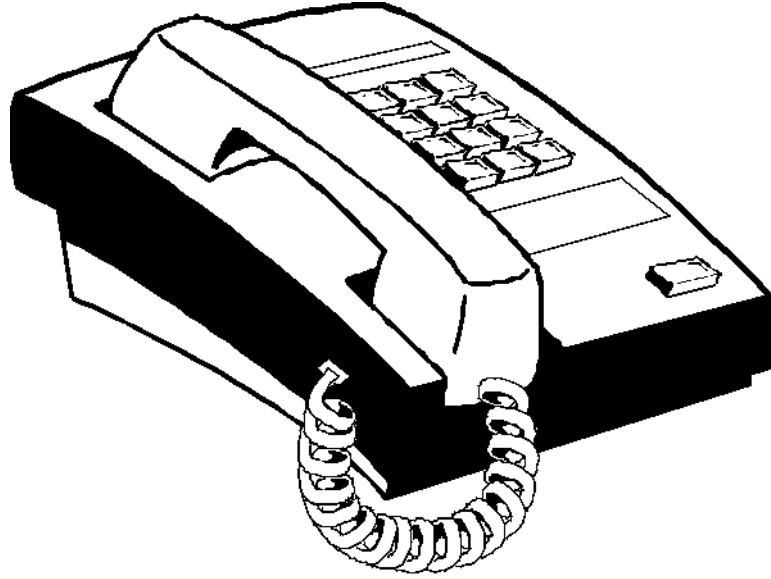




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IMPORTANT PHONE NUMBERS

Slow Pitch Director – Jake Raynolds568-1219

RAIN-OUT UPDATES - TOWN LINE 568-1219 option 1



General Information

All managers/coaches are responsible for the information contained in this manual as well as any information that is mailed or distributed by the Sports staff. Managers/Coaches must share all information in this manual with team participants.

- B. Rules and regulations not contained in this manual will be governed by the appropriate rule books (USSSA for slow pitch).
- C. **ELASTIC CLAUSE:** The League Director shall have complete charge of the Adult Softball League. Any and all situations not specifically covered by these rules shall be acted upon by the League Director and all actions by the League Director **will be FINAL.**
- D. The League Director reserves the right to change or amend any of the rules or regulations contained in this manual. Any questions concerning softball schedules, standings, game results, rosters, umpires, rule interpretations, or any other concerns not stated here but that have to do with the Town of Wellington Adult Softball program, should be directed to:

**Adult Sports Office
PO Box 127
Wellington, CO 80549
(970) 568-1219**

II. Purpose of League Play

The purpose of the league to be sponsored by Wellington Parks and Recreation is to combine the interest of both men's and women's softball teams in the community to **friendly competition and clean sportsmanship.**

III. Recreation Division's Responsibilities

- A. Provide a schedule of games.
- B. Provide game balls and scoreboards.
- C. Schedule all staff required to play the game.
- D. Provide at least one umpire.
- E. Provide a scorekeeper.



- F. Keep a record of all games played.
- G. Provide all necessary personnel to handle maintenance and other duties as needed.
- H. Handle any misconduct situations with the guidelines stated in the “Code of Conduct.”
- I. **Awards will be given for first place teams in each league.** Winners will be decided by **1) Overall standings, 2) Head to head records, 3) All three way ties will be broken by the league directors to determine the league champion.**

IV. Manager’s Responsibilities

- A. Inform all team members of the information contained in this manual or any printed material provided by the League Director.
- B. Inform all team members of game times, dates and locations.
- C. Insure and monitor that all team members are recorded on official roster, including changes and additions throughout the season.
- D. Make sure all participants are of the appropriate age: 14 for Leisure, 16 for Recreation, 18 for Competitive.
- E. Inform Parks and Recreation in a timely manner of any difficulties that may occur.
- F. Be responsible for the actions of your team while participating.
- G. Notify the Adult Sports office of any changes in team manager or team manager’s address or phone number(s).
- H. Be aware of all information posted at the ballfields to include rain-out schedules, tournament information and league standings.
- I. Adhere to all league rules as stated.
- J. See that the line-up is turned in to the scorekeeper **ten minutes before game time,** with **last names, first initials and numbers.**

V. Before the Season Starts

- A. If there are any changes in reference to the contact person for the team (change of manager, change of manager’s address, phone number, etc.), the Sports office must be notified immediately. The appropriate “change form” must be completed; failure to do so may result in your team not being notified of schedule changes, revisions, etc.



