

**USA SOFTBALL MA. LOCAL TOURNAMENT
SANCTION PROCEDURES & POLICIES**

TOURNAMENT INFO:

USA Softball MA. will only sanction tournaments hosted by travel teams and leagues that are currently registered with USA Softball MA. The sanction fee for USA Softball MA. registered leagues will be \$50 per age division, payable via check, money order or paid via PayPal. The sanction fee for USA Softball MA. registered travel teams will be \$100 per age division, payable via check, money order or paid via PayPal. All local tournament sanction forms must be completed and submitted with payment to the Deputy State JO Commissioner by February 1. No entries will be accepted after this date.

Local tournament sanction forms will be submitted by the Deputy State JO Commissioner to the appropriate USA Softball Area Commissioner for review and approval. Each Area Commissioner will have a meeting in which all tournament dates for that area will be determined to avoid conflicts. Note cashing of a check or PayPal approval does not constitute approval of the tournament. If a tournament is not approved and no alternate date can be selected, a full refund will be issued.

The tournament will be listed on the USASoftballNE.com website. Teams will register via this website and will send payment to the tournament director. **Tournament directors will approve all teams entering the tournament after verifying teams have submitted background checks, rosters and insurance to USA Softball MA. USA Softball MA. reserves the right to reject/ deny a team from your tournament for failing to provide these documents to USA Softball MA.**

TOURNAMENT CLASSIFICATIONS:

Open tournaments can accept all classified teams (A, B or C).

Class B tournaments can accept ONLY Class B or Class C teams. No Class A teams allowed.

Class C tournaments can accept ONLY Class C teams. No Class A or B teams allowed.

Tournament directors are NOT allowed to classify teams. Classification of teams is decided by USA Softball of the state the team is registered in and cannot be changed by the tournament director or USA Softball MA.

TOURNAMENT DATE RESTRICTIONS:

Open tournaments CANNOT be held on the same weekend as ANY USA Softball MA. Class A Championship Play Event (States, Regionals, or Nationals). They may be held on the same weekend as USA Softball MA. Class B or Class C Championship Play Events as long as that Area or adjacent Area is not hosting a Class B or Class C Championship Play Event. The State USA Softball MA. Commissioner or Deputy State JO Commissioner may supersede this.

Class B tournaments CANNOT be held on the same weekend as ANY USA Softball MA. Class B Championship Play Event (States, Regionals, or Nationals). They may be held on the same weekend as USA Softball MA. Class A or Class C Championship Play Events as long as that Area or adjacent Area is not hosting a Class A or Class C Championship Play Event. The State USA Softball MA. Commissioner or Deputy State JO Commissioner may supersede this.

Class C tournaments CANNOT be held on the same weekend as ANY USA Softball MA. Class C Championship Play Event (States, Regionals, or Nationals). The State USA Softball MA. Commissioner or Deputy State JO Commissioner may supersede this.

Tournaments that have been approved to hold a local USA Softball tournament during the same weekend as a USA Softball Championship event MUST refund a team's entry fee in full if they give a two weeks notice to the tournament director that they are dropping out in order to play in a USA Softball Championship Play Event. Teams must furnish tournament director proof of entry and final standings from the USA Softball Championship Play Event prior to receiving a refund.

TOURNAMENT REFUND POLICY:

Should a team have to drop out of a tournament AND a replacement team has been found, the team shall be entitled to a full refund provided the schedule has not been released. If a replacement team is unable to be found, no refund will be returned.

Teams dropping out once a schedule has been released by the tournament will not be entitled to a refund, even if a replacement team is found. Please note that the team dropping out may be subject to additional penalties as determined by USA Softball MA.

TOURNAMENT WEATHER RELATED REFUND POLICY:

Should a tournament have to shorten the number of games played, teams will be refunded based on the following formula:

If a team plays zero games, the team will be entitled to their entry fee less non-recoverable tournament expenses. These include, but not limited to, perishable food, T-shirts, trophies, game balls, & insurance. Tournament will provide USA Softball MA. this calculation within 7 days of the tournament for approval. Once approved, the tournament MUST send each team a copy of this calculation along with their refund.

If a team plays one game, the team will be entitled to 50% of their entry fee

If a team plays two or more games, there will be no refund given

Tournaments MUST refund teams within 14 days from when the tournament was scheduled.

TEAM ELIGIBILITY:

Only USA Softball registered teams are eligible to participate. A list of currently registered Massachusetts teams is available on the MAJOASA.ORG website under registrations. League teams MUST also be registered as travel teams in order to participate in local USA Softball sanctioned tournaments. For out of state teams, tournament directors MUST contact USA Softball MA. to ensure those teams are registered with their state USA Softball association. This is to ensure your insurance as well as the umpire's insurance is in effect for your tournament.

