



## 2018 Washington State Junior Softball Tournament Guidelines and Procedures

### Guidelines for Tournament Play

#### General Tournament Information

1. **Team Arrival** - All teams are to report to the ball park in uniform and ready to play at least one hour prior to your game. The Home team will use the third base player's bench/dugout. There will be no batting practice on the tournament field(s). Should you wish batting practice earlier in the day on another field you are requested to contact the Assistant Tournament Director for use and location. Each participating team will get 10 minutes of infield practice on the tournament field just prior to your game.
2. **Home Team Designation** - The Home team will always be determined by a coin flip. The coin flip will be conducted by the Tournament Director or in his absence by the Assistant Director. You will be notified as to the time and place for this action. Be prompt in being there for this item of business.
3. **Team Rosters** – Two different size roster lineup forms are required for each game. A large format (8-1/2 x 11) size is required for the score booth and your opponent. A smaller format typical multi-part game lineup sheet is required for the umpire. The tiny forms found in the back of some scorebooks are not acceptable for the umpire's copy. See the tournament director if you have any questions.

This packet contains four copies of the large format player roster forms. This is sufficient to get your team through your first two games in the tournament. After your second game it will be your responsibility to contact the Tournament Director or the Assistant Director for the two forms needed for your next game. Have two COMPLETELY filled out for each game that your team participates in. Give both copies to the Tournament Director or the Assistant Director at least one half hour prior to your game. One of the copies will be given to your opponent for their record. **MAKE SURE FORMS ARE COMPLETELY FILLED OUT!** Help the public address announcer before the game with pronunciation of difficult names. This form is to list the players in their batting order.

The lineup form given to the umpire just prior to the game must list the players in the same order as on the large format form noted above. If changes were made between the time the large format form was delivered and when the lineup is handed to the umpire, be sure to note that with the umpire at the pre-game meeting. The umpire will then notify the scorer of the changes. It is the team manager's responsibility to also provide the umpire-in-chief with any changes prior to and during the game.

#### Leagues

Bainbridge Island  
East Jefferson  
Gig Harbor American  
Gig Harbor National  
Key Peninsula  
North Kitsap American  
North Kitsap National  
North Mason  
Port Townsend  
Sequim  
South Jefferson  
South Kitsap Eastern  
South Kitsap Southern  
South Kitsap Western



**Pat Ryan**  
District Administrator

[Pat.Ryan@WAD2LLB.org](mailto:Pat.Ryan@WAD2LLB.org)

H 360.779.1824 C 360.271.5193 W 206.215.8360 F 888.300.6193

## **2018 Washington State Junior Softball Tournament Guidelines and Procedures**

4. **Participation Pins** - A bag of Tournament Participation Pins will be presented to your players, manager and coach(es) at the beginning of your first game. These are to be passed out following your game. No player, manager or coach will wear the pin or any other pin(s) on their uniform, cap or clothing during the game. The final winning team will receive the Washington State Championship Pennant.
5. **Dress Code** - Players shall wear their uniforms in neat and respectful fashion. During the game jerseys are to be tucked in; pants will be pulled up (no saggy drawers); caps will be worn with the bill to the front and not askew.

The tournament team manager and coach(es) must present a neat and clean appearance. Slacks and polo shirt are preferable. Walking shorts no shorter than 3 inches above the knee are acceptable. The only logo permitted on the shirts is the Little League logo or the league's own logo. No advertising or slogan type shirts are permitted. Tank tops, tee shirts, halter tops, bike shorts, cut-off shorts, etc. are not permitted.

Caps for the manager and coach(es) are preferred and, if worn, must match the rest of the team.

### **Points to Remember**

Play will be conducted in accordance with the Official Regulations and Playing Rules for All Divisions of Little League Softball, 2018 Edition.

