

St. Joseph Parks & Recreation
Adult Softball Manager's/Players
Rules & Policies Handbook '12



Direct all questions/concerns to:
Parks & Recreation Department at 271-5503
www.stjoemo.info/parks/leagues_softball.cfm

Code for Players, Members and Representatives of Teams, Parents, Spectators, Coaches, Etc.

Anyone reported in writing, by a game official or park staff to the Parks & Recreation Department for making derogatory, profane, vulgar, or unsportsmanlike remarks or conduct, or who makes threatening actions to another person or fighting, whether it be a member of a team, coach, representative, parent or spectator, etc., in any park, shall be subject to disciplinary action. Disciplinary actions will be administered through the Softball Board.

I. Rules for conduct to Umpires/Scorers.

This section covers player, manager, and spectator conduct towards umpires and/or scorers. Any manager or player written up by a game official for a serious offense shall be subject to suspension. Notification of the offense must be made to the Parks & Recreation Department by telephone (271-5503) within twenty-four (24) hours, and followed by a written report within seventy-two (72) hours. The Softball Board will review the report, and administer disciplinary action. After the disciplinary action has been issued, the disciplined party may request a review hearing.

The hearing process requires both parties involved in the incident to relate their side of the incident. The Committee will ask questions and will make their decision based on the evidence presented at the hearing. Their decision is final.

- A. The manager or team captain is the only member of a team who may question, in a courteous manner, an umpire's decision. Any other player disputing an umpire's call may be ejected from the game, may be directed to leave the ball park, and may be suspended for a minimum of two (2) weeks.
- B. Any manager or player using profane, vulgar or uncalled-for language may be ejected from the game, leave the ball park, and may be suspended for a minimum of two (2) weeks, if the recommendation by the umpire states so.
- C. The umpire may eject the manager and one or more players, the players to be chosen from the bench, for derogatory, profane, or uncalled-for remarks coming from a team's bench. The person(s) that are ejected must leave the ballpark and may be suspended for a minimum of two (2) weeks, if recommendation by the umpire states so.
- D. Managers, when asked by the umpire for the name or names of certain players, shall give them to the umpire immediately. Any manager failing to comply may be suspended for a minimum of six (6) weeks.
- E. Any manager or player ejected from a game and suspended by the disciplinary board for the second time during a season may be suspended for one (1) year after the review by the Softball Board Discipline Committee.

- F. Any manager or player directing derogatory, profane or uncalled-for remarks toward any umpire and/or scorekeeper, after a game, may be suspended for a minimum of six (6) weeks, if recommendation by the umpire states so.
- G. Any manager who does not (in the umpire's opinion) control his team before, during or after a game may be suspended for a minimum of four (4) weeks. The game shall be forfeited.
- H. Threatening action toward an umpire by a manager or player may carry a minimum suspension of two (2) years. The game may be forfeited and all members of the team put on probation for one (1) year, if team action or inaction warrants.
- I. Any manager or player taking a swing at an umpire shall be suspended for a minimum of five (5) years. The team shall be placed on probation if their action or inaction warrants. Team managers suspended or placed on probation restricted to those present on the date of the incident.
- J. Any manager or player bumping, pushing or laying a hand on an umpire shall be suspended for up to five (5) years. The game shall be forfeited and all team members placed on probation, if team action or inaction warrants.
- K. Any manager or player physically attacking an umpire shall be suspended for life, the game forfeited and the team placed on probation for one (1) year.
- L. Any player, coach or team that has been ejected from the game has one (1) minute to leave the field and its immediate area to a distance where they can no longer interfere, either physically or verbally, with play, if so directed by the umpire. The home plate umpire will determine such distance.

