

2021

ASA

SUNDAY NIGHT CO-REC COACHES MANUAL



**Yakima
& Parks
Recreation**
Come Out and Play!

OFFICE # 575-6020

SCORELINE # 576-6498

TABLE OF CONTENTS

Ten Tips To Keep Your Sponsor Smiling.....2
General Information 3-7
Code of Conduct 8-10
Game Rules and Modifications..... 11-13
Co-Rec Modifications..... 14-15
Illegal Bat List.....15

YOUR PARKS AND RECREATION SLOWPITCH STAFF

Athletic Supervisor Tami Andringa
Recreation Program Supervisor Bill Wells

ADVISORY BOARD

Yakima Parks and Recreation is honored to offer the citizens of the Yakima Valley a slowpitch softball program that strives for excellence in quality. To assure the healthy development of the program and to keep in touch with the needs of players, an Advisory Board has been established. Anyone interested in serving on the Board should call Bill Wells at 575-6020. Meetings are open to the public. Active Board members include, Gary Kingsboro, Ken Frenzel, Dick Eglet, Jake Stiles and Frank Rodriguez.

TIPS TO KEEP YOUR SPONSOR SMILING

1. Know who your sponsor is and why they are sponsoring your team.
2. Patronize their business as often as possible. Don't go in only to ask for money.
3. Give them a listing of your schedule, win/loss record, newspaper clippings and pictures you may have. Keep them posted of your progress.
4. Give them a listing of tournaments you are planning on playing in. Make sure you let them know how you did. Return any money that you didn't use.
5. Invite them to special events you may be having as a team (bar-b-ques, picnics, river float, etc.).
6. Plan a special event just to thank them!
7. Since you are representing their business, look and act presentable in your uniforms and your actions.
8. Support other teams' sponsors. This helps promote softball as a whole.
9. Send them a thank you note or gift to show your appreciation.

LOOKING FOR A NEW SPONSOR?

1. Find out who's not sponsoring (national studies show that 10% of the businesses sponsor 90% of the teams).
2. Know exactly how much money you need and don't ask for more. Know exactly how you'll use the money.
3. Understand that they run on a budget. Find out when they plan their budget or what time of the year they allocate money.
4. Send the right person to the business.
5. Contact the right person within the business.
6. Don't just walk in and ask for money, set up an appointment.
7. Be prepared to answer questions. Sponsors will ask you a variety of questions, like... Why should I sponsor you? What are my benefits? How much? For what?

YAKIMA PARKS and RECREATION
2301 Fruitvale Blvd.
Yakima, WA 98902

Office Hours for Payment of Fees

Monday thru Friday
8:00 am to 5:00 pm

Athletic Office Hours

Monday thru Friday
8:00 am to 5:00 pm

Office Phone - (509) 575-6020
Score-Line Phone - 576-6498
(Reporting game scores)

GENERAL INFORMATION

1. **COACHES MUST HAVE A CURRENT UP TO DATE ROSTER ON HAND FOR ALL LEAGUE GAMES. PICTURE ID IS REQUIRED FOR ALL PLAYERS.**
2. All dealings with the teams will be conducted through team manager or coach. **It will be the team manager's responsibility to keep all their players informed of any information distributed by Parks and Recreation. Previous year's rules and policies not contained in this package are not in effect during this season.**
3. **Ineligible Players:** Any team using an ineligible player will:
 - 1) On the 1st offense, forfeit games that ineligible player or players played in .
 - 2) On the 2nd offense, the coach will be suspended for one calendar year from all Yakima Parks & Recreation teams.
 - 3) On the 3rd offense, the entire team will be suspended for one calendar year from all Yakima Parks & Recreation teams.

