

MASSACHUSETTS ASA



TRAVEL TEAM GUIDEBOOK 2012

Distributed by: Mass ASA JO Staff
www.majoasa.org

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MASSACHUSETTS ASA JUNIOR OLYMPIC STAFF

STATE JO COMMISSIONER

Philip McElroy
41 Marathon St
Arlington, MA 02474
(617) 824-8981 Phone
(617) 417-9281 Cell
Philip_McElroy@Emerson.edu

STATE DEPUTY JO COMMISSIONER

Wayne Coe
30 Morton St
Leominster, MA 01453
(978) 840-8068 Phone
(978) 486-8168 Fax
WayneCoe@Donelans.com

STATE JO UIC

Don Beland
94 Lundberg St
Lowell, MA 01850
(978) 452-9338
No Fax
Donb328@yahoo.com

DEPUTY JO (MERRIMACK)

Gil Vigeant
31 Laurel St
Lowell, MA 01852
(978) 459-8833 Phone
(978) 459-8833 Fax
G.Vigeant@comcast.net

DEPUTY JO (SOUTH SHORE & CAPE)

Don DiBiasio
360 Harbor View Blvd
Somerset, MA 02725
(508) 675-2174
No Fax
don@swanseasoftball.com

DEPUTY JO (METRO WEST)

Steve Melchiorri
10 Brooke Hollow Way
Natick, MA 01760
(508) 655-8356 Phone
No Fax
softballnut15@hotmail.com

DEPUTY JO (WESTERN MA)

Jim Plushner
11 Crown St
Springfield, MA 01108
(413) 788-6015 Phone
No Fax
ballscore@comcast.net

DEPUTY JO (NORTH SHORE)

Lou McGrath
6 Gilbert Rd
Gloucester, MA 01930
(978) 283-8858 Phone
No Fax
mcgrathplumbing@verizon.net

DEFINITIONS

Affiliating your team(s) with ASA makes you a vital part of the National Governing Body of Softball. Your team(s) will enjoy the following:

Governing Body: ASA is the governing body of softball in the United States as approved by Congress and accepted at the National Governing Body by the US Olympic Committee and the International Softball Federation.

Eligibility & Playing Rules: All ASA teams are governed by the same playing and eligibility rules, thus insuring your team fair competition. Player eligibility is governed by the National ASA Code and further defined by the Massachusetts ASA Rules and Regulations

Classification of Teams: Massachusetts ASA has established a classification system to regulate teams with dominating ability from playing in a lower classification.

Championship Competition: The Massachusetts ASA holds a championship tournament for the following divisions and classifications: 'A', 'B', 'C', 10U, 12U, 14U, 16U, & 18U

Travel Team Registration Process

The Massachusetts ASA has two ways for your travel team to become registered with ASA. It all depends on whether your team will be participating in any ASA Championship Play event and if your team has its own insurance through another carrier other than Bollinger Insurance. ASA Championship Play events include National Qualifiers, MASS ASA State Championships, Region 1 Championships, ASA Eastern Nationals and the ASA/USA Nationals.

For those teams registering to play in any ASA Championship Play event or needing Bollinger Insurance, your first stop will be www.registerASA.com. This website will allow you to individually register and insure each player and coach for the lowest rate ASA & Bollinger Insurance has. It will also allow you to have your coaches complete the ASA ACE certification and ASA National Background checks, both of which are now required in ASA Championship Play competition. Please see Appendix A (RegisterASA) for further information and instructions on how to register your team. Once this has been completed, you will also need to complete and submit a MASS ASA Travel Team Registration Form located on the forms page of www.majoasa.org and also located in Appendix B of this handbook. Once the Travel Team Registration Form has been completed, submit that form along with the RegisterASA invoice and check to the address listed on the invoice.

Once we have received your invoice and check, your team players and coaches will be verified and approved. Once we approve the invoice, the ID cards will be mailed to you directly from RegisterASA which is located in Oklahoma. You will receive one card for each player and coach. Players that are already registered and insured in the RegisterASA system for the current season will not receive a second card. It will be the responsibility of the travel team to obtain a copy of the ID card from the team/ league or player.

For teams that have your own insurance carrier and are not playing in any ASA Championship Play events, you can download and complete a MASS ASA Travel Team Registration Form located on the forms page of www.majoasa.org and also located in Appendix B of this handbook. Once the Travel Team Registration Form has been completed, submit that form along with a check to the address listed on the Form.

