

SACRAMENTO ASA



THE GREATER SACRAMENTO
SOFTBALL ASSOCIATION

RULES & REGULATIONS
GUIDEBOOK
2009

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www.sacramentoasa.org

This copy of the Sacramento ASA 2009 Rules and Regulations Guidebook is effective January 1st, 2009. Sacramento ASA will from time to time make necessary changes as required to this guidebook; therefore it is highly encouraged that you regularly review the official copy of the guidebook which can be found online at the Sacramento ASA website; www.sacramentoasa.org. In the event of a conflict in language between this printed version of the guidebook and the version on the website, the version on the website will be official. If incorrect information regarding this published guidebook or issued by voice, written or electronic communication, whether by Sacramento ASA staff members or not, the provisions and the intent of the guidebook found on the Sacramento ASA website will always prevail.

SACRAMENTO AMATEUR SOFTBALL ASSOCIATION

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GREATER SACRAMENTO SOFTBALL ASSOCIATION

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 U.S. as approved by the Congress of United States and accepted as the National Governing Body by the U.S. Olympic Committee and the International Softball Federation. As the National Governing Body, ASA represents the game of softball for the United States of America.

Eligibility & Playing Rules: All ASA teams are governed by the same playing and eligibility rules, thus insuring your team fair competition in Championship tournaments. Player eligibility is governed by ASA National Codes and further defined by Pacific Coast Region Rules & Regulations.

Certified Umpires: ASA umpires must attend annual rules seminars and mechanic clinics, pass a written test and meet other requirements before they can be selected for a championship tournament.

Classification Of Teams: Sacramento ASA/GSSA has established a classification code to regulate teams and players with dominating ability from playing in a lower classification. Players and/or teams can request to be reclassified before they are eligible to compete in a lower classification.

Championship Competition: A championship tournament may be held for the following divisions and classifications: 'A', 'B', 'C' 10u, 12u, 14u, 16u, 18u & Gold.

Junior Olympic Classifications: December 31st of the previous year is the age cutoff.

- Gold:** This classification will include the most advanced Junior Olympic girls fast pitch players and teams in the United States. Many of these players have the potential to become a member of the USA Olympic Softball Team. Qualifying teams at this level will advance to 'Gold' National Championship. To qualify as a Gold team you must play in the Classification Tournament held in January of each year.
- Class A:** This level of competition is highly competitive with most players having consistent ability and pitchers capable of controlling a game. Winners of this level of competition advance to 'A' Nationals. Any team that does not meet the standards and regulations of the "B" program will be classified as "A".
- Class B:** This level is for recreational leagues only. All-Star Teams or League selected teams formed after May 1 are acceptable. The top finishers in this level advance to 'B' Western Nationals.
- Class C:** This level is for recreational leagues only and is specifically designed for leagues that are not highly competitive. It is the intent of the 'C' program to establish meaningful competition for teams that are unable to compete in the 'B' program due to a league size and skill level. Either All-Star teams or league selected teams formed after May 1 are acceptable.

GREATER SACRAMENTO SOFTBALL ASSOCIATION

Mission Statement

1. To promote softball within the Sacramento boundaries for all persons regardless of race, color, creed, religion, national origin or ancestry.
2. To promote all phases of softball including men's, women's, coed, and youth.
3. To establish standard rules and regulations that can be observed by all members.
4. To conduct well-organized championship tournaments.
5. To be represented by teams in local region, and national tournaments.
6. To promote, organize and conduct clinics and seminars in the proper skills of softball play and rules of the game.
7. To assist International softball teams when requested.
8. To provide grants and assist in the growth of the sport.
9. To provide scholarships to enable more persons an opportunity for advanced education.

GREATER SACRAMENTO SOFTBALL ASSOCIATION

Code Of Conduct

Standards of conduct are part of the ASA National Code and Sacramento Rules and Regulations. Every ASA member shall respect these standards. A manager, coach, player, or other individual(s) 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 MUST be Individually Registered with ASA.
6. All managers/coaches/team parents that will be on the field or in the dugout must be individually registered and background checked through the Sacramento ASA/GSSA mandatory Registration system. ID cards must be visible at all times.
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 perpetrated against an ASA representative, team or individual.
11. Commission of larceny perpetrated against an ASA representative, team or individual.
12. Use of any ASA logos or trademarks without express permission.
13. Commission of any acts that are contrary to the objectives and purposes of ASA.
14. Forfeit a game in Championship Play.
15. Competing with or against individuals or teams who are suspended from ASA play.
16. Any other acts of suspension as listed in the ASA National Code.
17. Team Manager/Team Coach will not contact a National Championship Tournament Director regarding "Fill-In" berths at any time.
18. At no time shall a spectator, player, coach or manager be allowed to drink alcoholic beverages or smoke on the field, inside or outside the dugout.

Non-Compliance Policy: Violation of any of the above may result in suspension

Complaint Procedure

It is not the purpose of Sacramento ASA/GSSA to police our teams, coaches and players. When ASA National or Sacramento Rules and Regulations are not complied with and a written complaint is filed, an ASA official will investigate the problem. The following complaint procedure shall be used in Sacramento.

1. An Official Complaint Form must be filed.
The form is available on our website at www.sacramentoasa.org.
2. A non-refundable money order or cashier's check in the amount of \$50 made out to GSSA **MUST** be included with the complaint form.
3. Evidence substantiating the violation must accompany and be listed on the complaint form (witness statements, documentation, photos, etc.) Witnesses to the violation must be named and their addresses and phone numbers listed in the complaint. Witnesses for or against the accused may testify at the hearing (limit four for each side). Written statements from witnesses unable to attend are acceptable.
4. A complaint will be acknowledged by email or mail within 2 weeks by a GSSA staff member. If a hearing is necessary, the hearing will be scheduled within a reasonable time, not to exceed forty-five days, provided all required information is in order.

FORM AVAILABLE ON CD - FORM

Suspension Hearings

A hearing will be held if it is determined that reasonable cause exists to believe the complaint is valid. Violation of specific rules in the ASA Code requires a minimum suspension time period. Other violations leave the penalty to the discretion of the hearing board or the Commissioner. All testimony will be considered in determining guilt or innocence and an appropriate penalty shall be determined when necessary.