II. Local Playing Rules.

- A. The minimum age is 16 years of age. If a player is not 18 years of age before April 19th of the current year, they must have a parental consent contract.
- B. Players may play in a fast pitch, slow pitch league, and a co-ed. No player can play on two teams in one division on the same night.
- C. All players will have a contract on file for each team they want to play on before they will be eligible to play. The contract must be filled out completely and personally signed by the Manager and player. **It is the team Managers responsibility to make sure every player has a contract on file.** Contracts will be turned in with rosters or as players are added throughout the season. In the event the Parks & Recreation Department is informed that a team is using players not under contract, the Department will forfeit any future games in which these players or any players not under contract are used. A protest from another team is not necessary.

- D. Each team must have a minimum of ten (10) players on their roster at the beginning date of their season. All players must be on the official team roster, on file at the Parks & Recreation office before they can play. Additions must be made by 4:45pm on the day of the game or by 4:45pm on Friday for the next Sunday game. Teams may have as many players on their roster, as long as they are on the roster and have a signed contract on file.
- E. The choice of first or last bat in the inning shall be decided by a toss of the coin.
- F. Coaches must have a legal number of players (5 slow/fast, 6 for co-ed) ready to take the field at scheduled game time or when the previous game ends (if past scheduled time). At the point when the game is to begin a lineup must be presented to the scorer. This will help games stay on-time each night.
- G. There will be no smoking or alcohol on the field.
- H. The following rules will be used all leagues with regard to the double base:
 - 1. A batted ball hitting the white portion is declared fair and a batted ball hitting the orange section is declared foul.
 - 2. Whenever an initial play is being made on the batter-runner, the defense must use the white portion and the batter-runner the orange portion. On extra base hits or balls hit to the outfield when there is no play being made at the double base, the runner may touch the white or orange portion.
 - 3. The batter-runner must use the colored section on the first attempt at first base; however should he reach and go beyond first base, he may return to either section.
 - 4. When tagging up on a fly ball, either portion must be used by the runner or defense.
 - 5. Failure to use these guidelines will result in one team warning, followed by outs for each player who fails to use these rules.

I. **Co-ed League:**

- 1. In Co-ed league play, a team must begin a game with at least 6 players, but they must be 3 men and 3 women.
- 2. If during the course of the game a man or woman get hurt and no substitute is available, the spot becomes an out each time it arrives in the batting order. A member of the opposite sex doesn't have to come out of the game.

Rules:

- 1. A team short of players at game time may start the game only if a majority of the players are women. Refer to rule on number of players for other definitions. There must be at least three (3) men in the line up at all times.

2. The batting order must alternate accordingly between men and women. Due to this alternation of men and women the Co-ed teams may use the E.P. only if they use 12 players. They will have 2 players designated as E.P. in the line-up, one of each sex. If a team uses E.P., all other E.P. rules will be in force for both E.P.'s.
3. If a man is walked it is an automatic 2-base award. With less than 2 outs, the woman batter **must** bat. With 2 outs, the woman has the option of hitting or walking. All existing runners must be forced to advance.
4. The defensive team's outfield must have two (2) women and two (2) men, when using 10 players.
5. The defensive teams infield must have two (2) men and two (2) women at the first, second, short stop and third base positions when using 10 players. If using 5 women and 4 men, 2 women will bat without a man batting in between. There will be no out recorded for this.

J. Re-Entry & Substitutions.

1. ASA rules governing substitutions and re-entry will be followed with this exception. In the event that a player is injured and is unable to continue playing, a player that has already been in the game may take his/her place if and only if the following situations exist:
 - a. The number of players batting would drop below eight (8).
 - b. There are no other legal substitutes available.

If these two conditions exist, a player who has not been ejected or taken out due to a previous injury, can be allowed to re-enter the game at any position except pitcher.

2. If you start with 11 players and a player is injured and can't be replaced, his/her position is just left open and his/her batting position is passed over and counted as an out.
3. If you start with a legal number of players and lose a player to injury or any other reason and can not fill his batting position with a legal player, then, when that player's bat comes up, he will be passed over and considered an out each time.

K. Spikes

1. Metal spikes are allowed only in Men's Fastpitch leagues. Any player using metal spikes in a league, other than Men's Fastpitch leagues will be ejected from that game immediately.