TEAM ROSTER & INSURANCE INFORMATION:

Teams must complete a USA Softball roster, have it signed by a USA Softball official (a live signature and not one pre-printed on roster), and have it available to the tournament director at all times. Teams must also have insurance binders and birth certificates available to the tournament director. It is highly recommended that a team e-mail the binder to the tournament director before the start of the tournament. All adult bench personnel need to have a USA Softball National Background Check completed to be allowed on the field. Coaches must have either the background check card or profile from RegisterUSASoftball.com available on their person at all time throughout the tournament. The roster, insurance certificate and background checks will be sent by the team to USA Softball MA. USA Softball MA. reserves the right to reject a team from your tournament for failing to provide these documents.

TEAM PAYMENTS (EFFECTIVE 2020 SEASON):

Teams must make a minimum \$100 non-refundable deposit to the tournament within 14 days of the on-line entry or the team will be removed. Final payments are due no later than 4 weeks prior to the start of the tournament unless the tournament has an earlier deadline. Teams that do not make final payment will be removed from the tournament with no refund of fees paid unless prior arrangements have been made with the tournament director. This rule is not in effect for showcase events.

USA SOFTBALL UMPIRES:

USA Softball registered umpires **MUST** be used. Tournament must contact the local USA Softball UIC a minimum of two weeks prior to the start of the tournament in order to schedule umpires. USA Softball MA. has a list of local UIC's. USA Softball MA. **recommends tournaments** set the minimum number of umpires as follows:

8U

1 umpire for pool play games. 1 umpire for all single and double elimination games including finals

10U & 10C

1 umpire for pool play games.

2 umpires for single elimination games including finals

1 umpire for double elimination games except 2 umpires for winner/loser bracket finals, championship & if games

12A/B/C

1 umpire for pool play games.

2 umpires for single elimination games including finals

1 umpire for double elimination games except 2 umpires for winner/loser bracket finals, championship & if games

14A/B/C

2 umpires for pool play games.

2 umpires for single elimination games including finals

2 umpires for double elimination games including winner/loser bracket finals, championship & if games

16U/18U/18+

2 umpires for pool play games.

2 umpires for single elimination games including finals

2 umpires for double elimination games including winner/loser bracket finals, championship & if games

TOURNAMENTS, AFTER CONSULTATION WITH THE LOCAL ASSIGNOR/UIC, THAT DECIDE TO CHANGE THE RECOMMENDED MINIMUM NUMBER OF UMPIRES, MUST NOTE THIS IN THEIR TOURNAMENT RULES, ON THE USASOFTBALLNE.COM WEBSITE AND IN ALL OTHER COMMUNICATIONS THE TOURNAMENT HAS WITH THE TEAMS.

POOL PLAY & BRACKETS:

Tournaments MUST send out schedules to all teams a minimum of 3 weeks prior to its start. This schedule MUST also be sent to the umpire assignor a minimum of 3 weeks before its start.

Tournaments must send out single elimination seeded brackets with teams' pool play schedules. Tournament directors will also inform teams how they will receive their single elimination schedules once pool play has been completed. **Tournament directors are prohibited from hosting tournaments where brackets are not made available prior to the start of the tournament.** Exceptions are made for weather related schedule changes.

Single elimination seeded brackets will be set using the following:

1. Rank teams by winning percentage in their pool
2. If two teams are tied, compare head to head win-loss. If more than 2 teams are tied, skip this step
3. If teams are tied, rank based on fewest runs allowed per game
4. If teams are tied, rank based on most runs scored per game
5. If teams are tied, a coin toss is used

Tournament directors are required to submit to USA Softball MA. their final pool play results and bracket play within 7 days of conclusion of their tournament. This can be done via email with an Excel spreadsheet or by e-mailing a link to your tournament standings website. This will be used by USA Softball MA. to determine if teams need to be reclassified.

USA SOFTBALL MA. LOCAL TOURNAMENT REQUIRED RULES (ALL CLASSIFICATIONS)

The following rules are required to be sanctioned by USA Softball MA. All tournament rules MUST be given to the team upon acceptance into the tournament.

TIME LIMIT:

Tournaments MUST have a minimum time limit of 1 hour 30 minutes. THE TIME LIMIT CANNOT BE A DROP DEAD TIME. Once an inning begins and time expires, the inning must be completed per USA Softball rules. Exceptions to this rule will be allowed in cases of inclement weather or in cases of scrimmages and showcase format tournaments. Any changes to time limits MUST be communicated to the teams prior to the change going into effect.

TEAM LINE UPS:

Tournaments may chose one of the following formats:

Teams may bat 9 players with or without the DP/Flex

Teams may bat everyone on their roster during pool play only

Teams may bat everyone on their roster throughout the tournament

Teams that bat everyone in their line up will take an out if a player is removed for any reason other than an ejection. Teams will not be allowed courtesy runners, pinch runners or pinch hitters when batting everyone. If a player is ejected when batting everyone, the game will be forfeited.

METAL CLEATS:

Metal cleats are not allowed for 12U divisions and lower. The tournament can prohibit metal cleats in older divisions BUT must make it clear in the tournament rules

COACH CONDUCT:

Coaches that are ejected from a tournament game WILL be prohibited from coaching their team's next game. Depending on the circumstances of the ejection, a coach may be suspended for the remainder of the tournament and may also may a disciplinary hearing with USA Softball MA.

