rules for this game are similar to the real baseball game, that is to say, that the person who is throwing continues to play until he gets three strikes for an out.
- 3. An inning is over when each team has three outs.

### Team Play:

- 1. For this game, five (5) to twelve (12) players are required for each team, depending on how many want to play. Keep the teams even numbered for competition sake. It is desirable to have nine (9) players per team.
- 2. Each team nominates a Captain and chooses a name.
- 3. Have a baseball play-off chart showing the progression of the winners and the team names.

### Players Distance:

- 1. From Home Plate to the rear of the game board, a distance of 21 feet is required. About 17 feet from the front leg.
- 2. If you have children on the team, the distance can be changed for them when they throw. They should be able to hit the board.

### Positioning the players and the stand:

- 1. The game board must be placed in such a way as to allow a chair to be placed behind it (2nd base); a chair to its right (1st base); and a chair to its left (3rd base). Make sure there is reasonable separation between the chairs marking the bases and the chairs where the teams sit.
- 2. A line on the ground must clearly indicate where the thrower will stand. If the heel of the thrower goes ahead of the line, he is OUT; he may touch the line with his foot but without going ahead of it. The best way to mark the line is by a small rope held down with two large nails.
- 3. The players' chairs must be placed in such a way as not to obstruct the thrower's view.
- 4. It is important that each player retains the same chair, in the same team, for the entire game. **How to score:** 
  - 1. Each player is allowed to throw bean bags until he has a base hit, or makes three strikes or makes an out.
  - 2. When the player has thrown a bean bag into one of the holes, he then is to do what is written under the hole.
  - 3. For instance, the bean bag enters the 1st Base hole, the player drops the remaining 2 bean bags he is holding and goes to sit on the 1<sup>st</sup> Base chair at the right of the game board. He waits for the next player to throw. He cannot leave his Base until the next player(s) successfully throw a bean bag, or the team scores three OUTS.
  - 4. If the next player throws a bean bag into the 2nd Base hole, the player at 1st Base goes, touches 2nd Base chair, and continues to the 3rd Base chair. At the same time, the player who has just thrown the bag goes and touches 1st Base chair, continues on to and sits on the 2nd Base chair.
  - 5. If the following player throws a bean bag into the 1st Base hole, he goes on and sits in the 1st Base chair. The player at 3rd Base cannot go home and score. He has to be forced to go Home.
  - 6. When the 3 bases are loaded, if the next player throws into the 1st Base hole, all players advance one chair, but only the player on 3<sup>rd</sup> Base gets to score. If that player had thrown in the 2nd Base hole, two players would score, and if he had thrown into the 3rd Base hole, three players would have scored.
  - 7. A home run makes all players on the Bases score including the player who threw the bean bag.

- 8. Each bag thrown and not entering a hole is considered a strike. If the 1st or 2nd bag enters the FOUL hole, it is also considered a strike.
- 9. A player is OUT when he has three strikes or if he throws a bag into the hole marked OUT.
- 10. If the 3rd bag enters the FOUL hole, the player is allowed to throw another bean bag until a base hit, or a strike, or an OUT is made.
- 11. The score keeper will keep track of the OUTs and strikes, and call them out to the players as they are made.
- 12. The inning ends when each team scores three OUTs. When a team has three OUTs, the player following the one who had the last OUT will start the next inning.
- 13. A flip of the coin will determine which team captain will start throwing. The winner has the choice to start first or let the other team start.
- 14. If a bean bag is only half entered into the a hole, it does not count. If a following bean bag thrown by the same player pushes it in and enters the same hole or another hole, only the first bag counts.
- 15. You must throw the bean bag underhand.
- 16. A game is complete after nine innings. short innings may be scheduled.
- 17. For the sake of expediency, 6 runs in any one inning by a team is the maximum. When a team has scored 6 runs in an inning, it is considered as if they have three outs.
- 18. It is preferable to have a referee who is not a player. His role is to watch the board to see which hole is entered and that the player stays behind the line. Also, to make sure that all runners touch or sit in all the chairs as they pass the bases and touch home, or the run can be cancelled.
- 19. A scorekeeper is required to keep score on the two teams and to call out the names as they come up to throw. He will also call out the strikes and OUTs like a real umpire.

### How to fill in the score sheet:

- 1. Each team uses a separate score sheet. Fill in the team name at the top and the names of players on the left column.
- 2. If teams have more than 10 players each, use a second score sheet.
- 3. If a player throws a bean bag in the hole indicating 1 Base, circle 1B; the same for 2B, 3B, or HR.
- 4. When a run is made, fill in the little box above the letters HR on the score sheet for the person making the run. These solid boxes are how to keep track of the runs.
- 5. When a player throws into the Home Run hole, circle the HR and fill in the little box for this run. If he drives in runs from any who were sitting on Base chairs, fill in the boxes under their names.
- 6. When a player is OUT, insert an X in the box. An inning is over when you have three boxes with an X.
- 7. Draw a line under the square of the player who makes the 3rd OUT, so the next inning can start with the following player.
- 8. Do not shift to the next inning column each time, keep track of the innings by these lines. The whole team may have to play before having 3 outs or 6 runs, and you may run out of columns. Using the line method, you may only need 5 columns during the 9 innings, but they are there if needed.
- 9. The bottom line on the score sheet is for reporting the runs. Each inning column has two triangles. The first triangle is for the runs made by the first 10 players. The second triangle is the running total of the game. Count the filled in boxes in the column to give you the runs made for the first triangle.

