



TOYOTA

# TUALATIN HILLS ADULT SOFTBALL PROGRAM

## Industrial League Softball: Spring/Summer 2023

### League Information & Registration Procedures

ALL PLAYERS PLAY AT THEIR OWN RISK

**Registration Deadline: Monday, April 3, 2023**

#### Team Fees

**Industrial:** The OPEN Industrial Softball league is open to employees from a THPRD tax paying COMPANY located within the Tualatin Hills Park and Recreation District boundaries. **All but three** players must be employed by the In-District company. Cost **\$440.00**

- Make checks payable to Tualatin Hills Park & Recreation District (THPRD).
- League fees cover direct costs, which include umpires, game balls, rulebooks, scorebooks, awards and complex supervisors.
- All fees are payable by cash, check or credit card and must be submitted with team roster.
- Any team dropping from the league after the league schedules have been completed WILL NOT receive a refund of league fees unless there is a team to take their place.

#### ROSTERS

1. Complete the attached team roster in full, **listing out-of-district players first**. Incomplete rosters will not be accepted.
2. A player may be registered on only **ONE** THPRD Open or Men's industrial team.
3. Players must be 18 years of age or older.
4. Rosters must list a minimum of 14 players and a maximum of 20.
5. Rosters may have three non-employees or a combination of ghost card and non-employees, not to exceed a total of three. For each non-employee player listed on the roster a copy of a valid THPRD Residency card must be submitted with the roster.
6. For each company employee listed on the roster a copy of a current (within three months) pay stub must be submitted with the team roster. The pay stub must list the company name, company address, employee name and date. Pay stubs may have pay information crossed out.
7. **Retired Employees:** A company roster may include players that have retired from the company. Retirees must provide proof of retirement from the company's HR department listing the date of retirement. Retirees must obtain a THPRD Residency ID card. Out of District players must pay the appropriate assessment fee.
8. All non-employee in-district and out-of-district players must submit a copy of a valid THPRD ID card with the team roster. Please see Out-of-District Fee Policy information sheet for details on how to receive a THPRD ID card.
9. If inadequate ID is presented (i.e., no pay stub submitted for an employee), DO NOT put the player on the roster. If this creates less than 14 players on the roster, the team may not be considered for the league.
10. Rosters will be checked for accuracy and may be checked by other teams upon request.
11. Two teams from "small" companies may combine but must have a minimum of 5 employees from each company on the roster.

## HOST CARDS

1. Teams may purchase a maximum of two Ghost Cards for when the team is short roster players.
2. Ghost cards will cost \$50 each and **must be purchased at time of roster submission**.
3. Ghost cards can be used when teams have less than 10 players and are short players for a game. A player can be anyone who is **NOT CURRENTLY** playing on an Open League team in any THPRD league.
4. **GHOST CARDS CANNOT be used during any playoff game.**

## REGISTRATION HOURS

- Office hours Monday through Friday 6am - 10pm, Saturday 8:00am – 7:00pm, Sunday 10:00am – 7:00pm
- If you are unable to make these times, you can email your roster to [k.kotchik@thprd.org](mailto:k.kotchik@thprd.org) and Kyle will email you a confirmation along with a payment link. Payment must be made with a credit/debit card within **48 hours** of the email.

## DEADLINE

1. **DEADLINE:** 7:00 pm, Monday, April 3. Team roster (listing all players THPRD card numbers), placement sheet, entry fee and ghost card fees are due in the THPRD Athletic Center office.
2. **EMAIL REGISTRATION OPTION:** Teams may email team roster (listing all players THPRD card numbers), placement sheet, and request of ghost cards. THPRD staff will go over the documentation and invoice will go to the managers in 48 hours. If payment is not received in 48 hours team will be dropped from the league. [k.kotchik@thprd.org](mailto:k.kotchik@thprd.org)

## TEAM SELECTION

1. No managers meeting: All league information will be e-mailed.
2. **NO MANAGERS MEETING: League information will be e-mailed.**

## TEAM CLASSIFICATION

1. Teams must complete the team placement form and return it with the roster.
2. Team placement in divisions will be based on the manager's request, past records, number of new players and other information provided by the manager. Team managers may be called to help with classification.
3. The THPRD Program Coordinator will make final team placement.