- A. **Ineligible Player** – You will be suspended from playing on **ANY** (Men’s, Women’s or Co-rec) Yakima Parks & Recreation team for one calendar year. For example if caught playing illegal on July 1st, 2008, you can’t play again until July 1st, 2009.
- a. An ineligible player can be any of the following:
 - 1) not on the roster;
 - 2) hasn’t signed the roster liability waiver;
 - 3) suspended by Parks and Recreation;
 - 4) does not meet the minimum age requirements;
 - 5) fails to meet the eligibility requirements of USA/ASA guidelines.
 - b. **PLAYERS MAY PARTICIPATE ON MORE THAN ONE USA/ASA CITY LEAGUE TEAM, AS LONG AS THEY ARE APPROVED THROUGH PARKS & RECREATION.**
 - c. **Previous Year Commitments:** Problems with players not returning uniforms to sponsors shall be resolved by the players and their teams.
 - 1) Suggestions to coaches -- to avoid uniform loss.
 - a. Collect all of the player's uniforms at end of season (final game).
 - b. Have each player sign a promissory note.
 - c. Have each player give a deposit for uniforms.
 - d. **Age:** All players must be 16 years or older. NOTE: Players under 18 years of age must have the Parent Consent and Medical Treatment form signed. The coach MUST HAVE THE ORIGINAL IN HIS IMMEDIATE POSSESSION and a copy must be on file at the Parks Office.
4. **Player Add-Ons:** Players adding anytime during the season must complete an Add Form along with the coaches signature and pay a \$3.00 (city) or \$11.00 (out-of-city) fee.

5. Player Transfers: Any player who desires to transfer to another team must get permission from both their old and new teams' managers or coaches. A \$3.00 transfer fee will be charged.

Remember, transferring players must get permission from the coach or manager of the team that they are leaving. Exceptions will only be granted by the Athletic Supervisors in extreme cases.

All transfers are to be handled by the Parks and Recreation Office. Players may transfer to another team one time only during the season. All players must be rostered before being eligible to play. Player changes will be the responsibility of the player involved.

6. Refunds: Yakima Parks and Recreation issues no refunds for team sports.
7. All teams will automatically be registered with USA/ASA.
8. Uniform Requirements: Matching or similar jerseys or shirts are **NOT** required, Although Desired.
9. Incident Reports: Please report serious incidents including injuries and problems with the field or players by contacting the Parks and Recreation, Athletic Office between 8:00 am and 5:00 pm at 575-6020.
10. Umpire Problems: If you have a problem with an umpire, call the Parks and Recreation Athletic Office at 575-6020 between 8:00 a.m. and 5:00 p.m. Please submit a written statement of your concerns; proper documentation will insure appropriate action by the Umpire's Association.
11. Any Problems? Don't let your concerns "pile up" until your team "blows up." If you've got any problems, concerns or suggestions, call Parks and Recreation right away.

12. Weather: Teams must report on the playing field (not in cars) with the team minimum of 8 players unless notified by the Parks and Recreation Athletic Office. If the umpire declares a rain-out at the site and both teams are represented, the game will be rescheduled. If one team is not represented, the game will be forfeited - not called because of weather. If conditions permit, known rain outs may be declared on the Score Line (576-6498) AFTER 5:30PM, in which case no teams need to report to the fields and the games will be rescheduled. If the umpire calls the games at 6:15 PM the teams must report to the fields to find out if their games have been cancelled.

13. Reporting Scores: The winning team must call the Score Line 576-6498 by 9:00 a.m. of the following business day with the game results. If the doubleheader is split, it is the responsibility of each team to call in their own win.

Failure to report scores by 9:00 a.m. of the following business day WILL result in a forfeit.

Managers will need to report the name of the person calling in, game date, division name, team names, game scores and if possible current record. Be sure to indicate which team won! (Example: "This is Jane Doe of the Hitters in the Apple Division with our results on April 19th; The Hitters defeated the Runners 10 to 3 in the first game and 5 to 2 in the second game and our record is 4 & 2")

League standings will try & be published weekly in the Yakima Herald.

14. Game Reschedules: If due to bad weather or other extenuating circumstances, a game is to be rescheduled. The new time is permanent and subject to the forfeit rules. Team managers that have not received a reschedule notice in the mail within one week of the canceled game should contact the Athletic Office.

Teams requesting a schedule change must fill out the appropriate paperwork at Parks and Recreation and pay a \$25 rescheduling fee at least two weeks in advance. Reschedules will be handled individually, and if approved by the Athletic Supervisor, will be processed only as fields are available.

15. Divisional Ties: First place ties in divisional standings will be decided first by Head-to-Head then by run differential between the tied teams.