It is possible that testimony received at the hearing will indicate leniency due to mitigating circumstances and in other cases, testimony may be received that necessitates a harsher penalty. When conducting a hearing, the GSSA hearing board will consider the past record of the accused, including previous official complaints, and testimony given by those in attendance.

1. If a hearing date is set all parties will be notified in writing.
2. Each party (complainant or accused) may request no more than one postponement.
3. Four people for the accused and four people for the accuser may give testimony.
4. If the accused fails to appear without notification and just cause, the hearing board shall proceed with the hearing and take proper action.
5. If the accuser fails to appear on the hearing date, the complaint may be dropped.
6. Sacramento ASA/GSSA is empowered to conduct necessary investigations into charges brought against another GSSA team, coach, player or umpire as a means of proving or disproving the charges.

Complaint Procedure Continued

7. An ASA Commissioner or GSSA Staff member or representative who witnesses or has irrefutable evidence of a violation of the code at a tournament may immediately remove a player, manager, coach or team from further competition in that tournament immediately. A suspension hearing may be held as soon as possible to determine if further action needs to be taken by Sacramento ASA/GSSA.
8. Any manager, coach or player suspended from Sacramento ASA/GSSA will forfeit all rights and privileges given a member under the ASA National Code, Pacific Coast Region and Sacramento ASA rules and regulations. The forfeit of rights & privileges shall include, but not be limited to:
 - a) Representing himself or herself as an eligible ASA manager, coach or player.
 - b) Practicing, managing, coaching or participating at any time with anyone affiliated with ASA Softball.
 - c) Recruiting for an ASA team.
 - d) Competing with or against any ASA softball team.
 - e) Suspended individuals may not be on the field, score keep, be in or around the dugout, relay verbal advice or instruction or send signals to a team from any location.
9. If a complaint is upheld and results in suspension, the individual(s) has the right to appeal as outlined in the ASA National Code.

Non-Compliance Policy: A minimum of an additional twelve months added to the original penalty.

Responsibilities

The following will be the responsibility of the said party in regards to ensuring eligibility of players and teams for Championship Play Events.

1. Commissioner Responsibility:
The local commissioner has the ultimate responsibility to verify the classification and eligibility of all teams from their area participating in Championship Tournaments.
2. League/Organization President Responsibility:
 - a) The president is responsible to verify the league's player/team eligibility to the best of his/her knowledge.
 - b) The president shall notify the Jr. Olympic Commissioner of any possible infractions.
3. Team Manager Responsibility:
 - a) The manager is responsible for verifying that all players are individually registered.
 - b) The manager shall be prepared to provide proof of age and picture ID at every championship play tournament for each rostered player.
 - c) The manager of any team found to be in violation of ASA policies may be suspended from participation in ASA play for one full year.
 - d) Teams participating in championship tournaments shall abide by all rules and regulations of the ASA National Code pertaining to Championship Play.

Sacramento ASA/GSSA Individual Registration

The first step toward managing an “A” or “B” All-Star team is the registration of that team and players with Sacramento ASA/GSSA. You will do this by logging on to www.registerASA.com and creating an account for your team/organization. If you are creating a new account, be sure that you link your team to Sacramento ASA. After completing the online registration process you will mail your invoice with payment and proof of age to the address listed on the invoice. Managers, coaches and chaperones are also required to sign the Background Check Release form and send it in along with a copy of their driver’s license. There is a step-by-step guide to online registration available online if you need it.

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 Texas. You will receive two sets of ID cards. You should give out the first set to each of your team members and keep the second set with you either in a binder or on a ring. It is mandatory starting in January of 2009 that each member of the coaching staff wear their ID card around their neck on a lanyard during championship play. Only those team staff members that have been registered and background checked will be allowed to participate as managers and coaches and be allowed on the field or in the dugout.

Individual registration including Photo ID’s and Background Checks is required for every “A” or “B” All-Star team that registers with Sacramento ASA. When you register your players, this insurance coverage stays with this player throughout the year and follows her if she chooses to leave your team. This insurance is designed as a benefit of their ASA registration and is meant to supplement any existing coverage they may have with their parent’s health plan. There is also a \$2,000,000 liability policy to protect the players, coaches, and team against lawsuits arising out of their softball participation.

Each registered member receives their own ID card with their photo, name, date of birth, ASA age. On the back of the card is information regarding the insurance coverage and the number to call in case of an accident claim. You can also get this information on the Bollinger Insurance website at www.bollingerasa.com. This form must be signed by parents, team manager and State Commissioner or his designee prior to sending the claim form to Bollinger Insurance. This coverage is effective January 1st through December 31st of the current year.

ACE Certification

Starting in 2009, ASA has mandated that one member of the coaching staff during championship play, must be ACE certified. You may obtain your certification by going to: <http://ace.usasoftball.com/ace/home.asp>

Team Insurance Certificate

Once you have registered your team with ASA you may request an insurance certificate. Some tournaments may require this to enter. Just send an email to the coordinator asking for a copy of your team’s insurance certificate.

Field Owners Insurance

Once you have registered your team with ASA or if you are a returning team, you may make requests for Certificates of Insurance naming field owners as additional insured. This allows your team to secure practice facilities. There is no additional cost for this.

To request an Additionally Insured Certificate, please log on to your RegisterASA account and click on the link that says “Insurance Requests” on the left hand side menu. Enter the name of the field, the full address and the name/age for your team. Your request will be submitted just as an invoice would. Once they are approved, you will be able to print them out directly from your account.

Team Notebooks

Most Managers participating in Championship Play find it helpful to create a team notebook in which to keep copies of all required paperwork. As a *suggestion*, the following items might be included:

Proof of ASA Registration:

Until your registration process is completed, keep a copy of your invoice. Once completed, you will receive two (2) photo ID cards for your players and one (1) photo ID card for managers/coaches. Keep one for your notebook and give one to the player's parents.

Proof of Insurance:

As per the ASA Code the ID cards are proof of insurance. You may request a team insurance certificate once your invoice has been approved, at the same time you may request an additional insured for Park & Rec, Cities etc. These can be requested from your RegisterASA account. It is a good idea to make several copies of the policy, since participation in some tournaments requires you to provide a copy to the tournament director upon registration.