HOME TEAM:

Home team will be determined by a coin flip during pool play games. During elimination play, home team will be determined by higher seed having choice. Should both teams be the same seed, a coin flip will be used.

TIE GAMES:

During pool play, games may end in a tie even with time remaining. During elimination play, games that are tied after 7 innings or after time has expired will go into the USA Softball tie-breaker rule.

**USA SOFTBALL MA. LOCAL TOURNAMENT
REQUIRED RULES (CLASS 10C, 12C & 14C)**

These rules are exclusively for 10C, 12C & 14C tournaments and are in addition to the required rules above:

RUN RULE (POOL PLAY):

There will be a maximum of 5 runs scored per inning, except on a home run OVER the fence in which a team will be allowed to score more than the maximum number of runs (all runs count).

There will be no unlimited runs in the final inning as the score can end in a tie.

RUN RULE (ELIMINATION PLAY):

There will be a maximum of 5 runs scored per inning, except on a home run OVER the fence in which a team will be allowed to score more than the maximum number of runs (all runs count).

The final inning will be unlimited runs.

The final inning will be declared once there is 10 minutes or less left in the 90 minute time limit.

Should the final inning end before the time limit is reached, the game is over unless tied. If tied, the USA Softball tiebreaker rule will be used to determine a winner

DROPPED THIRD STRIKE (10C DIVISION ONLY):

A batter may not advance on a called or swinging strike three that the catcher drops. Base runners are allowed to advance

**USA SOFTBALL MA. LOCAL TOURNAMENT
SANCTION INSTRUCTIONS**

- Name of Tournament:** Name that will be posted on USASoftballNE.com website
- Sponsoring Organization:** Only USA Softball registered organizations can sanction and post tournaments on USASoftballNE.com
- Contact Person:** Contact name and address info for the tournament director/
liaison to USA Softball MA. for event
- Tournament Dates:** List dates for event. Cannot conflict with other events at same age and classification on the same weekend in the same area. Also cannot conflict with any USA Softball Championship Play event.
- Age/ Classification:** Select age and classification for event. Teams **MUST** be this classification or lower to play in this event. For example, a 12U event can have 12A, 12B or 12C teams playing. A 12C event can only have 12C teams.
- Type of Tournament:** Select Invitational if you will select which teams that register will be playing in your event. Select Open if all teams that register will be allowed to play in your event.
- Format for Tournament:** Examples include:

3 pool play/ single elimination
4 game round robin
2 pool play/ double elimination
- Person Assigning Umpires:** Must be an approved assignor from State Commissioner for insurance to be in effect for umpires and teams.
- Number of Umpires per game:** Must adhere to requirements based on age and classification listed in the USA Softball MA. sanction procedures.
- Maximum Number of Teams:** Tournaments cannot have more than 4 teams per field without lights or no more than 6 teams per field with lights
- Will UIC be on-site:** Tournaments are highly recommended to have a UIC on-site to handle any protests or umpire issues throughout your tournament. The UIC will not umpire games unless in an emergency. UIC will be paid by tournament at the rate of 1 game fee per time block. **(EFFECTIVE 2020 SEASON. UIC will be required for tournaments using 1 umpire games.)**

USA SOFTBALL MA. JUNIOR OLYMPIC SOFTBALL

APPLICATION FOR NON-CHAMPIONSHIP
TOURNAMENT SANCTION 2019 SEASON

Name of Tournament: _____

Sponsoring Organization: _____

LEAGUE _____ TRAVEL TEAM _____

Contact Person: _____

Address: _____

City/ State/ Zip: _____

Phone Number: _____

E-Mail Address: _____

Tournament Website: _____

Tournament Location: _____

Tournament Dates: _____

Age/ Division: (Select) __ 08U __ 10U __ 10C __ 12A __ 12B __ 12C __ 14A __ 14B __ 14C
(Maximum 2 ages) __ 16U __ 18U __ 18+

Type of Tournament: (Select) ____ Invitational ____ Open

Format for Tournament: _____

Entry Fee: _____

Maximum Number of Teams: _____ Number of Available Fields: _____ with Lights: _____

Name of Assignor: _____

Phone Number of Assignor: _____

Will UIC be on-site: ____ Yes ____ No

Number of Umpires per game: ____ Thursday ____ Friday ____ Saturday ____ Sunday

Please send completed form and \$50 per age division for leagues or \$100 per age division for teams
(made payable to USA Softball MA.) to:

Wayne Coe
30 Morton St
Leominster, MA. 01453

This application must be received by USA Softball MA. no later than February 1, 2019. No applications
will be accepted after this date.

In order for your sanction application to be processed in a timely manner, the following checklist must
be completed:

- _____ Completed sanction application. Please read sanction procedures and instructions as some
have changed
- _____ Sanction fee made payable to ASA/USA Softball MA.
- _____ A copy of complete tournament rules.