

BADMINTON PAN AM

Tournament Circuit Regulations

(Updated Jan/2022)

1. Definition

1.1. All **BWF Grade 3 events** such as an **International Challenge, International Series, Future Series and Junior International tournaments** in **Pan Am Region** which are **approved by** BPAC and sanctioned by the BWF are part of the **Badminton Pan Am Circuit**, including Continental Championships as well (Pan Am Team, Pan Am Individual Championships and Pan Am Junior Championships).

1.2. Para badminton tournaments still being managed by BWF, except for Para Pan Am Continental Championships which will be handled by BPAC and BWF.

1.3. Tournaments Grade 3 (Continental Circuit Tournaments) – prize money

Int. Challenge		Int. Series		Fut. Series	
2023	2024	2023	2024	2023	2024
\$15,000.00	\$15,000.00	\$5,000.00	\$5,000.00	Less \$5,000.00	Less \$5,000.00

2. Description

2.1. The BPAC Circuit is a series of international tournaments open to all badminton players who are eligible to represent a BWF Member Association.

2.2. The Circuit season runs from 1 May – 30 April. Considering that this time frame also is the one used by BWF for the OQP.

2.3. Circuit tournaments provide BWF world ranking points according to BWF Statutes.

3. Organization and responsibility

3.1. A Tournament which is part of the continental circuit may be organized by a club or some other specific body, but the Member Association must have the ultimate authority and is liable under BPAC and BWF Regulations to ensure that the tournament is run in a satisfactory manner and in accordance with BPAC Regulations and BWF Regulations.

4. World Ranking considerations

4.1. The number of entries in each Event draw in the main competition (first published version of the main draw) must be at least:

4.1.1. It is required that every event in a particular circuit tournament has at least eight (8) competitors **and include at least one entry from a member other than the host Member of that tournament or that event will not be considered for World Ranking.** (first published version of the main draw). If the required number of competitors is not met this particular event e.g. (MS or WD) shall not provide world ranking points.

4.1.1.1.	Men's Singles	8 Players.	Including Foreign entry.
	Women's Singles	8 Players.	Including Foreign entry.
	Men's Doubles	8 Pairs.	Including Foreign entry.
	Women's Doubles	8 Pairs.	Including Foreign entry.
	Mixed Doubles	8 Pairs.	Including Foreign entry.

4.1.1.2. For this propose the host Member Association should entered a minimum of eight (8) entries in every event.

4.2. BPAC is not liable for any cost incurred by third parties (players, coaches, umpires, team managers, team entourage and others) because of an event not having enough competitors to count for the World Ranking.

5. Postponement or cancelation

5.1. In case a Member Association needs to postpone or cancel a tournament, it must be done by sending an official letter to Badminton Pan Am no later than six months before the start of the tournament.

5.2. The organizing member association can cancel a tournament in case of Major Forces. Such cancelation must be announced at least fifteen days before the start of the tournament.

5.3. Member Association may be liable for claims (except on cases of Major Forces) originating from the damages incurred by the participants and/or any other persons, arising from or in connection to the particular circuit tournament, according to local Law. BPAC is not liable for any such claims, actions, damages, costs or expenses of any nature whatsoever, including but not limited to injury or loss to person or property, arising out of or in any way related, directly or indirectly, to the particular Circuit tournament.

5.3.1. It is **recommended** that Member Associations and/or Organizers purchase a proper Insurance Policy that would **cover their potential legal liability**, otherwise Member Association will be responsible.

6. Sanctioned tournaments

6.1. BPAC has no limitation of either International Challenge, International Series or Future Series tournaments. However, BPAC will not approve more than **one (1) tournament** of each BWF Grade 3 tournaments per Member Association.

6.2. The MAs of the Circuit tournaments must have their dates approved by BPAC and sanctioned by BWF. A request for approval must be made **between October 1st to November 30th, the year before the tournament**. The request must be in line with the BWF Sanction Policy. Any request after this period will be subject to Events Committee.

