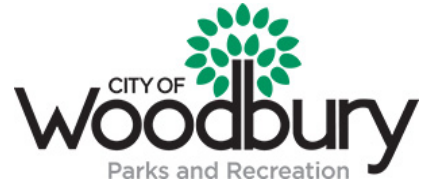


## WOODBURY PARKS & RECREATION 2024 Fall Softball League Registration Packet

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

### **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 orange 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:** Scan and email registration materials to [jeremy.bailey@woodburymn.gov](mailto:jeremy.bailey@woodburymn.gov). Include credit card information on email registrations or call 651-414-3436 with your credit card payment.
  3. **PHONE:** Call the league director, Jeremy Bailey, at 651-414-3436 to register over the phone. Credit card payment is required. Managers need to submit a hard copy of the registration form.
  4. **IN-PERSON:** In-person registration is accepted at the Woodbury City Hall Welcome Desk Monday–Friday; 8:00 am–4:30 pm within the registration dates. Woodbury City Hall building address is 8301 Valley Creek Road, Woodbury, MN 55125.
  5. **DROP-BOX (after-hours):** Place your registration within the registration dates in a sealed envelope labeled ‘SOFTBALL’ and leave it in the after-hours utility payment deposit box located in the parking lot median at Woodbury City Hall.
  6. **MAIL:** Mail-in registration can be submitted within the registration dates to Woodbury Parks and Recreation Department, 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 do my fees pay for?**

All fees include balls, scorebooks, rulebooks, officials, league sanctioning and awards.

### ✓ **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](http://www.teamsideline.com/woodburymn). Instructions will be provided to manager in the league welcome email. **If you are a returning team from the 2024 summer league, you may copy your roster over for fall. Players will need to re-accept the invite to join your team for fall.**

### ✓ **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 league and/or post season games – **players are only allowed to be on one team roster per league.**
4. The last time in which roster changes can be made is before the fourth week of the season.
5. 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.
6. 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.

### ✓ **What is the home run rule for each league?**

1. Men's D – 3 home runs
2. Men's E and CoRec – 1 home run
3. Any other ball hit over the fence between the foul lines except when touched by a fielder, after the home run limit is reached, shall be declared an out.

### ✓ **Should I buy game balls?**

No. Woodbury Parks & Recreation provides game balls for all teams. The cost is reflected in your registration fee. The game ball used will be a Dudley Optic Yellow Blue Stitch .40 COR mid range (12" ball). New games balls will be supplied by the umpire at the field at the beginning of the game. The CoRec leagues use an 11" ball for women & a 12" ball for men.

### ✓ **What times are games played and where?**

Game times will be 6:15, 7:15, 8:15 & 9:15 pm (unless otherwise noted on the schedule). All games are to be played at M Health Fairview Sports Center, fields 10-13 (300-ft. fences).

### ✓ **When will we get our schedules?**

Game schedules, rules, and league information will be emailed to team managers as well posted on the Woodbury Adult Athletics League website, <http://www.teamsideline.com/woodburymn> within 1-2 weeks of the advertised league starting dates.

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✓ **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. Abusive language, improper drinking, smoking, litter, and other irresponsible acts will not be tolerated.
4. Any schedule 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.
6. **There is no manager's meeting for the fall leagues.** If you have any questions prior to the start of fall league, please do not hesitate to contact the league director, Jeremy Bailey at [jeremy.bailey@woodburymn.gov](mailto:jeremy.bailey@woodburymn.gov) or (651) 414-3436.

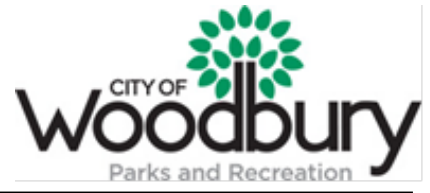
✓ **What is the refund/cancellation policy?**

1. If 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 given.
3. If games are cancelled due to poor weather conditions and no make-up dates are available, a program refund will be issued for the amount of the official for that game.

