

# CITY OF CLARKSVILLE PARKS AND RECREATION GUIDELINES FOR ALL CITY LEAGUE SOFTBALL TEAMS

Developed February 1996  
Revised July 2011

## 1. ORGANIZATION:

- A. Games will be played at Heritage Park Softball fields. There will be a facility manager at the complex to assist the leagues.
- B. Managers/Coaches of each team will serve as liaisons between the leagues and the Parks & Recreation Department.
- C. Prior to the start of a season, league meetings will be held for coaches to vote on the following:
  - 1. Sanctioning organization for league
  - 2. Desire for a post-season tournament
  - 3. Matching or non-matching shirts
  - 4. Open or closed league rosters
  - 5. Rules specific to each league (ex. prayer before games, home run limit, stealing)
- D. The Parks and Recreation Department reserves the right to reschedule league play to allow large events to be played.
- E. The Parks and Recreation Department reserves the right to reschedule league play rain-outs to a day other than the scheduled league play day. No more than 2 rain outs will be rescheduled, unless it can be done within the regular season.
- F. Guidelines for invitational tournament may be obtained from the Parks and Recreation Department.
- G. **Practice Time:** Any and all practice sessions on city property must be scheduled through the Parks & Recreation office at 645-7476. Swan Lake, Pettus and Heritage parks are not open for impromptu practice sessions or games.
- H. The Parks and Recreation Department will decide by 3:00pm on day of game if fields are playable. An answering machine will be activated at Heritage Park. The number is **645-7476 Option 1. PLEASE LISTEN FOR THE CORRECT DATE.**

## 2. PARK RULES:

- A. No Smoking in the park or press boxes. No alcoholic beverages, illegal drugs, skates, skateboards, scooters, or pets, are allowed on any portion of a City run softball complex property. This includes the parking lots. Bags will be subject to search by the facility manager or local police department.
- B. The concessionaire is the only person who may drive a vehicle on the service roads. (This entrance and drive will be kept open for service and emergency vehicles only.)
- C. Only the scorekeeper (with one assistant), umpires, Parks and Recreation employees, and coaches with line-up cards will be allowed to enter the press box. All other persons must receive authorization from a Parks and Recreation representative before entering the press box. The phone in the press box is to be used for emergency purposes only.
- D. Only team members, managers and coaches will be allowed inside the playing fields or dugouts. It is the responsibility of each manager to enforce this rule.

## 3. LEAGUE FEES:

- A. Each team entering a league must pay a \$100.00 non-refundable deposit by set due date. The deposit only reserves a place in the league for the team that pays the deposit. Only those teams that have paid this deposit will be allowed in the league. The deposit will become part of the total due. Total due must be paid by set due date or team will be dropped from league without refund of deposit. If the remaining balance is paid by someone other than the original payee, then that person is also considered part of the team that made the deposit.
- B. The cost of a league will be figured based on league fees, a sanctioning fee according to the association they vote to be sanctioned with, games played, officials, trophies, and post-season tournaments.
- C. Each team will pay its share of the league cost to the Parks and Recreation Department, which will administer all fees.

## 4. ROSTERS/ELIGIBILITY:

- A. **All players must have a City Softball registration card** with him/her whenever playing in a City League. The registration card must be secured from one of the following locations:
  - 1. Parks and Recreation Department located at 104 Public Square, 2. Burt Cobb Community Center at 1011 Franklin Street, 3. Crow Community Center at 211 Richview Road, or 4. Kleeman Community Center at 166 Cunningham Lane.**
 I.D. cards cost \$3.00 for residence of Montgomery County or the Ft. Campbell Military Base. All players that reside outside of Montgomery County or the Ft. Campbell Military Base will pay a \$10.00 service fee in addition to the registration card fee. This fee is due when a player applies for a registration card. The cards are valid for 2 calendar years.
- B. The Department **requires that all** players' name and signature be entered on a Department **roster** for liability and insurance purposes **before** entering a field for play. (Completed roster must be submitted to the facility manager on the **first night of play**, prior to game starting.)
- C. To add players, the new player must secure a registration card from the Parks and Recreation Department *before* his/her participation in a league game