L. Official Game Ball.

1. A portion of your registration fee will pay for softballs for your league play. For the Spring/Summer leagues each team will be given ten (10) softballs; while in the Fall leagues each team will be given six (6) softballs.
2. Each league softballs will be in compliance with the ASA Softball standards. All slowpitch balls will be a Worth .52 COR, with a .300 compression rate. Fastpitch balls will be .47 COR ball, with a .375 compression rate.
3. All softballs used for league play **must** display the Heritage Park "private" logo. Each team must begin **each** league game with a new ball. Additional balls will be available at the concession stand for \$5.00 each.

M. Protests

1. Protests will only be allowed on rule interpretations only. Judgement calls by an umpire are not rule interpretations and will not be considered. Manager must notify a game official of the protest before the official conclusion of the said game.
2. The scorekeeper or home plate umpire will keep the official game time. No protests will be considered on time limit.
3. Protests must be submitted in writing by 4:45pm of the next working day, Monday through Friday. Example: Game on Monday; protest has to be in by 4:45pm Tuesday, a Friday game; protest must be in by 4:45pm Monday.
4. A protest committee will review the protest.
5. Protests must be filled out on the protest forms provided. No protest will be allowed if the forms are not filled out properly.
6. A \$50.00 protest fee must accompany the protest form. If the protest committee allows the protest, the \$50.00 will be returned. If the protest is disallowed, the protest fee will not be returned.

N. Ineligible Players

1. Any team using an ineligible player will forfeit the game. All players will have a contract on file for each team they want to play with before they will be eligible to play. In the event the Parks & Recreation Department is informed that a team is using players not under contract, the Department will forfeit any future games in which these players or any players not under contract are used.

2. A challenge to a player's eligibility must be made before the first pitch of the next game or in the case of the last game of the evening, before the scorekeeper leaves the park. No challenge to a player's eligibility will be accepted after these times.
3. Once the umpire and scorekeeper have been notified of a challenge, the scorekeeper will make note in the scorebook of the person(s) involved and will contact the Parks & Recreation Department the next working day to verify the player's status on the team's official roster. No challenge will be accepted from a team which doesn't have a completed team registration packet.
4. In the event that a player is not on the official roster, the game will be declared a forfeit and both team managers will be notified.

O. Rain-Outs

1. In the event of rain during the day, team members and managers can access the City of St. Joseph's web site for all cancellation and for those manager's with email addresses on file you will be notified by email. In order to allow teams every chance to get to play, no decision will be made before 4:00pm. This is also to allow us time to receive a report from the various ballfield work crews as to the field conditions for play. PLEASE DO NOT CALL THE PARKS & RECREATION OFFICE BEFORE 4:00pm.
Web site: http://www.stjoemo.info/parks/league_results.cfm
Sports Line: **816-271-5503**
2. Due to the fact that play begins earlier on Sunday, the decision on playability of fields will be made by 2:00pm.
3. Rain-Outs will be made up at the end of the session and may be scheduled on days or nights not normally your regular playing day or night.

P. Game Schedules

1. At the beginning of the season, the manager or a representative of the team must come to the Parks & Recreation Office during the prescribed "packet pickup" time and dates. All schedules including makeups will be posted at Heritage Park in the pavilion. **NO** schedules will be mailed (initial or makeup).
2. In case of changes in game schedules, we will contact the team managers only. This contact will be made by phone and/or by mail. Please be sure that we are notified of any phone number and address changes or give us a second person to contact.

3. During the registration process a team may request to not have 5:00/6:00pm or 10:00pm games. **It must be one or the other, not both.** If a team needs these types of consideration, or other specific scheduling requests, it must be done prior to the league entry deadline.
4. Any requests for schedule changes are to come from the team managers only and any inquiries about the schedule are to be made by the team managers only.

