

Duplicate Bridge Procedure and Etiquette

Before Play Begins

- Maintain a courteous attitude (Law 74). Welcome opponents to the table when they arrive. It is nice to say something pleasant or compliment them on their bidding or play.
- On the flip side, carefully avoid any remark or action that might cause annoyance or embarrassment to another player or might interfere with the enjoyment of the game.
- North is responsible for moving the boards both during play and to the proper table for the following round. North may designate South to take this role, but it should not be done by E/W players. Nobody can reach under the top board to get their hand from the next board.
- Keep in mind, bridge is a timed event. There is plenty of time to be cordial, bid and play your hand, but not to kibbutz and post mortem the hands afterwards. Holding up the game interferes with everyone's enjoyment.
 - Make opening lead (face-down)/Spread dummy before writing down the contract
 - If North, enter contract info on the bridge pad prior to end of play, but after making the opening lead, or laying down dummy, if applicable
 - N/S can put completed boards next to the table so the next N/S player can get them if necessary
 - Be aware of the clock and make every effort to finish play on time; move promptly when the round is called
 - Claim when it is clear that you have the remainder of the tricks
- All players should have completed convention cards (which should match their partner's).
- Do not remove cards from board until all players are at the table. It's polite, it guarantees that the boards are intact when all players are ready, and avoids one player seeing another hand when they approach the table.
- Do not make a call until you have sorted your cards. This broadcasts information that your hand is not even big enough to count.
- Call the Director for any irregularities – bid/pass out of turn, insufficient bid, lead out of turn, revoke, exposed card, etc.

Bidding

- Auction Period begins for a side when either partner withdraws his cards from the board. The Auction Period ends when either defender faces an opening lead
- Count your cards face down (preferably under the table) before arranging your hand. No player shall touch any cards other than his own during or after play (except by permission of an opponent or the Director).

- Don't touch the bidding cards until you are ready to play one. Playing with the bidding cards gives away information.
- During the auction, no comments about the bids are allowed, except for clarification by opponents. Body language, bidding or playing with undue emphasis, staring intently at partner, making faces or gestures are all uncalled for and not allowed.
- Bid (and play) in tempo. When you hesitate, the information conveyed may only be used by your opponents (and only at their own risk).
 - You are not allowed to use extraneous information in borderline situations (partner has made an unmistakable hesitation, contemplated an action and then passed). If you do so, the director may adjust the score if opponents are damaged.
- You must wait until it is your turn to call to ask a question during the auction. Asking out of turn can convey information to your partner or alert them unfairly
 - It is illegal to ask a question purely for the sake of your partner
 - Keep in mind that asking a question may wake up an opponent to a convention that they missed, so don't ask unless it's going to make a difference to your call.
- Do not pick up an opponent's convention card; ask them if you can see it and only when it is your turn to bid
- Incorrect information - If a player realizes during the auction that his own explanation was erroneous or incomplete, he must summon the Director before the end of the Clarification Period and correct the mis-explanation.
 - A player whose partner has given a mistaken explanation may NOT correct the error during the auction, nor may he indicate in any manner that a mistake has been made (this includes a failure to alert). The player must call the Director and inform his opponents that his partner's explanation was erroneous, but only at his first legal opportunity which is (i) for a defender, at the end of play; (ii) for a declarer or dummy, after the final pass of the auction.
- Unintended Call - If a player discovers he did not make the call he intended to make, he may (until his partner makes a call), substitute the call he intended
 - Must be mechanical error, not lack of concentration. If the player's original intent was to make the call selected, that call stands
- Do not pick up bidding cards until there have been three passes. Doing so sends partner a message not to bid again.
- Clarification Period is the interval between the end of the auction and end of the auction period. This is the time for ask for a review of the auction, or for declarer or dummy to correct erroneous information
 - After the final pass either defender has the right to ask if it is his opening lead
 - Declarer or either defender may, at his first turn to play, require all previous calls to be restated (the entire auction should be reviewed by an opponent)