6.3. In case of a new tournaments, the concerned Member Association must request to BPAC the list of weeks available to host a circuit tournament.

7. Events Grade 3, Key dates.

7.1. The application sanction must be done through Online Entry System at least, **Nine months** prior to the date of the commencement of the tournament.

7.2. **All Member Associations must** apply for Sanction a tournament through **BWF Online Entry System**, using their own username and password.

7.3. It is allowed to upgrade a tournament (i.e. from International Series to International Challenge) in writing, but this must be done not later than 3 months before the first day of the tournament, pending on BWF's approval. However, the organizers shall have the liberty to increase the approved prize money at any time, but when the prize money is increased; it cannot be decreased any more for this specific tournament.

7.4. It is allowed to downgrade a tournament (i.e. from International Challenge to International Series), but this must be done not later than 6 months before the first day of the tournament.

7.5. The organizers of Member Association for the BPAC Circuit tournaments will have to send all information about their tournament to BPAC. The information about the tournament must include details and the full name and address of the tournament hall and the exact playing days of the tournament as well as the prize money if any.

7.6. No changes of the information in **7.3. or 7.4.** can be accepted unless these changes are approved by Events Chair.

8. Host Countries Media and Communication Responsibilities

8.1. The tournament organizer **must have a press/media officer** to liaise with BPAC on press matters. The name and the email address of the press officer, as announced in the Circuit Information Form, must be confirmed to BPAC no later than 1 month before the tournament is due to begin.

8.2. It is **mandatory** that the organizing committee send a written review and photos of the tournament to BPAC at least two times during the event.

8.2.1. The articles, photos, and videos must be send by email to the following email addresses:

8.2.1.1. communications@badmintonpanam.org / events@badmintonpanam.org

8.3. The tournament organizers and the **BPAC's Referee** are responsible to ensure that the daily results must be published on tournament software website.

8.4. It is mandatory for tournaments organizers to use BWF license for the Tournament Planner. The results must be updated at least **every** hour.

9. Points system

9.1. The points received for the BPAC Circuit Ranking will be as follows:

Position	Int. Challenge	Int. Series	Fut. Series
Winner	4000	2500	1700
Runner Up	3400	2130	1420
Semi Final	2800	1750	1170
Quarter Final	2200	1370	920
Last 16	1520	920	600
Last 32	920	550	350
Last 64	360	210	130
Last 128	170	100	60

Points will be given for the main draw

9.1.1. **Byes and Walkovers**, when players/pairs receive a bye in the first round and then lose in the second round, they will receive the points for having lost in the first round.

9.1.2. When players/pairs withdrawn without playing any part of at least one match, they receive no points.

9.1.3. A walkover shall be a win.

10. Conditions for tournaments and players taking part in the BPAC Circuit

10.1. Each tournament which is part of the Continental Circuit must follow these conditions:

10.1.1. All five events must be played:

Men's singles - Women's singles - Men's doubles - Women's doubles and Mixed doubles.

10.1.2. A maximum of 2 (two) rounds per event, per day is allowed in the main draw. A maximum of 3 (three) rounds per event per day is allowed in the qualification.

10.1.3. If more than one round has to be played in one day, it should be the first or the second day of the tournament.

10.2. A particular tournament taking part into the Continental Circuit, the size of the draws will be in accordance to the number of competition days as follow:

10.2.1. All Tournaments taking part into the Continental circuit must have one additional day for Qualification Rounds.

10.2.1.1. The Qualification Day also can be the one used to schedule the Team Managers Meeting, however the Qualification rounds must be start after the Team Managers meeting.

10.2.2. For Tournaments planned to be delivered with 4 competition days and one Qualification Day, the draws sizes in all events must be 32 in Qualification and 32 in main draws.

10.2.3. For Tournaments planned to be delivered with 5 competition days and one Qualification Day, the draws sizes should be as follows:

10.2.3.1. MS / WS, a qualification draws of 32 and a main draw of 64.

10.2.3.2. MD / WD and XD, a qualification draws of 32 and a main draw of 32.

10.3. The players or pairs not directly in the main draw shall play for a limited number of places fixed according to GCR and there shall be one place for each four places in the main draw.