## LEAGUE PLAY

### Industrial Open League:

1. 12 League games will be played.
2. **DAYS:** Tuesday's & Wednesday's
3. **DATES:** April 25 through August 20 (pending rainouts)

4. **GAME TIMES:** 6:30 pm, 4:40 pm, 7:50 pm, 9:00 pm
5. **FIELDS:** HMT Complex (158th & Walker Road)
6. **MAKEUPS:** Makeup games may be scheduled as double headers and may be played other nights as schedules and field availability permits.
1. **PLAYOFFS:** Industrial League: (All Playoffs will be held on your team's league night), Single Elimination Playoffs!
7. **BYES:** ONLY IF NECESSARY, a special request (when **MOST** of the players from a team will be attending a company picnic, wedding, etc.) **may** be granted but **must** be made when roster is submitted (**limited one request per team**). Every effort will be made to grant requests **but** not guaranteed.
8. **Inclement weather:** Please check the THPRD's Statusfied for updates on rainouts/field conditions. THPRD's Statusfied will be updated live time by our staff during the baseball/softball season. You'll be able to find the link to THPRD's Statusfied page here <https://statusfied.com/5033883204> OR at THPRD.org. An APP is also available to download

## AWARDS

1. Awards will be given to playoff champions.
2. All awards will be awarded at the end of playoff games.

## LEAGUE RULES

1. All divisions will abide by the 2023 United Softball Association (USA) rules with the exception of minor league changes adopted by the Tualatin Hills Sports Department.
2. Complete set of THPRD house rules will be available upon registration.
3. Strike zone mat and commitment line will once again be in use.
4. Expect to follow the current CDC and THPRD COVID guidelines.

## ROSTER CHECKS

1. **All players must have proof of enrollment at all games.** Players found not to have proof **will not** be eligible to play in that game. Players not listed on the roster will not be eligible to participate in any games. Teams found to be using illegal players or players without proper enrollment during the game will forfeit that game. **Exception:** Ghost Cards.
2. Team managers are required to have a copy of their official roster at all games.
3. **FORFEITS: Any team forfeiting two games will be dropped from the league and forfeit all fees paid.**
4. **ROSTER ADDITIONS:** Players may be added to your Team roster before your seventh League Game.

## UMPIRES

1. One umpire per league game will be assigned.
2. Anyone interested in becoming an official should call the Athletic Center office (503) 629-6330.

## EQUIPMENT

1. All softball equipment, except game balls and score book must be supplied by the teams.
2. All softballs used in a game must be 12" 52/300 balls.
3. All players must wear shirts with numbers on the back. Matching shirts are highly recommended.
4. All bats to be tested at THPRD. Only bats with approved 2023 sticker will be allowed during play.
5. Bats deemed illegal by USA will not be allowed in league play. Please visit <http://www.teamusa.org/USA-Softball> for a list of legal bats.
6. No senior bats will be allowed.

## PRACTICE FIELDS RESERVATIONS

1. Practice fields at the THPRD Sports Complex are available for league teams beginning March 27.
2. Reservations may be made by current THPRD teams with valid rosters and no outstanding fees, every 2 weeks, by e-mail or phone beginning March 13. Teams may reserve one field per week. Contact Kyle Kotchik at [k.kotchik@thprd.org](mailto:k.kotchik@thprd.org)

## OTHER

1. **Player Waiver and Release:** Waiver and Release forms are **required** by each participating player and manager to play. Waiver forms are preferred electronically through this link:  
<https://forms.office.com/g/BRe8p849nJ> or through this QR Code

SCAN TO SIGN



2. Players will play as their affirmed gender. This means Trans Women are welcome in the Women's League and Trans Men will play in the Men's League, Non Binary (NB) players are welcome in the Open League or Industrial League. Affirmed gender refers to lived in gender rather than as assigned at birth.
3. The Coed leagues have been renamed to the Open league and Industrial league

