



## Metro Detroit Softball League Manager's Instructions

### **Registration Deadline:**

All team roster forms must be completed and turned in before the 1st regular season scheduled game. No player may take the field without completing the registration forms. Failure to do so will result in the player being ruled ineligible and the team will forfeit any and all games that player played in. Team rosters may be altered by the manager until the end of week 3 or game 6 without notifying the other teams within your division. After game 6 teams must get permission to add players to their rosters from all teams within their division and the MDSL Executive Board.

### **Team Registration Forms:**

Complete the following forms no later than the registration deadline. MDSL roster forms must be filled out completely by all players prior to taking the field. Completely filled out roster forms consists of first and last name, address, city, state, zip code, working phone number, emergency contact person and phone number. The emergency contact information is required by Park(s) and the City of Rochester Hills in order to play softball on their city diamonds. This information is only used in case of a serious injury, that requires a player to be rushed to the hospital by ambulance, then the league and Park(s) will contact your emergency contact person, and notify them of which hospital you have been taking too, and the nature of the injury.

- Members Contact Information Form
  - Every member listed on your team roster must sign this form to be ruled eligible.
  - No member is able to play until he/she signs this form. **NO EXCEPTIONS.**
  - Make a copy of this form for your team records.
  - Submit this form in person at the league's opening day of play to the MDSL Executive Board.
- USSSA Player Eligibility Form
  - Every member listed on your team roster must sign this form to be ruled eligible.
  - No member is able to play until he/she signs this form. **NO EXCEPTIONS.**
  - All members must print their name, sign their name, and provide their birth date to prove they are 18 yrs old.
  - Make a copy of this form for your team records.
  - Submit this form in person at the league's opening day of play to the MDSL Executive Board.



## Metro Detroit Softball League Manager's Instructions

### **Registration Fees:**

Fees are due on the date of the registration deadline and are to be collected before the start of the teams 1st game. No player will be permitted to take the field until their membership fees have been paid in full.

- Team Registration (Sponsorship) fee: \$850.00 per team
- Member Fee: \$30.00 per player on the team roster form
- Uniform Fee: Average of \$15-20.00 per player. This is left up to each team to decide on how much they want to spend on their team jersey's. The requirements for the team uniform are, all uniforms must have the sponsor's name on the front of the shirt, and a number visible on the back of the shirt. Teams may display their number on a sleeve if the back of the shirt has a design on it. All number must large enough for the opposing team to read them without having to ask every batter that comes to bat. Hats are optional and not required. All players must make every attempt to have their uniforms by the start of week 2 of play, and should make every attempt to wear them each and every week of the season.

### **Payment:**

- Submit 1 check or money order for your Team Registration (Sponsorship) fee.
  - Submit this check in person by the 2nd manager's meeting in April.
  - Make check payable to MDSL
- Submit 1 check or money order for all Member Fees.
  - Submit this check in person before the team's 1st game of the season.
  - Make check payable to MDSL
- Cash is always accepted.

### **Member Additions and Deletions:**

Submit documents, forms, and/or fees to the MDSL Secretary. This will streamline roster changes and member fee processing. Modify your team roster by completing the following process.

- Rosters may consist of up to 20 players.
- Roster modification (add/delete) begins week 1 and ends after week 3 or game 6.
- All new players added to the team roster, must sign and pay in full.
- No money will be refunded for deleted players, unless they can prove a medical condition that requires them to be out for the remainder of the season. No refunds for any reason will be given after week 5 of play.

### **Manager's who collect money:**



## Metro Detroit Softball League Manager's Instructions

Manager's of MDSL or assigned players who collect money for team fees, must turn all money over to MDSL to cover team registration fees. They must also turn all money over to the company making their team shirts. Collecting money and skipping town, or keeping it for your own personal use, is illegal, and will be prosecuted to the fullest extend of the law. MDSL will file charges against individuals caught stealing money from players, teams, or the league, and those individuals will be suspended by the MDSL Executive Board.