- B. **Field Reservations** - Fields may be reserved at Town Hall (3735 Cleveland Ave.). All fields must be reserved in person at the Sports office and the fee paid at the time of reservation. **Early in the year, some fields will be going through renovation and conditions may vary.**

- C. **Special Scheduling Requests** - No special requests for early or late games. A team may postpone a game in the case of an emergency. The judgment of the League Director shall prevail in determining an emergency. If the other team cannot make up the game the game will be declared a forfeit.

NOT ALL GAMES ARE GUARANTEED TO BE RESCHEDULED!

- D. **Player List** - If you need players, the Sports office has a list of players (men and women) looking for teams to play on. Call 568-1219.

VI. Rain-Outs

- A. If **rain interrupts** a game and it has not gone five innings (or 4 ½ if the home team is ahead), when it is rescheduled it will resume from the point that it originally ended.

- B. **Special scheduling for these games cannot be guaranteed. *If the rain-out is to be made up*, the rain- out schedules will be posted on line at www.townofwellington.com .** If you cannot locate your rain out, please call the Sports Office at 568-1219. We will not make up games that you do not show up for. **It is not guaranteed that rain-outs will be made up on your team's normal league night.**

VII. Determination of Wet Ground

On weekdays prior to 4:00 P.M., the determination will be made by the Parks and Recreation staff. After 4:00 P.M. or on weekends or holidays, the field supervisor will determine when grounds are too wet to play. On questionable days, call **Town Line at 568-1219 option 1 between 4:00 and 5:00 P.M.** for determination of playing conditions. Listen to local radio stations for cancellations or updates. **Please, only the coach/manager calls in for conditions.** We cancel games due to safety factors. If, in our minds, we feel someone could be injured due to field conditions we will postpone play.



VIII. Team Classifications

The Town Sports staff is strictly enforcing proper classification of teams and/or player(s). If a supervisor notices that a team and/or player(s) are too skilled for the level of play that they are at, the supervisor will notify the Sports office. The Sports staff will determine whether or not to remove select players that are obviously in the wrong league.

A. Men's and Women's:

Competitive: Teams consisting of average to above average athletes who generally play consistent offense and defense. Team has a good mixture of power and speed. These teams probably participate in tournaments and have scheduled practices. Over the fence home runs allowed (one-up rule used).

Recreational: Teams have some power and speed, but are not as well balanced and lack the consistency of competitive teams. Several players may only be average to below average on defense and/or offense. Ages 16 and up may participate. One over-the-fence homerun per team allowed.

Leisure: Teams generally are made up of inexperienced players. Teams lack power and overall defensive skills. Players participate for exercise and enjoyment of the sport. Ages 14 and up may participate. No over-the-fence homeruns allowed.

B. Rosters

All team rosters are unlimited. There is a separate section on the roster for minors (players under the age of eighteen). Minors are to sign along with their parent or legal guardian. In addition, there is a separate consent form that must be signed by the minor player and the parent or legal guardian in the presence of the field supervisor who will witness the signing. **NO EXCEPTIONS! If a player(s) is found to be under the minimum age allowed for the appropriate league, all games that player(s) participated in will be forfeited.**

C. **Players may participate on multiple Town league slow pitch teams as long as they are not in the same league and must play only in the same division or one division up or down.** Any player found playing on two Town League slow pitch teams on the same night and in the same league will be suspended for a minimum of two (2) games. Players dropping from one team after playing one or more games must wait two (2) games before playing on another team in the same league. Notification must be made in writing to the league directors so a filing date can be made.

D. **Players must have a photo I.D. available for identification at all games.** Any team found guilty of playing a person under an assumed name will be charged with a forfeit and the appropriate \$25.00 forfeit fee must be paid. That player will also be ineligible to participate in the league for the remainder of the season. The coach may also be ineligible for one game, depending on the circumstances.



- E. Players may be added to rosters at any time during the season. Please contact your field supervisor to add players.
- F. **Roster checks:** Random roster checks will be made by field supervisors and Sports staff without notice. Any participant found playing that is not on the roster will be immediately suspended.

X. League Play Begins / Conflicting Dates

League play for the summer season will begin May.

Several leagues will be affected by holidays and other field conflicts. Look over your schedule carefully for field changes or non-scheduled dates.