10.4. Organizers can decide whether they wish to spread the finals over two days one or two final(s) on the day before the last day of the competition and the rest of the finals on the last day of the competition. Order of play is determined by the referee.

10.5. It is recommended to publish the provisional schedule in the invitation (e.g. qualification–Wednesday from 10:00 AM, Thursday and second round – Friday from 9:00 AM, finals –Sunday from 12:00 AM), but it can change subject to the number of entries or to the approval of the Referee.

10.6. The draw be published at least 5 days before the start of the tournament.

10.7. If more players/pairs enter the competition, than the organizers can enter in the qualifying rounds, the World Ranking shall be used to determine the players/pairs whose entries can be accepted into the qualifying draw and which entry to fill any subsequent vacancy that may arise. If still have players without World Ranking, it will have to be made a drawing to determine the ones that will enter in the qualification draw and the ones that will be in a wait list.

10.8. Tournament organizers shall fulfill BWF Statutes, Section 5.3.4: “Specifications for International Standard Facilities”.

10.9. Players shall fulfill BWF Statutes, Section 5.3.6: “Player Commitment Regulations”

10.10. It is mandatory to use in all Tournaments which are part of the Continental Circuit to use Tournament Software to run the event.

10.11. The **Instant Review System (IRS)** is not available in all tournaments who are part of the Continental Circuit, unless the MAs want to assume with all the expenses.

11. Division of prize money

11.1. Due COVID – 19 Pandemic BWF has decreased the Prize Money for 2022 up to 2024, the following tables has the distribution of the money for the following years.

11.2. For 2023 - 2024

11.2.1. INTERNATIONAL CHALLENGE – USD\$ 15,000.00

Event / Position	1 st Place	2 nd Place	3 rd Place	3 rd Place
MS	\$1,200.00 – 8%	\$650.00 – 4.3%	\$350.00 – 2.3%	\$350.00 – 2.3%
WS	\$1,200.00 – 8%	\$650.00 – 4.3%	\$350.00 – 2.3%	\$350.00 – 2.3%
MD	\$1,500.00 – 10%	\$880.00 – 5.9%	\$460.00 – 3.1%	\$460.00 – 3.1%
WD	\$1,500.00 – 10%	\$880.00 – 5.9%	\$460.00 – 3.1%	\$460.00 – 3.1%
XD	\$1,500.00 – 10%	\$880.00 – 5.9%	\$460.00 – 3.1%	\$460.00 – 3.1%

11.2.2. INTERNATIONAL SERIES – USD \$5,000.00

Event / Position	1 st Place	2 nd Place	3 rd Place	3 rd Place
MS	\$450.00 – 9%	\$200.00 – 4%	\$100.00 – 2%	\$100.00 – 2%
WS	\$450.00 – 9%	\$200.00 – 4%	\$100.00 – 2%	\$100.00 – 2%
MD	\$600.00 – 12%	\$260.00 – 5.2%	\$120.00 – 2.4%	\$120.00 – 2.4%
WD	\$600.00 – 12%	\$260.00 – 5.2%	\$120.00 – 2.4%	\$120.00 – 2.4%
XD	\$600.00 – 12%	\$260.00 – 5.2%	\$120.00 – 2.4%	\$120.00 – 2.4%

11.2.3. The prize money must be **given in Cash or by bank transfer (in exceptional cases)** and handed over to the players/pairs, after the semi-finals and finals.

11.2.4. If the tournament organizers, due to local tax rules, have to deduct taxes before paying out the prize money, this shall be clearly announced in the invitation (incl. amount of deduction), and when the prize money is handed out, all players that receive prize money shall also receive a letter/note/documentation from the local tax department that proves that taxes have been paid. If these requirements are not fulfilled, the organizers shall pay out the full amount of prize money.

11.3. The exact division of prize money (including deduction) must be listed in the official invitation. The prize money shall be announced and paid in US-Dollars (\$).

