

# Guidelines

## FILING UP FORMS

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All participating teams should type all information (Name in Chinese and English, IC Number, Height) into the application form together with a passport size photo. You may use your phone to take a snap shot (preferably with a clear background/wall) and cut, paste and crop into the form. Remember to insert the jersey number (00 to 99). Team manager and coaches' details and photos must be clearly written too. Please take note that if you register yourself as a manager only, you are not allowed to coach (call time - outs, sub players or even stand up) during the game.



## BANK IN SLIPS

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Please bank the money into Kuala Lumpur Basketball Association account AND email to the 3 addresses written in the rules and regulations/application form. For easy reference, please do **fill in your team name on the bank in slip**. In the event you make an online transfer. **Please put in your team name in the reference area**. Once the transaction is successful, please print out the online transfer slip and email to the addresses in the rules and regulations/application form.



## JERSEYS

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Participating teams are encouraged to have two sets of jerseys, one set being white. In the event that a particular team has only one set of jersey, it is their responsibility to discuss with the opposing team prior to the game so that both teams do not clash in their team colors.



All players must wear matching jerseys and pants. If all 12 players wear similar jersey but with various colour's or pattern pants, the game may be forfeited and the deposit forfeited. You are also not allowed to wear another team's jersey. For example, you register your team ABC but on tournament day your players wear the jersey that is written XYZ then you are not allowed to play until you change to your own team jersey.

## OPENING AND CLOSING CEREMONY

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KL Basketball Association adheres to a very strict policy of having a minimum of 8 players present during the opening and closing ceremony. If your players can't come, you may choose other people to represent them. All participants in the opening and closing ceremony are required to wear proper shoes. No slippers allowed. Failure to attend the opening and closing ceremony will result in the deposit being forfeited.

## TEAM MANAGER MEETING

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All participating teams are required to send a representative to attend the team manager meeting where during this meeting, the organizer will conduct a draw to allocate teams into various groups, and to remind all participating teams of the latest rules and regulations for the tournament. Anyone with queries are encouraged to ask questions during this time.

Written by Coach Tang on 06/01/17