Championship Roster:

Once your Commissioner/Coordinator has signed your championship roster, keep your copy in here. Again, you may find it useful to make several Xerox copies for mailing with tournament registration materials. The roster needs to be **double sided**, not 2 pages [**landscape**].

Individual Player Information:

One easy way to keep all necessary information regarding players ID cards is to get a sheet protector, such as one that holds business card's, that holds up to ten (10) ID cards. Put the ID cards in the same order as they are on the championship roster.

Other Items You Might Wish to Include:

A listing of all players with home addresses and phone numbers, extra copies of the team's tournament and practice schedules, copies of information distributed to the players regarding team rules, etc.

Staff Requirements

Beginning in 2009, Sacramento ASA/GSSA will mandate all coaches, managers and team staff to display their Registration Card & Ace Certification in a lanyard to be worn around the neck while participating in Championship Play. During non-championship play coaches on the field must display their registration cards. Sacramento ASA/GSSA will have lanyards available to purchase for \$2.00.

Required Paperwork

As a team Manager, you are **expected** to do specific paperwork. It is important for both you and Sacramento ASA/GSSA that these items be completed by the established deadlines found in the Green Book and on the website.

Projected Season Budget:

You are required to provide a projected season budget to all players **before** you have a player sign a player agreement. It is required that you also provide an end of season budget as well. Although ASA does not mandate the format you must use, a sample is provided toward the end of this guide.

Player Contract:

This form is valuable to you as a Manager because it protects your players from being pursued by other teams. These forms are not valid until they are **in the possession of the GSSA Coordinator**. Therefore, it is to your advantage to complete these forms as early in the season as reasonably possible and get them turned in. Once the Player Agreement is in the possession of the Coordinator, they become binding and, generally, players will not be released without your consent. Exceptions to this include the successful lodging of a complaint against a Manager by a player or parent or the conclusion of championship play for the current season.

Each player on your team must complete and return this three-part form to you in order to be a protected player within your organization. Be sure the player completes the top portion legibly with her full **legal** name and that the **full** name of the team is used. As a Manager, it is your responsibility to see that an amount is added to paragraph 4 prior to the player signing the form. If you do not include a dollar amount, ASA will consider the amount to be **zero**.

When the player has completed the top section and you have completed paragraph 4, be sure the player and parent/guardian, if the player is less than 18 years old, sign and date the appropriate lines at the bottom of the form. **Do not sign the Manager's signature line at this time**. This is used only in the event that you wish to release a player prior to the season end.

When this form has been completed and signed, separate the three copies. The player should be given the **pink** copy, and you should keep the **yellow** copy with your team paperwork. Send the **white** copy to the GSSA Coordinator at the address shown in the contact section.

If you choose to release a player during the season (at the player's request or at your desire), sign the bottom line of the yellow copy and mail it to the GSSA Coordinator. **Do not give the release to the player or parent**, as it is not considered to be valid until received by our office. If the player wishes to have a release for her records, you may sign the pink copy she was given at the beginning of the season or give her a Xerox of the yellow copy before you mail it in. It is not necessary to physically release players at the end of a season; players are automatically released when the team is no longer eligible for championship play.

Sending in Player Agreements of players that are not registered for the current season will not lock this player to your team. Our office will not accept any player agreements of any players that are not currently registered.

Required Paperwork Continued

Championship Roster:

In order to participate in championship play (any play that has the potential of leading to the USA/ASA National Championship or Western National tournaments), you must complete a Championship Roster. It is important that the players' names on this roster match **exactly** the players' names as listed on their photo ID cards and player agreement forms. **The use of nicknames is not acceptable.** If the proof of age says Jacqueline Porter, the roster should **not** say Jackie Porter. And if the proof of age says Cynthia Lewis, the roster may not list that player as Sissy Lewis!

Once you have obtained all player information, player signatures, and parent/guardian signatures for players under 18, you need to fill out the Manager's portion of the form. **It is not necessary to have Championship Rosters notarized.** You will mail these in with your entry to the Association Tournament. We will verify the eligibility of each player, then we will sign the roster, and return the original. Make a copy of the roster; this should be kept with your team records. You will need the original to enter championship tournaments. You may wish to make several copies of the original for submission with championship play tournament registration. We would suggest submitting copies to all tournaments and letting the tournament director know that you will hand carry your original.

On the RegisterASA site you can print your team roster, but it will only be accepted if it is printed landscape [sideways] and printed front and back on one sheet of paper. The RegisterASA roster will have all of your players that are registered, in alphabetical order with their ID number. You will need to get the signature of the players and their parents if under 18. The manager must sign the back of the roster as well.

End of Season Budget

At the end of the season (no later than 30 days after Nationals have ended or the team has completed championship play, whichever comes first), you must provide to all players an itemized statement of all expenses incurred and money expended during the season. Although ASA does not mandate the format you must use, a sample that might be useful as a model is provided toward the end of this guide.

Association Championships Entry Form

Participation in the Association Championship tournament is important. We expect each of our teams to compete in this tournament. Not only does it give your team the opportunity to qualify to represent Sacramento ASA/GSSA at the annual National Championship tournament, but it is also the only path to some other events.

Please note that the deadline is for *receipt* of entries, not postmarking, so be sure to complete and mail the form with time to spare in case of delay. **No exceptions to the deadline will be granted.**

National Tournament Entry Form

This form is required for entry in any ASA qualifying tournament including, Hall of Fame Qualifier, Hall of Fame tournament, any National Qualifier, Regional, Gold Regional, Gold Sector tournaments, Western Nationals and the National Championship tournament.

You can get this form signed at the Association Championship Coaches Meeting or by coming to the office ahead of time.