16. Illegal Player Protests: Any team's manager may protest another team's suspected use of an illegal player without paying a protest fee. This type of protest must be made in person at Parks and Recreation by 5:00 pm within two business days of the game. The manager making the protest must bring in the original scorebook.
17. Rule Interpretation Protests: Teams must adhere to the following guidelines:
- a. Conform to USA/ASA protest guidelines - see your rule book under "Protests."
 - b. Submit the following to Parks and Recreation by 5:00 pm within two business days after the game:
 - 1) Completed protest form (including names and description).
 - 2) A copy of the score sheets signed by the umpire.
 - 3) \$25 Protest Fee.
 - c. The umpire must be notified at the time of the protest.
 - d. It must involve a dispute over the rules - not judgment calls. Failure to follow any of the above will void your protest.
 - e. Any protest voided or not upheld will result in forfeiture of the \$25.00 protest fee. If the protest is upheld, the \$25.00 protest fee will be refunded
18. Approved Softballs: Team managers must provide one new (unused) softball for every league doubleheader. **Five (5) softballs will be available to each team at the Yakima Parks & Recreation office.** Do not use them for practice!!
19. Team managers are required to give the umpire a written line-up card before every game. Remember, substitutes must report to the umpire before entering the game.
20. No Jewelry!
21. Home Run Rule: ***All Divisions*** will have a team home run limit of **two (2)** per game; then it goes to progressive.
22. Progressive Home Run Rule: "Progressive" means that once both teams have hit **two** over-the-fence home runs, no team may be more than one home run ahead of the other team. An OUT will be the penalty for any untouched over-the-fence home run hit that puts a team 2 ahead of their opponent.

CODE OF CONDUCT

A. CONDITIONS

1. The Code of Conduct applies to all participants including players, coaches, managers and sponsors, involved in any Yakima Parks and Recreation sponsored or co-sponsored adult leagues and tournaments.
2. The Code will be strictly enforced.
3. The Code applies to participants conduct before, during and after all league and/or tournament games.
4. Participants will be held liable for damages caused by willful, destructive conduct.
5. It is the responsibility of each team manager to ensure that all participants know and adhere to the rules and regulations.
6. It is the responsibility of each team manager to provide the official with the names and phone numbers of players in violation of this Code.

B. ENFORCEMENT

1. The League Administrator has the power to impose penalties as prescribed within the Code.
2. Within five (5) business days, penalized participants may appeal in writing any decision made by the League Administrator.

C. VIOLATIONS AND PENALTIES

1. STRIKING OR THREATENING AN OFFICIAL OR PARTICIPANT:
 - a. NO PARTICIPANTS SHALL BUMP, STRIKE, TOUCH IN A THREATENING MANNER OR THREATEN WITH BODILY HARM ANY OFFICIAL OR PARTICIPANT.
 - b. The official is required to immediately suspend said participant from further play and notify the League Administrator.
 - c. Said participant will remain suspended until he/she is reinstated by the League Administrator. The minimum penalty is a 30-day suspension. The maximum penalty is suspension from all Yakima Parks and Recreation sports leagues for life.

- d. A second incident involving the same participant will automatically invoke a minimum penalty of suspension for five calendar years.

NOTE: The ASA penalty for physical attack against an umpire is a minimum one (1) year suspension.

2. **UNSPORTSMANLIKE CONDUCT:** Any verbal abuse directed at an official or participants, or any other objectionable behavior including demonstrations or disagreement with an official's decision shall be defined as unsportsmanlike conduct.

- a. Unsportsmanlike conduct will be punishable by immediate ejection from that doubleheader and suspension from the next doubleheader.
- b. The official is required to immediately notify the League Administrator.
- c. A subsequent ejection of the same participant shall result in said participant's suspension until the next Advisory Board meeting, which is the first Monday of each month at 6:00 pm at Parks and Recreation.
- d. If necessary to resolve a conflict, the Advisory Board may meet the third Monday of a month.

3. **PROFANITY RULE:** Any use of profanity on the playing field (dugouts included) by either a coach or player that in the umpire's judgment is considered offensive and may be heard by the spectators will result in an out being awarded to the next team member up to bat.

For example, if the profanity occurs while playing defense, the next time on offense, the first batter will be awarded an out. If the profanity occurs on offense, the next batter will be given an automatic out. If the cursing occurs at the end of the game or between games of a double header, it will be carried over to the second game of a double header.

