



WORLD POOL ASSOCIATION

Sanctioning Guidelines

SANCTIONING GUIDELINES.

Introduction:

Sanctioning is an important feature of all major international pool Tournaments. It is a key responsibility of the World Pool Association (**WPA**). This document sets out the requirements and benefits of a Tournament receiving the sanction of the WPA. If further information or clarification is required, please contact the WPA by email at info@WPApool.com.

The actions of the WPA in dealing with the grant of sanctioning for a Tournament may be performed by the WPA's Board or by the Board's duly authorised delegate. In this document where the context requires the word Tournament includes World Championships and Continental Open Championships.

Categories

1. During any year there are many Tournaments organised in the world of pool. The WPA itself, its Continental Members (**CMs**) and their members – the National Governing Bodies (**NGBs**) – all organise Tournaments. Many of the Tournaments are organised by promoters.
2. There is a substantial range in the size and significance of Tournaments. Tournaments are classified by the WPA into the following five categories. The reference to “added prize money” is to prize money in addition to entry fees that may be applied as prize money.:-
 - 2.1. **Category 1.** World Championships or Tournaments offering a minimum of USD200,001 of added prize money;
 - 2.2. **Category 2.** Continental Open Championships or Tournaments offering between USD125,001 and USD200,000 of added prize money;
 - 2.3. **Category 3.** Tournaments offering between USD75,001 and USD125,000 of added prize money;
 - 2.4. **Category 4.** Tournaments offering between USD40,001 and USD75,000 of added prize money; and
 - 2.5. **Category 5.** Tournaments offering up to USD40,000 of added prize money.
3. Only Sanctioned Tournaments are eligible for World Ranking Points.

When does a Tournament need to be sanctioned?

4. Sanctioning is required when a Tournament is any of a Category 1 Tournament to a Category 4 Tournament.

5. Sanctioning may, if requested, be granted to a Category 5 Tournament at the sole discretion of the WPA and upon such additional conditions as it may require.

Entry & Sanction fees

6. Single entry Tournaments will be subject to an entry fee. This fee is not added to the prize fund for the purpose of calculating a sanctioning fee.
7. Team events will be subject to an entry fee. This fee is not added to the prize fund for the purpose of calculating a sanctioning fee.
8. A sanctioning fee shall be negotiated between the WPA and the Tournament Organiser, but will usually be not less than 7.5% of the total added prize money in all Categories.

Procedure

9. The WPA Board has the right to sanction a Tournament in any country. The WPA Board will not consider any sanctioning application until a corresponding letter from the WPA member is attached to the application, affirming that the Continental Member has no objection to the sanctioning. This means that any promoter/organizer that wants to sanction an event with the WPA must first contact the Continental Member responsible for the location where the Tournament will be held. The Continental Member has an obligation to send a final answer to the promoter/organizer within 14 days after receiving the application from the promoter/organizer. If no timely response is received, the WPA Board has the right to proceed to decide the sanctioning request. If the Continental Member objects to the Tournament being sanctioned it shall advise the WPA of its reasons in writing at the same time that it advises the promoter/organizer of its refusal. If the promoter/organizer and the CM agree to extend the 14 day application period, this agreement must be in writing.
10. The CM and the promoter/organizer will each provide to the General Secretary copies of all correspondence (including letters, emails and text messages) in relation to an application made under clause 9 as they occur.
11. In relation to the timing of an application for sanctioning for Championships or Tournaments due to commence after 1 July 2026 the following time requirements shall apply (unless waived or modified by the WPA Board)
 - 11.1. **Category 1** applications should be made at least 12 months before the date when the World Championship or Tournaments is due to commence;
 - 11.2. **Category 2** applications should be made at least 10 months before the date when the Continental Open Championships or Tournaments are due to commence;
 - 11.3. **Category 3** applications should be made at least 8 months before the date when the Tournament is due to commence;

11.4. **Category 4** applications should be made at least 6 months before the date when the Tournament is due to commence; and

11.5. **Category 5** applications should be made at least 4 months before the date when the Tournament is due to commence.

In relation to the timing of an application for sanctioning for Championships or Tournaments due to commence before 1 July 2026, the time requirements shall be dealt with by the WPA on a case by case basis but applications should be made as soon as possible.

12. Upon receipt of an application in writing for sanctioning, the General Secretary will:

12.1. review the proposed date in consultation with the Sports Director;

12.2. consider any request for a Sanctioned Tournament to be excused from any of the WPA's Rules and Regulations of Pool;

12.3. the Sports Director will either approve the proposed date or reject it and suggest alternative dates;

12.4. once the proposed date is approved or a suggested date is agreed, the General Secretary will allocate the Tournament with a Tournament Sanction Number; and

12.5. once a Tournament Sanction Number has been allocated the General Secretary will then advise the applicant in writing (with a copy sent to the CM for its information) of the following:

12.5.1. confirmation of the dates that are approved;

12.5.2. the Category in which the Tournament has been classified;

12.5.3. the total sanction fee (which shall be paid within 28 days);

12.5.4. the terms of any other payments required;

12.5.5. the terms of any conditions imposed in respect of the Tournament and

12.5.6. a request to complete and return a Sanctioning Form within 14 days.