## IMPORTANT DATES

<b>March 13</b>	Practice Field Reservations Begin: E-mail <a href="mailto:k.kotchik@thprd.org">k.kotchik@thprd.org</a>
<b>March 27</b>	<b>HMT Rec. Complex Softball Fields Open for Practice</b> <i>Reservation Basis only!</i>
<b>April 4</b>	<b>Rosters, Team Placement Form, Entry Fees and THPRD Player I.D. Card Numbers.</b> <b><u>DUE by 9 pm **PLEASE READ REGISTRATION CAREFULLY**</u></b>
<b>April 30</b>	Spring/Summer Softball League Games begin!
<b>July 1</b>	<b>Last day to add/drop players on roster</b>
<b>August 20</b>	Last night of Summer League Play! <b>(pending rainouts)</b>
<b>August 27</b>	Open League Summer Softball League Playoffs! <b>(pending rainouts)</b>



### SPORTS DEPARTMENT MISSION STATEMENT

Tualatin Hills Park & Recreation District's Sports Department is committed to enhancing the quality of life for all its participants. The programs strive to establish a safe and caring environment that allows for individual and social growth by providing and facilitating positive fun and educational opportunities organized with responsible leadership.



ROSTER MUST BE TYPED OR PRINTED NEATLY

Please check appropriate Softball league:  Open Industrial League

**NAME OF TEAM:** \_\_\_\_\_ **MANAGER/COACH:** \_\_\_\_\_

**PRIMARY PHONE:** \_\_\_\_\_ **SECONDARY PHONE:** \_\_\_\_\_

**EMAIL (required):** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

**ALTERNATE CONTACT:** \_\_\_\_\_ **PRIMARY PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

1 GHOST CARD  2 GHOST CARDS Please CHECK if team is purchasing GHOST CARDS

**LIST OUT-OF-DISTRICT PLAYERS FIRST!** Minimum Players – 14

	IN	OUT	PLAYERS NAME	THPRD ID# (Required)	Yrs SB Exp.
1.					
2.					
3.					
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18.					
19.					
20.					

Date Submitted \_\_\_\_\_ Time \_\_\_\_\_



# THPRD ADULT SOFTBALL PROGRAM

## OPEN INDUSTRIAL LEAGUE TEAM PLACEMENT

**THIS FORM MUST ACCOMPANY YOUR TEAM ROSTER.** Please complete this form as accurately as possible. Teams may not be placed in the league they requested. Teams will be placed in leagues according to this information, last year's standings, returning players and the number of teams requesting certain leagues. Managers may be called to help with classification. **Responses will be used to determine team placement.** The THPRD Program Coordinator will make final decision.

1. Current team name: \_\_\_\_\_
2. Did your team play in the THPRD league last year?  Yes  No
3. Last year's team name: \_\_\_\_\_
4. League name last summer: \_\_\_\_\_
5. Level of play last summer: \_\_\_\_\_
6. Contact name and number of league coordinator if not THPRD: \_\_\_\_\_
7. Last year's Won/Loss record: Wins \_\_\_\_\_ Losses \_\_\_\_\_
8. How many years has the team played in THPRD or other leagues? \_\_\_\_\_
9. How many years has the core of the team played together? \_\_\_\_\_
10. Number of returning players: \_\_\_\_\_
11. Average years of softball playing experience: \_\_\_\_\_
12. Average age of players: \_\_\_\_\_
13. Additional comments on team placement:  
\_\_\_\_\_

14. League preference: (Circle One) "A" - higher skilled, most competitive league and "B" - least competitive

A  B

**Only if necessary,** list a game dates that your team needs a BYE because **MOST** of the players will be attending a company picnic, wedding, etc. Limited to **one** request. **PLEASE NOTE** bye requests **may not** be granted. Reason for request (Please be as specific as possible for determination purpose) Late/early games times will not be granted. Only game dates.  
\_\_\_\_\_