XI. At the Fields

- A. **Alcohol - No alcoholic beverages are allowed in Town Parks.** No player, manager, coach, or team representative is allowed to drink alcoholic beverages before or during a game. Violation of this rule will result in that person being unable to participate in the game or ejection from the game. The Larimer County Sheriff Department is enforcing the open container ordinance. **No open alcoholic containers at the ballfields.**

The Town of Wellington has an “Open Container” law that states: It is unlawful to have open containers of alcoholic beverages in any Town park or ballfield.

Alcohol Policy: In a continued effort to have participants abide by the Town Ordinance of “No Open Containers of Alcoholic Beverages” in any Town park or facility, the Larimer County Sheriff Officers will continue to issue citations. In cooperation, the Town Sports Division will suspend participants from league play in the following manner:

First Offense - Two league game suspension and a letter sent to the coach/manager informing the team of the offense and suspension.

Second Offense - League suspension for one full year from the date of offense and a one game suspension for the entire team. A letter to the team sponsor informing them of the violation and suspension.

Glass bottles - According to Town Ordinance, no person shall bring any glass containers or have possession of it while in the Town’s parks. This is for your own and others safety.

- B. **Dogs** - Ballfields are no place for dogs. Players and spectators are requested to refrain from bringing their dogs to the ballfields. No dogs shall be left unattended or without a leash. Dogs must not be tied and left unattended.
-



- C. **Soft Toss** - There is no hitting allowed into any fences or backstops. This causes severe damage to fences and will not be tolerated. Violators will be charged for damages.

XII. Misconduct's and Ejection's

In order to prevent injuries, the following rules will be strictly enforced:

- A. **Zero Tolerance Rule:** The Town of Wellington has adopted a "ZERO TOLERANCE RULE" towards foul language and taunting. Any player using any type of FOUL LANGUAGE or TAUNTING of any kind will be removed from the game without warning.

A warning shall be given to both teams prior to the beginning of the game (in pre-game). This means the umpires will go to both dugouts and give the warning so all players are aware. After the warning, all instances of FOUL LANGUAGE or TAUNTING heard by an umpire will result in a player ejection. If the ejection results in a team having less than the allotted number of eligible players required to continue the game, then the game will be declared a forfeit.

Any FOUL LANGUAGE voiced in a manner loud enough to be heard by other players or fans and umpire(s) will be dealt with immediately. Any gestures or phrases directed at the opposing team, umpires, staff or fans that are considered inciting, will be dealt with immediately. Such gestures or phrases would include, but are not limited to:

- Saying derogatory comments to umpires, staff, fans or players
- Flipping people off
- Tossing or throwing a ball, glove, bat or other object at a player, staff, fan or umpire

- B. **Fake Tag:** Any player who uses a fake tag will receive an immediate ejection from the game. A warning will not be given.
- C. **Thrown bat rule:** A player will be ejected immediately and charged with an out if he/she flagrantly throws a bat, regardless if it hits a person or not.
- D. **Ejection's:** Any player, coach, manager, fan or participant ejected from a game **must leave the complex and not return that same evening**. If the person does not leave within a desired amount of time (**2 minutes**) the game will be declared a forfeit. Any participant who is ejected from a game will be suspended from the current game immediately as well as the next scheduled game.



- E. **Misconduct:** We believe sponsors are important to the softball program. When deemed necessary, a letter will be sent to the teams sponsor(s) informing them of player, coach, manager or fan misconduct or poor sportsmanship. Please refer to the player code of conduct at the end of this manual. Misconduct's will be handled by the League Director and Misconduct Committee and their decision is final.

XIII. Uniforms and Equipment

A. Uniforms

Like-colored shirts are suggested. Minimum of 6-inch numbers is required on the back of shirts. No identical numbers! Matching uniforms are not required. The numbers are required for our scorekeepers to keep accurate records.

B. Footwear:

- Shoes must be worn at all times (no bare feet).
- Softball shoes for slow pitch: Any plastic spike or molded sole will be acceptable. No metal is to show on the bottom of the shoe.
- Tennis shoes of any type are legal.
- Sandals, hiking boots, western cowboy boots, work boots or similar footwear are not allowed.