Required Paperwork Continued

Tournament Refund Request:

You are required to notify the tournament director one week prior to start of the tournament if you choose to not play in a tournament you have already paid for. **If brackets have already been created, refunds will not be given.**

Pick Up Player Form:

Once a team has qualified for a National Championship or Western National tournament, three (3) additional players may be added to its roster, but you **can not** exceed twenty (20) on the roster. These “pick up” players must be ASA-registered for the current season and must have a valid player agreement on file. “Pick up” players may be chosen from only those teams that are no longer eligible for championship play. This means that there are either no remaining qualifiers in which the team may participate or that the team has formally announced that it will no longer be participating in championship play during the current season. Send the completed Player Pick Up form to the GSSA Coordinator; be sure to complete a new Player Agreement for each “pick up” player. The Coordinator will verify eligibility of the “pick up” player(s), complete the form, and return it to the team Manager for presentation at the National Championship or Western National tournament, fax copies are acceptable.

‘B’ Recreation League

I. Purpose: The purpose of the Junior Olympic ‘B’ program is to provide a recreational program and championship tournaments for recreational teams registered with ASA.

II. Categories of Eligibility: All teams must meet one of the following two criteria to be eligible to participate in the ‘B’ program.

1. **Recreation League Teams:** These 6u - 18u teams must represent a recreational league. A recreational league is defined by the following criteria.
 - A recreational league is an organized league associated with a recognized community.
 - Participation is open to any interested youth.
 - A tryout or demonstration of skill is not required for participation.
 - Some type of draft, draw, or other acceptable method is utilized to ensure distribution of talent among the teams.
 - Teams must be approved by the League’s Board of Directors.

NOTE: Leagues who divide their age groups into split divisions based on skill level, must have no less than six teams in the more advance division. This rule applies regardless of the method under which the split division is created, including but not limited to, player evaluations, league assignment, or parent request. Split divisions must not be used in age groups below 10u. All players in the split division leagues must be eligible for All-Stars.

2. **High School Age Teams:** 16u or 18u teams formed in a Metropolitan area where recreational league is or is not offered in their respective age classifications must be comprised of players from not more than five high schools represented on any one team.

III. Eligibility Policies & Procedures:

1. **Recreation League All-Star Eligibility:**
 - a) All 6u, 8u, 10u, 12u, and 14u players participating within the league must be individually registered with ASA by April 1st of the current season.
 - b) All team staff (managers, coaches, team parents) will be individually registered with proof of background check through Sacramento ASA mandatory registration system.
 - c) One team staff member must be ACE certified to participate in Championship Play.
2. **League Team Eligibility:**
 - a) Team rosters may include up to 20 players.
 - b) Three (3) pick-up players from another Sacramento Area team AFTER the Association Tournament. Pick-up players must meet all player eligibility rules in rule 4 below.
 - c) Teams may be a single league team or All-Star team as selected and certified by the league.
 - If the league selects an All-Star team, the All-Star team shall not nominate, select, try-out, practice or play together before May 1st of the current season.
 - If the league selects a single league team, or the majority of players from a single team, this team must meet the requirements in section II above.

Note: A pre-season or mid-season team, selected tournament team is not eligible.

‘B’ Recreation League Continued

- d) Teams shall not have more than four (4) players who have participated on a travel team at any time after February 1st of the current season.
- e) Teams that participate in ASA ‘A’ or ‘Gold’ qualifying events, will not be eligible to participate in ‘B’ championship play events.

3. Player Eligibility:

- a) Players must play a minimum of 50% of the current seasons’ league games.
Exception: High School participants that are age eligible to return to the 14u age division may return to the league they participated in during the previous calendar year. The 14u All-Star team may have no more than 4 players who participated in High School play. All players returning to the 14u division must be registered within the league by April 1st of the current season.
- b) Players who have played in a higher league age classification during the current season are eligible to play in their correct age classification during Championship Play.
- c) Players who have participated on a team other than their own recreation league team (with the exception of a school team) after March 31st of the current season are not eligible. (i.e. a player shall not participate with any other All-Star or travel type team, including ASA or non-ASA after March 31st). **Exception:** For leagues that have more than one post-season team within an age group. Within the same league, a number one All-Star team may pull from the number two team with the approval of the Sacramento ASA Staff. Once the player is moved, she is locked to that team until the team has completed Championship Play.

Note: ‘Participate’ in the above shall be defined as “A player taking part in a try-out, practice, practice game, scheduled game, or tournament.”

- d) Players shall not play on more than one team in ASA Championship competition during the same season except as a pick up player.
- e) All players participating in championship play must have Sacramento ASA/GSSA issued photo ID cards.

4. League Pick Up Players: (See also ASA National Code)

- a) ‘B’ All-Star pick-up players shall meet all player eligibility rules in this section.
- b) A player can only be a pick-up player once per season.
- c) ‘B’ All-Star players whose teams are no longer eligible for championship play are eligible as pick-up players.
- d) Pick-up players must have played on a Sacramento ASA/GSSA registered team during the current season.
- e) Pick-up players must come from another Sacramento ASA/GSSA registered team from the Association Tournament. Pick-up players may come from within the same or lower age classification.

‘B’ Recreation League Continued

5. ‘B’ High School Age Team Eligibility:
- a) Team must be registered by June 1st, with a minimum of five players. A minimum of nine players must be registered prior to the deadline for the Association Tournament.
 - b) Team rosters may include 20 players including pick-up players.
 - c) Teams shall be composed of players meeting all 16u/18u eligibility requirements.
 - d) Teams may be a single team or All-Star team as selected and certified by the league.
 - If the league selects an All-Star team, the All-Star team shall not nominate, select, try-out, practice or play together before May 1st of the current season.
 - If only one regular season team is in the league then that team shall be the All-Star Team and must meet the requirements in section II above.

Note: A pre-season or mid-season team, selected tournament team is not eligible.

- e) Teams shall not have any players who participated on a travel team after March 31st.
 - f) Teams shall not have more than four (4) players who have participated on a travel team at any time after February 1st of the current season.
 - g) No more than five (5) high schools shall be represented on any one team.
 - h) Teams may participate in ‘A’ or ‘B’ level INVITATIONAL tournaments after May 1st, but run the risk of being reclassified)
 - i) Teams that participate in ASA ‘A’ or ‘Gold’ qualifying events, will not be eligible to participate in ‘B’ championship play events.
 - j) Players who pitched at the varsity level may pitch in this division unless the Commissioner reclassifies her as above ‘B’ level of play. This decision may be appealed.
6. ‘B’ High School Age Player Eligibility:
- a) Players shall be age eligible pursuant to ASA National Code.
 - b) Players who participate on an intercollegiate softball team at a two or four year college or university are NOT eligible to participate in the ‘B’ program.
 - c) Players shall not be on two regular season rosters (i.e. She can not play for a High School Age Division Team and a Class ‘A’ travel team during the same season.
 - d) Players are eligible to be picked up by an ASA ‘A’ travel team only after their team is no longer eligible for Championship Play.
 - E) Pick-Up Players shall meet all the eligibility rules as listed in paragraph 4 above.