1. As noted above there will be NO batting practice on the field(s). There are other fields nearby that you can be directed to by the host league.
2. Each team will have a scheduled infield and outfield ten minute practice on the tournament field prior to the start of the game. Only the authorized tournament manager and coach(es) shall be on the field during the practice.
3. No one except the rostered players, one manager and two coaches shall occupy the players' bench or dugout during a game. Only the above mentioned will receive tournament participation pins.
4. Catchers must wear chest protectors with neck collar, throat guard, shin guards and a catcher's helmet, all of which must meet Little League specifications and standards. Catchers **MUST WEAR** a mask, throat protector and catcher's helmet **DURING PRACTICE, PITCHER WARM-UP** and games.
5. The manager, coach or any other adult may not warm-up their pitcher prior to or during the game. This also includes the bullpen.
6. Any player warming-up a pitcher **MUST** wear the approved catcher's helmet, mask and throat guard on the field or in the bullpen. Appropriate protective supporter and cup should also be in place for male players.
7. Players shall not wear **PINS, WATCHES, JEWELRY, and EARRINGS OR OTHER METALLIC ITEMS** on themselves or attached to caps, uniforms or other clothing during the team's participation **IN A GAME**. Safety is of prime importance. Adults must apply good safety habits at their level of concern for their own safety. Pins of any type will not be on an adult's cap, jacket, uniform, etc.

## **2018 Washington State Junior Softball Tournament Guidelines and Procedures**

- 8.** If dugouts are available; all equipment must be kept off the top of the dugouts. All equipment must be kept inside the dugout or players' enclosure. Keep bats, batting helmets, catching gear, etc., orderly and racked up at all times FOR SAFETY. Bat boy/girl must retrieve bats after batter has completed time at bat AND ALL PLAY HAS STOPPED. He/she must be alert and do this promptly to avoid delays in the game. Bat boy/girl must be one of your authorized players. Manager or coaches ARE NOT to retrieve bats and we do not desire to have the umpire remind your team to pick up the bat. We need your help.
- 9.** All tournament teams MUST carry six (seven for Intermediate, Junior, and Senior League) Little League Headquarters approved protective batting helmets.
- 10.** All protests must be presented immediately to the umpire-in-chief. Protests must be resolved BEFORE THE NEXT PITCH OR PLAY. Protests will not be considered after the game is concluded except for an ineligible player.
- 11.** Home-run balls to players or parents are not authorized and will not be presented. They will also not be sold to the parent or anyone else. This is an individual award and all players cannot hit home-runs, but in their own way are very valuable to the team's performance.
- 12.** Should a player on your team hit a home-run, all players on your bench are to remain in the dugout/enclosure and extend their congratulations when the home-run hitter arrives back in your dugout.
- 13.** In the event of an injury or accident on the playing field, NO ONE shall come onto the field until all play has stopped and the umpire has called TIME OUT. The umpires shall have control at this time and will act appropriately. Players will remain in their dugout in the charge OF THE COACHES and ONLY THE MANAGER will come onto the field to render aid to his/her player. Umpires will assist the manager as needed. All offensive and defensive players WILL REMAIN IN THEIR RESPECTIVE POSITIONS on the field until directed otherwise. Host tournament officials will also be ready to assist.
- 14.** The applicable Official Little League Shoulder Patch must be affixed to the upper left sleeve of the uniform blouse. For sleeveless blouses, the patch is located over the left breast.
- 15.** The jersey is the shirt worn under the uniform blouse. Rule 1.11(c) says (1) Sleeve lengths may vary for individual players, but the sleeves of each individual shall be approximately the same length. (2) No player shall wear ragged, frayed or slit sleeves. Rule 1.11(a) says (3) any part of the pitcher's undershirt exposed to view shall be a uniform solid color. Note; white long sleeve shirts are not permitted for Softball pitchers.
- 16.** Accident insurance forms are your league's responsibility along with the Medical Release Approval Form. Have them with you at all times for easy availability in an emergency. They must be notarized as many doctors and hospitals will not accept the Release Form from the parents.
- 17.** The Official Scorekeeper shall be in the press box and announce each batter.
- 18.** Be sure to notify the plate umpire and the Official Scorer of any changes in your lineup. Your failure to do so will only delay the game as the Official Scorer must have this information. The umpires will hold up the game until we have changes correctly.

