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# MANAGER'S RULE BOOK

# Diamond<sup>®</sup>

## PROUD TO BE THE OFFICIAL BALL OF THE



## NABA LEAGUE MEMBER BENEFITS

Being a member of the NABA has many advantages. We appreciate you being a part of our association. By being a NABA member you and your team have opportunities and benefits we would like you to know. Below is a list of some of the benefits the NABA offers.

- League Championship Award Program- Every NABA league Champion receives a \$500 gift certificate to our World Series in Phoenix, AZ or Jupiter, FL.
- Discounts on NABA Tournaments- All NABA league teams receive a discount when they play in NABA tournaments. Each NABA tournament offers a discount only if you are an NABA league team. The price varies for each tournament. Check our website for more details @ [www.dugout.org](http://www.dugout.org)
- World Series & National Tournaments- Each NABA team will get an opportunity to compete in our World Series in Arizona or Florida. We also offer 12 other National Tournaments for you to choose from.
- Additional Tournament Discounts- If your team enters and wins one of the NABA National Tournaments your team will receive credits to other NABA tournaments.
- Online Registration- The NABA offers free online registration to all of its members. No more paper. Sign up online
- Free League and Team Websites- Each league and team by being members of the NABA receive a free website. Leagues and Teams also have the opportunity to purchase an additional stat program that will keep nationwide stat leaders.
- Customize League Options Programs- The NABA offers discounts on league options. Each League has the opportunity to purchase league shirts, awards, equipment, and baseballs at discounted fees. We will customize anything you want. We can use our logo or yours.
- \$2,000,000.00 Liability and Secondary Medical Policy: Through a national program, the NABA can offer a \$2,000,000.00 liability and secondary medical insurance policy to all leagues at an affordable discounted rate. All administration is done through our national office. Insurance certificates are processed on a timely matter and forwarded the same day.
- NABA's own logo model brand baseball from Diamond Sports (NABA-D1). The NABA official baseball is furnished by Diamond Sports, which carries the official NABA logo on the ball. This quality ball is a D-1 series ball and all league and members can purchase a dozen baseballs for \$45 with FREE shipping. Leagues with big orders will be able to brand their own logo on the balls.
- NABA Managers Rulebooks and League Administration Materials. Managers of teams in the NABA will receive FREE a Managers Rulebook complete with all playing rules, tournaments and managerial materials forms attached like All-Star ballots, players trade or drop notice, player evaluation form for tryouts, umpire evaluation form and many more useful forms. Each manager also gets a sponsorship letter for assistance on getting a company sponsor for your league. All NABA Leagues receive FREE NABA online Registration for Players & Managers, FREE Roster Form Envelopes and on-line interactive website for all operational resources for all local league presidents (League Presidents Dugout) and team managers (Team Managers Dugout). The NABA also provides telephone support through our national office staff.
- NABA National and League Web Sites. The NABA has developed its own website you can visit us at [www.dugout.org](http://www.dugout.org) for information about leagues, tournaments, and other news. We also have an online, secure NABA Merchandise Store stocked with only original NABA logo merchandise, where all types of sporting goods and equipment can be purchased over the Internet.
- Equipment Discounts- The NABA offers all of our members discounts on all Diamond Products. We can get you anything baseball related at discounted fees.
- Online Newsletter- The NABA produces an online newsletter for all of its members.

The **NABA** values its members and prides itself on customer service. If you need anything for your league or team please feel free to contact us at:

**1.800.621.6479 or [nabanational@aol.com](mailto:nabanational@aol.com).**

**IMPORTANT PHONE NUMBERS & DATES**

**NABA National Office:** 3609 South Wadsworth Blvd., Suite 135 - Lakewood, Colorado 80235  
Phone: (303) 639-9955 Fax: (303) 639-6605  
**E-Mail/Internet:** E-Mail us at: NABANATIONAL@aol.com Locate us on the  
World Wide Web at: www.dugout.org

**Your League President:** Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_

**Your League Commissioner:** Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_

**League Scoreline:** Phone Number: \_\_\_\_\_

**Important Dates:** **Organizational Meetings:** Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Location: \_\_\_\_\_  
**1st Manager's Meeting:** Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Location: \_\_\_\_\_  
**Tryouts:** Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Location: \_\_\_\_\_  
**2nd Managers' Meeting:** Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Location: \_\_\_\_\_  
**Season Opening Day:** Date: \_\_\_\_\_ Time: \_\_\_\_\_  
**All-Star Game:** Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Location: \_\_\_\_\_  
**Deadline to enter players into All-Star Game:** \_\_\_\_\_  
**Post Season Play:** Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Location: \_\_\_\_\_

**Tournament(s) of Interest:** \_\_\_\_\_ Deadline to Enter: \_\_\_\_\_  
Date: \_\_\_\_\_ Location: \_\_\_\_\_

**Tournament(s) of Interest:** \_\_\_\_\_ Deadline to Enter: \_\_\_\_\_  
Date: \_\_\_\_\_ Location: \_\_\_\_\_

**World Championship Series:** Deadline to Enter: \_\_\_\_\_  
Date: \_\_\_\_\_ Location: \_\_\_\_\_

**National Adult Baseball Association  
Rules Committee**

Shane Fugita - President & C.E.O.  
Joe Collins - Vice President  
A.J. Fugita - Administrative Assistant  
Eric McGhee - San Jose League President

**DISCLAIMER**

This document attempts to clarify and simplify as many rules as possible. The intent is to eliminate loopholes so that any one team does not receive an unfair advantage over another. In the event an issue, matter, or circumstance has not been addressed herein, the NABA reserves the right to resolve said occurrence in the best interest of the League as a whole, in the spirit of the game of Baseball and with impartiality to all the participants.