IV. Championship Tournament Procedures: All teams that are formed from the local recreational leagues will come together to play in the Association Tournament which is conducted on the 4th weekend in June. The top 5 finishing teams will qualify for Class ‘B’ Western Nationals.

1. Build your All-Star Team: Once a team forms as a Class ‘B’ team, they must rebuild their team in RegisterASA so that you can print a championship roster from the online system.
2. Continuing in Championship Play: Any team wishing to advance in Championship play PAST the Association Championship MUST order photo ID cards for their players.
3. Certify Your Staff: At least one staff member must be ACE certified in order for your team to be eligible for Championship Play. **We suggest that ALL coaches are ACE certified.**

‘C’ Recreation League

I. Purpose: The purpose of the Junior Olympic ‘C’ program is to provide a recreational program and championship tournaments for recreational teams registered with ASA.

II. Categories of Eligibility: All teams must meet the following criteria to be eligible to participate in the ‘C’ program.

1. **Recreation League Teams:** These 6u - 18u teams must represent a recreational league. A recreational league is defined by the following criteria.
 - A recreational league is an organized league associated with a recognized community.
 - Participation is open to any interested youth.
 - A tryout or demonstration of skill is not required for participation.
 - Some type of draft, draw, or other acceptable method is utilized to ensure distribution of talent among the teams.
 - Teams must be approved by the League’s Board of Directors.
2. **‘C’ League Designation:** The league must submit a ‘C’ Eligibility Request Form by April 1st of the current season in order to be designated as a ‘C’ league. This form will be on file with the Sacramento ASA office. The Sacramento ASA staff will notify the president of the league with our decision. The staff will consider, among other things, the following criteria: League size, evaluation of play on the field, history of tournament play, UIC evaluation and NorCal Girls Softball board recommendations. The Sacramento ASA staff may reclassify ‘C’ leagues at any time based upon their performance.
3. Leagues who divide their age groups into split divisions based on skill or player ‘impact’ are NOT eligible for ‘C’ classification.

III. Eligibility Policies & Procedures:

1. **Recreation League All-Star Eligibility:**
 - a) All 6u, 8u, 10u, 12u, and 14u players participating within the league must be individually registered with ASA by April 1st of the current season
 - b) All team staff (managers, coaches, team parents) will be individually registered with proof of background check through Sacramento ASA mandatory registration system.
 - c) All team staff must be ACE certified to participate in Championship Play.
2. **League Team Eligibility:**
 - a) Team rosters may include up to 20 players.
 - b) Three (3) pick-up players from another Sacramento Area team AFTER the Association Tournament. Pick-up players must meet all player eligibility rules in rule 4 below.
 - c) Teams may be a single league team or All-Star team as selected and certified by the league.
 - If the league selects an All-Star team, the All-Star team shall not nominate, select, try-out, practice or play together before May 1st of the current season.
 - If the league selects a single league team, or the majority of players from a single team, this team must meet the requirements in section II above.

Note: A pre-season or mid-season team, selected tournament team is not eligible.

‘C’ Recreation League Continued

- d) Teams shall not have more than four (4) players who have participated on a travel team at any time after February 1st of the current season.
- e) Teams that participate in ASA ‘A’ or ‘Gold’ qualifying events, will not be eligible to participate in ‘C’ championship play events.

3. Player Eligibility:

- a) Players must play a minimum of 50% of the current seasons’ league games.
Exception: High School participants that are age eligible to return to the 14u age division may return to the league they participated in during the previous calendar year. The 14u All-Star team may have no more than 4 players who participated in High School play. All players returning to the 14u division must be registered within the league by April 1st of the current season.
- b) Players who have played in a higher league age classification during the current season are eligible to play in their correct age classification during Championship Play.
- c) Players who have participated on a team other than their own recreation league team (with the exception of a school team) after March 31st of the current season are not eligible. (i.e. a player shall not participate with any other All-Star or travel type team, including ASA or non-ASA after March 31st). **Exception:** For leagues that have more than one post-season team within an age group. Within the same league, a number one All-Star team may pull from the number two team with the approval of the Sacramento ASA Staff. Once the player is moved, she is locked to that team until the team has completed Championship Play.

Note: ‘Participate’ in the above shall be defined as “A player taking part in a try-out, practice, practice game, scheduled game, or tournament.”

- d) Players shall not play on more than one team in ASA Championship competition during the same season except as a pick up player.
- e) All players participating in championship play must have Sacramento ASA issued photo ID cards.

4. League Pick Up Players: (See pick-up player rule for Class ‘B’)

IV. Championship Tournament Procedures: All teams that are formed from the local recreational leagues will come together to play in the Association Tournament which is conducted on the 4th weekend in June. The top finishing teams will qualify for Class ‘C’ State Tournament

- 1. Build your All-Star Team: Once a team forms as a Class ‘C’ team, they must rebuild their team in RegisterASA so that you can print a championship roster from the online system.
- 2. Continuing in Championship Play: Any team wishing to advance in Championship play PAST the Association Championship MUST order photo ID cards for their players.
- 3. Certify Your Staff: To be in the dugout or on the field as a team manager, coach or chaperone, during championship play, you MUST be ACE Certified