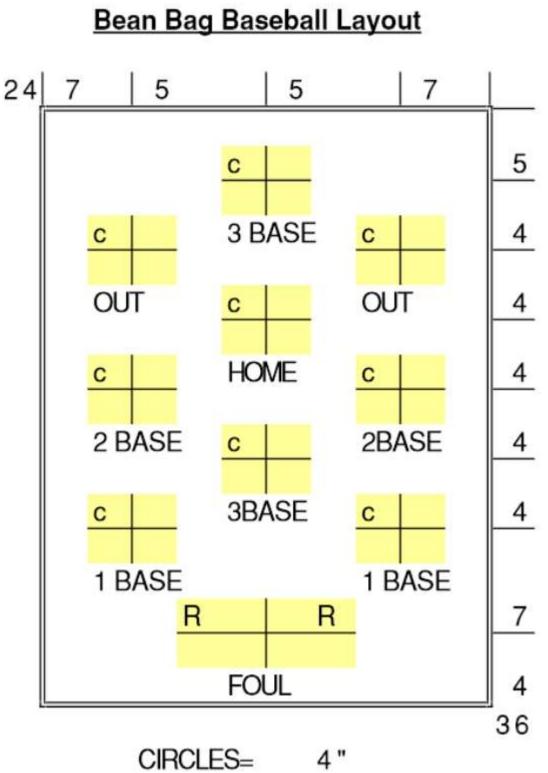
## Bean Bag Construction:

- 1. Bean bags measure 2-1/2x4-1/2 inches and are 1" thick when filled w/pinto beans.
- 2. Material for bags measures 3-1/2"x 9".
- 3. Fold material in half, sewing 2 side seams (1/2" seams)and half of open end.
- 4. Turn bag with seams inside.
- 5. Fill with pinto beans making bag 1" thick.
- 6. Finish sewing bag shut.
- 7. Finished bag measures 2-1/2"x4-1/2"

**Score Sheet** 

| TEAM'S NAME: INNING |       |       |       |       |       |       |       |       |       |                      |
|---------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|----------------------|
| NAME                | 1     | 2     | 3     | 4     | 5     | 6     | 7     | 8     | 9     | Points/<br>Total Pts |
|                     | 1B    |                      |
|                     | 2B    |                      |
|                     | 3B HR |                      |
|                     | 1B    |                      |
|                     | 2B    |                      |
|                     | 3B HR |                      |
|                     | 1B    |                      |
|                     | 2B    |                      |
|                     | 3B HR |                      |
|                     | 1B    |                      |
|                     | 2B    |                      |
|                     | 3B HR |                      |
|                     | 1B    |                      |
|                     | 2B    |                      |
|                     | 3B HR |                      |
|                     | 1B    |                      |
|                     | 2B    |                      |
|                     | 3B HR |                      |
|                     | 1B    |                      |
|                     | 2B    |                      |
|                     | 3B HR |                      |
|                     | 1B    |                      |
|                     | 2B    |                      |
|                     | 3B HR |                      |
|                     | 1B    |                      |
|                     | 2B    |                      |
|                     | 3B HR |                      |
|                     | 1B    |                      |
|                     | 2B    |                      |
|                     | 3B HR |       |       |       |       |                      |
|                     | 1B    |                      |
|                     | 2B    |                      |
|                     |       | 3B HR |       |       |       |       |       |       |       |                      |

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RECTANGLE= 5X8"

## GAME 8: BRIDGE, PARTY

SPACE ARRANGEMENT:

Approximately 2000 Square Feet with 10 Card Tables, 42 Chairs, 1 Long Table SUPPLIES NEEDED: Playing cards, pencils, tallies, score sheets, signup sheets, lists of daily scores AWARDS ISSUED: 1<sup>st</sup> place ribbon (blue), 2<sup>nd</sup> place ribbon (red), 3<sup>rd</sup> place ribbon (yellow) – 2 each for team

GENERAL OPERATING PROCEDURE:

1. Conduct 3-day tournament (9 AM-11:30 AM OR 8:30 AM – 11 AM each day).

- 2. Tables and chairs should be in place at least one hour before play begins. Tables should be numbered and easy to locate and should be supplied with score pad numbered with table number and game number on each sheet; one tally card for each player, pencil, cards, rule sheet of scoring.
- 3. Keep talking to a minimum and see that non-playing observers do not annoy players.
- 4. Keep careful records of number taking part as an aid for future planning and evaluation.
- 5. Any cards, tally sheets, etc. left over should be packaged and returned to Property Logistics with inventory for storage records at close of rally.