## TABLE OF CONTENTS

LEAGUE OPTIONS MENU .....	i
IMPORTANT PHONE NUMBERS & DATES .....	ii
NABA RULES COMMITTEE .....	iii
TABLE OF CONTENT .....	iv - v
<b>INTRODUCTION</b>	
Introduction .....	1
Mission Statement .....	1
Goals of the NABA .....	1
League Presidents & Commissioners .....	1
Description of Leagues .....	1
Rules Committee, Baseball Rules & NABA Rules .....	2
NABA Cities, Leagues & Divisions .....	2
Newsletter .....	2
Sportsmanship & Standards of Behavior .....	3
Managers .....	3
Player Conduct .....	3
Alcohol, Drugs & Tobacco .....	3
Safety rules for Stands, Playing Field, Benches/Dugouts .....	3
<b>ORGANIZING YOUR TEAM</b>	
Informational Meeting & Manager's Meetings .....	4
Tryouts & Draft Information .....	4-5
Player Pool .....	5
Team Names, Placement & Roster Size .....	5
Team Name .....	5
Team Placement .....	5
Team Roster .....	6
Player Eligibility for NABA League & Playoffs .....	6
League Eligibility .....	6
Playoff Eligibility .....	7
Contracts & Team Fees .....	7
Contracts & Fees .....	7
Completing Contracts .....	7
Player Adds, Drops & Transfers .....	8
Player Adds .....	8
Player Drops .....	8
Player Transfers .....	8
<b>FIELDS</b>	
Obtaining Fields .....	9
Type of Fields .....	9
Field Maintenance .....	9
Respect for Fields .....	10
Umpires .....	11
Forfeited Games .....	11
Fees & Payment .....	12
Behavior Toward Umpires .....	12
Substitute Umpires .....	12
<b>EQUIPMENT</b>	
Baseballs & Bats .....	13
Uniforms .....	13
Shoes .....	13
Helmets .....	13

## TABLE OF CONTENTS

<b>PLAYING THE GAME</b>	
Schedule .....	14
Game Times & Time Limits .....	14
Dugout - Home & Visitor .....	15
Eight Player Start Rule .....	15
Lineup Cards .....	15
Offensive Lineup .....	15
Batting Order & Offensive Starter Re-Entry Rule (All Leagues) .....	16
Courtesy Runner .....	16
No Collision Rule .....	17
Defensive Lineup .....	17
Injury Substitution (All Leagues) .....	17
Run Rule (Mercy Rule) .....	17
Practice Games .....	17
Doubleheaders .....	18
Rain-out Policy .....	18
Canceled Games .....	18
Foul Lines .....	19
Reporting Scores .....	19
<b>PROTEST, FINES &amp; SUSPENSIONS</b>	
Protests .....	19
Protest Fee .....	19
Fines & Penalties .....	20
Ejections .....	20
<b>ALL-STAR GAMES, PLAYOFFS &amp; TOURNAMENTS</b>	
All-Star Games .....	21
League Playoffs .....	21-22
Final Standings, Playoff Teams, Playoff format & Awards .....	21
Tie Breaker System .....	22
Dropped Teams .....	22
Tournaments & Special Tournament Rules .....	23
Major Tournaments .....	23
World Championship Series .....	23
Tournament Roster Rule .....	23
<b>MANAGING TIPS</b>	
Organization .....	24
Working With Your League President .....	24
Managing Your Team .....	24
Practicing .....	24
Sponsorship & Team Finances .....	25
<b>LIST OF NABA FORMS</b>	
Player Transfer Notice .....	F-1
Player Drop Notice .....	F-2
NABA Player Evaluation Form for Tryout .....	F-3
NABA Defensive Line-Up Form .....	F-4
All-Star Ballot .....	F-5
Team Fee/Sponsorship Worksheet .....	F-6
Umpire Evaluation Form .....	F-7
NABA Field Assignment Contract .....	F-8
Notes .....	F-9
INDEX .....	F-10 - F-11

## **INTRODUCTION**

The National Adult Baseball Association (NABA) is headquartered in Littleton, Colorado, and is one of the fastest growing recreational and competitive programs in the country offering adult amateur baseball to adults in leagues nationwide. The NABA is organized nationally in groups categorized by age - those categories (leagues) are 18 & Over, 25 & Over, 35 & Over, 45 & Over, 50 & Over, 55 & Over, 60 & Over. These leagues may be divided into classifications based on experience level and ability - Advanced (AAA), Intermediate (AA) or Recreational (A).

## **MISSION STATEMENT**

All NABA cities play under a common set of rules designed to organize amateur adult baseball into consistent, fairly run, and responsible adult baseball leagues. NABA baseball is family-oriented, but competitive. The NABA's aim is to provide adults over the age of 18, with fair, well-organized and enjoyable amateur baseball leagues in their communities.

No arbitrary distinction or discrimination due to a potential player's gender, race, color, religion, national origin, or disability shall be inferred or permitted.

### **GOALS OF THE NABA:**

1. Provide a well-organized and well-run League that is administered in a fair and impartial manner that keeps the player in mind and provides a forum for adults of all ages to play baseball, not softball; and
2. Provide leagues that are designed to accommodate different ages and abilities to eliminate the fear of intimidation; and
3. Create an organized and consistent nationwide "amateur baseball league" for adults ages 18 and over.

### **LEAGUE PRESIDENTS & COMMISSIONERS:**

The NABA League President (and their Assistant or Commissioner) for your city have been hired and trained to implement the NABA program. They have a direct contact with the NABA National Office Vice President and President. All of this is to insure that each NABA league runs properly, is well organized and supplied, and fairly administrated. Your League President has become involved because he or she loves baseball just like you. They take a considerable amount of personal time to devote to baseball and the goals of the NABA. They are hard working, and while they may not always have all the answers, they are part of an organization that has been successful in developing and sustaining organized adult baseball in the United States. If you have a problem, always approach your League President and discuss it. Pass the information gained from your discussions with the League President along to your players. Remember, League Presidents are not running a league for financial gain, but because they love baseball!

