

INSTRUCTIONS FOR FILING RESULTS FORM

1. It is advisable to copy this form in case another one is needed.
2. Be sure to include the name, address and telephone number of the person filling out the form.
3. It is necessary to include the first name of all winners on the results form. (If you instruct the team captains to include the first names on the score sheets, it will make this step easier for you.)
4. Please be sure to complete all three places where applicable. Write "NONE" in the places where there are no winners.
5. In the "Most Fish" category, please be sure to include specie, number of fish and total length.
6. When female and youth anglers participate in your tournament, be sure they are listed properly, with the proper box checked on the score sheet.
7. When registering individual anglers for your tournament, be sure to list their club affiliation on the score sheet if they are a member of an ASAC club. This information must also be included on the results form if an individual angler is a winner.
8. Don't forget to list the number of clubs, individuals and total number of fish caught in your tournament.
9. Re-check the team reports, so that your results are accurate.
10. Complete your form as quickly as possible, preferably while the events of the day are still fresh in everyone's mind and return within seven (7) days, along with the check for the insurance fee to the Recording Secretary.
11. The yellow copies of the NCR score sheets should be given to the Recording Secretary at the end of your tournament. If the Recording Secretary is not there, then they should be given to the highest ranking ASAC officer attending the tournament.
12. If you have any questions, please contact the Recording Secretary listed below.

Your cooperation is necessary and very much appreciated. Together, we will be able to publish the results quickly and accurately.