

Timeline Checklist for BWSSA Managers

1st Spring Meeting: Thursday, Feb. 24th @ the Amvets @ 6 pm

- 1st Meeting, nothing DUE

2nd Spring Meeting: Thursday, March 24th @ the Amvets @ 6 pm

- Tentative City roster due
- **Sponsor fee due: \$300/team. Make check payable to BWSSA**

3rd Spring Meeting: Thursday, April 7th @ 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 (\$60 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 28th @ Bismarck All Seasons Arena (subject to change) 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 9th

STATE ROSTERS DUE to Danielle: May 28th

- All state rosters need to be in Danielle's hands by the end of the night on Thursday, May 28th. They are due to the state by June 1st. She needs to get them all entered and compiled.

ROSTER CHANGES: June 20th

- The last day to make roster changes (adds/drops) will be Thursday, June 20th.
- No Modifications to the state roster can be made after this date.

Year End Meeting: August 25th @ 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.