



# TUALATIN HILLS ADULT SOFTBALL PROGRAM

## Women's Softball: Spring/Summer 2026

### League Information & Registration Procedures

ALL PLAYERS PLAY AT THEIR OWN RISK

**Registration Deadline: Wednesday, April 15, 2026**

#### TEAM FEES

**Option #1:** 100% of roster In-District **\$480** (12 games) All individual players must have a current THPRD account and be In-District or Out-of-District with a paid Summer Assessment.

**Option #2:** Includes up to 20 Out-Of-District players **\$955** (12 games) All individual players must have a current THPRD account, however individual Out-Of-District players DO NOT need to pay assessment fee, it is included in the team fee.

- Roster verification will take place prior to payment being received. (Any Out-Of-District player with a current summer assessment paid will be considered In-District.)
- Make checks payable to Tualatin Hills Park & Recreation District (THPRD).
- League fees cover direct costs: umpires, game balls, rulebooks, scorebooks, awards and supervisors.
- Fees **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.
- **All in-district and out-of-district players must have a valid THPRD Residency Card.**  
Please call the Athletic Center front desk (503-629-6330) for THPRD Residency Card.

#### 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** Tualatin Hills Women's League team per night of league play.
3. Players must be 18 years of age or older and sign the Player Waiver and Release form.
4. Rosters must list a minimum of 12 players and a maximum of 20.
5. All in-district and out-of-district players must submit their valid THPRD I.D. card number on the team roster. Please call the Athletic Center front desk (503-629-6330) to receive a THPRD I.D. CARD number.
6. Players without a THPRD residency I.D. card **may not** be added to the roster.
7. The add/drop deadline will be July 1<sup>st</sup> for all players. (In & Out of District)
8. The THPRD office **will not** be responsible for holding individual copies of I.D. cards. Please be sure players give all information to their Team manager. **ROSTERS will not be accepted without THPRD Residency I.D. card numbers.**
9. Rosters will be checked for accuracy and may be checked by other teams upon request.
10. If a team is in need of players, a list of enthusiastic softball players looking for a team to play on is kept at the THPRD Athletic Center office. Call (503) 629-6330 or stop by for a copy of the list.
11. Teams not meeting the above criteria will not be considered, for league play.

## GHOST CARDS

1. Teams may purchase a maximum of two Ghost Cards for when the team is short roster players.
2. Ghost cards will cost \$60.00 each and must be purchased when the rosters are turned in.
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 a women's team in any THPRD league.
4. Players to sign and player waiver and release form.
5. **GHOST CARDS CANNOT be used during any playoff game.**

## REGISTRATION HOURS

- **Office hours Monday through Friday 6am - 10pm, Saturday 8:00am - 10:00pm, Sunday 10:00am - 10:00pm**
- **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 with a payment link. Payment must be made with a credit/debit card within 48 hours of the email.**

## DEADLINES

1. **IN-PERSON:** 7 pm Wednesday, April 15. 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 rosters (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.

## TEAM SELECTION

1. 12 teams may be accepted into the league.
2. Notification of acceptance into the league will be e-mailed.
3. **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. Final decisions will be made by the THPRD Sports Department.

## LEAGUE PLAY

1. 12 league games will be played.
2. **DATES/DAYS:** Opening Day Tuesdays, May 5
3. **GAME TIMES:** 6:30 pm, 7:50 pm & 9:00 pm
4. **FIELDS:** Howard M. Terpenning Recreation Complex (158th and Walker Road, Beaverton, OR.).
5. **MAKEUPS:** Makeup games may be scheduled as double headers and may be played on other nights as schedules and field availability permits.
6. **PLAYOFFS:** Playoffs will be held following week of last game. Higher seed will be designated home team.
7. **BYES:** ONLY IF NECESSARY, special request for byes (i.e. company picnic, weddings) may be granted but must be made when roster is submitted (limited to one request per team). Every effort will be made to grant requests, but not all can be granted.
8. **Inclement weather:** Please check the THPRD's Statusfy for updates on rainouts/field conditions. THPRD's Statusfy will be updated live time by our staff during the baseball/softball season. You'll be able to find the link to THPRD's Statusfy page here <https://statusfy.com/5033883204> OR at THPRD.org. An APP is also available to download. **On game days with inclement weather, an email will be sent to all managers as soon as fields are deemed unplayable.**

## AWARDS

1. Awards will be given to playoff champions.
2. Any custom awards please allow at least 2 weeks.

## LEAGUE RULES

1. All divisions will abide by the 2026 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.

## 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 11" 52/300 balls. 1 game ball per home game included.
3. All players should wear shirts with numbers on front or back or both recommended. Matching shirts are recommended.
4. **NO METAL CLEATS.**
5. All bats to be tested at THPRD. Only bats with approved THPRD 2026 sticker will be allowed during play.
6. Bats deemed illegal by USA will not be allowed in league play. Please visit <https://www.usasoftball.com/certified-equipment/> for a list of legal bats and compression thresholds.
7. Senior bats **WILL NOT be allowed.** USSSA certified bats meeting compression **WILL be allowed.**
8. Wood bats that are not cracked or altered are permitted.

## PRACTICE FIELD RESERVATION

1. Practice fields at the THPRD Sports Complex are available for league teams beginning March 23.
2. Reservations may be made by current THPRD teams with valid rosters and no outstanding fees, every two weeks, by e-mail or phone beginning March 9. Teams may reserve one field per week. Contact Kyle Kotchik at [k.kotchik@thprd.org](mailto:k.kotchik@thprd.org).

## OTHER

1. Softball Association does not supply Insurance. All players play at their own risk.
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.

## IMPORTANT DATES

<b>March 9</b>	Practice Field Reservations Begin: E-mail <a href="mailto:k.kotchik@thprd.org">k.kotchik@thprd.org</a>
<b>March 23</b>	<b>HMT Rec. Complex Softball Fields Open for Practice</b> <i>Reservation Basis only!</i>
<b>April 15</b>	<b>Rosters, Team Placement Form, Entry Fee's and THPRD Player I.D. Card Numbers. <u>DUE by 7:00 pm</u> - <b>**PLEASE READ REGISTRATION CAREFULLY**</b></b>
<b>May 5</b>	Opening Day!



### 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.





Tualatin Hills Park & Recreation District  
ROSTER MUST BE TYPED OR PRINTED NEATLY

Please check appropriate Softball league:  WOMEN'S

**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 – 12

	IN	OUT	PLAYERS NAME	THPRD ID # (Required)	Yrs SB Exp.
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					

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

Option #1  Option #2

## TUALATIN HILLS ADULT SOFTBALL PROGRAM WOMEN'S 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 help 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. Contact name and number of league coordinator if not THPRD \_\_\_\_\_
6. Last year's Won/Loss record: Wins \_\_\_\_\_ Losses \_\_\_\_\_
7. How many years has the team played in THPRD or other leagues? \_\_\_\_\_
8. How many years has the core of the team played together? \_\_\_\_\_
9. Number of returning players: \_\_\_\_\_
10. Average years of softball playing experience: \_\_\_\_\_
11. Average age of players: \_\_\_\_\_
12. Additional comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**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.

  

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