Q. ASA Rules

1. ASA rules will govern all rule situations not covered by the local rules.

R. Payment of Fees

1. All fees must be paid either all in cash, VISA/MasterCard/Discover or with one check, NO EXCEPTIONS! We will no longer accept payment from checks made out to the manager or individual checks from each player. Payment by check needs to be made payable to: St. Joseph Parks & Recreation. Drivers license information and place of employment must appear on check and registration form.
2. Team registrations will be taken until the advertised deadline as long as spots remain. Teams may register after the deadline if the following areas are met:
 - a. spots available for the league in question
 - b. schedule for said league has not been completed
3. If a team drops from a league following the deadline, the refund is subject to a 10% fee. If league schedules have been completed/released and a team drops, the refund will be subject to a 15% fee.

III. Official League Game

- A. A team must have at least five (5) players to start a game, six (6) for co-ed. A team may add up to five (5) players to their existing roster after the start of a game, four (4) for co-ed.
 1. If a team starts with eight (8) players, they may add a ninth and a tenth. If a team starts with nine (9) players, they may add a tenth. The Scorekeeper must be notified that a player is being added and that player will bat last in the batting order.
 2. If a team starts with eight (8) players, the ninth and tenth positions will be passed over. They will not count as outs. The same applied if the game starts with nine (9) players.

3. If a team begins with less than eight, outs will be recorded for all players less than eight. These outs will be at the top of the batting order. For example, if a team has 6 players (2 less than 8) the first two spots in their batting order will be outs. If a seventh player shows late he/she will be added in the first batting spot, while the second remains an out. Once a team has eight, no outs will be recorded. Each team must have a minimum of 5 players (six in Co-ed) to begin a game.
 4. The player being added cannot take the field in a defensive position while an inning is in progress. The player can bat during the inning he/she is added.
- B. A team must have five (5) players to finish the game, six (6) for co-ed.
- C. A regulation game shall consist of seven (7) innings or a game shall be declared official for any of the following reasons:
1. A game called by the umpire shall be regulation if five (5) or more innings have been played or if the team second at bat has scored more runs than the other team has scored in five (5) or more innings. The umpire is empowered to call a game at any time because of darkness; lightning, rain, fire or other causes which places the patrons or players in peril.
 2. 10 – 15 Run Rule – Official Game
 - a. If one team has a 15-run lead after three (3) innings or a 10-run lead after five (5) innings, it is an official game and play will terminate at that point. The “run rule” for fastpitch will be 8 runs after 5 innings.
 3. Time Limit – Official Game
 - a. There is a one-hour time limit for slow pitch and a one-hour twenty minute time limit for fast pitch. No inning may be started after the time limit. A game is official if it has gone the time limit regardless of the number of innings played. Any innings started before the time limit shall be completed.
 4. Forfeitures – Official Game
 - a. Game time is forfeit time. If a team cannot place five (5) players (Co-ed six (6) players) on the field at the point the game is to begin, the game will be declared a forfeit.
 - b. If a team forfeits 2 times in a row, they will be dropped from the league unless they request a special hearing and show the protest committee valid reason for forfeitures.

Examples of forfeit situations are:

1. Playing under an assumed name.
2. Playing without a contract on file in the office.
3. Playing a player who is not on your official team roster at the Parks & Recreation Department.
4. Failure to show for a game.
5. Using an ineligible player.
6. Re-entering a game illegally.
7. Not presenting a lineup to the scorer at the point when the game is to begin.

IV. League Divisions

- A. In all slowpitch play, leagues will be determined on how many teams sign-up for a particular night. In the Spring/Summer program, the league will be evaluated at the mid-point (5 games) and alterations made to help with competitive balance each night. *The 5-game adjustment doesn't apply in 2012, due to a shortened 8-game season.*
- B. If divisions are offered which are age sensitive, participants may need to be a certain age to play in this division (example: 35 & Over, 18 & Under) and list their date of birth on the team roster.
- C. All Fastpitch play will be done in one (1) division of play. Ten (10) games will be scheduled against the other league teams on Tues/Thurs nights.
- D. Fall slowpitch will be set-up depending on the number of teams registered each night.