

# Hilo Bridge Club Etiquette

## Before the game

- Everyone should have a convention card.
- Go over your convention card with your partner and make sure that you have the basic convention card filled out for both of you. Most Hilo Bridge Club partnerships are arranged in advance, so you might try to use the phone or e-mail to go over the card before the game.
- Turn off your cell phone or set it to vibrate (note that you should not answer a vibrating phone during a round; wait until the end of a round unless you believe it's an emergency).

## As you and your opponents arrive at the table

- Greet your opponents cheerfully.
- By referring to the table card (or to the BridgePad™ if they are in use), verify that you are at the correct table, confirm your opponents' pair number, and confirm that the correct boards are on the table. Pairs playing the wrong board will be assessed a 1/2 board penalty for each wrong board played.
- You may ask your opponents about their bidding and playing system and they may ask you about yours. Explain your system clearly and answer any questions clearly.

## As the hand begins

- Do not remove any cards from the board until all four players are at the table.
- All conversation should stop.
- Count your cards and sort them quickly so that you can bid promptly when it is your turn.

## As the bidding is going on

- Do not touch the bidding box until you have decided what you are going to bid.
- Do not refer to your convention card during the bidding.
- When it is your turn to call (bid or pass), you may ask the partner of a bidder what a bid means. Do not ask such a question if you have no intention of bidding. (You will have another chance to ask questions as the play of the hand begins.) At your turn you may also ask to see opponent's convention card; do not just pick it up without asking.
- You must alert any convention that has a special meaning to you and your partner.
- When your partner opens the bidding with One No Trump, you must state the No Trump bid's range (for example, "15 to 17" or "16 to 18" or "12 to 14").
- When you are making a bid that is a transfer or that is forcing, announce that in those very terms: "transfer" or "forcing." Refer to the ACBL convention card and note that those items that are in blue print require such an announcement.
- Answer any questions about your partner's bidding clearly. If you do not know the answer to the question, simply state, "We have not discussed this."

- Keep your mannerisms and intonations consistent at all times.

### **During the play of the hand**

- When you are the person making the initial lead,
  - do that first before entering details about the contract in your notes (or, if you are North, before entering the contract in the BridgePad or the traveler) (three people are waiting!)
  - if you have any questions about the bidding, ask them before removing a card from your hand for the initial lead.
  - lay your card face down on the table to confirm that it is your lead.
- When you are the dummy, lay the dummy on the table first before entering details about the contract in your notes (three people are waiting!)
- When you are the partner of the opening leader, you may ask questions about the bidding when it is your turn to play.
- As declarer, plan your play before you select a card from dummy.
- As dummy the only time you may speak is to alert the declarer that he is about to lead from the wrong hand or ask if he is out of the suit being played. Dummy may not call the director until after the last trick.
- As dummy, do not reach for or touch a card, even if it is a singleton, until declarer has called for it to be played.
- When calling for a card from the dummy, if declarer designates a suit but not the rank, she is deemed to have called for the lowest card of the suit indicated. If declarer designates a rank but not a suit, she is deemed to be continuing the suit in which dummy won the last trick.
- As declarer, when you lead to a trick, wait for your left hand opponent to play her card before calling a card from dummy.
- Do not remove a card from your hand until it is your turn to play to the trick.
- As declarer, when making a claim, explain your intended line of play clearly.
- When there is a question about anything regarding the bidding or play of the hand, call the Director! The role of the Director is to enforce the Laws of Duplicate Bridge and to insure that equity is restored when an irregularity occurs
  - Whenever an irregularity occurs, call the Director and hold up a hand for a visual guide. If you aren't sure if an irregularity has occurred, call the Director.
  - When the Director arrives, the person who called should explain why the Director was called. All details must be included for an accurate ruling to be made. Upon arrival at the table, the Director is in charge of the discussion, asking the person who called for an explanation of the problem. The director will often ask the other players if the circumstances as recounted are correct. Waiting your turn, rather than interrupting, will usually speed up the process.

- Once all the facts have been determined, the director will make the ruling required by law.

### **As you finish a hand**

- Do not mix up the cards on the table until the final outcome of the hand is agreed upon.
- If a hand has been passed out, make sure that you have shuffled your cards before returning them to the board.
- Once the results have been agreed upon, all players should immediately return their cards to the board before doing anything else, such as entering the result on the BridgePad or traveler or in your notes
- If travelers are being used
  - North is responsible for scoring the game on the traveler and should present the traveler to the East/West pair. One member of the East/West pair will initial the traveler indicating confirmation that the score is correct.
  - North is responsible for ensuring that the traveler is placed in the correct board. South, East and West may not touch the boards while this is going on, including moving the top board or reaching under the top board to get their hands from the next board.
- If BridgePads are being used
  - North is responsible for entering the results on the BridgePad up to the point where the score is shown. North then hands the BridgePad to a member of the East/West team, who will accept the score by pressing “Next” to go to the next screen, and then hand the BridgePad back to North.
  - If North has entered the results incorrectly, the East/West team member should hand the BridgePad back to North for North to make the appropriate correction. North then hands it back to East/West for acceptance.
- By all means compliment your opponents on a hand well-played.
- Do not gloat over an opponent’s error or excessively praise your partner’s bidding or play.
- There should be very little *post mortem* conversation about the hand at this point in the round unless it is the end of a round. Even then any discussion should be done quietly so as not to disturb other players or have them inadvertently hear information about a board they have not yet played.

### **As you finish a round**

- Thank your opponents, note the next place you are to sit, and move promptly from the table to allow others to sit down.
- North should take the boards either to the appropriate table or to the place where the boards are assembled, as appropriate.