11.4. Member Associations can pay the prize money in cash or by bank transfer directly to the players or a third person (if a player informs to the host country).

11.5. A Member Association which has a tournament with Prize money, must send a proof that have already the respective amount for the Prize Money.

12. Venue and Accommodation

12.1. All matches of a Circuit tournament must be played at the same venue.

12.2. It is recommended that the tournament be played on portable mats. The floor should preferably be sprung wooden floor; **no concrete floor surface is permitted, otherwise a sanction will apply.**

12.3. The Member Associations who host International Tournaments which are part of the Continental Circuit, must have the following minimum standards:

- 12.3.1. A minimum height of 9 meters between the floor and the first obstruction of the roof.
- 12.3.2. The FOP support must be wooden or rubber floor.
- 12.3.3. Air currents must be stopped.
- 12.3.4. Light obstruction must be cover.

12.4. Organizers shall propose at least one official hotel and one official point of arrival.

12.4.1. The point of arrival **must be a recognized international airport** unless another point of arrival has been accepted by BPAC Events Executive Director on **behalf of the BPAC Events Committee.**

12.4.2. The official hotel shall be not less than 3 stars.

12.4.3. The names of the official point of arrival and the official hotel shall be published in the invitation.

12.5. Free transport shall be provided from the official point of arrival to the official hotel and from the official hotel to the venue (unless the distance between the hotel and the venue does not exceed 1 km).

12.5.1. Organizers shall determine the frequency of such free transport and such frequency shall be published, but the players shall not be required to wait more than one hour for the transport to the venue and not more than three hours for the transport from the point of arrival.

12.5.2. The organizer is allowed to charge the players, coaches, and entourage for the transport from unofficial hotels and unofficial point of arrival.

12.5.2.1. The amount of money to be paid for transportation should be published into the tournament prospectus.

13. Player's participation necessary conditions

13.1. All tournament organizers must provide to the participant players the following necessary conditions for their well-being at the venue:

13.1.1. Official information point/office.

13.1.2. Enough hydration off and on court (free).

13.1.3. Enough Fruits and snacks.

13.1.4. Player's lounge.

13.1.5. Physiotherapist.

13.1.6. Stringing service.

14. Continental Circuit official Equipment

14.1. The BPAC Continental Circuit Official Sponsor is YONEX

14.2. BPAC will provide the following number of tubes (dozens) and nets as follow:

14.2.1. **BWF Grade 3 – Future Series**, 75 tubes (dozens) AS 30 and four (4) badminton nets.

14.2.2. **BWF Grade 3 – International Series**, 85 tubes (dozens) AS 40 and four (4) badminton nets.

14.2.3. **BWF Grade 3 – International Challenge**, 85 tubes (dozens) AS 50 and four (4) badminton nets.

14.2.3. **BWF Grade 3 – Junior International**, 50 tubes (dozens) AS 50 and four badminton nets.

14.2.4. in the case that the number of shuttles provided by BPAC are not enough to satisfy the demand of the tournament, the Member Association, which is hosting the circuit tournament, should cover the additional number of tubes (dozens).

14.2.5. The same brand and quality of shuttles must be used throughout the tournament.

14.3. BPAC will request to the Member Association information for delivery purposes, and the MA must include as much information that they consider is relevant in order of customs procedures.

14.3.1. This information must include additional documentation that is requested by the local customs office.

14.4. Is responsibility of the host Member Association including all the information requested from BPAC to deliver the equipment.

14.5. The host Member Association must carry all the cost generated by customs and equipment nationalization.

15. Technical Officials

15.1. Referees will be assigned by BPAC in accordance with the following specification:

15.1.1. For all International Series and International Challenge Tournaments which belongs to BPAC Continental Circuit, BPAC will appoint a Referee who does not belong to the Host Member Association (foreign Referee).

15.1.2. For all Future Series Tournaments and Junior International which belongs to BPAC Continental Circuit, BPAC could appoint a BPAC Referee who belongs to the Host Member Association.