Once teams have been registered with the Massachusetts ASA, their team name and contact name will appear on the registrations page of www.majoasa.org. Teams will also receive via e-mail the official ASA roster to be completed. Further information on rosters can be found under the rosters section of this guide. Teams will also receive via mail an official ASA Team rulebook and an ASA scorebook.

Teams wishing to be classified as 'B' or 'C' must complete all of the sections of the MASS ASA Travel Team Registration Form. Failure to complete this form in its entirety will result in a delay in registration and classification.

TEAM INSURANCE CERTIFICATE

Teams that have registered via the RegisterASA website have the ability to print out an insurance certificate. This can be done by logging into your RegisterASA account, clicking on your team link and click on the button marked “Insurance Certificates”. Then click on the button marked “Print Team Ins. Cert”.

ADDITIONAL INSURED CERTIFICATE

Teams that have registered via the RegisterASA website have the ability to request Certificates of Insurance naming field owners as additional insured. Some cities and towns are now requiring teams and leagues to obtain insurance certificates naming them as additional insured. There is no additional cost for these certificates. This can be done by logging into your RegisterASA account, clicking on your team link, and click on the button marked “Insurance Certificates”. Then click on the button marked “Add New” and then complete the information requested followed by clicking the “Submit” button. Once your request has been approved, you can log back in and print out this Additional Insured Certificate.

TEAM BINDER

To assist teams in organizing themselves for tournament play, the MASS ASA recommends teams create a team binder with the following information included:

Proof of ASA Registration:

This is a copy of your RegisterASA invoice if you registered your team individually through www.registerasa.com or a copy of the MASS ASA Travel Registration Form and check submitted to the MASS ASA office.

Proof of Insurance:

If you registered individually through www.registerasa.com, you can print out your insurance certificate once the invoice has been approved by the MASS ASA office. You can also request Additional Insured Certificates from this same site.

Championship Roster:

This document must be completed in its entirety and signed by a MASS ASA official in order for your team to be official and those players to be officially on your roster. For further information, please see the section entitled "Rosters".

Individual Player Information:

Here you would keep each player's birth certificates, report cards, and ASA ID cards (if registered individually). Please put this information in the same order as your ASA roster. This will make checking in easier at all ASA tournaments.

Other Items You Might Need:

A listing of players with home addresses and phone numbers, schedules, and any team rules

ASA ROSTER & PLAYER ELIGIBILITY

In order for your players to be officially on your team, you need to complete and sign the Official ASA Roster. On the front side of the form are spaces for you to list each player's full name, addresses, and player signatures (or parental signatures if player is under 18). Teams that registered via the RegisterASA website can print out their roster on-line. Please note that teams with Standard Rosters will not have a spot for parental signatures. Please use the e-mail section of the roster for Parental signatures. It is important that the players' names on this roster match EXACTLY the players' names as listed on their birth certificate or photo ID. The use of nicknames is not acceptable. On the reverse side, you need to complete the Manager's portion of the form. Once both sides have been completed, you may either contact one of the local ASA JO Commissioners or send your original ASA roster along with a copy of each player's birth certificate to the MASS ASA office for review and signature. You will be sent back the birth certificates and the original ASA roster. A copy of the roster will be retained by the MASS ASA office. It is recommended you make several copies of this signed roster in case tournaments wish to retain a copy of your roster. **NEW FOR 2011.** The Mass ASA can electronically sign your roster for even faster service. All you need to do is to e-mail your player's birth certificates in to the Mass ASA office and then once approved, you can print out your signed ASA roster. All you then need to do is to have the parent's sign your roster and you are all set.

Releasing a Player

Until such time as the ASA roster has been verified and signed by a MASS ASA official, your players are not on your team's roster and are free to join other ASA travel teams. Once your roster has been signed, in order for a player to join another travel team, you must release the player from your team. This can be done by completing the Permanent Player Release Form. A copy of this form is located in Appendix C of this handbook. This Permanent Player Release Form must be signed by the coach and parent of the player to be released as well as the new team picking up this player. Then a copy of this form is sent to the MASS ASA office for our files. Once a player has been released from a team, they CANNOT rejoin that team for the remainder of the season.