REGISTRATION DATES	
Registration Dates	Registration Notes
Now – August 2	Open registration for ALL teams
<b>All teams must register and pay the full fee at that time – No Exceptions!</b>	

FALL SOFTBALL LEAGUES							
League	Teams	Games	Start Date	Start Times	League Fee	Sales Tax 8.375%	Total Fee Due
<b>Sunday</b> CoRec	16	12 games – 6 doubleheader weeks	Aug. 18	6:15, 7:15, 8:15, 9:15 pm	\$466.00	\$39.03	<b>\$505.03</b>
<b>Tuesday</b> Men's E	16	12 games – 6 doubleheader weeks	Aug. 27	6:15, 7:15, 8:15, 9:15 pm	\$466.00	\$39.03	<b>\$505.03</b>
<b>Wednesday</b> Men's D	16	12 games – 6 doubleheader weeks	Aug. 21	6:15, 7:15, 8:15, 9:15 pm	\$466.00	\$39.03	<b>\$505.03</b>
<b>Thursday</b> CoRec	16	12 games – 6 doubleheader weeks	Aug. 22	6:15, 7:15, 8:15, 9:15 pm	\$466.00	\$39.03	<b>\$505.03</b>

# Woodbury Parks and Recreation 2024 Fall Softball Registration Form



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

Manager's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**\*Your Email will be used as the primary form of communication from our office. If you do not check your email frequently or do not want your e-mail address used, please do not list it below.\***

Select a league (fees below includes 8.375% sales tax\*):

- Tuesday Men's E – \$505.03\* (55173-11)
- Thursday CoRec – \$505.03\* (55173-13)
- Wednesday Men's D – \$505.03\* (55173-12)
- Sunday CoRec – \$505.03\* (55173-09)

## PAYMENT

<p style="text-align: center;"><b>Payment</b></p> <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> Check (payable to City of Woodbury)	<p style="text-align: center;"><b>Credit Card Type</b></p> <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express	<p style="text-align: center;"><b>League Fee</b></p> <p style="text-align: center;">\$ _____ .00</p>
<p style="text-align: center;"><b>Signature</b></p> <p>_____</p>		<p style="text-align: center;"><b>Expiration Date</b></p> <p style="text-align: center;">_____/_____/_____ Month / Year</p>
<p style="text-align: center;"><b>Credit Card Number</b></p> <p>CC#: _____ - _____ - _____</p>		<p style="text-align: center;"><b>Office Use</b></p> <p>Date Received: ____/____/____</p> <p>Received By: _____</p>

# WOODBURY PARKS & RECREATION

## Team Conduct, Eligibility, and Forfeit Fee Policy

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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 bench, dugout, or playing field. Outside of those areas, alcohol is allowed (no hard liquor or glass bottles).
- **No Tobacco Products** – \$25 per incident. M Health Fairview Sports Complex is a tobacco free facility.
- **Physical contact made with an official or another player** – \$50 per incident and expulsion from the league and possibly any USSSA programs.
- **Not having a complete roster on file for the current league** – \$25 per incident. Roster are due before the 1st game and need to be submitted electronically at <http://www.teamsideline.com/woodburymn>.
- **Player Ejection** – \$25 per ejection. Any player who is ejected from a game, for any reason, will not be allowed to play in any games the remainder of the evening **and** is suspended any games the following week. The ejected player must leave the facility. Failure to comply will result in the game being declared a forfeit. If the player is ejected a second time, suspension may cover additional games or possibly the remainder of the season depending on the severity of the incident.
- **Use of an Illegal Bat** – \$25 per incident. If player or team uses an altered or known illegal bat, this will result in disqualification from the game (reference National USSSA rules).
- **Ineligible/Unrostered Player** – \$25 per violation.
- **Unannounced Forfeit** – \$25 per game. Less than 24 hours of scheduled game.
- **Music** – \$25 per incident. Music is not allowed. This includes pre-game, during the game, and after games.

This policy will be enforced by the League Director, League Umpires, Field Supervisors and City of Woodbury staff. 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.

**I understand and agree to the terms listed within the conduct fee policy and agree to follow the policy as stated in order to remain in good standing with the league and USSSA.**

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