

## **USA SOFTBALL MA. LOCAL TOURNAMENT SANCTION PROCEDURES**

All local tournament sanction forms must be completed and submitted with a check, money order or paid via PayPal for \$50 per age division 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 not 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 tournament directors will be responsible for approving or declining of teams. USA Softball MA. will not take any responsibility for tournaments not approving or declining teams that register via this website.**

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.

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.

**In order to receive sanctioning by USA Softball MA., the tournament agrees to the following:**

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.

Teams must complete a USA Softball roster, have it signed by a USA Softball official, 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.

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.**

Tournaments MUST use the USASoftballNE.com website. Tournament directors MUST maintain their tournament listing. Each tournament director will get a username and password to approve or decline teams entry into their tournament.

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.

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.

**ANY TOURNAMENT RULES THAT VARY FROM THE CURRENT SEASON'S USA SOFTBALL RULE BOOK MUST BE APPROVED BY USA SOFTBALL MA.**

18 + tournaments will be limited to one per weekend across USA Softball MA. Preference will be given to those sites that have hosted an 18+ event on the same weekend in past seasons.

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.

Failure to abide by these procedures may result in denial of future local tournament sanctions.

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

<b>Name of Tournament:</b>	Name that will be posted on USASoftballNE.com website
<b>Sponsoring Organization:</b>	Only USA Softball registered organizations can sanction and post tournaments on USASoftballNE.com
<b>Contact Person:</b>	Contact name and address info for the tournament director/ liaison to USA Softball MA. for event
<b>Tournament Dates:</b>	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.
<b>Age/ Classification:</b>	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.
<b>Type of Tournament:</b>	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.
<b>Format for Tournament:</b>	Examples include:  3 pool play/ single elimination 4 game round robin 2 pool play/ double elimination
<b>Entry Fee/ Max Teams:</b>	Cannot exceed number of teams listed on sheet without approval from USA Softball MA.
<b>Person Assigning Umpires:</b>	Must be an approved assignor from State Commissioner for insurance to be in effect for umpires and teams.
<b>Number of Umpires:</b>	Must adhere to requirements based on age and classification listed in the USA Softball MA. sanction procedures.

USA SOFTBALL MA. JUNIOR OLYMPIC SOFTBALL

APPLICATION FOR NON-CHAMPIONSHIP  
TOURNAMENT SANCTION 2018 SEASON

Name of Tournament: \_\_\_\_\_  
Sponsoring Organization: \_\_\_\_\_  
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  
  \_\_ 16U \_\_ 18U \_\_ 18+

Type of Tournament: (Select)   \_\_\_\_\_ Invitational   \_\_\_\_\_ Open

Format for Tournament: \_\_\_\_\_  
Entry Fee: \_\_\_\_\_  
Maximum Number of Teams: \_\_\_\_\_  
Name of Assignor: \_\_\_\_\_  
Phone Number of Assignor: \_\_\_\_\_  
Number of Umpires:   \_\_\_\_\_ Thursday   \_\_\_\_\_ Friday   \_\_\_\_\_ Saturday   \_\_\_\_\_ Sunday

Please send completed form and \$50 per age division  
(made payable to ASA/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, 2018. 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 of \$50 per age division made payable to ASA/USA Softball MA.
- \_\_\_\_\_ Copy of tournament rules and a separate sheet explaining any rule differences from current USA Softball rules