Picking up a Player

Once an ASA roster has been signed by an MASS ASA official, teams are only allowed to pick up three (3) players using the National ASA Player Pick Up Form. This form must be completed in its entirety and submitted along with a copy of the player's birth certificate to the MASS ASA office for review and signature. If a team has registered individually through the RegisterASA website, you will need to go back into your on-line account and add/ pay for these players, unless they have already been registered individually. In that case, their registration & insurance moves with them to the new team. You will need to request either the player's card or a copy of the player's card to put into your binder. Teams playing in ASA Championship Play CANNOT pick up players from other teams playing in ASA Championship Play.

Player Moving

As stated earlier, a player cannot move to another travel team without being released from the first team. This is a National ASA Code item and cannot be waived by the Mass ASA for any reason.

OTHER ASA FORMS

Mass ASA Championships Entry Form

This is the form used to register for the MASS ASA State Championships. Only Massachusetts registered ASA teams are eligible to compete. The top five teams qualify for the Region 1 Championships.

Please note that the deadline for entries into the Mass ASA Championships is for receipt of entry, not postmarking, so be sure to complete and submit your entry in plenty of time to meet the deadline. No exceptions will be granted.

Also note that since this is an ASA Championship Play event, teams must be able to play any time. **DO NOT ASK FOR AN EXCEPTION.** The Mass ASA must hold a blind draw which means all teams can be drawn anywhere on the official tournament bracket.

National Tournament Entry Form

This form is required for any ASA Championship Play event above the Mass ASA Championships. This includes, Region 1 Championships, Eastern Nationals and the National Championship tournament. This form is available to registered teams and will be completed and signed by an ASA official and sent to the Championship Play tournament director from the Mass ASA office.

ASA & MASS ASA Classification System

Gold 18 & Under Gold

Class A 18 & Under
 16 & Under
 14 & Under
 12 & Under
 10 & Under

Class B 16 & Under
 14 & Under
 12 & Under

Class C 10 & Under
 12 & Under
 14 & Under
 16 & Under

MASSACHUSETTS ASA CLASSIFICATION METHOD:

Definitions:

ASA Recreational Softball League:

An organized league approved and sanctioned by the MASS ASA for a minimum of one season, associated with a recognized community, and open to any interested youth. Some type of draft, draw or other acceptable method is to be utilized to ensure distribution of talent among the teams.

Club Softball Organization:

An organization that holds tryouts, actively recruits players and does extensive traveling.

Surrounding City/ Town:

A city/town that geographically touches the city/town a majority of players reside in

Class A:

This level of competition is highly competitive with most players having consistent ability and pitchers being capable of controlling the game.

Example of teams that WILL be classified as 'A' are:

A travel team that meets the requirements of Class C or Class B, but wishes to play up in classification.

A travel team that was classified as 'B' the previous season and won that year's State Championship or other Championship Event (Regionals or Nationals).

A travel team that was classified as 'B' the previous season and dominated play in that classification

Teams classified as Class A may play unlimited Class A ASA sanctioned events and other softball organization's events

Teams classified as Class A CANNOT play in any Class B or Class C ASA sanctioned event

Class B:

This level of play is for teams that do not believe they can compete at the 'A' level and plays in mostly local tournaments with little travel, with some exceptions as determined by the MASS ASA JO staff. Teams wishing to be classified as 'B' must go through the MASS ASA JO classification process.

Examples of teams that MAY be classified as 'B' are:

Class C team that meets the requirements of Class C, but wishes to play up in classification.

A team made up from multiple cities/ towns with the majority (51% or more) residing from one city/town and the rest from surrounding towns.

A team that is not affiliated with an ASA recreational program and is not a club organization as defined by the MASS ASA JO staff.

Two or three towns that combine to form one travel team because they do not have enough players in which to form their own travel team.

A team without dominating pitching

Teams classified as Class B may play unlimited Class B ASA sanctioned events

Teams classified as Class B may play in three (3) Class A ASA sanctioned events or other softball events. Should the team finish either first or second in one of these events, the team will be reclassified to Class A the following season. Should the team finish either first or second in two events, the team will be reclassified to Class A for the remainder of the current season. The team may petition the MASS ASA JO Staff to be allowed to play in a fourth Class A ASA event.

