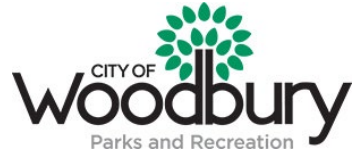


WOODBURY PARKS & RECREATION

2025 Winter Basketball League (5v5) Registration Packet



Thank you for your interest in adult basketball offered by Woodbury Parks & Recreation. If you are no longer the manager, please forward this to the new manager. If you have any questions contact the League Director, Jeremy Bailey at jeremy.bailey@woodburymn.gov or (651) 414-3436.

REGISTRATION INFORMATION

- ✓ To register a team, the manager must submit league registration and full payment during the appropriate time period listed below. **No registration will be accepted without payment.** A team is not given a spot until all fees are paid. Woodbury Parks & Recreation accepts payment by cash, check or credit card. The following is a list of different ways to register your team.
 1. **ONLINE:** Register online at <https://www.woodburymn.gov/384/Recreation>. Click on the box labeled register or view programs and events. You will be directed to our registration login page. Create an account and login. Once logged in, click on the search tab and select type **ADULT SPORT LEAGUES**. This will bring you to the list of adult leagues we are offering this upcoming season. Click on the empty square box in front of the activity #. The selected league will appear at the bottom of the screen, click "Add to Cart" button to proceed to checkout.
 2. **EMAIL OR PHONE:** Call the league director at 651-414-3436 to register over the phone or email registration materials to jeremy.bailey@woodburymn.gov. Credit card payment is required.
 3. **IN-PERSON:** In-person registration is accepted Monday–Friday; 8:00 am–4:30 pm within the registration dates. The Recreation Department is located on the 2nd floor inside the Woodbury City Hall building (8301 Valley Creek Road, Woodbury, MN 55125).
 4. **DROP-BOX (after-hours):** Place your registration within the registration dates in a sealed envelope labeled 'BASKETBALL' and leave it in the after-hours utility payment deposit box located in the parking lot median at Woodbury City Hall.
 5. **MAIL:** Mail to Woodbury Parks and Recreation, 8301 Valley Creek Road, Woodbury, MN 55125.

LEAGUE INFORMATION

- ✓ **When will we know what league we got into?**

You will receive a receipt when you register that will show the league your team is registered for.
- ✓ **What times are games played and where?**

All games are played at E-STEM Middle School at 6:00, 7:00, 8:00 and 9:00 pm (unless otherwise noted on the schedule). Note: starting game times are subject to change based on the number of teams and gym availability.
- ✓ **Do I need to send a team roster now?**

No. A roster is not required until your first game. Team rosters are turned in through the league website, www.teamsideline.com/woodburymn. Instructions will be provided to manager in the league welcome email. **If you are a returning team from last winter, you may copy your roster over for the upcoming season.** Players will need to re-accept the invite to join your team.
- ✓ **What are the roster and eligibility requirements?**
 1. Minimum age for players is 18.
 2. The maximum number of players that may be on the roster is 20.
 3. Players must be listed on the team roster in order to play in the league. **Players are only allowed to be on one team roster per league night.**

4. **Teams can be comprised of both male and female players. No on court gender ratio requirement.**
5. The last time on which roster changes can be made is before the 4th week of the season.
6. In the event that a team disbands before the scheduled games are complete, all the remaining games will be credited to their scheduled opponent. No refund will be made.
7. The Parks and Recreation Department reserves the right to place teams in leagues or divisions where there will be equalization of competition and/or allow teams opportunity to play.

✓ **When will we get our schedules?**

League schedules, rules and other important league materials will be emailed to team managers the week prior to your leagues starting date. Please make sure you provide at least one email on your registration form. Schedules, standings and other information will be posted on the Woodbury Adult Athletics website at <http://www.teamsideline.com/woodburymn> prior to your 1st game.

✓ **What are the Manager's Duties?**

1. Make sure you have a full team for every game.
2. The manager must handle any dispute. Do not let one of your players face ejection by arguing a call.
3. You are responsible for taking charge of your team's and your spectator's conduct.
4. Any schedule information, changes or other league information will be sent to you. Make sure we have your current email address. It is your responsibility to pass the information on to your players.
5. Know the rules. Tell your players the rules. This way the game will run smoothly & help your team concentrate on playing.