C. Miscellaneous:

- **Equipment** - Bats, gloves, mitts, catcher's gear, uniforms, etc., must be furnished by the team.
- **Helmets** - All fast pitch teams are required to have and wear helmets. Recreation will not supply these! Fast pitch players and teams without helmets will not be allowed to play.
- **Jewelry** - No jewelry will be allowed except for flat wedding bands. Any medical I.D. jewelry or non-removable jewelry must be taped to the body. Jewelry that would be hazardous, as decided by the umpire or field supervisor, will need to be removed, covered or taped.
- **Hats** - Are optional and may be worn forward or backwards.

XIV. Communicable Disease Rule (Blood Rule)

- A. Whenever a player suffers a laceration or wound where bleeding or oozing occurs, the game will be stopped immediately.
- B. The player will be removed from the game until the bleeding is stopped and the wound is adequately covered.
- C. If a legal substitute is available, they will replace the injured player and play will continue.



- D. If no substitute is available, the game clock will be stopped for a reasonable length of time (3 to 5 minutes) to enable the injured player time to dress his/her wound.
- E. The player may re-enter the game only with the umpire's approval. This means bleeding must be stopped and/or wound covered. Any article of clothing that is saturated with blood must be removed and replaced. Replacement jerseys are not required to have numbers.

Reminder: This means each team is responsible for supplying their own replacement clothing and first aid supplies. PLEASE COME PREPARED.

XV. The Game

****LEAGUES ARE NOT SANCTIONED BY U.S.S.S.A.****

- A. **Official Game:** All games will be seven (7) innings or 55 minutes for slow pitch. If the game is tied, extra innings will be played with the "International Tie-Breaker Rule" used until a winner is decided.
- B. **Number of Players:** A minimum of 6 Players (minimum 3 females) can start a game. Once there are at least 4 females there can be at most 1 more male than females for both offense and defense.
- C. **The Ball:** An 11 inch softball will be used when a female is batting and a 12 inch softball will be used when a male is batting.
- D. **Walks:** When a male batter receives a base on balls or intentional walk, he will be awarded first and second base with the next female batter having the option to walk or bat.
- E. **Safety Bases:** Safety bases will be used for all slow pitch leagues. If a player is rounding first then they may touch the white part of the base, on all other plays the player must touch the orange part of the base or be called out.
- F. **International Tie-Breaker Rule:** After the completion of seven (7) innings or the time has expired and the score is tied, the "International Tie-Breaker Rule" will be in effect: The last legal batter in the preceding inning shall be placed on second base to begin the next inning and each succeeding inning until the tie is broken.



- G. **Run Rule:** A slow pitch team ahead ten (10) runs at the end of five (5) complete innings (or 4 ½ innings if home team is ahead) or fifteen (15) runs after four (4) innings (or 3 ½ innings if home team is ahead) shall be the winner.
- H. **Time Limit:** No new inning shall begin after 55 minutes of play for slow pitch games and one hour and fifteen minutes of play for fast pitch games. If an inning is in progress when the time limit is reached, the inning and game shall be finished according to the official rules.
- I. **Warm-up:** No infield practice will be allowed. Teams should use the warm-up area located outside of the playing field. Absolutely no play on the field if any maintenance is being performed.
- J. **Game Time:** A coin toss will determine home team. Game time begins with the coin toss. **At game time, if a team has not turned in a complete and correct line -up, the opposing team will be given the option of “Home or Visiting Team” (no coin toss and game time is started)!** If neither team has turned in a complete and correct line-up, a coin toss will determine the home team.
- G. **Forfeits:** If at the starting time as per schedule, one team does not have enough players (at least 6), that game will be a forfeit. Game time is forfeit time. The plate umpire’s decision will be final on forfeiture of any game. **EXCEPTION:** This forfeiture rule does not apply if the preceding game has been delayed.
1. If a team has a full squad, ten (10) players for slow pitch, that team must start the game with a full team.
 2. **If a team has a player or players ejected for any reason, that team must have a legal substitute and maintain the number of players they started with or the game will become a forfeit automatically. *Example: If a team starts with 12 players on their lineup and someone gets ejected, that team must replace that player with a legal substitute to maintain 12 players.***
 3. If a forfeit occurs, the team(s) scheduled for that field may practice until fifteen minutes before the scheduled start of the next game on that field. Under no circumstances will umpires or scorekeeper be utilized.
- H. **Forfeit Fee:** A team shall be ineligible to continue this program after forfeiting one game unless they pay the league **\$25.00** for the game they forfeited. Reinstatement fee must be paid prior to their next scheduled game.