Teams classified as Class B CANNOT play in any Class C ASA sanctioned event

Class C:

The travel team has 100% of its players from one city/town, with some exceptions as determined by MASS ASA Deputy JO Commissioner Gil Vigeant, that all play within the same ASA Recreational Softball League and has completed the MASS ASA JO Classification process. Exceptions may include but not limited to leagues formed from two or more towns because of not enough players in one town to make a league, towns with small populations, or towns without recreational leagues. The Class C Commissioner will meet with league representatives and the team to review their situation and make a classification.

Teams classified as Class C may play unlimited Class B or Class C ASA sanctioned events. Class C teams may also play in the MASS ASA Class B Championships.

Teams classified as Class C cannot play in any Class A ASA sanctioned events.

APPENDIX A – REGISTERASA

Creating Your Member Profile

Log onto <http://www.RegisterASA.com>

Click the Create a member profile link in the lower left-hand corner

Username

Password

Remember Me

Click on Create a Member Profile

[Create a member profile.](#) | [Lost your password?](#) | [Submit Ticket](#)

Username	<input type="text"/>	*
Password	<input type="password"/>	*
Confirm Password	<input type="password"/>	*

Enter a username and password.
These can be changed later

Personal Email	<input type="text"/>	(Primary) *
Confirm Personal Email	<input type="text"/>	*
Association	Massachusetts ASA	▼ *
Group	Travel Teams - FP	▼ *
League	Massachusetts	▼ *

Enter an e-mail address.
The Association is Massachusetts ASA
The Group is Travel Teams – FP
The League is Massachusetts

First Name	<input type="text"/> *
Middle Name	<input type="text"/>
Last Name	<input type="text"/> *
Date of Birth	<input type="text"/> *
Gender	Select Gender <input type="button" value="v"/> *
Address	<input type="text"/> *
	<input type="text"/>
City	<input type="text"/> *
State	-- Select State -- <input type="button" value="v"/> *
Zip	<input type="text"/> *
Work Email	<input type="text"/>
Confirm Work Email	<input type="text"/>
Phone	<input type="text"/> (Primary) *
Work Phone	<input type="text"/>
Mobile Phone	<input type="text"/>
Fax Phone	<input type="text"/>
Website	<input type="text"/>

Enter all of the other required information (those marked with a *)

Membership Type	<input type="checkbox"/> Local Administrator	<input type="checkbox"/> JO Commissioner	<input type="checkbox"/> Adult Commissioner	<input type="checkbox"/> Commissioner
	<input type="checkbox"/> UIC	<input type="checkbox"/> Team Administrator	<input type="checkbox"/> Team Assistant	<input type="checkbox"/> Manager
	<input type="checkbox"/> Assistant Manager	<input type="checkbox"/> Head Coach	<input type="checkbox"/> Assistant Coach	<input type="checkbox"/> Scorekeeper
	<input type="checkbox"/> Tournament Director	<input type="checkbox"/> Umpire	<input type="checkbox"/> Other	<input type="checkbox"/> Board Member
	<input type="checkbox"/> District Adult Commissioner	<input type="checkbox"/> District UIC	<input type="checkbox"/> District Commissioner	<input type="checkbox"/> League Administrator
	<input type="checkbox"/> District JO Commissioner			

Submit

Select your membership type(s). Make sure, at a minimum, that the Team Administrator membership type is selected. You will not be charged extra if you select multiple membership types. You will only be charged once per person.

Click Submit

Member Login

Username

Password

Enter your new Username
 Enter your Password
 Click Submit

Remember Me

Submit

[Create a member profile.](#) | [Lost your password?](#) | [Submit Ticket](#) |

For the latest steps to add your team, add players, or to print out your invoice, please visit our forms page of www.majoasa.org to download the RegisterASA Travel Team Registration Guide.

To Print ASA Roster

Once your invoice and players have been approved, you will see a new button appear on your team page. This button will say Print Roster

Team Status as Submitted or Pending. The Mass ASA has not received or approved your invoice yet.

Teams	
Test Massachusetts Travel Team	Add New Team
Status : Pending Issues : Yes Roster Type: None Invoice Number:None	Submit

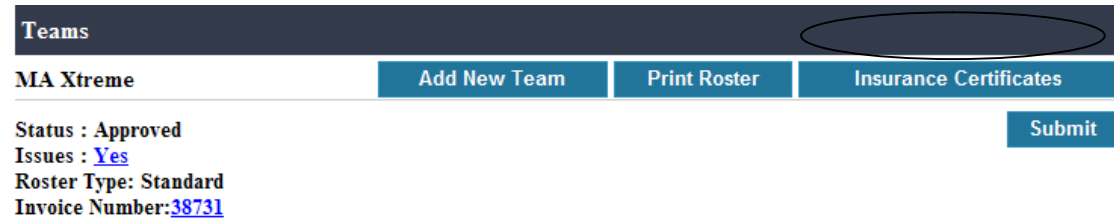
Team Status as Approved. Note the new button that now appears.