- D. The rosters will be kept in the press box. When a player is added to a team, he/she must sign that roster before playing in a game. A seven-day, no participation period for that league will accompany any change.
- E. Deletions on a team will be made by the team manager who will either send a letter to the Parks and Recreation Office informing the City that the individual no longer plays on that team or give written consent to the facility manager. Each player may make no more than two changes within a league during the season. This will apply to any player that is on a team at the start of the season that request to change teams.
- F. If a player is caught violating this rule the player will be automatically suspended for the remainder of the season and the team will forfeit that game.
- G. A player MAY NOT play on more than one team within a league, nor on more than one league per night. This rule applies to all complexes. If the player is caught doing this, he/she will be suspended for one calendar year and the teams he/she plays on that night will have their games forfeited.
- H. Line up Sheets are required to be submitted to the field umpire and scorekeeper **5 minutes prior** to game. Line Up sheets can be obtained from the facility manager.
- I. In adult leagues all players must be 18 or over. No one under 18 is allowed on the fields or in the dugouts for any reason, without special permission from the Athletic Director. Proof of age must be presented if requested or removal from area will be required.

## 5. **TEAM CONDUCT:**

- A. Each team shall be under the supervision of the team manager, who shall be responsible for the conduct of the teams playing at that particular time. Sponsor or Pastor will be notified in writing of any misconduct.
- B. **AUTOMATIC SUSPENSION SITUATIONS:**
  - 1. Any player, manager, or umpire who touches any other player, manager, umpire, or facility official
  - 2. Striking the first blow in a controversy
  - 3. Use of profanity during a league function
  - 4. Abuse of a game official, facility official or manager
  - 5. Any player, manager, or umpire who climbs on or over the fence before, during or after a game or practice
  - 6. Intentional batting or throwing balls against the fence
  - 7. Throwing equipment in an unsportsmanlike manner
- C. **EJECTIONS:**
  - 1. If a player is ejected from a ball game, the player will be automatically suspended from all league play for two (2) weeks.
  - 2. If a player is ejected from 2 games in a season, the player is automatically suspended from all league play for six (6) calendar months.
  - 3. If a player is ejected for a 3<sup>rd</sup> time after coming back after the 6-month suspension, the player will be automatically suspended for one (1) calendar year.
  - 4. Association affiliation rules will govern sanctioned play.
  - 5. Leagues may impose special conditions if they are not in conflict with Parks and Recreation Department guidelines.

## 6. **UNIFORMS/EQUIPMENT:**

- A. **Matching Shirts:** In the leagues that voted to have matching shirts, they must be identical (color, name, number, design). If matching shirts are not adopted, players must wear a shirt with at least a 6" commercial, different number of a contrasting color to the shirts. **NO TAPE, MARKER OR DUPLICATE NUMBERS MAY BE USED.** (NO ½ numbers, decimals or 4 digit numbers allowed).
- B. **Softballs:** The softballs used during game play will be provided by the teams themselves. Cor and compression will be determined by the sanctioning organization voted on during the league meeting. All sanctioning rules will apply to balls used in game.
- C. Any restrictions a sanctioning body imposes upon a bat will apply in the City of Clarksville leagues. Titanium bats including bats made of or containing TIMETAL 15-3 or TELEDYNE 15-33 titanium alloys are banned from all City of Clarksville softball fields. Any person suspected of using a banned bat will be asked to allow someone to examine it. If it is found to be one of the banned bats, the individual will be ejected from that game and not be allowed to play on City owned fields for the remainder of the year.
- D. **METAL CLEATS:** No metal cleats will be allowed in any league play or invitational tournament. A player found wearing metal cleats will be suspended for the remainder of the day. Exception – any district, state, or regional sanctioned tournament leading to a national tournament where metal cleats may be worn.
- E. **Trophies:** If a league decides not to play a post-season tournament at the end of the regular season, the top three teams will be awarded trophies. If a post-season tournament is played, the top two teams from the regular season will be awarded trophies and the top two tournament teams will be awarded trophies.