The NABA prides itself on its responsiveness to its players, managers and coaches and on its openness and availability to any adult who wishes to play baseball. If you feel it necessary to comment, ask a question, or bring a potential problem to NABA's attention please feel free to contact the NABA National Office:

### **NATIONAL ADULT BASEBALL ASSOCIATION**

National Headquarters  
5944 S. Kipling St., Suite 200  
Littleton, CO. 80127  
(800) 621-6479 • (303) 639-9955  
Facsimile: (303) 639-6605

### **DESCRIPTION OF LEAGUES:**

NABA leagues are organized into different age groups with levels of competitive play and ability. The 18 & Over Leagues (18AAA, 18AA, 18A or just 18 Open in smaller cities) are for players' age 18 or older and are organized into an 18 "AAA" League (advanced: the most competitive, generally available only in the veteran (larger cities with more than 20 teams), an "AA" League (intermediate league), and a "A" League (recreational league) and 18 "Open" (all ages and all levels of ability play). The 25 & Over, 35 & Over, 45 & Over, 50 & Over, 55 & Over, and 60 & Over leagues (hereafter referred to as "25+", "35+" and "45+") are limited to players who meet the minimum age requirement for those leagues (25, 35 and 45, respectively) and then, as the league grows in size and number of teams, are organized by competitive play and ability into "AA" and "A" and Rookie leagues. Players that are over 25, 35 or 45 may participate in an 18 & Over League. Not all NABA cities can, or will be divided in this manner-experience; size and the number of available teams are the determining factors. Cities with fewer than 10 teams must play in one 18 & Over "A" League.

## **RULES COMMITTEE, BASEBALL RULES & NABA RULES:**

Rules in this Manager's Rulebook and Guidelines apply to all NABA Cities. Specifics such as game times, play dates, umpire fees, and forfeit bonds may slightly vary from city to city but the playing rules are the same. One advantage of a nationally organized league is rules that allow for a common ground and uniformity across the nation. Players who move from one NABA city to another can be assured that the same rules apply everywhere so there can be no question of favoritism, or "local rules" applying. The same game is played in New York as in California; players and managers in San Diego, CA can expect to find the same standards of behavior and play in Denver, CO. An NABA League President must obtain permission from the NABA National Office to vary from any NABA rules. **Managers may not, at any time, alter any NABA rules under informal agreements.** Protests involving informal agreements made before, during, or after a game will not be considered.

NABA rules allow baseball to be played with the strategies and tactics that are unique to baseball and yet allow for more participation by all players. Each year these rules are reviewed, revised and reprinted by the NABA Rules Committee.

All games are played under the rules of baseball as stated in the most recent Official Rules of Baseball published by the National Baseball Congress, Inc. with the exceptions, additions, or notations contained in this booklet. The NABA Rules Committee also has access to, and frequently consults, The Case Book of the Official Playing Rules Committee of Major League Baseball, and the Handbooks of both the American and National League Umpires. These reference materials interpret and elaborate on the language of The Official Rules and are available to the public compiled in an Official Major League Baseball Publication entitled "Make the Right Call" as published by Triumph Books, Inc. 644 South Clark Street, Chicago, IL 60605.

### **NABA CITIES, LEAGUES & DIVISIONS:**

**CITY** - The NABA city or region that you play in. For example, NABA - San Diego, CA, NABA - Miami, FL or NABA - Southeast Massachusetts. The name of your city or region should be listed on manager, coach and player contracts in the appropriate space.

**LEAGUE** - An age group or level of play within a NABA City. For example: 18AAA: for players with experience at the junior college level or higher; 18AA: for players with experience at the high school varsity level; 18A: for players that have not played in a while or have never played; 18 & Over: for small leagues or cities without different levels of play yet; 25+: for players of any ability that are at least 25+ years old; 25AA: for 25+ Advanced players that are at least 28+ years of age; 25A: for 25+ Recreational players that are at least 25+ years of age; 35AA: for 35+ Advanced players that are at least 35+ years of age; 35A: for 35+ recreational players that are at least 35+ years of age; 45+: for players of any ability that are at least 45 years of age.

**DIVISION** - A division within a particular League (i.e. the American and National divisions of an 18 & Over A League).

The League President will consult with NABA Vice President and President when organizing the Leagues in their city.

### **NEWSLETTERS, E-MAILS, WEBSITES:**

Each league varies on how they communicate. Some leagues will communicate by one or more of the following: newsletter, email, or league website. Communication by whatever means is given to the manager of each team in the league and is the League President's means of communicating valuable important league information such as league standings, game scores, schedule changes, field directions, and field maintenance procedures. The information may also include tournament info, league highlights, All-Star game updates, anecdotes and short notes on local activities.

NABA's experience has shown that those managers who inform their players of the league information at every game have better involved players with a sense they truly "belong" to an organized baseball league. You will feel less pressured as a "go-between" or "middle-man" if you keep your players informed.

Should you, the manager, not receive a league information call your president/commissioner and determine the reason. The two most common causes are - (1) holiday weekends when no games were played; and (2) you, the manager, are not aware of the communication tool your league president may be using.

**NOTE:** It is the team's responsibility to notify the league of any changes to the team's status (i.e., new mailing address, new team manager, etc.).

**INFORMATION PUT FORTH REGARDING SCHEDULE CHANGES, FIELDS, SUSPENSIONS, ETC. SHALL BE CONSIDERED OFFICIAL LEAGUE POLICY.**

## SPORTSMANSHIP & STANDARDS OF BEHAVIOR:

### Managers:

As a team manager you represent your team to other teams and the NABA. Be a responsible manager. If you have questions about rules, field locations, or other problems call your League President or Commissioner. They are there to help you during the season. **Bring your Rulebook and Guidelines to games for reference before or during the game.**

Read the weekly standings. There will be notices concerning game changes, meetings, or other information that you need to have. While each League President tries to provide an established schedule of games, there may be unavoidable changes and a newsletter, email or website are the ways that you may be notified of those changes.