13. Once the above is confirmed, the applicant will provide to the General Secretary all the relevant details of the Tournament, including:

13.1. the official name of the Tournament;

13.2. the name and contact details of the Tournament Organiser, including postal address, telephone and email address;

13.3. the name and contact details of any appointed event manager, including postal address, telephone and email address; and

13.4. details of any payments that have been made to the WPA and the CM.

14. After the WPA has issued the invoice for the sanctioning fee:

- 14.1. the General Secretary will ask the Sports Director to place the Tournament in the WPA Sports Calendar;
 - 14.2. the General Secretary will send a WPA logo to the Tournament Organiser for use in all Tournament related promotional and advertising activities; and
 - 14.3. the Executive Director will advise the General Secretary and the Sports Director when any payments have been made and accepted.
15. The WPA Board may chose to sanction any Tournament at any time on such terms and conditions as it chooses to impose. If this occurs then:
- 15.1. the General Secretary will ask the Sports Director to place the Tournament in the WPA Sports Calendar;
 - 15.2. the General Secretary will send a WPA logo to the Tournament Organiser for use in the Tournament related promotional and advertising activities; and
 - 15.3. if the Continental Member objects to a sanctioning application under clause 9 but the WPA Board choses to sanction that Tournament under this clause, then the WPA Board will inform the Continental Member in writing of its reasons for sanctioning the Tournament.

Provisional Sanctioning

16. The Board may, in its absolute discretion, agree to provide provisional sanctioning to a prospective tournament or a tournament concept to enable its promoter to seek “in principle sponsorship”.
17. The grant of provisional sanctioning will be subject to such terms and conditions as the Board may impose. These terms and conditions may be varied at any time by the Board.
18. The grant of provisional sanctioning does not mean that the tournament or a tournament concept will in fact be sanctioned by the WPA. The promoter/organiser will need to seek sanctioning following the procedures in these Guidelines in the usual way including clause 9 above.
19. A promoter who has been granted provisional sanctioning shall not use the words “sanctioned by the WPA” or words to that effect and shall not use the WPA logo or other trademarks.
20. A promoter/organiser who has been granted provisional sanctioning shall not seek or be paid any fee or other benefit nor a procure a promise to be paid any fee or other benefit in the future, on the basis of the provisonal sanctioning.

Escrow

21. For all new Tournament Organisers, the prize fund for their first Tournament must be secured in an escrow account nominated by the WPA not less than

60 days prior to the commencement date of the Tournament. This procedure will apply to all new Tournament Organisers. It will also apply to any Tournament Organiser who, in relation to an earlier Tournament, failed to make the prize money payments within 14 days after the Tournament concluded.

22. If the funds have not been secured in escrow as required, the WPA is obliged to advise the athletes of the situation.

Default

23. If Tournament Organiser is in default of any of its obligations in respect of a Sanctioned Tournament the WPA may either suspend the sanctioning of the Tournament until the default is remedied or revoke the sanctioning of the Tournament.

Taxation

24. Where it is necessary for tax to be deducted from an athlete's winnings, tax certificates must be issued by the Tournament Organiser to the athletes. Details of the procedures concerning tax being withheld and tax certificates must be included in any Tournament information that is given to the athletes by the Tournament Organiser.

Notification

25. All relevant information regarding the Tournament must be available for the CMs and their NGBs to distribute to its athletes not less than 60 days prior to the Tournament commencing.
26. Athlete registration for a Tournament will occur via a facility on the WPA website.

What benefits do the Tournament Organisers receive from the WPA sanction?

27. The Tournament date will be reserved and must be respected by the WPA's CMs and their NGBs.
28. In relation to a Category 1 Tournament.
 - 28.1. A WPA representative will be present. He will arrive 2 days before the Tournament and leave 1 day after the Tournament. The travel costs are paid by the WPA, but the accommodation costs will be paid by the Tournament Organiser. His main role is to support the Tournament Organiser, officials and the athletes.
 - 28.2. The WPA supplies the medals in case of the event being an official World Championship.

- 28.3. If requested, referees can be provided. The costs will negotiated with the Tournament Organiser by the WPA
29. Any Tournament information will be distributed and promoted by the WPA, its CMs and their NGBs.
30. The use of the WPA logo for publicity purposes is allowed.
31. World Ranking Points are awarded.

What benefits do the host club/venue receive from the WPA sanction?

32. A Sanctioned Tournament distinguishes itself from other tournaments with the prestige of being recognised by the WPA. WPA Sanctioned Tournaments can also unlock available funding from governments and opens more doors with corporate sponsors.
33. The host club is showcasing the best athletes from around the world and will be mentioned and featured in coverage of the Tournament on all WPA platforms.
34. Finally the host club has the comfort of knowing that that the highest authority of the sport will deal with any disciplinary issues that may be necessary.

What benefits do the athletes receive from the WPA sanction?

35. Athletes can be confident that the Tournament and its Tournament Organiser have been vetted by the WPA and that our criteria have been being met.
36. Athletes can also be assured of fair play being followed from the draw through to the conclusion of the finals and that the Rules and Regulations of the WPA will apply.
37. The WPA will have an official available to assist with any unforeseen circumstances. The WPA will also provide assistance in the event that the Tournament Organiser has not paid the prize money in a timely fashion.
38. Athletes receive World Ranking Points from Sanctioned Tournaments which helps them receive invitations to future Tournaments and increases their chances of securing personal sponsors.