

# Timeline Checklist for BWSSA Managers

## 1<sup>st</sup> Spring Meeting: Feb. 25<sup>th</sup> @ the Amvets @ 6 pm

- 1<sup>st</sup> Meeting, nothing DUE

## 2<sup>nd</sup> Spring Meeting: March 18<sup>th</sup> @ the Amvets @ 6 pm

- Tentative City roster due
- **Sponsor fee due: \$240/team. Make check payable to BWSSA**

## 3<sup>rd</sup> Spring Meeting: April 8<sup>th</sup> @ the Amvets @ 6 pm

- Official Roster Due
- Rules Clinic will be presented by Terry O'Clair or Michael Wolf to tape bats.
- **Player fees due (\$50 per player) ONE CHECK ONLY written to BWSSA - minimum of 12 players/maximum of 20**
- State rosters can be turned in at this meeting if complete - however if you intend to add any players please turn in at the pickup meeting.

## Pickup Meeting: April 29<sup>th</sup> @ Bismarck All Seasons Arena from 4-6 pm

- Pick up Managers Handbooks, rule books, scorebooks, schedules, softballs
- Mike Wolf will be present to tape bats
- State Rosters can be turned in if complete --- must be printed 2 sided and **PORTRAIT** format.

## League starts Week of May 10<sup>th</sup>

## Year End Meeting: August 26<sup>th</sup> @ Amvets @ 6 pm

- Election of new officers.
- Awards
- Misc. or any issues.

# City and STATE Roster Guidelines

## CITY:

- **LEGIBLE:** Typed, if typing is not available, completely legible. If not legible, will be handed back to be redone.
- All areas **COMPLETE**.
- **SPONSOR/TEAM** Name
- **CURRENT MANAGER:** with current name, address, phone, and email.
- **ASSISTANT MANAGER:** with current name, address, phone, and email.
- **Player Name:** with correct legal name as represented on the player's driver's license, with correct and current address including city, and zip code.
- **NO NICKNAMES.**
- All Previous Teams player played with, the previous year, including their prior class. If player is dual rostering on another team, must X the front page of the city roster.
- **DUAL ROSTERED** players need to be written on the back, with **EVERY** other team they are playing on, no matter the location, with current **TEAM NAME** and **CLASSIFICATION**.

## STATE:

- **LEGIBLE:** Typed, if typing is not available, completely legible. If not legible, will be handed back to be redone.
- All areas **COMPLETE**.
- **SPONSOR/TEAM** Name
- **CURRENT MANAGER:** with current name, address, phone, and email.
- **PLAYER NAME:** with correct legal name as represented on the player's driver's license, with correct and current address including city, zip code and player signature.
- **NO NICKNAMES.**
- **Date of Birth**, month and year (**MM/YY**). If player is dual rostering on another team, must X the front page of the city roster.
- **MANAGER'S SIGNATURE** on the bottom of the front, signifying all information is valid, current, and **RESPONSIBLE** for all players.
- **DUAL ROSTERED** players need to be written on the back, with **EVERY** other team they are playing on, no matter the location, with current **TEAM NAME** and **CLASSIFICATION**.
- All players under the age of **18** have a guardian signature for them on the back side of the State Roster.
- **PRINTED PORTRAIT FORMAT**, not landscape. Printed **2 SIDED**, front and back, NOT two separate pages.