Read your manager's contract, the coach and player's contracts, the NABA Rulebook and Guidelines and any other material given to you. Become informed about how the NABA works and keep updated so that you stay informed. The best way to help your team and have fun is to review all of the NABA and Baseball rules and policies and be informed.

### Player Conduct:

Control yourself and your players. Make sure your players know the rules that affect them. **Make sure they read the contract they sign.** Good sportsmanship is expected of every player. It is up to each player to make the game competitive and enjoyable for the other players, managers, and umpires that participate, as well as for friends, family and other spectators who come to watch. Fighting and/or physical abuse of players, umpires, or spectators, or abusive language directed at players, umpires, or spectators will not be tolerated by the NABA.

### Alcohol, Drugs & Tobacco:

**ALCOHOLIC BEVERAGES AND/OR DRUGS ARE SPECIFICALLY PROHIBITED ON HIGH SCHOOL CAMPUSES BY A VARIETY OF MUNICIPAL, COUNTY AND STATE LAWS. IN ADDITION, THE NABA EXPRESSLY PROHIBITS ANY ALCOHOLIC BEVERAGES AND/OR DRUGS IN THE VICINITY (INCLUDING PARKING LOTS) OF ANY FIELD USED BY THE NABA SO AS TO AVOID ANY APPEARANCE OF VIOLATING THESE LAWS. THIS APPLIES TO ALL MANAGERS, PLAYERS, COACHES, AS WELL AS FANS, FRIENDS, FAMILY MEMBERS OR SPECTATORS THAT COME TO GAMES. ANY MANAGER OR PLAYER FOUND TO BE IN VIOLATION OF THESE RULES MAY BE SUSPENDED IMMEDIATELY FOR A MINIMUM OF TWO (2) GAMES. ADDITIONAL SANCTIONS MAY ALSO BE APPLIED AGAINST ANY OFFENDER(S).**

A second violation may result in expulsion from the NABA, either individually or as a team. Please notify all participants and spectators of this rule. Umpires have the authority from the NABA to stop or forfeit games if there is a problem with drinking or drugs at any game or facility being utilized.

Teams are to police their fans, friends, family members or spectators for violations of league rules. Both team managers should attempt to persuade any person or persons participating in or watching the game and who are in violation of this section to leave the premises. **To Reiterate: Umpires have the authority from the NABA to stop or forfeit games if there is a problem with drinking or drug use at any game or facility.**

Many school districts, city or county ordinances may prohibit all or some forms of tobacco use (cigarettes, dip, chew, etc.) at a facility. It is very important to observe these rules wherever and whenever they may be in force. In those instances where tobacco use is not prohibited, please use courtesy, common sense, fire-safety awareness and sanitation in both the use and disposal of all tobacco products. No coach or incoming team wants to see cigarette butts and chew-spit tarnishing the field and dugouts. League Presidents may enforce penalties or prohibit use for repeated offenses.

### Safety Rules for Stands, Playing Field, Benches/Dugouts:

Only players, managers, and coaches are allowed on the field or in the dugouts. Only players, managers, and coaches under contract to the NABA and in uniform are permitted to coach bases. Scorekeepers, other than a manager, coach or player must remain in the stands.

A team may designate two (2) batboys or girls but they must be at least ten (10) years of age or older and must wear protective helmets at all times while in the dugout or on the field. They must remain in the dugout except when retrieving equipment after an at bat or other play in the field. Any parent who allows or designates their boy or girl as a bat boy or girl at an NABA game accepts responsibility for any liability that may be caused to them by their own actions, or by the actions of others.

## ORGANIZING YOUR TEAM

### INFORMATIONAL MEETINGS & MANAGER'S MEETINGS:

Before the start of the season, NABA cities have a 5-6 week organizational period that may include:

- An Informational Meeting on the NABA, which is open to new and returning managers and players.
- First Manager's Meeting open to managers who are entering teams in any league. Rules, procedures, tryouts, and plans for the season are covered at this meeting.
- Tryouts.
- A final Manager's Meeting or due date, when all contracts, fees, and forfeit bonds are due. **Insurance regulations and the Rules of NABA mandate if a team has not submitted the above material by the due date they shall not be allowed to begin play.**

As a manager, you are responsible for making sure your team is represented at all manager's meetings and tryouts. If you cannot attend personally be sure to have the coach or a team representative to attend.

### TRYOUTS & DRAFT INFORMATION:

The purpose of tryouts is to assist players in joining a team roster and to assist managers who are looking for one, two, or maybe thirteen players to fill out their team. Managers who are content with their team do not need to draft. Managers should think about this, even if you have a full team, there's always good talent at the draft, so adding one special back-up player or pitcher never hurts. All managers should attend the tryouts even if they are not going to draft. This shows league unity and provides a confidence boost to the players trying out that enough managers are present to find a roster spot.

All managers should sign in with the League President and should reaffirm their draft position before tryouts begin. ALL MANAGERS ARE REQUIRED TO COMPLETE AND SIGN AN NABA MANAGER'S CONTRACT BEFORE ATTENDING AND PARTICIPATING IN THE TRYOUT/DRAFT. MANAGER'S FAILING TO DO SO WILL LOSE THEIR DRAFT ORDER AND NOT BE ALLOWED TO DRAFT. All managers are required to remain in the designated manager's area throughout the tryouts except in specific instances as directed by the League President or other league representatives.

**No manager is allowed to speak with players before or during tryouts.** Any manager doing so will lose his/her 1st round draft pick; additionally, the player or players involved will not be allowed to play for that manager's team that season. All players will be informed of this rule. If you draft a player, you are making a commitment to give that player an opportunity over the first four (4) games of the season to make your team and to participate in games. Likewise, players must be available to you for four (4) games, before they can pursue opportunities with other teams.