- I. **Protest:** A \$50.00 (cash) fee will be charged at the time of the protest. If the protest is upheld, the fee will be refunded. Protests can only be made on interpretation of rules or player eligibility. In the case of a protest for player ineligibility, \$50.00 per player will be charged. The protest must be made at the time of the infraction during the game and before the next legal pitch, accompanied with the \$50.00 protest fee. If the protest involves an underage player and the protest is upheld, the game will result in a forfeit. If the protest is for a player not being on the roster and it can be determined at the field that the protest is valid, that player is removed from the game and the game continues without that player. It is not a forfeit unless that player played under an assumed name on the line-up. If a protest cannot be settled at the field, notation will be made at the time of protest and the game will continue. The Sports staff will determine the fate of that game.
- J. **Homerun Rules: Competitive-** One up rule will be used: over the fence homeruns allowed until team is “one up”, each homerun hit when team is “one up” will count as a foul ball. **Recreation-** (1) One over-the-fence homerun per game per team. Each over-the-fence homerun after 1 will be an out. Any over-the-fence homeruns in all **other divisions will automatically end that half of the inning. NO Exceptions!**
- K. **Ball and Strike Count:** All Town slow pitch league games will start with a count of 0 and 0. This means three (3) balls you walk and two (2) strikes you’re out.
- L. **Pitching Arc Limit:** The arc limit will be a minimum 6’ from the ground to a maximum of 12’ from the ground.
- M. **Re-entry rule:** All starting players may re-enter a game, but must do so in the same batting order. There is no limit to the number of times a starting player can go out and re-enter a game.
- N. **No Courtesy Runner :** If a player is injured, he/she can be removed from the game without an out taken. If a player is safe on a play, but injured and has to leave the game, the player just leaves the field of play and no out is taken an the base is just left unoccupied. That player may not re-enter the game. If the player wants additional time to rest, but wants to stay in or re-enter the game, an out will be taken at the base. The player or coach involved will be given the option. **Again, NO Courtesy Runners Allowed.**
- O. **Batting Order:** Male and female players must alternate in the batting order. NOTE: If a team starts the game with an odd number of batters a female player must occupy the first position in the batting order.



- P. **Late Arrivals**: If you have a line-up of less than ten (10) players at game time, you may add additional players upon their arrival up to ten (10), into the game at the bottom of the line-up. Once ten (10) players are reached, all additional players must be used as **substitutes only**. Do not list players on your line-up that are not present.
- Q. **Retiring from play**: If a player comes out of a game and does not bat: (*exception-injury on the field* - **note**: an illness is not an injury). If ten (10) players or less - no automatic out is taken when this player would come to bat. If eleven (11) players or more - an automatic out will be taken when this player would come to bat, unless a substitute player was inserted for the retired player. (**This includes ejections.**)
- R. **200' Line**: A 200' line will be painted in the outfield. All outfielders must be behind this line when a female batter is up. Crossing the line before the ball is hit will award the batter a ground rule double.
- S. **Commitment Line**: A commitment line will be used. A commitment line shall be marked in foul territory halfway between Home Plate and Third Base, on the third base foul line at a ninety degree angle to the Third Base Foul Line. Once a runner touches the ground on or past the commitment line defensive players can put the runner out by touching Home Plate while holding the ball (they cannot touch the runner). If there is an attempt by the defensive team to tag the runner, the runner shall be called safe and a run scored.

REMEMBER, THESE RULES APPLY TO TOWN LEAGUE GAMES, NOT NECESSARILY TOURNAMENTS! All other rules not contained in this manual are governed by Colorado U.S.S.S.A.



Town of Wellington Parks & Recreation

CODE OF CONDUCT

Definitions:

PARTICIPANT

Participant: Any coach, player, spectator or any other person involved in any way with any class, sporting or non-sporting event sponsored by the Town of Wellington Parks and Recreation. **Coach:** A person designated as a team spokesman. One who is either a player or non-player. **Player:** A person who physically participates in the game or is on the roster.

Spectator: A person who watches the game for entertainment with no physical involvement.

STAFF

Official: A person on the field or court to administer the rules.

Field Supervisor: A Town employee in charge of the operation and staff of a scheduled game, match or event.

Parks Employee: A park technician or employee of the Town providing services to fields, parks, courts or events.

League Directors: The full time Parks and Recreation employees designated to organize or supervise an activity.