2009 Calendar for Recreation Leagues ‘B’ and ‘C’

Feb 9	“B” Travel Meeting	This meeting is open for any coach who may be selected as a member of the All-Star Coaching Staff. We will go over rules and eligibility.
April 1	Registration Deadline	All players participating in the league must be individually registered with ASA by April 1st of the current season in order for league to be eligible for Championship Play.
April 1	Players Declare Eligibility	Teams will not be able to choose any player to their team that participated on a travel type team on or after this date.
April 1	“C” Classification Deadline	A league requesting “C” League designation shall submit a “C” eligibility request form to GSSA.
May 1	All-Star Selection	All-Star selections may begin as of May 1st. Any team that is found to be in violation of this rule is subject to reclassification.
June 1	‘B’ High School Age Team Registration Deadline	Your team must be an ASA ‘B’ registered team in order to participate in Championship Play Events.
July 12	Berths to Nationals	Any team wishing to attend Western Nationals must officially accept their berth by July 12.
June 19	Tournament Entry Deadline	Your team entry for the Association Tournament must be RECEIVED by this date in order to be eligible for the tournament. Championship Roster is due at this time also. Proof of age must be supplied if necessary. Roster must have all signatures and be complete prior to turning in. Roster should be the official copy that is printed from Register ASA with your team printed on it.
June 24	Managers Meeting	The draw for the association tournament will be done at this meeting,
June 27-28	Association Tournament Class ‘B’ & ‘C’	All teams registered with Sacramento ASA should participate in this tournament.

2009 Recreational League Championship Play Schedule

Local Tournaments:

June 13-14	Stars of Cordova Tournament <i>Rancho Cordova</i>	10u, 12u, 14u, 16u
June 20-21	Piece of the Rock Tournament <i>Rocklin</i>	10u, 12u, 14u, 16u
June 27 -28	“B” Association Tournament <i>Roseville, Foothills, Sacramento</i>	10u, 12u, 14u, 16u, 18u
July 9-12	All-Star Tournament <i>Rocklin</i>	10u, 12u, 14u, 16u

National Tournaments:

July 29 - Aug 2	Class “B” National Championship <i>Salem, OR</i>	10u
July 27 - Aug 2	Class “B” National Championship <i>Milwaukie, OR</i>	12u
July 29 - Aug 2	Class “B” National Championship <i>Clinton, UT</i>	14u
July 29 - Aug 2	Class “B” National Championship <i>Lancaster, CA</i>	16u
July 29 - Aug 2	Class “B” National Championship <i>Lancaster, CA</i>	18u

Recreation League FAQ

Q: There are “Pacific Coast Region” rules, “National” rules and “Sacramento ASA/GSSA” rules. Which one has priority?

A: Eligibility rules start with the ASA National Codes. These are listed in the Official ASA Code. The National rules that govern Championship Tournaments are very broad in scope. Therefore the Pacific Coast Region clarifies these rules as they pertain to our region which includes California, Nevada and Hawaii. Regional rules may not conflict with National Codes. Sacramento ASA/GSSA in turn clarifies Regional rules to better suit our situations. The Sacramento ASA/GSSA rules may not conflict with Pacific Coast Region rules. It is very similar to our Federal, State and Local system of government.

Q: Can a player on a “travel team” and then play on an “all-star” team?

A: She can participate on both teams but must stop playing on the travel team prior to April 1st. At that time she must decide which one is more important to her an play either class ‘A’ or class ‘B’.

Q: How will Sacramento ASA/GSSA define “participate”?

A: As a player taking part in a try-out, practice, practice game, scheduled game or tournament.

Q: Can an 11 year old player who played with a 14u team during the league season be on the 12u All-Star team?

A: Yes, as long as it does not conflict with your local league rules. She must meet the age requirements.

Q: Can a league team enter the Championship Tournament without the approval of the league board?

A: No. Each team must be approved by the board of directors of each individual league.

‘A’ Travel Team

I. Purpose: The purpose of the Junior Olympic ‘A’ program is to provide a competitive program and championship tournaments for teams registered with ASA.

II. Player Eligibility: Participants in the ‘A’ program are open with the following requirements.

1. Every player must be individually registered.
2. All players must meet the age requirements as listed in the ASA National Code.
3. A player may participate as a regular rostered player on only one team within a division of championship play during the season. Exception: Pick-Up Players

III. Manager/Player Agreements: In any sports organization, there must be rules and regulations to insure fair and equitable competition. Managers and coaches shall not violate the Sacramento ASA/GSSA Rules & Regulations or the ASA National Code. They shall also abide by the following Sacramento ASA/GSSA guidelines and understand that as the manager and or coach they are responsible for the actions and financial obligations of their team. They must agree to abide by the ASA Official Guide & Rule Book and adopted Rules & Regulations of Sacramento ASA/GSSA including but not limited to:

1. Team Staff (All managers/coaches/team parents) that will be on the field or in the dugout must be individually registered and background checked through the Sacramento ASA/GSSA mandatory registration system. The ID card must be visible at all times.
2. ACE Certification will be required for one team staff member that will be on the field or in the dugout during championship play.
3. Will not be guilty of unsportsmanlike conduct or any acts contrary to the objectives and purposes of ASA.
4. Will not have a player sign a Player Agreement until they are individually registered. The signing of a player agreement is not valid until the invoice that the player is on is approved.
5. Shall provide to all players and parents a pre-season team budget AND an itemized, accurate end of season financial statement within 30 days after ASA Championship Play. Sacramento ASA/GSSA will, with respect to any financial disputes between ASA registered players and ASA registered teams, review the pre-season budget and the post-season financial statement. Sacramento ASA’s action on any complaint filed will be to review these two documents and any other relevant documents to determine if either party has not complied with their responsibility with respect to the approved financial plan. Parties may be subject to suspension until the situation is resolved.

ASA Guidelines for Team Financial Planning are:

- a) Each team must have a proposed financial budget for the current season. It is recommended that each player/parent and the team manager sign the proposed budget and each keep a copy.
- b) Should the team need to adjust its financial plan during the season the amended budget should be provided and signed by all parties. Sacramento ASA/GSSA recommends that any expense that will exceed \$1000 should result in an amended budget.