**Note:** please be aware that the NABA reserves the right to alter the draft order for managers recruited by the league at the tryout venue.

The tryouts, as explained in the First Manager's Meeting, will follow this format:

- ❖ Registration and Warm-up;
- ❖ League President's Address to players - Approximately ten minutes spent introducing them to the NABA, discussing the tryout procedure, schedules, games, costs and insurance; also, volunteer managers will be asked for if the number of players trying out exceeds the players the existing managers are seeking;
- ❖ Tryout Procedure - outfield, infield, pitching/catching and hitting. If necessary, this procedure may vary slightly from city to city based on local circumstances or at the discretion of the League President after consulting the NABA National Office.
  - a. Outfield - Each player will receive two (2) fly balls from the pitching machine. First attempt will be in to 2nd base while the second will be to 3rd base. Managers may line up on the left field line but are not to cross it.
  - b. Infield - Managers return to 3rd base dugout. Each player will get two (2) opportunities to field a grounder. They will throw to 1st base. There, players trying out as 1st baseman will alternately take the throws.
  - c. Pitching/Catching - Each pitcher gets eight (8) pitches of their choice. Catchers will receive pitches and throw down the last pitch to 2nd base.
  - d. Hitting - In groups of ten (10) (numerically from the smallest number to the largest), each hitter will get 7-10 pitches (not swings/cuts), based on attendance. This will continue in groups of ten (10) until all players have hit.

Latecomers will not be given special accommodations, nor will they be allowed to hit if hitting has ended. Player numbers will be called out by the League President from the end of the third base dugout, where all the managers will be. **MANAGERS MUST STAY IN THE DUGOUT DURING HITTING.**

After players have finished hitting, the tryout procedure is over and the draft will begin. The draft begins as arranged at the first manager's meeting. With regard to the 18 & over draft, 18AAA may draft 2 rounds through, then 18AA, followed by 18A. Local circumstances may permit a separate 18A tryout and/or draft. The same applies to situations where a 25+ and/or 35+ league AA and A division exists. Managers will stand in front of the 3rd base dugout. Managers will call out a player's number. If that player is still available, the League President will record the selection, the manager will write the number down, the next manager then makes his/her selection and so on.

When all managers in a league are done drafting, the League President will call out to the players the numbers of those that have been drafted by the managers in this league. Managers must wait until all drafting is done before introducing themselves to their draftees, giving them their team name, the team fee (if known), and next meeting or practice time. Each manager should also pick up a copy of the tryout contract for each player he/she has drafted. If there is a drafted player who has already left, managers will have name, address and phone information for those players. Those managers and their players then leave the immediate area to allow subsequent leagues to draft.

\* The local League President may change how the draft process works for what best suits his league.

### PLAYER POOL:

After tryouts and throughout the season, the NABA maintains a pool of players hoping to join a team. Managers looking for players should contact the League President to obtain the name and phone numbers of players in the pool. League Presidents will make it a practice to send players to teams that have forfeited games or are struggling to get more than 9 players to a game. A Player may not be signed and added to a team on game day unless the League President assigned that player to that team from the Player Pool. Players not obtained through this procedure may not be signed and added to play on the day of the game.

### TEAM NAME, PLACEMENT & ROSTER SIZE:

#### Team Name:

All new teams joining the league, as well as existing teams opting to change their team name, should contact their League President before committing to the expense of new uniforms. The intent is to eliminate the possibility of two or more teams in the same league with the same name. This especially holds true when a team wins their league and is moved to the next level of competition where a team with their name may already exist.

The NABA reserves the sole right to determine whether a team name offends community standards. Traditional baseball team names or team names reflecting sponsorship of the team are preferred but innovative or creative names are welcome but subject to approval by the NABA.

#### Team Placement:

The NABA reserves the sole right to determine which league a team is best suited to play. Team placement may be based on, but not limited to, team ability, past performance or the number of teams in each league to maintain an even schedule.

NABA leagues are designed for competition and recreation. Teams that are too strong or too weak for their respective leagues will be placed by the NABA into the appropriate league. Typically, League Champions must move up to the next highest level of play for the following season. Teams winning a shortfall season may not have to move up in the next spring. Teams with a season above the .800 mark have the option to move up to the next level of play in the following season. Teams qualifying for playoffs with a regular season winning percentage of .800 may also have the option to move up a league. Teams finishing .900 and above for two seasons may be moved up by the NABA. Team movement will be at the sole discretion of the local league President and will be predicated on the availability of space in the appropriate league.

Teams finishing below .250 for two successive seasons may be moved to a lower level of play where they may be more competitive.

### Team Roster:

Each team must carry one (1) manager and at least ten (10) signed players on its roster at all time to be eligible to compete in league games. There is no limit to the number of players on a team's roster.

Any incomplete contract makes the player ineligible and the game subject to forfeit if protested by another manager. All managers should have their copies of their players' contracts with them during games to afford proof of player eligibility. Managers not having player contract copies with them when requested to offer them by an opposing manager may face a possible protest and investigation of their roster.

### PLAYER ELIGIBILITY FOR NABA LEAGUE & PLAYOFFS:

#### League Eligibility:

A player must be 18 years of age or older. Players may not sign a contract before their 18th birthday. Players who are currently active in university, collegiate, or JC baseball programs must play in the highest skill level available in their NABA city or in any NABA tournament. Former players in Division I or II programs must have been out at least two years unless they are playing in the highest skill level in their local league, Division III players for 1 year, or any other former collegiate player for 6 months to be exempt from playing in anything but in the highest skill level in an NABA city. \* Your local League may change the player eligibility rule in your area.

Managers should be aware that NCAA Division I baseball rules prohibit more than 3 players from playing on the same off- season team. These players may be subject to losing their collegiate eligibility. Be aware of who your players are and their background. If more than 3 Division I level players participate in an NABA game for the same team, that game is forfeited and the manager risks suspension. NABA Rules Committee has the complete NCAA Compliance Regulations on file. If you are unsure or have any doubt, contact your local League President.