15.1.3. For Pan Am Junior Championships, BPAC will appoint a Head Referee who does not belongs to the host country.

15.2. BPAC is responsible to cover Air ticket for all appointed Referees for all **International Challenge and International Series**.

15.3. A Host Member Association is responsible for Referee Daily Allowance as follows:

15.3.1. Referee daily Allowance is \$100.00

15.3.2. For a Tournaments scheduled with one (1) Qualification Day and four (4) main competition days the total referee allowance will consider seven (7) days. (One 1 day before and one day after the tournament, maximum 7 days).

15.3.3. For a tournament scheduled with one (1) qualification day and five (5) main competition days the total referee allowance will consider eight (8) days. (One 1 day before and one day after the tournament, maximum 8 days).

15.3.4. The Daily allowance **must be paid in cash** no later than the second day upon Referee arrival.

15.4. The Host Member Association, which is holding a circuit tournament, must ensure Referees accommodation at the official hotel (3 stars minimum) and must include breakfast. (This cost must be borne by the host)

15.5. The Host Member Association, which is holding a circuit tournament must ensure Referee's meals as long as the Referee is officiating. (This cost must be borne by the host).

15.6. All Referees appointed by BPAC must wear BPAC or BWF uniform while they are on duty.

15.7. All referees must submit to BPAC Office the Tournament Referee Report no later than one week after the completion of the tournament.

16. Umpires and line judges for BWF Grade 3 events

16.1. All Host Member Associations hosting a circuit tournament must have the following number of umpires in accordance with:

16.1.1. For **BWF Grade 3 – Junior International and Future Series tournaments**, the host Member Association must have a **minimum of:**

16.1.2. Two (2) Umpires per each competition court.

16.1.3. One (1) Continental Umpire into the total number of Umpires which are officiating at the tournament.

16.1.4. Three Line judges per each competition court (first rounds), four (4) Line judges per each competition court on Quarter finals, and six (6) line judges per each competition court from semifinals and finals.

16.2. For **BWF Grade 3 – International Series and International Challenge**, the host Member Association must have the **minimum of:**

16.2.1. Three (3) Umpires per each competition court.

16.2.2. One (1) Continental Umpire into the total number of umpires which are officiating at the

tournament.

16.2.3. One (1) Foreign Continental Umpire into the total number of umpires which are officiating at the tournament.

16.2.3.1. For this propose the host Member Association, which is hosting a circuit tournament, must publish an official invitation for continental umpires which are interested in participating at the concerned tournament.

16.2.3.2. The host Member Association will accept the number of foreign continental umpires which consider are acceptable for the tournament.

16.2.3.3. The host member Association will provide free Accommodation and meals (breakfast and lunch) to all foreign continental umpires that has been accepted to participate at the Tournament.

16.2.3.4. The Host Member Association will pay daily allowance not less than \$40.00 USD to all foreign continental umpires that has been accepted to officiate at the tournament.

16.2.4. Four (4) Line Judges per each competition court (first rounds), six (6) Line Judges on Quarter finals, and eight (8) Line Judges per each competition court on Semifinals and Finals.

17. Entries

17.1 According BWF GCR all entries must be done by the Member Associations using the **Online Entry System**, all players must have BWF ID number.

17.2. After an entry has been submitted online, the BWF Online Entry System will send an Entry Confirmation to the entering Member Association confirming the receipt of the entry/entries. This confirmation is the conclusive evidence of receipt of entries.

17.3. The closing time for entries is **Tuesday**, 28 days before the tournament is due to start, at 23:59 BWF Headquarters time.

17.4. No late entries will be accepted.

17.5. Entry fees

17.5.1. The Member Association that enters a player into a Circuit tournament is responsible for paying the entry fees for that player.

17.5.2. The organizer can accept the pay in cash before the tournament starts.

17.5.3 If a player/pair is listed on a "Waiting List", no entry fee is to be paid before being promoted to the Main Draw or Qualification draw.