## **2018 Washington State Junior Softball Tournament Guidelines and Procedures**

19. The scoreboard is for the convenience of the spectators and shall not be considered OFFICIAL. The plate umpire is OFFICIAL on balls, strikes and outs.
20. Base coaches are mandatory. Make sure that they are there before the inning begins so that an unnecessary time-out need not be called to get them there. This can only delay the game progress.
21. Should your catcher be on a base or was the last one at bat at the end of the inning; you are asked to have one of your players, with approved mask, headgear and throat protector, warm-up the pitcher. Male players should have the authorized protective supporter and cup on that catcher is required to wear.
22. Ask questions should you have a need for clarification or more information. Have fun out there as you compete with others for the opportunity to move on to the next level of tournament play.

### **Tournament Conduct**

Good sportsmanship is expected at all times. Keep the following points in mind during your participation.

1. Be patient and control your personal emotions. A wrong can be more easily debated to a satisfactory decision if emotions remain in check.
2. Your manner of coming out of the player's bench/dugout AFTER TIME OUT has been granted must be emotionally controlled. Come out calmly without arm waving, shouting, etc. The umpires will take the time to hear you out and explain the decision if this is what you are questioning. If it is a rule violation that you are questioning it will be your responsibility to point it out in your rule book. Umpire "judgment calls" are not debatable. They are final.
3. No smoking or any other tobacco use (including illegal drug use) by managers, coaches, players, umpires, etc. on the entire playing field, player's seating area or surrounding area will be tolerated. This is prior to the game, during the game and after the game when your players are with you. No leaving the field during the game for a smoke OR YOU WILL BECOME AN INSTANT OUTSIDER. This notice is your Only Warning!!! Don't carry your smokes/tobacco with you. Leave them in your car.
4. Have your players and yourself use the restroom prior to the start of the game. Managers and coaches are not to use the excuse of going to the restroom once the game begins and use this time for other purposes.
5. No beer, wine or liquor consumption prior to, during, or after the game in the vicinity of the field and your players. None should be taken prior to your game. You owe this to the youngsters on your tournament team. It is requested that you do not celebrate your win or drown your sorrows by consuming alcoholic beverages on the area surrounding the field.

## **2018 Washington State Junior Softball Tournament Guidelines and Procedures**

6. **ABSOLUTELY NOT ALLOWED!!!** No one shall shout or call such words as “swing”, “strike”, etc. in an effort to distract the player at bat. Umpires will take immediate corrective action with defensive players and those on the player’s bench or dugout. There will be no individual or combined defensive player/team chant, hum, etc. at the beginning of the pitchers preparation to pitch and during the release of the ball towards the batter. In other words do not attempt to use the practice to distract the attention of the batter. Umpires will take immediate corrective action. Should action continue after one warning the umpires can apply Playing Rule 9.01 (c) and (d). Play the game like true sportspersons. Proper conduct by all concerned imposes a great responsibility upon all of us and we will have more fun.
7. Should any of your fans get out of control and cause problems your League President, other officers from your Board of Directors, your tournament team manager or coach will be asked to make the first attempt to correct the disturbance. This will usually correct the problem before local law officers needs to be called.
8. All press photographers must be cleared through the Tournament/Assistant Director before being allowed on the playing field. When approved the plate umpire will be notified. The plate umpire will instruct the press photographer. They will be the only photographers on the field. Most modern photographers need not get on the field with their telephoto lens.

### **Contacts –** Tournament contacts are:

- **Tournament Field** – North Kitsap American & National Little Leagues  
22898 Viking Way NW, Poulsbo, WA 98370

**Tournament Director & District Administrator** – Pat Ryan, [Pat.Ryan@WAD2LLB.org](mailto:Pat.Ryan@WAD2LLB.org)  
H: (360) 779-1824 C: (360) 271-5193 F: (888) 300-6193

**Assistant Tournament Director** – Marian Phillips, [Marian.Phillips@WAD2LLB.org](mailto:Marian.Phillips@WAD2LLB.org)  
H: (360) 697-3847

**League Coordinator** – Matt McNamara, [President@NKLL.com](mailto:President@NKLL.com) P: (360) 265-8840

**Game Time Schedules** – In order to get the games completed in the allotted time we must stick to a tight time schedule.