Teams			
MA Xtreme	Add New Team	Print Roster	Insurance Certificates
Status : Approved Issues : Yes Roster Type: Standard Invoice Number: 38731	Submit		

Click on the Print Roster button. A PDF file will appear to allow you to print out this roster. Make sure you print this out in landscape mode. Have each of the players sign on the appropriate line (or a parent signature if the player is under 18 years of age). On the second page, make sure the head coach completes the section marked manager information.

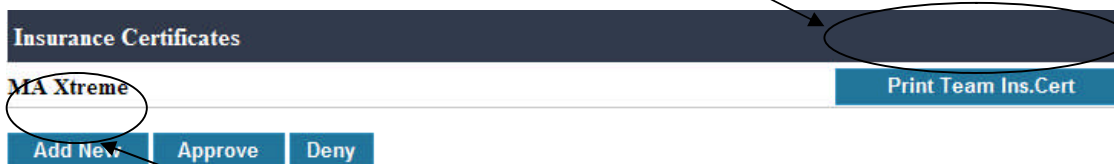
To Print Bollinger Certificate of Insurance/ Additional Insured Certificates

Once your invoice and players have been approved, you will see a new button appear on your team page. This button will say Insurance Certificates.



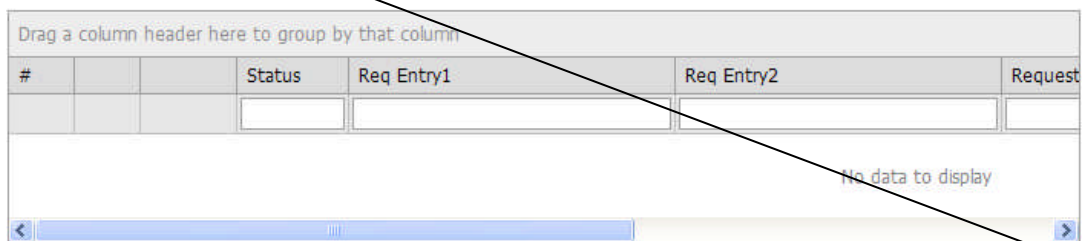
The screenshot shows a header bar with the word "Teams" on the left and a circled button on the right. Below the header, the team name "MA Xtreme" is displayed, followed by three buttons: "Add New Team", "Print Roster", and "Insurance Certificates". Below these buttons, the status "Status : Approved" is shown, followed by "Issues : [Yes](#)", "Roster Type: Standard", and "Invoice Number: [38731](#)". A "Submit" button is located on the right side of the status information.

Once the Insurance Certificates screen appears, you can click on the Print Team Ins. Cert button to print out your Insurance Certificate.



The screenshot shows a header bar with the text "Insurance Certificates" on the left and a circled button on the right. Below the header, the team name "MA Xtreme" is displayed, followed by a "Print Team Ins.Cert" button. Below this, there are three buttons: "Add New", "Approve", and "Deny".

Additional Insured Requests



The screenshot shows a table with the following columns: "#", "Status", "Req Entry1", "Req Entry2", and "Request". The table is empty, and a message "No data to display" is visible at the bottom right of the table area.

#	Status	Req Entry1	Req Entry2	Request

To request/ print out additional insured certificates, click on the Add New Button

A pop up box will appear for you to enter the additional insured information. Click Submit when finished

Add New Request ✕

Request(Max 80 characters)

Commonwealth of MA
1234 Anywhere St
Anywhere, MA 12345

Request(Options - Max 80 characters)

Submit **Close**

A green box will appear to state the request was added and the Status will say Submitted.