4. DISCUSSION OF AN OFFICIAL'S DECISION:

NO PARTICIPANTS OTHER THAN THE TEAM MANAGER OR THE DESIGNATED TEAM CAPTAIN SHALL DISCUSS, IN ANY MANNER, AN OFFICIAL'S DECISION.

- a. Offenders will be warned by the official.
- b. Continued discussion shall be judged as unsportsmanlike conduct and the offender will be subject to the penalties prescribed in Section C-2

5. UNNECESSARY ROUGHNESS:

INTENTIONAL ROUGH TACTICS IN THE PLAY OF THE GAME DIRECTED TOWARD ANOTHER PARTICIPANT SHALL BE DEFINED AS UNNECESSARY ROUGHNESS.

- a. Unnecessary roughness shall be judged to be unsportsmanlike conduct and will be subject to the penalties in Section C-2.

6. EJECTION - FAILURE TO LEAVE: Any player ejected from a game by an official may remain in the spectator area provided there is no further abuse or disruption. If ejected from a game the player is automatically suspended for the remainder of the games that night plus, the next double header (that is the minimum suspension).

- a. Continued abuse or disruption will warrant the ejection from the facility - out of sight and sound.
- b. Failure to do so will carry a penalty of forfeiture of the game for said participant's team, and said participant will be suspended from all Yakima Parks and Recreation sponsored league games for one calendar year.

GAME RULES and MODIFICATIONS

USA/ASA RULES WILL APPLY DURING ALL PLAY, EXCEPT AS MODIFIED BELOW

1. **NO METAL SPIKES OR METAL CLEATS ARE ALLOWED - NO EXCEPTIONS!!**

2. League Games:
 - a. Will consist of seven (7) innings.

 - b. Game Time - All early doubleheaders will begin at 6:15 p.m. All late doubleheaders will begin at 8:45 p.m. or upon completion of the first doubleheader.

 - c. No new innings will start after **8:40 p.m.** for the first doubleheader or **11:30 p.m.** for the second doubleheader. (If games are tied with time remaining, we will go to the international tie breaker. The last scheduled person to bat in this inning goes to second base to start the inning.)

 - d. GAMES CALLED DUE TO TIME LIMIT OR DARKNESS WILL BE OFFICIAL REGARDLESS OF THE INNING.

 - e. Any game called for darkness at mid-inning will revert back to the last complete inning.

3. GAME TIME:
 - a. ALL EARLY DOUBLEHEADERS WILL BEGIN AT 6:15 PM.

 - b. ALL LATE DH'S WILL BEGIN AT 8:45 PM, **OR** UPON COMPLETION OF THE FIRST DOUBLEHEADER.

 - c. A FIVE-MINUTE GRACE PERIOD WILL BE ALLOWED BEFORE THE FIRST GAME IS FORFEITED; THE SECOND GAME WILL BE FORFEITED 15 MINUTES LATER.

4. **10 RUN RULE:** Will be in effect for all games after the 5th inning and **15 runs after the 4th inning.**
5. Teams can start and finish a league game with as few as 8 players. If a team starts the game with 8 players, it may add as many players to the bottom of the line up as they get to the field. **If two males bat together, in the same inning, there is an out awarded between the two.**
6. Teams can drop down to eight players due to injury, ejection, etc., but those players dropped cannot re-enter the game. If a team drops a player, the game is continued as if that player was never in the line-up; **UNLESS THE PLAYER HAS BEEN EJECTED FROM THE GAME.** The team can not replace the player that has been ejected & an out will be awarded each time his/her spot comes up in the line up.
7. **Collision Rule:**
 - a. It is the batter/runner's responsibility to avoid a collision with a defensive player making or attempting to make a play.
 - 1) If an avoidable collision occurs, the runner is out.
 - 2) If the collision was intentional, the runner will be ejected from the game, this would apply any time a defensive person is set making a play or when the runner can reasonably see a moving play develop such as a shortstop moving across second base to make a double play.
 - 3) In the event a runner attempts to avoid a collision by leaving the baseline and unintentionally collides with a defensive person, he will not be ejected from the game but could still be called for interference.
 - b. Because the burden has been put on the runner to avoid collisions, he should be protected from unnecessary slides and potential injury.