**7. PLAYING RULES:**

- A. Number of games per regular season: The Parks and Recreation Department authorizes a league with eight teams or less to play a double round robin regular season with a tournament allowed at the end. Leagues of over eight teams will play a single round robin regular season with a tournament allowed at the end. There must be a minimum of 6 teams for a league to be formed. The Parks and Recreation Department can make exceptions to this rule under certain circumstances.
- B. When the time expires, if it is in the top of an inning and the visiting team is leading, the bottom half of the inning will be played; or the game will continue, if tied, until the tie is broken. If there is ANY time left on the clock when the LAST out of an inning is made you WILL play another inning (this means seconds).
- C. Run ahead rule: Anytime after three (3) innings if one team leads the other by 20 runs or after four (4) innings or team is 15 runs ahead of their opponent, or after 5 innings team is ten (10) runs ahead of their opponent, the game will end. { 20 after 3/15 after 4/10 after 5 }
- D. Prior to the start of the season, home run (over the fence) limits for each league will be established by vote of the coaches at the league meetings. All home runs after the limit has been reached are outs.
- E. NO GAME WILL START AFTER 10:30pm. Games will be scheduled on 1 hour and 15 minute time slots.
- F. **FOR THE INTEGRITY OF THE GAME, TEAMS SHOULD PLAY TO WIN.**

**8. TIE BREAKERS/FORFEITS:**

- A. Tie Breakers
  - 1. IF SUCH SCHEDULED GAME TIME HAS EXPIRED OR THE GAME GOES INTO THE 8<sup>TH</sup> INNING, the international tiebreaker rule will be played by all leagues. Starting with the top of an inning and each half inning thereafter, the offensive team shall begin its turn at bat with the player who is scheduled to bat last in that respective half inning being placed on second base (if the number 5 batter is the leadoff batter, the number 4 batter in the batting order will be placed on second base. A substitute may be inserted for the runner). If a team is in the tiebreaker and the absent player is the one who should begin the half inning at second base, do not declare an out. Instead, place on second base the player whose name precedes the absent player's name in the lineup, and then continue the inning as usual.
  - 2. If two or more teams have the same won/lost record, then it will be determined by the head to head record, then runs against, plus/minus ratio. The Parks and Recreation Department will determine the final standings.
- B. Forfeits
  - 1. If it is your scheduled game time, the field is available, and either team does not have enough players to play the game, the game will be a forfeit. Your players must be on the field or in the dugout. This applies to the first game **of the evening only** (see Grace Period). When games are running late, it will be a forfeit if a team and umpires are ready to play and the other team does not have enough players present to play the game. A Five (5) minute "grace period" will be given for **first game of the night only**. These five minutes are part of the one hour and ten minutes time frame allowed for the first game.
  - 2. Any team with three (3) weeks of forfeits, however they fall, will be dismissed for the remainder of league play if there isn't a reasonable excuse for not playing. All games scheduled will be recorded as a win for their opponents. No Refunds will be made.

**9. OFFICIALS:**

- A. Umpires: The Parks & Recreation Department will enter into a contract with an umpiring association, which will furnish all officials and scorekeepers. The association will assign two (2) umpires and 1 scorekeeper to each game. Any person who umpires on a City owned softball field must belong to an umpire association, which is affiliated with one of the softball associations. Ground rules will be established by the local umpire association and will be followed by all teams in the league. (The Umpires' Association will supply copies of these rules.) The Parks and Recreation Department, nor the Umpire Association can control whether scheduled umpires show up or not. The umpire assigner reserves the right to assign only 1 umpire.
- B. Protest: A protest fee of \$75.00 will be charged at the time of protest. If the protest deals with a situation that can be solved immediately, the fee will be paid to the umpire, and a ruling will be made immediately (the umpire will then turn the fee over to the facility manager of the complex). A protest that cannot be solved during the regular game must be filed with the facility manager before leaving the complex. If the protest is upheld, the fee will then be returned. If the protest is not upheld you will lose the money.