The screenshot shows a green notification bar at the top with a checkmark icon and the text "Request Added.". Below this, the "MA Xtreme" header is visible on the left and a "Print Team Ins.Cert" button on the right. A row of buttons includes "Add New", "Approve", and "Deny". The main section is titled "Additional Insured Requests" and contains a table with the following structure:

Drag a column header here to group by that column						
#			Status	Req Entry1	Req Entry2	Request
<input type="checkbox"/>	Edit	View	Submitted	Commonwealth of MA 1234 Anywhere St Anywhere, MA 12345		Wayne

The Mass ASA office will be notified to review and approve your request. Once it has been approved, you will see your Status change to Approved.

At this point, you can click on the View link and print out your additional insured certificate.

This screenshot shows the same interface as the previous one, but the status of the request has changed to "Approved". The "View" link in the table row is circled, and an arrow points from the text above to it. The "Print Team Ins.Cert" button is also visible in the top right corner.

Drag a column header here to group by that column						
#			Status	Req Entry1	Req Entry2	Request
<input type="checkbox"/>	Edit	View	Approved	Commonwealth of MA 1234 Anywhere St Anywhere, MA 12345		Wayne

RegisterASA Frequently Asked Questions

What if I forgot my username or password? Go to the login screen and click the “Lost Your Password?” link. Enter your e-mail address and you will receive an email from ASA that will have a link to update your username and password. You can also e-mail the Mass ASA office and they can send you your username and password

What if I receive the message “your email is already in use”? This means either your profile has already been set up or someone else’s profile has your email address. Return to the login screen and click the “Lost Your Password?” link as shown above. You can also e-mail the Mass ASA office to look to see who has used your e-mail address in their profile.

I made a mistake creating the invoice and the registration charges and insurance deductibles are incorrect. How do I change the invoice? If you have submitted your invoice already to the Mass ASA office by clicking on the Submit button, e-mail the office and we will VOID the invoice for you. You will then get an e-mail to go ahead make your changes and then re-create the invoice. If your team has not submitted your invoice, you can go back and make any changes yourself without voiding the invoice.

Can I submit my team for registration with existing issues? The Mass ASA allows teams to submit registrations with issues for non-critical ones. Those include birth certificates need to be submitted, ACE certifications/Background checks for teams not going to ASA Championship Play. If an invoice has been submitted with critical issues, your team will receive an e-mail from the Mass ASA office to correct the problems before we process your invoice.

Why can’t I see the “Add New Team” link on the bottom of my Homeplate? Go into your profile and make sure the box marked Team Administrator has been checked. Without this box checked, you are unable to set up teams or add members to those teams. You will not be charged to be a Team Administrator.

I need to add a player to my team. How do I go about that? Log into your RegisterASA account, click on your team link under My Teams, and then follow the steps under “Adding Team Members” & “Submitting Your Registration Invoice”. NOTE: You must complete this step before the player will be registered and insured. Keep a copy of the invoice with your team binder until that player’s ID card arrives.

When I printed out my invoice, there are players with a \$0.00 next to their name. What does that mean? This means the player has already been paid for in the current softball season. Once a player has been registered and insured, it stays with them throughout the season.

I am picking up a player from another travel team or league. What do I need to do to get her registered and insured on my team? As stated in the previous question, once a player has been registered and insured for the current season, it stays with the player. If she is coming from another travel team, that team will need to release her from their on-line account before you can add them to your team. You can also contact the Mass ASA office to assist. If she is coming from a league, you can add her to your on-line account at anytime. You will need to ask the player or league for a copy of her ID card so you can have it with you when you go to tournaments.

When I go into my account to print out my ASA roster, I don't see a column for parent's signature. What should I do? When you went in to print out your invoice, you inadvertently selected a standard roster instead of a championship roster. If you are going to play in ASA Championship Play outside of Massachusetts, please contact the Mass ASA office to update your roster to the correct one. Otherwise, you can print out this standard roster and use the e-mail address column for parental signatures. Those will be needed for player's under the age of 18 and before the roster can be signed by an ASA official.

APPENDIX B- TRAVEL TEAM REGISTRATION FORM

2011 SEASON FAST PITCH TRAVEL TEAM REGISTRATION USE ONE FORM PER TRAVEL TEAM

INSTRUCTIONS: Please use this form for all **TRAVEL TEAMS**.

Type or Print all information clearly and completely.

USE SEPARATE FORMS FOR EACH TRAVEL TEAM.

Failure to provide complete information will delay process.