<b>Game Start Time</b>	<b>Coin Flip</b>	<b>Rosters to Tournament Director</b>	<b>Home Team Infield</b>	<b>Visiting Team Infield</b>	<b>Grounds Crew</b>	<b>Introduce Participants</b>	<b>Play Ball</b>
<b>12:00 PM</b>	11:00 AM	11:30 AM	11:25 AM	11:35 AM	11:45 AM	11:50 AM	12:00 PM
<b>1:00 PM</b>	12:00 PM	12:30 PM	12:25 PM	12:35 PM	12:45 PM	12:50 PM	1:00 PM
<b>3:00 PM</b>	2:00 PM	2:30 PM	2:25 PM	2:35 PM	2:45 PM	2:50 PM	3:00 PM
<b>4:00 PM</b>	3:00 PM	3:30 PM	3:25 PM	3:35 PM	3:45 PM	3:50 PM	4:00 PM
<b>6:00 PM</b>	5:00 PM	5:30 PM	5:25 PM	5:35 PM	5:45 PM	5:50 PM	6:00 PM
<b>6:30 PM</b>	5:30 PM	6:00 PM	5:55 PM	6:05 PM	6:15 PM	6:20 PM	6:30 PM

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## **Local Accommodations**

There are several hotels and motels in the nearby area. Some choices to consider are:

- 1. Poulsbo Inn & Suites, Poulsbo** – Poulsbo Inn & Suites, the perfect "home-away-from-home". The Inn offers a variety of rate plans and options to suit just about any need from weekend getaways to business travel or extended vacations. The Poulsbo Inn & Suites has 83 newly renovated guestrooms featuring the rich colors of the Northwest that is reminiscent of a mountain lodge. A room with a view will afford you a breathtaking panorama of the Olympic Mountains and Puget Sound.

Poulsbo Inn 18680 Highway 305, Poulsbo WA 98370  
Phone: 360-779-3921 800-597-5151 • [www.PoulsboInn.com](http://www.PoulsboInn.com)

- 2. Guesthouse Inn & Suites, Poulsbo** – Discover all that downtown Poulsbo has to offer at the convenient, comfortable, and the newly renovated GuestHouse Inn & Suites of Poulsbo - Kitsap. Our Poulsbo, WA hotel is an ideal location for all government travelers as we are within minutes from a variety of naval bases. Whether you are coming to Poulsbo for business or pleasure, our stylishly decorated rooms will be your personal retreat. Our hotel in Poulsbo is accessible from a short, but breathtaking 30-minute ferry ride across the Puget Sound via the Seattle and Bainbridge Island Ferry and the Edmonds and Kingston Ferry. Our hotel is a 100% non-smoking facility.

Guesthouse Inn & Suites 19801 7th Avenue NE, Poulsbo, WA 98370  
Phone: 360- 697-4400 • [www.redlion.com/poulsbo](http://www.redlion.com/poulsbo)

- 3. Baymont Inn & Suites, Bremerton** – Located in the heart of Bremerton and Kitsap County, Baymont Inn & Suites is the largest hotel on the Peninsula. They offer a quaint small-town appeal, with all the big city amenities. In room amenities include a microwave, refrigerator, coffee pot; a full complimentary breakfast buffet is served each morning from 6-9:30 am in the breakfast lobby area. Guest's amenities are Wireless/Ethernet Internet access, 24 hour business & fitness center, guest laundry services, as well as complimentary local area shuttle van.

