

# STARTING AND RUNNING A TEAM

Welcome to the Western Maryland Dart Association. Thank you for helping your fellow darters by agreeing to be a team captain.

If you already have a few players and are interested in joining an upcoming season, periodically check the WMDA web site for when our next season will start. Seasons usually begin approximately 3-4 weeks after the completion of the current season. Generally the next seasons start date, initial roster due date etc will be posted near or shortly after the current season ends. Also, flyers announcing an upcoming season will be mailed to current members and posted at participating local restaurant and bars.

## Initial Rosters

As the new season approaches, you will have to submit an "Initial Roster" form to the league. This form includes the captain's contact information, player information and sponsor approval as well as desired division etc. The initial roster form will be available for download from the WMDA web site or can be picked up from one of our two drop boxes. You may also request a copy via email or U.S. Mail. To ensure accuracy, please fully complete all information on the Initial roster form.

## Sponsors/Hosts

You will need to get a sponsor/host bar or restaurant. All teams must have a home bar or restaurant to play from. You can find a list of local sponsors by checking our Host Bars page. This is not a full list of local bars/pubs/restaurants. If you have a local bar you want to play from, that is not on the list, feel free to do so. Please note that sponsor fees are approximately \$70 for the season (This fee may change per season).

## Captain's Meeting

After all this is done, the team captain must attend the Captain's meeting which is generally 1 week before the season starts. At this meeting the league hands out the "Captain's Packets" with all the info you will need for the season. This includes, but not limited to, schedules, league calendars, guidelines, score keeper rules and more.

## Rules & Guidelines

Read and become familiar with the Rules of Play which are provided in your Captain's packet (and on the web site). If you have questions or problems, please contact a board member.

## Match Nights

It is the captain's responsibility to be sure all of your team members know where the nights match is being played. Captains are to fill out the players for the first set of games and exchange with the other team by 7PM. The first game of the night must start by 7:15PM.



## Score Sheets

Score sheets are provided in your captain's packet. Score sheet files may also be available for download from our web site. After the match both captains need to compare their score sheets to verify accuracy. Afterwards each captain must sign both score sheets in the designated area. In order to ensure accuracy of personal points, each player's full name should be used at least once on the sheet. It is the captain's responsibility to be sure scoring sheets are completed fully, neatly, correctly and dropped off at the designated drop boxes by 8PM the day after the match. Penalty points will be assessed for incomplete and/or late sheets.

## Final Roster and Player Fees

Your team's final roster (provided in your captain's packet) and team fees are due by the 4th week of the season. An invoice for team fees will be included in your captain's packet. No refunds or credits will be issued for team fees. No roster changes can be made after the final roster due date with out the permission of the Board of Directors. Penalty points will be assessed for late or incomplete team fees.

## Stats and Standings

Each week team standings and personal rankings will be available online and hard copies will be dropped off at one of our two drop boxes. It is the captain's responsibility to check these and make sure his team and player stats and standings are correct. Captains have 1 week to request corrections if some are found. After 1 week all information is considered official and will not be changed without permission from the Board of directors.

## WESTERN MARYLAND DART ASSOCIATION

### CAPTAIN'S INFORMATION

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## WMDA CONTACT INFO

Email: [wmda@wmda.org](mailto:wmda@wmda.org)  
Fax: 1-928-569-2910  
P.O. Box 1308 Frederick, MD. 21702-0308  
[www.wmda.org](http://www.wmda.org)

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