Play

- After a bid, double or redouble has been followed by three passes in rotation, the defender on Declarer's left makes the opening lead face down. The face-down lead may be withdrawn only upon instruction of the Director. Play period begins once opening lead is faced.
- Before the opening lead is faced, the leader's partner and the declarer (but not the dummy) may request review of the auction or explanation of a call. The right to a review of the auction expires after you've played your first card. The right to request explanations continue throughout the play period (at your own turn).
- Play lead card and put dummy down before writing down the contract. This speeds up the game and gives Declarer a chance to think for a moment before beginning play.
 - When dummy is spread, make sure that 13 cards are exposed
- Don't detach a card before it is your turn to play. Do not pull up a card, push it back into your hand and then pull up another card. Nor should you detach a card and then replace it to play another card. Also do not detach your card before it is your turn to play and never rearrange your hand when you are out of a suit. All of these actions provide additional valuable information to Declarer.
- Don't snap cards or make unusual movements to get point across.
- When partner doesn't follow suit, ask "no more xx, partner?"
- Do not announce that you are out of a suit when you play to a trick.
- Dummy may NOT ask defenders their agreements as to signaling and/or carding at any time.
- Play in tempo; do not hesitate when you have nothing to think about. This is called 'coffee housing' and is illegal.
- You may review the cards played to a trick as long as you have not turned your played card face down
- Do not claim (or concede) the remainder of the tricks without stating a line of play
- At the end of the hand, do not collapse your tricks until both sides have agreed on the number of tricks taken
 - If the event Director is called, don't move your cards until Director is present. Particularly in revoke situation, it is important to leave the table as is for Director to evaluate.

Role of Dummy

- Dummy may keep count of tricks won or lost
- Dummy may ask declarer (but not defender) when he has failed to follow suit to a trick whether he has a card of that suit led
- Dummy may tell partner that a trick is turned incorrectly before play to the next trick
- He may try to prevent any irregularity

- He may not draw attention to any irregularity until after play of the hand is concluded
- Dummy may not initiate a call for the Director during play unless another player has drawn attention to an irregularity
- Dummy must not participate in the play, nor may he communicate anything about the play to Declarer
 - Dummy should not say 'the board is good' at any time during the play of the hand. It is Declarer's job to play the hand and make playing decisions.
 - He may not touch any card in dummy (even singleton) until Declarer calls the card. If Declarer designates a suit, but not the rank, he is deemed to have called for the lowest card in that suit. If Declarer designates a rank but not a suit he is deemed to be continuing the suit in which dummy won the last trick.
- Dummy may not exchange hands with Declarer or leave his seat to watch Declarer's play of the hand
- Dummy may not look at the face of a card in either defender's hand; nor should a defender show dummy his hand
- Dummy may not volunteer information to Declarer that she is on the board or in her hand. If Dummy does so, either defender may choose the hand from which Declarer shall lead (Law 43B2a). But:
 - If Declarer asks, dummy may tell her.
 - If Declarer starts to play from the wrong hand, dummy may try to prevent this error.

After the hand

- Shuffle your cards before returning them to the board (especially after a passed out hand!)
- North should score in computer first before doing his personal score
- Do not discuss or announce your holdings (voices travel); your neighbors are going to play your hand next
- Be careful commending partner when a good board was the result of non-optimal defense. Don't give lesson to your partner or your opponents at the table, and don't berate partner when he plays less than perfectly.
- You may not, without permission, remove someone's hand to look at it. If you received permission, only one hand at a time may be out of the board.
- Thank your opponent before they move on to the next table

Movement

- When you are waiting for a pair in front of you, do not hover over the players and be careful not to watch the play at the slow table.
- You can speed up the game by passing the finished boards when the next round has been called.
- Don't go over to a table to get a new set of boards. You are likely to see/hear information about the boards you are about to play. At the very least it's hard to avoid seeing who is dummy/declarer.

Note that Director has right to assess procedural penalties for any offense that unduly delays or obstructs the game, inconveniences other contestants, violates correct procedure or requires the award of an adjusted score at another table.

Most of all, **ENJOY THE GAME!**