- c. **THEREFORE:** Anytime a defensive player fakes a tag or blocks a base path as if he were making a play when in fact no play is forthcoming and the base runner takes evasive action to avoid a collision, the defensive person will be ejected from the game.
(Example: A catcher who blocks the baseline even though the ball is not being thrown in, despite that he eventually moves, but too late, to allow the runner to come in without sliding.)
 - d. **IN SIMPLEST TERMS: If You're Not Making a Play - Stay Out of the Way.**
- 8. **City Ordinance states that possession or consumption of alcoholic beverages in City of Yakima Parks is prohibited.** Any player who has visual evidence of alcohol during a game will automatically be suspended from the remainder of that doubleheader and the next doubleheader.
 - 9. **TOBACCO PRODUCTS** are not allowed on the playing field, including the warm-up circle and coaches' box and paved plaza area!
 - 10. The use of prohibited bats during the game will result in forfeiture of the doubleheader. All bats must be approved by ASA. Titanium bats are prohibited.

CO-REC MODIFICATIONS

1. **Defensively**, teams shall consist of: (a) an even number of males and females, or (b) one additional male than female, or (c) one additional female than male.
Men and women must be in alternating positions on the field. The infield (1st base, 2nd base, shortstop, 3rd base), outfield (left, left center, right center, right) and pitcher/catcher positions shall be considered three separate units and players within those units must alternate. No rovers are allowed. The umpire will be the sole judge of whether the positions are alternated. If an additional male is used, he must play in the outfield.
2. Offensively, teams may elect to use the "all bat" format or the regular batting format with a maximum of 12 players with two EP's.
The coach must declare at the pre-game conference which batting format they intend to use.
Men and women must be in alternating positions in the batting order as much as possible. Whenever two males are together in the line-up, an out shall be awarded. Outs shall not carry forward to the next inning.

The "All Bat" Rule is intended for all rostered players on a team to bat during the game. The batting order must remain constant and any ten of the rostered players, five being male and five being female may play in the field. If an injury occurs and the player is unable to play the remainder of the game, their batting position will be skipped, if as a result two males are batting together an out will be awarded between them. You may add as many people to the bottom of the line-up as they show. **You may NOT change the original batting order, once it is set you can only add to the bottom and not change the original order. If two males end up batting together, in same inning, there is an out between them.**

3. Men must bat opposite handed, except men that are 60 years of age or older, they may bat either left or right handed. Altered bats are illegal.
4. The pitcher may request that a man switches batting position. If requested to switch, the batter must use the position throughout the game, unless requested to switch again and /or the batter is 60 years old or older.
5. **ONE AND ONE COUNT:** All batters will start with a one ball and one strike count and **WILL BE ALLOWED ONE COURTESY FOUL.**
6. **Encroachment Rule pertains only to the outfield.** All players must play their standard ten positions, 4 outfielders & 6 infielders. **NO ROVERS!**

If, in the umpire's opinion, a player moves in and handles a ball that would normally be played by another player with ordinary effort, any resulting out will be voided (only in the outfield).

7. Men sliding into a base covered by a female must use reasonable care. If, in the umpires opinion, the runner intentionally takes out a female or does not use reasonable care, he will be ejected from the game. See the "Collision Rule".
8. 12" softball shall be used throughout the game.
9. Courtesy runners shall be allowed for any 2 players needing them. Males needing a courtesy runner shall use the **last** male out. Females needing a courtesy runner shall use the **last** female out. Only **2 total** courtesy runners are allowed.
10. Male outfielders cannot throw a female batter/runner out at first base.
11. When a male batter is walked (intentionally or not), he goes to second base by way of first. **The female batter coming to bat next MUST bat.** Runners will only advance when they are forced. For clarification purposes, if a female batter walks she only goes to first base.
12. **All BATS MUST be USA/ASA approved, No Senior Bats.** Also go to teamusa.org under certified equipment. **YPR has the Right to pull any bat for any reason at any time to send it in for inspection!!!! If found that the bat has been Altered or Shaved or Rolled, The player will be banned for life for Yakima Parks & Recreation Programs & the team will be suspended for one calendar year.**
If caught using bats with no recertified stamp or the non recert. bats, you will be ejected from the game *along with the coach.* If caught a second time your team will be removed from our league with NO REFUND! AS COACH, REMEMBER IT IS YOUR RESPONSIBILITY TO LET ALL OF YOUR TEAM PLAYERS KNOW OF THESE BATS AND THE PENALTIES FOR USING THEM!