17.5.3.1. Before such a promotion takes place, the organizers must have this promotion confirmed by the association/associations of the respective player/pair. Only when this confirmation has been given, the player/pair is considered as an entry.

18. Players Uniforms

18.1. For all tournaments included on Badminton Pan Am Circuit, **the player's name on the back of the shirts and the name of the country are mandatory** and must be in accordance with the following specific literals of the **BWF Statutes, Section 5.1: General Competition Regulations – From Lit 20. Player Clothing and Equipment. to Lit 24.5.**

18.2. It is mandatory that for all tournaments who are part of the Continental Circuit all **opponent players wear significant different colors for Quarter-finals, Semi-finals and Finals.**

19. Seeding

19.1. In all Circuit Tournaments, seeding of the draw shall be done by BPAC in accordance to BWF – Statutes, General Competition Regulations.

19.2. For Pan Am Junior Individual Events **U13 to U17 age** seeding rules shall follow BPAC regulations for these age groups.

20. The Draw

20.1. The draw for all BWF Grade 3 tournaments which are part of the Continental Circuit will be done by BPAC in accordance with the BWF – Statutes.

20.2. The M&Q list for all BWF Grade 3 tournaments which are part of the Continental Circuit will be published on BPAC website the no later than the following Friday after the closing date.

20.3. BPAC will make the draw in accordance with the BWF Statutes using the BWF Tournament Planner Software.

20.3.1. Following the procedures, BPAC will send to the Tournament Referee the tournament Draws for his/her approval.

20.3.1.1. Once the Referee approve the tournament draws, these draws will be posted on the tournament link at Tournament Software website.

21. Alterations to the draw and substitutions

21.1. According with BWF GCR 15, no alterations or substitutions are permitted.

22. Withdrawals

22.1. Any withdrawal after the **Monday** immediately preceding the draw, for any reason whatsoever, renders the Member Association concerned liable to an amount of US\$ 150,00 for the inconvenience caused by the withdrawal (as defined in BWF- GCR).

22.2. After entering a player(s) in the tournament it is the Member Association's responsibility to ensure visas for their players - if this is needed. Member Associations must make sure that visa applications are made early enough. The tournaments organizers will do everything possible to assist the entered players to get a visa.

22.3. According with BWF Statutes, Section 5.1: General Competition Regulations – Lit 31 Penalties – 31.7.

22.3.1. If the Member fails to settle the withdrawal fee or penalty within 60 days of the original invoice, the Member concerned shall be barred from entering any Player in BWF Sanctioned Tournaments until the fee or penalty is paid.

22.3.2. BWF Barred Player's Policy and procedures:

- The name of the Member will be published on the BWF corporate website.
- The ability to enter players by the respective Member will be disabled.
- Any individually barred player(s) will be removed from the BWF World Ranking System.
- Tournament organizers / Member and Continental Confederations hosting tournaments will be asked not to enter these players in tournaments until further notice.
- Any barred players – (either through a Member who does not have the right to enter players or individually barred players) – who have entered into a tournament and the draw

has already been completed and published will be allowed to continue to play, however no world ranking points will be awarded for that tournament until the outstanding fees have been paid; and

- Any player who has entered a tournament and is on the M&Q Report (main and qualifying report) and before the draw is completed – will be removed from M&Q Report and be prevented from entering the draw.

23. On-court Doctor and First – Aid

23.1. Doctor or First Aid personnel must be present during the whole tournament **including official training days**. Failing to do so shall be reported by the referee to future sanction consideration.

23.2. The On-court Doctor is the one that is available to attend any on court medical issue.

23.3. The host member Association which is hosting a circuit tournament must have additional First Aid personnel to attend any other issue out of court.

23.4. Referees or BPAC Representatives can delay the starting of the competition or training in case the host Member Association do not fulfil with this requirement.

24. Official Advertisement On court

24.1. Considering that a tournament which are part of the Continental Circuit is representing the Badminton Pan America Confederation, and all host Member Associations which are hosting a circuit tournament adhere to follow and promote the image of the Badminton Pan America Confederation and its associates.