✓ **What is the refund/cancellation policy?**

1. If Woodbury Parks & Recreation cancels a league due to low numbers, a full refund will be given.
2. If a team chooses to back out of the league after the registration deadline, no refund will be given.
3. If games are cancelled due to poor weather conditions or school closures and no make-up dates are available, a program credit will be issued for the amount of the official for that game.

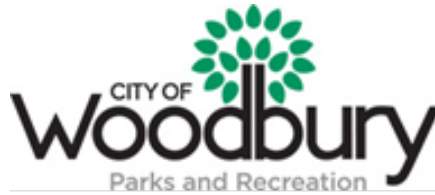
REGISTRATION DATES

Registration Dates	Registration Priority	Registration Notes
October 24 – December 20	Open registration for ALL teams	First come, first served basis – if space is still available

All teams must register and pay the full fee at that time – No Exceptions!

BASKETBALL LEAGUE

League	Teams	Games	Start Date	Start Times	Location	League Fee	Tax 8.375%	Total Fee
Wednesday Basketball (5v5)	8	6 games	1/8/25	6:00 pm 7:00 pm 8:00 pm 9:00 pm	E-STEM Middle School	\$425.00	\$35.59	\$460.59



Woodbury Parks & Recreation 2025 Winter Basketball League (5v5) Registration Form

Team Name: _____
{This is the name that will be printed on all schedules}

Manager's Name _____ DOB _____

Address _____

City _____ State _____ Zip Code _____

Home Phone: _____ Cell Phone: _____

Home Email: _____

Work Email: _____

*Email will be used as the primary form of communication from our office.

Select a league (fees include sales tax*):

Basketball League (5v5) - #551710-01 (\$460.59 total fee)

PAYMENT

Form of Payment <input type="checkbox"/> Cash <input type="checkbox"/> Check (payable to City of Woodbury) <input type="checkbox"/> Credit Card	Credit Card Type <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express	Total Fee \$ _____
Signature _____		Office Use Date Received: ____ / ____ / ____ Received By: _____
Credit Card Number CC#: _____ - _____ - _____		Expiration Date _____ / _____ <div style="display: flex; justify-content: space-around; font-size: small;"> Month Year </div>

WOODBURY PARKS & RECREATION Team Conduct, Eligibility and Forfeit Fee Policy



Woodbury Park & Recreations has a Team Conduct, Eligibility and Forfeit Fee Policy for Adult Athletic Leagues.

Teams will have to pay for the following violations before their next scheduled game. If fees are not paid before the next game, teams or players may not be allowed to play.

- **Alcohol Consumption** – \$50 per incident. No alcohol can be consumed or taken into the school facilities.
- **No Tobacco Products** – \$25 per incident. E-STEM Middle School is a tobacco free facility.
- **Physical contact made with an official or another player** – \$50 per incident and expulsion from the league.
- **Not having a complete roster on file for the current league** – \$25 per incident. Roster is due before the 1st game and need to be submitted electronically at <http://www.teamsideline.com/woodburymn>
- **Player Ejection** – \$50 per ejection. Any player who is ejected from a game, for any reason, must sit out the following weeks next scheduled game(s). If ejected a second time during the season, the player will be subject to a suspension that will cover a higher amount of games, possibly even the remainder of the league season. The amount of games is at the discretion of the league director and recreation manager.
- **Ineligible/Unrostered Player** – \$25 per violation.
- **Unannounced Forfeit** – \$25 per game. Less than 24 hours of scheduled game.
- **Loud or Vulgar Music** – \$25 per incident. Music is not allowed inside the school.

This policy will be enforced by the League Director, League Officials, Gym Supervisors and including any City of Woodbury Parks & Recreation staff members.

All teams will be required to pay the required conduct fee once notified by the league director that a team and/or player violation has been made. Teams will have 48 hours to pay the fee and will not be able to continue in the league until the fee has been paid. No exceptions.

The team manager understands and agrees to the terms listed within the conduct fee policy and agrees to follow the policy as stated in order to remain in good standing with the league, league director and Woodbury Adult Athletics.