TEAM NAME: _____

CITY/TOWN: _____

TEAM CONTACT: _____

ADDRESS: _____

CITY/TOWN/ZIP: _____

PHONE: _____

EMAIL: _____

ASA REGISTERED LEAGUE AFFILIATED WITH: _____
(For Class B & Class C teams only)

AGE DIVISION/ CLASSIFICATION: 10U 12A 12B 12C 14A 14B 14C 16A 16B 16C 18U 18GOLD
(circle one)

TEAM MANAGER'S SIGNATURE: _____

(By signing this registration, you indicate you have read and understand the MASS-ASA JO rules and regulations as outlined below. Also you must read and sign the Mass ASA Code of Conduct.)

<p>For Bollinger Insured Teams</p> <p>Please include a copy of your RegisterASA invoice with this form.</p> <p>Invoice Total : _____</p>	<p>For Non-Bollinger Insured Teams</p> <p>Please include a copy of your Insurance certificate with this form.</p> <p>1 Team @ \$35.00 each : <u>\$35.00</u></p>
---	--

Please make all checks payable to MASS-ASA
Please forward all forms and registration fees to:

Wayne Coe
30 Morton St
Leominster, MA 01453

** Teams that wish to be classified as Class B or Class C must complete the attached documents and submit them with the registration and fee. Teams that do not comply will not be classified or registered until such documents have been presented to the MASS ASA. Teams must have proof of residency available if requested by MASS ASA. Do not submit with this registration packet.

** Proof of residency includes the following:

Report cards with name and address of school
Current/ Valid Driver's License
Current/ Valid Learner's Permit

MASSACHUSETTS AMATEUR SOFTBALL ASSOCIATION

CODE OF CONDUCT

Standards of conduct are part of the National ASA Code and Massachusetts ASA Rules and Regulations. Every ASA member shall respect these standards. A manager, coach, player, or other individuals affiliated with the team shall not violate any of the following:

1. Unsportsmanlike conduct or any derogatory action on or off the playing field.
2. Verbal or physical attack or threat upon an umpire or an ASA official.
3. Destruction of property, abusive behavior or violation of state or federal law.
4. Non-payment of team-incurred debts.
5. All players and coaches **MUST** be individually registered and background checked with ASA if they are playing in ASA Championship Play.
6. All adult personnel that will be on the field or in the dugout must be individually registered and background checked through the Mass ASA if they are playing in ASA Championship Play.
7. One representative from each team participating in Championship Play must be ACE certified.
8. Playing under an assumed name or falsifying an official ASA document.
9. Writing checks with non-sufficient funds or account closed checks to an ASA representative.
10. Commission of fraud/ larceny perpetrated against an ASA representative, team or individual.
11. Use of any ASA logos or trademarks without express permission.
12. Commission of any acts that are contrary to the objectives of the ASA.
13. Competing with or against individuals or teams who are suspended from ASA.

TEAM MANAGER'S SIGNATURE: _____

(By signing this form, you indicate you have read and understood the Mass ASA Code of Conduct. This signed form must be submitted with your team's registration.)

MASS-ASA JO RULES AND REGULATIONS

Massachusetts teams that wish to play in MASS-ASA JO local tournaments or ASA tournaments in other states, MUST register as an MASS-ASA JO travel team. ASA Recreational League teams must also register as an MASS-ASA JO Travel team in order to play in tournaments. This is to insure the ASA umpires during tournaments and to allow tournaments to purchase additional insurance.

Once a team completes the registration form and submits it along with a check made payable to MASS-ASA, they will receive the following:

Via Mail:	Current ASA Rulebook, ASA Scorebook, ASA Registration Card
Via E-Mail:	ASA Official Roster, ASA Pick-Up Form, Other MAJOASA info and forms

Teams must print out two copies of the ASA Official Roster and have both sides completed and signed by an ASA official. Players are not officially on a team's roster until these two steps have been completed.

To have a roster signed, a team must submit both copies of the roster and a copy of each player's birth certificate to a Deputy JO Commissioner, Area ASA Commissioner or to the State JO Commissioner. One copy of the ASA Roster will be retained and all other documents will be returned.

Once a roster has been signed, teams can add up to three players using the ASA Pick-Up Form. Players cannot come from teams at the same age level and classification without consent from the other team. An e-mail or note must be attached to the ASA Roster of both teams. Teams playing in Championship Events (National Qualifiers, States, Regionals, or Nationals) cannot pick up players from other teams that are also playing in Championship Events. They can only pick up players from teams no longer eligible for Championship Play. Please note that once a player makes this lateral move, she cannot return to the original team for the remainder of the season.