Players who have been under verifiable professional baseball contracts in the last 60 days are ineligible to play in any NABA league except in the highest level league in their city. Teams violating this rule will forfeit all games in which that player (or players) played even if the existence of a contract is discovered after the fact. Final resolution in such a situation is at the discretion of the League President, who must consult with a NABA National Director. Special rules governing tournaments and other events may alter or deviate from the above.

Former Major League players are restricted to the highest level of play within the age group they play in. A major league player is one who may be found in the Baseball Encyclopedia. This restriction is removed if the player is 48 years or older. The above rule governing professionals also applies.

No player may play on teams in two different leagues within the same age group simultaneously (e.g. 18AA and 18A). In Cities that have several divisions playing on different game days (i.e. Saturday 35+, Weekday 25+) may apply for an exemption from the above rule. Final resolution in such a situation is at the discretion of the League President, who must consult with a NABA National Director. **Special rules governing tournaments and other special events may vary from the above.**

In cities with 25+, 35+, 45+, 50+, 55+, or 60+ Leagues, players must have reached their 25th, 35th, 45th, 50th, 55th or 60th birthday respectively by the end of the current season's calendar year (December 31st) before signing a contract to play in those leagues. **THERE IS NO EXCEPTION TO THIS RULE.** Any 25+, 35+ or 45+ player may play on one 25+, 35+, 45+ team and one 18 & Over team simultaneously if they have the time, motivation, and physical ability. For example, John Smith is 32 years old; therefore, he may play on a 25+ team and a team in the 18 & Over division. Take note that if a player wishes to participate in more than one league they must pay a separate team fee (or their portion there of) for each league in which they participate.

A player must have a valid contract on file with the NABA for each league played in or team. All players should be prepared with a valid picture ID in the event a player's age or identity is questioned. Any player unable to produce a valid picture ID will be ineligible to continue in the game. Any substitute player must enter the game under the rules governing player ejection. Managers shall be responsible for verifying the eligibility of their players.

Women are eligible to participate in any level of play in the men's division within the appropriate age group.

### Playoff Eligibility:

Players added to a team's roster before the approximate 3/4 mark of the season (a date will be set at the start of the season) are eligible for playoffs. New players added after the 3/4 mark are eligible for regular season games but may not play in playoff games. This will allow struggling teams to acquire players and remain in the league without forfeiting games.

The standard for 3/4 mark of a season is the date representing the 3/4 mark, not the **number** of games played by that date.

**Any proven violation of player or playoff eligibility rules may result in forfeiture of games.**

### CONTRACTS & TEAM FEES:

#### Contracts & Fees:

A player, coach or manager may not compete in a game until a completed contract, properly executed, is on file with the National Office of the NABA. Anyone found participating without a contract is ineligible and the game will be forfeited, even if the violation is discovered after the fact. For additional information see section on "Protest." **The manager of a team accepts responsibility for having each player complete a player contract before competing in any NABA sanctioned game or tournament. The team manager accepts the total responsibility of the player's personal contract if he as the manager knowingly allows a player to participate in an NABA sanctioned game or tournament without completing a contract.**

The NABA operates under team and affiliation fee concepts. The team fee, where applicable, is to be paid in full before a team will be allowed to participate.

The affiliation fee, where applicable, is to be paid in full before a player is allowed to participate. Affiliate teams must comply with the team roster requirements set forth herein.

**HINT:** The NABA believes these concepts will allow managers great flexibility in building their teams and staying competitive throughout the season. The NABA suggest that even if a league fee is not required from a player at the time he/she is added, that you the manager still collect money to help offset umpire, baseballs, equipment costs, etc.

#### Completing Contracts:

The player must complete all sections of the contract, clearly, honestly, and accurately. This includes:

- First and last name
- Street Address
- City, State, Zip Code
- Home & Work Phone
- Date of Birth
- E-Mail Address (If Applicable)
- City League Name
- Team Name
- Division of Play and Season
- All responses requested in lower section

**A contract is not complete unless both the manager and player have signed it, and ALL THE INFORMATION IS ACCURATE AND UP-TO-DATE. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE PLAYER AS "INELIGIBLE."** The League President will not accept an incomplete contract or a contract that is not signed where designated by both the player and the manager.

### PLAYER ADDS, DROPS & TRANSFERS:

#### Player Adds:

After the start of the season a player may be added. The added player's contract must be submitted to the League President prior to the game in which the added player is to participate. The added player's contact may be mailed to the League President. The envelope must be postmarked by midnight the night before a game for that player to be eligible. All player add-ons and drops are to be separate transactions.

#### Player Drops:

Managers must notify the League President, in writing, if a player leaves the team. Managers should use the player Drop Notice form in the back of this booklet. Said writing must specify player's information and be submitted to the League President within 14 days after dropping any player. Failure to timely inform the League President of all drops may inaccurately represent that team's "Player Cap" and invalidate that team's roster add-ons, and may result in sanctions being imposed.

#### Player Transfers:

These are the allowable player moves during a season. These moves must be made before the playoff deadline (3/4 mark of the season) for a player to be eligible for the playoffs. The following rules are to be adhered to without exception:

- ❖ Within the same league: Player may move from one team to another but must sit out one game for each transfer.
- ❖ From one league to another:
  - a. Higher league to a lower league: Player must sit out one game before playing. Player may not play at a higher level for the remainder of the season.
  - b. Lower league to a higher league: Player may play immediately after the transfer. Player may return to the lower league later that season but must sit out one game and must remain in the lower league the rest of the season.
- ❖ Players transferring from a team that has folded after the playoff deadline to a potential playoff team are immediately eligible to play the next scheduled regular season game with that team. Player eligibility for the playoffs shall remain applicable as set forth above.