'A' Travel Team Continued

- c) At the end of the season, the team shall provide an end of season financial statement within 30 days, detailing the funds collected and how they were expended. The expense report should follow the pre-season budget format and the report expenses against the planned budget.
6. Shall be responsible to make sure all players are individually registered.
7. Team personnel shall not recruit or entice players and/or parents that have signed an ASA Player Agreement to change teams. This policy is in effect until the said player's team is no longer eligible for Championship Play.
8. Shall not compete with or against a suspended team, player, manager or coach after being notified of the suspension.
9. Will have control of all team personnel and fans while participating in ASA events.
10. Shall receive permission from another team's manager before asking a player to be a pick-up player on a team for an invitation tournament.
11. Shall notify a team manager whose team is no longer eligible for championship play before asking a player from that team to be a pick-up player.
12. Understands that players are released if team is not entering ASA Championship Play. ASA Championship Play takes priority over other tournaments and events.
13. Shall inform players that they are automatically released when:
 - a) Decision has been made not to enter Championship Play
 - b) Decision has been made not to continue in Championship Play
 - c) After the completion of Championship Play (August 15th)**Team manager shall notify Sacramento ASA/GSSA Office if any of the above occurs.**
14. Shall respect a team that is still competing in Championship Play by not attempting to entice a player as a pick-up player for Championship Play or for the fall or next season's team.
15. Shall move to the next level in ASA Championship Play when the team has qualified.
16. Shall not allow team personnel, team parents or fans to be abusive towards the team players, opposing teams, spectators, umpires or ASA representatives.
17. Managers who have players who are also on a team in an ASA recreation league must inform the player and parent that if they participate with the "A" Travel Team after April 1st, the player will not be eligible as an All-Star to continue in Championship Play. Note: Participation after February 1 of the current season may jeopardize a 'B' Recreation players eligibility based on the number of players. "Teams shall have no more than four players who have participated with a travel type team at any time after Feb. 1st of the current year.
18. Shall not allow the team to compete in any tournament where cash prizes are awarded.
19. Violation of any of the above may result in suspension or disqualification.

Manager and Coach Commitment to the Players

1. Shall put the welfare of their athletes above all else and will maintain a professional relationship with them.
2. Will encourage the players to exhibit sportsmanship at all times.
3. Will treat the players with dignity and respect at all times.
4. Understand that the manager and coaches are role models for their young player and should project a good example for them to follow.
5. Will be truthful about their playing situation with the team when recruiting a player.

Manager and Coach Commitment to ASA

1. Shall always, by their actions on and off the field, be a credit to the team and ASA.
2. Will treat ASA officials, umpires, and all coaches in a professional and respectful manner both on and off the field.

Player Agreement

1. Jr. Olympic Team Manager must mail the completed white copy of the form to the Sacramento ASA/GSSA office. The form should be mailed into the Sacramento ASA/GSSA office and be RECIEVED by June 1st. The forms should be sent in one packet for the entire team. If a packet with player agreements is not received for your team by this deadline you could forfeit your right to play in Championship play.

2. Players understand that they may only play on one ASA team during the current season. If a player quits this team, they will be ineligible as a pick up player and ineligible to compete on another ASA team, unless released by manager or until the completion of Championship Play.

3. Players may appeal to the Sacramento ASA Office if they leave a team for just cause, without a release. Once a player has participated in Championship Play with her original team, no appeal process is available.

4. Players are automatically released from a team if the team is out of Championship Play or during the automatic release on August 15th.

Player Add or Release

Players in the Junior Olympic program can be added or released until June 17th (manager's meeting for the Association Tournament) or 24 hours before the start of championship play (whichever comes first).

1. Prior to Championship Play:
 - a) To add player - send in a player agreement to be added to your team file.
 - b) To release player - send in signed release at the bottom of the player agreement.
2. After Championship Play:
 - a) To add player - must follow the Pick-Up Player Rule
 - b) To release player - must follow the Pick-Up Player Rule, Not eligible for pick-up

'A' Travel Team

IV. Championship Tournament Procedures: All teams that are formed as an 'A' travel team will come together to play in the Association Tournament which is conducted on the 3rd weekend in June. The 1st place team in each age division will move on to USA/ASA Nationals. 2nd-5th place will qualify for Regionals and all participating teams will be eligible to compete at Western Nationals.

1. Register your Team: Once a team forms as a Class 'A' team, they must build their team in RegisterASA so that your players are registered and Insured. All players must have photo ID cards. All coaches, managers and other team staff must be background checked.
2. Rosters are Frozen: Rosters are locked and frozen once the team participates in championship play.
3. Certify Your Staff: At least one member of the coaching staff must be ACE certified to be eligible for Championship Play. We recommend that you certify EVERY staff member.
4. Pick-Up Player: A Player is a pick-up player if she did not participate with that team during the season. Pick-Up players may be selected from teams no longer eligible for Championship Play. **Note:** Pick-Up Players are NOT allowed in National Qualifiers. A maximum of three players may be added as follows:
 - a) Pick-Up players must sign an official pick-up player form. It must also be signed by the team manager and a member of Sacramento ASA/GSSA staff.
 - b) Pick-Up players must have played on a Sacramento ASA/GSSA registered team during the current season. Exception: JO 'Gold' pick-up players may come from an ASA Registered team from within the Region that are no longer eligible for championship play.
 - c) Pick-Up players may be from the same or lower classification at any level of championship play, as long as the player's original team is no longer eligible for championship play or did not enter championship play tournaments.
 - d) Junior Olympic players whose teams qualified for a National Tournament are not eligible to be used as pick-up players on another team.
 - e) A player can only be picked up once per season.
 - f) A Pick-up player may not be substituted for after participation.
 - g) A player that **quits** a team still in championship play, will not be an eligible pick-up player on any other ASA team during the same season.
5. Entry Fees: Entry fees may be paid by check or money order and must be received by the deadline date. Entry fees for championship play events will be \$400.
6. Entry Fee Refund: The team manager MUST notify the Sacramento ASA/GSSA office immediately upon qualifying for ASA National Championship or if the team disbands. Once the brackets have been done, there will be NO refunds.