Baymont Inn 5640 Kitsap Way Bremerton, WA 98312  
Phone: 360-377-7666 • [www.BaymontInnBremerton.com](http://www.BaymontInnBremerton.com)

- 4. Silverdale Beach Hotel, Silverdale** - In room amenities include 100% Non Smoking; Brand New Hairdryers; In-Room Coffee Makers w/ coffee and tea; Cable Television & In-Room Movies; AM/FM Clock Radios; Air Conditioning; Complimentary High Speed Wireless Internet and Cat5 cables; 2 line deluxe telephones w/ conference key and two way speakerphone; State-of-the-art Refrigerators; Full Size Iron and Ironing Board; Microwaves Available; Deluxe Linens.

Silverdale Beach Hotel, 3073 NW Bucklin Hill Road, Silverdale, WA 98383  
Phone: 360-698-1000 • Fax: 360-692-0932 • Toll Free: 800-544-9799  
[www.SilverdaleBeachHotel.com](http://www.SilverdaleBeachHotel.com)

## **2018 Washington State Junior Softball Tournament Guidelines and Procedures**

5. **Oxford Suites, Silverdale** – Perfectly positioned along the beautiful Dyes Inlet on the Kitsap Peninsula of Western Washington, the Oxford Suites Silverdale is well-equipped to handle all of your travel needs, whether you are traveling for business or looking for a relaxing getaway. With 104 non-smoking suites and our on-site restaurant, the Oxford Suites Silverdale is your home away from home. Silverdale's prime location on the Puget Sound is close to shopping, award-winning golf courses and the luxuries of nearby Seattle. Within driving distance of SeaTac International Airport and only a one-hour ferry ride from the city, explore all of the fun the area has to offer. Closer to the hotel, enjoy Silverdale's famous Waterfront Park and the Clear Creek Trail system.

Oxford Suites Silverdale Washington Hotel, 9550 NW Silverdale Way, Silverdale, WA 98383  
Phone: 360-698-9550 • Fax: 360-307-7223 • Toll Free: 888-698-7848  
[www.OxfordSuitesSilverdale.com](http://www.OxfordSuitesSilverdale.com)

6. **Oxford Inn, Silverdale** – The property's amenities include a daily complimentary continental breakfast, 24-hour laundry room, and business center services with Internet, print, fax, and copy capabilities. Same-day dry cleaning and laundry service is available Monday through Friday. Small pets are welcome. All rooms are equipped with Oxford's signature bedding package with a premier Sealy mattress. Guest rooms feature microwaves, refrigerators, work desks, free local calls, and complimentary wireless Internet access.

Oxford Inn, 9734 NW Silverdale Way, Silverdale, WA 98383  
Phone: 360-692-7777 • Fax: 360-692-0961 • Toll Free: 800-273-5076  
[www.OxfordInnSilverdale.com](http://www.OxfordInnSilverdale.com)

7. **Hampton Inn and Suites** – Once you've arrived at our hotel, you'll find a lot of great amenities waiting for you in your room. Need to get some work done while you're with us? We offer free high-speed internet access in every guest room. Prop your laptop on our handy lap desk and type away while you watch TV. Or simply listen to your favorite kind of music by pressing one of the preset buttons on your room's alarm clock. When you're ready for some rest, hunker down for the night in our comfiest amenity yet, our Clean and Fresh Hampton Bed™.

Hampton Inn and Suites, 150 Washington Ave, Bremerton, WA 98337  
Phone: 360-405-0200 [www.HamptonInn.Hilton.com/Bremerton](http://www.HamptonInn.Hilton.com/Bremerton)

8. **Comfort Inn, Port Orchard** – All spacious guest rooms are located bayside and include refrigerators, microwaves, irons, ironing boards, hair dryers and coffee makers. Handicap accessible and non-smoking rooms are also available

Comfort Inn, 1121 Bay St, Port Orchard, WA 98366  
Phone: 360-895-2666 • Fax: 360-895-8088 • Toll Free: 800-424-6423

9. **Days Inn, Port Orchard** – All spacious guest rooms are located bayside and include refrigerators, microwaves, irons, ironing boards, hair dryers and coffee makers. Handicap accessible and non-smoking rooms are also available

Days Inn, 220 Bravo Terrace, Port Orchard, WA 98366  
Phone: 360-895-7818 • Fax: 360-895-7829 • Toll Free: 800-329-7466