Players may play in a higher age division or classification, but cannot return for the remainder of the season.

For further information and updates, please see our website at www.majoasa.org

Massachusetts Junior Olympic ASA Classifications

Definitions:

ASA Recreational Softball League:

An organized league approved and sanctioned by the MASS ASA for a minimum of one season, associated with a recognized community, and open to any interested youth. Some type of draft, draw or other acceptable method is to be utilized to ensure distribution of talent among the teams.

Club Softball Organization:

An organization that holds tryouts, actively recruits players and does extensive traveling.

Surrounding City/ Town:

A city/town that geographically touches the city/town a majority of players reside in

Rosters (ASA Championship Play Events [States, Regionals, National Qualifiers, Nationals]:

Class A players CANNOT play on Class B or Class C teams

Class B players CANNOT play on Class C teams

Class B players CAN play on Class A teams, but then CANNOT return to Class B for the remainder of the season

Class C players CAN play on Class A or Class B teams, but then CANNOT return to Class C for the remainder of the season. Class C teams CAN only pick up players from their own league and city/town in order to remain Class C.

Class A:

This level of competition is highly competitive with most players having consistent ability and pitchers being capable of controlling the game.

Example of teams that WILL be classified as 'A' are:

A travel team that meets the requirements of Class C or Class B, but wishes to play up in classification.

A travel team that was classified as 'B' the previous season and won that year's State Championship or other Championship Event (Regionals or Nationals).

A travel team that was classified as 'B' the previous season and dominated play in that classification

Teams classified as Class A may play unlimited Class A ASA sanctioned events and other softball organization's events

Teams classified as Class A CANNOT play in any Class B or Class C ASA sanctioned event

Class B:

This level of play is for teams that do not believe they can compete at the 'A' level and plays in mostly local tournaments with little travel, with some exceptions as determined by the MASS ASA JO staff. Teams wishing to be classified as 'B' must go through the MASS ASA JO classification process.

Examples of teams that MAY be classified as 'B' are:

Class C team that meets the requirements of Class C, but wishes to play up in classification.

A team made up from multiple cities/ towns with the majority (51% or more) residing from one city/town and the rest from surrounding towns.

A team that is not affiliated with an ASA recreational program and is not a club organization as defined by the MASS ASA JO staff.

Two or three towns that combine to form one travel team because they do not have enough players in which to form their own travel team.

A team without dominating pitching

Teams classified as Class B may play unlimited Class B ASA sanctioned events

Teams classified as Class B may play in three (3) Class A ASA sanctioned events or other softball events. Should the team finish either first or second in one of these events, the team will be reclassified to Class A the following season. Should the team finish either first or second in two events, the team will be reclassified to Class A for the remainder of the current season. The team may petition the MASS ASA JO Staff to be allowed to play in a fourth Class A ASA event.

Teams classified as Class B CANNOT play in any Class C ASA sanctioned event

Class C:

The travel team has 100% of its players from one city/town, with some exceptions as determined by the MASS ASA Deputy JO Commissioner Gil Vigeant, that all play within the same ASA Recreational Softball League and has completed the MASS ASA JO Classification process. Exceptions may include but not limited to leagues formed from two or more towns because of not enough players in one town to make a league, towns with small populations, or towns without recreational leagues. The Class C Commissioner will meet with league representatives and the team to review their situation and make a classification.

Teams classified as Class C may play unlimited Class B or Class C ASA sanctioned events. Class C teams may also play in the MASS ASA Class B Championships.

Teams classified as Class C cannot play in any Class A ASA sanctioned events.

ASA SOFTBALL

MASSACHUSETTS

JUNIOR OLYMPIC SOFTBALL TEAM INFO FORM (PAGE 2 OF 2) (CLASS B OR TEAM C TEAMS ONLY)

TOURNAMENTS SCHEDULED TO PLAY IN THIS SEASON:
(It is up to the team to inform the MASS ASA of any changes to this schedule)

Date	Class	Tournament	Location	Director

I attest the material presented herein is true and factual:

Signed: _____ Date: _____

For MASS ASA use only:

MASS ASA recvd: _____

JO & Sent: _____

JO Clss A B C

Reclss Comm Sent: _____

RC Clss A B C

MASS ASA Comm
Clss A B C