OTHER DEFINITIONS

Participation: Any involvement in Wellington Parks and Recreation activities such as spectating, officiating, playing, coaching, registering for a class or attending a sporting or non-sporting event. **Recreation Activities:** Any class, sporting or non-sporting event sponsored by the Town of Wellington Parks and Recreation.

Law Enforcement Officer/Emergency Services: Larimer County Sheriffs Department, Colorado State Patrol, Wellington Fire Protection District, Poudre Valley Fire Authority, Poudre Valley Hospital Emergency Services in the scope of employment or in emergency situations..



TOWN OF WELLINGTON SPORTS CODE OF CONDUCT

Any participant who is ejected from a game will be suspended from the current game immediately as well as the proceeding scheduled game. Any participant who violates section 1-5, will be suspended from the current game and will remain suspended until further notice by the League Director. Participants who are ejected from a game, must leave the facility immediately.

1. **NO PARTICIPANT SHALL:** Be guilty of a physical attack upon any player, coach, spectator, staff, or official. This includes but is not limited to laying a hand upon, shoving, striking, or touching in a threatening manner.

MINIMUM PENALTY: Removal from the current game and suspension for the remainder of the season. This participant will also be placed on probation for one year.

MAXIMUM PENALTY: Suspension from any Town of Wellington sponsored recreational activities and events for up to five years.

2. **NO PARTICIPANT SHALL:** Refuse to abide by an official's decision and /or discuss in an unsportsmanlike manner, the decision reached by such an official.

MINIMUM PENALTY: Removal from the current game and suspension from the proceeding scheduled game. This participant will also be placed on probation for the remainder of the season.

MAXIMUM PENALTY: Suspension from all recreational activities for one year.

3. **NO PARTICIPANT SHALL:** Use unsportsmanlike conduct in the form of obscene language, verbal attacks, or objectionable demonstrations of dissent concerning an official's decision or towards another player, spectator or staff.

MINIMUM PENALTY: Removal from the current game and suspension from the proceeding scheduled game. This participant will also be placed on probation for the remainder of the season.

MAXIMUM PENALTY: Suspension from all recreational activities for one year.



4. NO PARTICIPANT SHALL: Use unnecessary roughness in the play of a game against an opposing player.

MINIMUM PENALTY: Removal from the current game and suspension from the proceeding scheduled game. This participant will also be placed on probation for the remainder of the season.

MAXIMUM PENALTY: Suspension from all recreational activities for one year.

5. NO PARTICIPANT SHALL: Be cited in violation of the Town of Wellington open container or other alcohol/drug laws in Town parks or facilities or, appear on the court or field of play under the influence of drugs or alcohol.

MINIMUM PENALTY: Removal from the current game and suspension from the proceeding scheduled game. This player, manager, or coach will also be placed on probation for the remainder of the season.

MAXIMUM PENALTY: Suspension from all recreational activities for one year.

5. NO PARTICIPANT SHALL: Smoke while in any facility used for Town recreational programs or coming off or going on the field of play, or while on the fields of play.

MINIMUM PENALTY: Warning by the official. Removal from the game.

MAXIMUM PENALTY:

6. NO PARTICIPANT SHALL: Be in violation of any three of the above conduct rules. Three violations in any class, sporting or non/sporting event sponsored by the Wellington Parks and Recreation will result in the following:

MINIMUM PENALTY: Suspension from any Town of Wellington sponsored events or activities for one full year and two years probation.

MAXIMUM PENALTY: Suspension from any Town of Wellington sponsored events or activities for up to five full years.

PROBATION: Any participant who violates any of the above conduct rules while on probation shall be subject to suspension for one to five years.



APPEALS

Appeals of any decision may be made in writing to the Recreation Sports Administrator by submission of a written statement of appeal, including a description of the decision in question and related events and the basis for the appeal within fifteen calendar days of the issuance of the decision to be appealed. The appealing party may provide additional information in support of the appeal. The Administrator will conduct such investigation as he or she determines to be appropriate, given the basis of the appeal and the related facts, and may conduct an informal hearing on the matter in his or her discretion. A written decision on the appeal shall include an explanation of the basis for the conclusion reached and shall be provided within thirty days of the filing of the appeal unless the Administrator determines that additional time is required to properly obtain, review and consider information relevant to the appeal.

Appeals must be mailed or delivered to:

Adult Sports
Attn: Softball Misconduct Committee
PO Box 127
Wellington, CO 80549