24.2. For this propose, the host Member Association which is hosting a circuit tournament must include the following advertising per each competition court:

- A minimum of two (2) A-boards with BWF Logo.
- A minimum of tow (2) A-boards with BPAC Logo.
- A minimum of two (2) A-boards with YONEX Logo.

24.3. Fulfil this requirement is mandatory for all tournaments which are receiving support in any kind from BPAC. (Referee or tournament equipment)

25. Continental Championships

25.1. **Pan American Cup**, this event will be held during the week number seven (7) in all odd years and will be played as a Sudirman Cup format.

25.1.1. This event also will provide qualification to the Sudirman Cup finals.

25.2. **Pan Am Male & Female Cup**, this event will be held during the week number seven (7) in all even years and will be played as a Thomas & Uber Cup format.

25.2.1. This event will provide qualification to the Thomas & Uber Cup finals.

25.3. **YONEX Pan Am Individual Championships**, this event will be held during the week number **17 in 2023 and week number 15 in 2024 onwards**, this tournament will award World Ranking Points as a CC Event (Grade 2, Level 5) according to BWF Statutes.

25.4. **YONEX Pan Am Junior Championships**, this tournament is made up for three different tournaments **Team Tournament**, **Under 13 – U17 Tournament**, and **Under 19 Tournament**.

25.4.1. The under 19 competitions will award World Ranking Points as a CC Junior tournament.

25.4.2. **Team Tournament** will be delivered as the first competition into the **Pan Am Junior Championships**.

25.4.3. **Pan Am Junior Individual Tournaments** will be held right after the conclusion of the Team Tournament, considering a free day between the Team finals and the commencement of the Individual competition.

26. International Technical Director.

26.1. BPAC shall have the right to send a representative to Circuit tournaments. The representative shall have the power to ensure that the rules and regulations of BPAC and BWF, are adhered to.

27. Everyday results

27.1. The host Member Association which is hosting a circuit tournament must use the BWF/BPAC tournament license provided by BPAC office.

27.2. Everyday results must be sent by email to BPAC and at the end of the tournament a whole draw with results as an excel file, TP-file must be sent to BPAC to the following emails:

- events@badmintonpanam.org
- communications@badmintonpanam.org

27.2.1. The tournament organizer together with the tournament Referee must ensure that the final results (Tournament File) must be completed and updated according to **BWF Draw Management Document**.

28. Invitation

28.1. Tournament invitations must be approved by the **tournament Referee, BPAC and BWF** at least three months before the tournament. After being approved by BWF, the invitations will be published. The invitations must include the following information:

- Name of tournament organizer, fax number and e-mail address.
- Name of referee and e-mail.
- Date of the tournament.
- Venue: full name and address of the tournament hall to be used.
- Number of entries accepted in the tournament (main and qualification) and regulations.
- About minimum amount of entries.
- Brand of shuttles to be used.
- Clothing and advertising regulations.
- Entry fees and about withdrawals.
- Advice to Member Associations about getting visas in time.
- Prize money, currency, and exact division (see § 11.).
- If the tournament organizers, due to local tax rules, have to deduct taxes before paying out the prize money, this shall be clearly announced in the invitation as stated in
- Address of web site.
- Full name and address as well as costs of the accommodation (official hotel) and the name of the official point of arrival (see § 12.3).
- Timeline dates (Entry closing date, Withdrawal without penalty, M&Q WR date,

- seeding date, draw date.)
- The provisional time schedule, the information about the final frame schedule and the requirement for players' departure, with possible penalty.
 - Number of playing courts and practice courts
 - Any other information deemed necessary by the organizers.

29. Interpretation

29.1. The BPAC Council interprets any dubious regulations included in this document. If a quick decision is needed, BPAC's Events Executive Director may make an interpretation which is valid until decision by the BPAC Council taken.

30. Validity

30.1. These Circuit Regulations and any future amendments will be circulated to all MAs and take effect on the day following the day of the adoption.

Email: bpac@badmintonpanam.org and events@badmintonpanam.org