The first game of a doubleheader satisfies the one (1) game requirement for the cases noted above. A game won by forfeit satisfies this one (1) game requirement.

Players transferring to a different team must fill out a Transfer Notice (found in the forms sections of this booklet) and have it signed by the new manager. The new manager must submit the transfer to the League President.

All player drops or transfers must be in writing and received by the League President to be valid. Players may not be dropped or added by phone.

## FIELDS

### **OBTAINING FIELDS:**

If you know of a field you would like to use as your home field, or that you feel the league could use, please contact the League President before using the field or approaching the coach or administration for permission. The League President can tell you whom you should talk to, provide you with a field brochure from the NABA, and help you arrange for its use by the league.

If you are instrumental in bringing a field into the league, you can be assigned to that field. Anywhere from 1-4 teams may be instrumental in securing a field and thus be assigned to that field. Understandably, with 4 teams assigned to a field only 2 could play there any given day, so only 50% of any team's games could be played there.

### **TYPE OF FIELDS:**

All fields used by the NABA must be under contract to the NABA in its name for insurance purposes. Insurance cannot be provided to fields under contract in a team or manager's name. Fields must be under contract for official league events. Fields are under contract for such Official League Events only, and not for team practices.

An **"assigned field"** is a field that a team has been instrumental in obtaining use for the League. That team, having been "assigned" to that field as a result, would play at least 50% and possibly as much 75% of their games (depending on the number of other teams with home fields) at that field. Your team may be the home team or the visiting team on your assigned field depending upon the schedule.

A **"shared field"** is a field that most teams in a league play on at one time or another. Arrangements for use are made separately by the league without individual team involvement.

### **FIELD MAINTENANCE:**

Fields must be returned to their original condition after each game and before teams leave the field. This includes raking the mound and home plate area, dragging infield dirt and raking base paths, cleaning up each dugout, and cleaning up litter on the field and stands. Field maintenance duties are assigned to teams as follows:

**On "assigned" fields:** The assigned team takes care of the mound and home plate, cleans up litter on the fields and stands, and cleans up its own dugout. The other team drags the infield and rakes the base paths, and cleans its own dugout.

**On "shared" fields:** The "visiting" team drags the infield and rakes the base paths, and cleans its own dugout. The "home" team takes care of the mound and home plate, cleans up litter on the fields and stands, and cleans up its own dugout.

All fields require maintenance upon completion of a game or a practice, either before and/or during a season. Infields should be dragged when a drag is available. The pitching mound and batter's box are to be raked smooth, including filling in all holes.

Dugouts should be swept and/or picked clean of trash. Tobacco, cigarette butts, chewing tobacco, dip, as well as other trash such as sunflower seeds, gum or the like, is something the coaches do not want to see when they return to their field. The NABA will not tolerate this occurrence either. Stands and bleachers are part of the field and must be picked clean of trash.

### **TEAMS PLAYING THE MORNING GAMES ARE NOT EXCUSED FROM THE RESPONSIBILITY OF CLEANING UP THEIR DUGOUTS AND PREPARING THE FIELD FOR THE TEAMS PLAYING THE AFTERNOON GAMES.**

Failure to perform this work after a game or practice can result in loss of the field to the team involved and potential loss of the field to the league if the fields are abused. Teams may be fined \$15.00 to \$100.00 and are subject to league suspension for failure to take proper care of the fields.

If a field is wet, DO NOT MOVE DIRT OR ANY OTHER MATERIAL ON OR OFF A FIELD to make it playable. If the field cannot be made ready by light raking, do not play on it! Do not subject a wet field to footprints or heavy raking. Requirements for field maintenance may vary from city to city depending on requirements from coaches, athletic directors, etc.

\*Your local league may have additional field maintenance requirements. Please check with your local league President.

### **RESPECT FOR FIELDS:**

All players and managers are reminded that pre-game stretching and throwing should be done on the outfield grass not on the infield or in front of the dugouts.

Hitting drills against any fence are prohibited because it damages chain link fences and jeopardizes player safety.

Do not pitch batting practice from in front of the mound

No climbing or jumping over fences to gain access to a field. If a field is locked and a team does not have the key, stay off the field.

Cutting locks or removing gates to get on a field or obtain field equipment is expressly prohibited. Any such actions shall result in a fine and subject that player/team to league suspension.

Stay off dugout roofs and back stops.

**Both managers of each team are responsible for verifying the field playing conditions and ensure they are playable before a game starts. If a field is determined by a manager not to be in playing condition for any reason the umpire and its opposing manager must agree the game should not be played. All un-playable field conditions should be reported immediately to the League President so the field can be corrected or so the NABA can move future games off of the field.**

**Players, managers and team are liable for the cost of damages to a field in addition to being subject to fines and suspension without refund.**

# UMPIRES

## **FORFEITED GAMES:**

Teams forfeiting games at game time are responsible for paying at least one umpire at the game. Failure to pay at least one umpire may result in a one game suspension for the manager. The suspension may apply to the manager even if they are not in attendance.

After forfeiting a game, a team has until 5:00 p.m. three (3) days before its next scheduled game to submit payment to the League President for umpire's fee for a forfeited game. Failure to do so within the allotted time will result in the next game being declared a forfeit. Failure to submit payment before the next scheduled game will result in a 2nd forfeit, and possible suspension of the team from league play. Upon forfeiture of a third game, the team will forfeit its entire bond and be expelled from the league.

## **FEES & PAYMENTS:**

Umpire's fees vary from city to city. Each team pays one umpire **before** the start of the game. If there is a forfeit, the forfeiting team must pay at least one umpire at game time. The forfeiting team may elect to pay the other umpire at that time or submit payment to the League President as set forth above.

Returned checks written to umpires must be made good by cash, cashier's check or money order along with any bank charges plus a \$20.00 penalty. If your check bounces, the umpires may refuse to accept checks from your team in the future.

