

The committee has decided to formally state that suitable reserves should **firstly come from within the Club.**

1. Responsibility for finding a reserve

- a. Given BTC's preference to source suitable reserves from Club members on the reserve list. The team captain, armed with the BTC reserves list, should be responsible for finding a suitable reserve.
- b. Other members of BTC (that are not on the reserve list but are playing competition) may be contacted to reserve. The team captain should be responsible for finding a suitable reserve and this process should follow the TNB Rules and Guidelines.
- c. **In the event that the team captain cannot find a suitable reserve from the BTC reserve list or other members within BTC, the team captain should contact the Club Captain to source a suitable reserve.**
- d. If no reserve can be found at this stage by the Club Captain within BTC, then the team captain can try and find a suitable reserve outside of BTC by calling TNB to assist if necessary.
- e. **It's then the team captain's responsibility to clear a reserve with the Club Captain, no matter where the reserve is sourced.**