'A' Travel Team

7. Advancing in Championship Play: Once a team has participated in the 'A' Association tournament, that team is committed to attend the Western National. Teams must declare at the end of the tournament, their intention to continue in championship play. If they declare that they are not continuing in championship play, ALL PLAYERS WILL BE RELEASED AND BECOME ELIGIBLE PICK UP PLAYERS.
8. Tournament Directors: ASA Tournament Directors and other ASA representatives are responsible for the enforcement of all ASA and tournament rules and regulations. They are empowered to remove any manager, player, coach, team and or spectator from the tournament for violations of the ASA code or Sacramento ASA/GSSA Rules & Regulations.
9. Tournament Umpires: Each umpire selected for a Championship tournament has attended the ASA annual Rules Seminar and Mechanics Clinics and has passed a written rules test. The tournament Umpire-In-Chief is responsible for game assignments, protests involving playing rules and any other activities deemed necessary by the tournament director. Game umpires, the UIC, and the Tournament Director have the authority to remove (out of sight and sound) any manager, coach, player, or spectator for abusive language, physically charging, bumping, shoving, striking, or threatening an umpire, player, manager or coach.

V. Tournament Sanction: The following policy has been adopted by Sacramento ASA/GSSA to establish sanctioning procedures for softball tournaments and or 'friendlies' that are hosted by our local teams.

1. Benefits: The following benefits are afforded to those who are granted a sanction of their event.
 - Access to the ASA insurance programs offered through Bollinger Insurance.
 - Access to ASA registered umpires.
 - Ability to use the ASA name in promoting your event.
 - Sacramento ASA/GSSA's assistance in enforcing standards of conduct by players & coaches.
 - Sacramento ASA/GSSA's assistance in recovering bad debts of participating teams.
2. Authorization: The commissioner for Sacramento ASA/GSSA shall have the authority to issue sanctions for any event that is deemed to meet the objectives of the association.
3. Requirements: Any event that has four or more teams participating and wishes to have umpires assigned by the Sacramento ASA/GSSA UIC must be sanctioned. If less than four teams are participating OR the teams are not requiring ASA umpires, the event does not need to be sanc-
4. Process: Any event host wishing to sanction their tournament with Sacramento ASA/GSSA must submit a sanction request form and any required fees. The request will then be reviewed and a decision will be made.

2009 Calendar for 'A' Travel Team

Feb 2	"A" Travel Meeting	This meeting is required for one representative from each team. We will hand out rule books, review championship play, go over new procedures for 2009 and answer any questions.
June 1	Player Agreement Deadline	Player agreements are due if your team plans on utilizing them.
June 12	Association Tournament Deadline	All paperwork for the tournament is due including Championship Roster, Entry Form and payment.
June 17	Managers Meeting	The draw for the association tournament will be done at this meeting.

2009 “A” Travel Team Championship Play Schedule

Association Tournament:

June 20-21	Association Tournament <i>All Age Divisions</i>	Roseville, CA
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Hall of Fame Qualifier Tournaments:

May 16-17	12u Hall of Fame Qualifier	Hayward, CA
May 23-24	14u Hall of Fame Qualifier	So Cal, CA
July 13-14	16u Hall of Fame Qualifier	Nor Cal, CA
July 13-14	18u Hall of Fame Qualifier	Roseville, CA

Hall of Fame Tournaments:

June 5-7	12u Hall of Fame Tournament	Oklahoma City, OK
June 12-14	14u Hall of Fame Tournament	Oklahoma City, OK
June 19-21	16u Hall of Fame Tournament	Oklahoma City, OK
June 26-28	18u Hall of Fame Tournament	Oklahoma City, OK

National Qualifier Tournaments:

July 3-5	12u National Qualifier	Hayward, CA
July 3-5	14u National Qualifier	Central Cal, CA
July 3-5	16u National Qualifier	Hemet, CA
July 3-5	18u National Qualifier	Redding, CA

Regional Tournaments:

July 10-12	12u Regional Championship	Stockton, CA
July 10-12	12u Regional Championship	Stockton, CA
July 3-5	14u Regional Championship	Nor Cal, CA
July 3-5	16u Regional Championship	Roseville, CA
July 3-5	18u Regional Championship	Las Vegas, NV

Western National Tournaments:

July 29 - Aug 2	10u Western National Championship	Tracy, CA
July 29 - Aug 2	12u Western National Championship	Tracy, CA
July 29 - Aug 2	14u Western National Championship	Mt. Vernon, WA
July 29 - Aug 2	16u Western National Championship	Phoenix, AZ
July 29 - Aug 2	18u Western National Championship	Clinton, UT

National Championships:

July 29 - Aug 2	10u USA/ASA National Championship	Johnson City, TN
July 29 - Aug 2	12u USA/ASA National Championship	Normal, IL
July 29 - Aug 2	14u USA/ASA National Championship	Marietta, GA
July 29 - Aug 2	16u USA/ASA National Championship	Sioux Falls, SD
July 29 - Aug 2	18u USA/ASA National Championship	Las Vegas, NV

Travel Team FAQ

Q: What are National Qualifiers?

A: Each of the 15 Regions has one National Qualifier in each age group. Any team may enter and the winner goes to Nationals.

Q: How do I qualify for the ASA Western National Championship?

A: You must first participate in the Sacramento ASA/GSSA Association Tournament. If you do not qualify for the USA/ASA Girls Class A Fast Pitch National Championship, you are automatically qualified for the ASA Girls Class A Fast Pitch Western National Championship.

Q: Will I need a Travel Permit to enter a National Qualifier in another state?

A: No, however, your team must have an Official Tournament Entry Form signed by the an ASA official. This form can be obtained from the GSSA office.

Q: Can I talk with a player who is signed with another team?

A: If you know her personally, it is acceptable to discuss anything but playing on your softball team.

Q: Can I talk to this player about softball?

A: Not if it relates to her playing on your ASA team.

Q: What should I do when approached by a signed player, her parent or friend about leaving her team and joining another or mine ASA team?

A: Explain that she needs a signed release from her manager before she can talk to you or another ASA manager or coach.

Q: What if she (or they) tells me her manager will not release her?

A: Explain that there are two ways to be released: (1) by the team manager or; (2) by appealing to the ASA Review Board, if she has just cause. Tell them they need to file a complaint form with the GSSA office.

Q: What if she (or they) continues to talk to me about her dilemma?

A: Refer to the previous answer.

Q: Can I get a list of other ASA Travel Teams in my age group?

A: They will be listed on the Sacramento ASA Website.

Q: Is a Manager and Coach one in the same in ASA?

A: No, the manager is responsible for the affairs of the team. This position has the final say in team decisions.