If only one umpire shows up for a game, each team should pay him half the regular fee for that game. Their Association for working the game by them will reimburse them. This procedure may vary from city to city. In the event that a game is postponed due to rain or field conditions before it becomes official, the umpires will return 1/2 the umpire fee to each team. Umpires are entitled to a full fee once the game is official. Completion of 5 innings is an official game. Local umpire association/assignment agreements vary from city to city and therefore, variation on the above procedures may occur. Your local League President, after consultation with the NABA National Office will inform you of any variations of the above policies.

## **BEHAVIOR TOWARD UMPIRES:**

Umpires shall not be physically or verbally abused. If you have a complaint about an umpire's call, explain it to him. If you are reasonable, they will be reasonable. If problems develop between you and an umpire, notify the League President and provide them with the umpire's name and number.

**VERBAL ABUSE OR PHYSICAL CONTACT WITH THE PERSON OF AN UMPIRE OR THEIR PERSONAL PROPERTY (i.e., automobile, equipment, etc.) IN ANY WAY IS FORBIDDEN BY BOTH NABA AND OFFICIAL BASEBALL RULES AND WILL BE DEALT WITH BY A MINIMUM 3 GAME SUSPENSIONS, SEASON EXPULSION, OR PERMANENT EXPULSION FROM THE NABA.**

The Umpire Evaluation form provided in the form section of this booklet is to be used to rate all umpires. Unless these are sent in regularly to the NABA, we cannot evaluate umpires. The umpires are subject to review by the NABA. They also provide to the NABA written reports about ejections, protests and other incidents. Umpires may be asked to evaluate teams for attitude or level of ability. The intent is to ensure that teams are playing in the appropriate league and to weed out teams with abusive conduct.

**Discussions with umpires are to be done on the field. If any player or manager follows an umpire off the field they will be subject to suspension and expulsion from the NABA.** Remember that, as with players, no umpire is perfect. Some are better than others. It is your place as manager to deal with the umpires; keep your players away from them. **If anybody is ejected, it should be you, not your players.** However, don't make a habit of being ejected. A manager ejected 3 times in a season may not be allowed to continue as a manager in the NABA.

## **SUBSTITUTE UMPIRES:**

If umpires fail to show up for a game, the game may be postponed and possibly rescheduled. However, if both managers agree, one or two unpaid substitute umpires may be chosen from the available players. This is not in lieu of using umpires who have arrived in time for a game.

Substitute umpires must be players or coaches who are on the roster and eligible to play. A player serving as a substitute umpire will be ineligible for that game. Substitute umpires will call balls and strikes from behind the mound. There will be no substitutes for substitute umpires.

The scheduled game may be played so long as there is a written agreement that a substitute umpire is acceptable to both managers. The written agreement must be signed by both of the managers and a player from each team prior to the start of the game. The League President must receive the written agreement within two (2) days of the game. The Home team is responsible for insuring that the League President receives the original agreement. If either manager declines to use the substitute umpire rule, the game is postponed and will be rescheduled if possible. If either team has less than 9 players and no umpires have arrived, the Eight Man Start Rule applies.

Should umpires arrive after the start of the game, the substitute umpires must yield to the regular umpires. Late umpires are to be paid a prorated share of their fee based on the number of innings missed and the number of inning to be played in the game or as per approved local policy.

## EQUIPMENT

### BASEBALLS & BATS:

Each team is required to provide three brand new baseballs per game to the home plate umpire. The Official approved NABA baseball is the Diamond D1NABA Baseball, designed exclusively for the NABA. Teams may obtain additional Official NABA baseballs at a substantial discount from retail cost by contacting your local league president or the NABA National Office.

In addition to the Diamond D1NABA Baseball, the following balls are currently approved for use:

- Diamond: D1 (all models), DHS, DOLA
- Wilson: A1010-Pro, A1010-HS1, A1030, and A1040
- Rawlings RO, RO-A, RO-N, R-100

No rubber coated, plastic, youth league or obviously defective baseballs are allowed. Use of unapproved baseballs shall cause the ball(s) to be removed from the game and a \$10.00 per ball fine may be imposed. Repeated use may result in further disciplinary action including, but not limited to, a fine and/or suspension of the manager or team.

All wood, aluminum, graphite, and ceramic bats are allowed for league play provided they conform to specifications described in rule 1.10(a) of the OFFICIAL BASEBALL RULES. Aluminum, graphite and ceramic bats must not have a bare handle. The bat must have a grip (leather, rubber, tape, etc). Bats that have a -.03 differential in weight vs. length or less are currently eligible. Bats with a "pebbled" or "golf-ball" finish on the barrel are prohibited. Before a player invests in a "hi-tech" bat with such a finish they should check with the League President. Unauthorized use will result in the bat being removed from the game.

### UNIFORMS:

The required minimum uniform for a team consists of matching shirts with individual numbers, and matching hats. Additionally, all players must wear some type of baseball pants and shoes. No shorts, cutoffs, sweat pants, workout pants, or jeans are allowed. Any team not in the minimum uniform is subject to a \$15.00 fine the first time. The second time the fine will be \$30.00, and will be increased by \$15.00 each time thereafter. Repeat offenders may also be subject to suspension or expulsion.

An average grace period (which must be approved by the League President) of 3 weeks from Opening Day is allowed for teams with uniforms on order that have not been received. The grace period shall also apply to new players joining the team during the season.

### SHOES:

Metal spikes, plastic and rubber cleats are approved for NABA games. Any player found to be wearing deliberately sharpened spikes would be subject to ejection and possible suspension from the league.

### HELMETS:

All batters must wear a protective helmet that has at least one earflap facing the pitcher. Players will not be allowed to run bases without a helmet.

All catchers must wear a protective helmet while playing their position. No catcher will be allowed to assume that position without protective headgear that is provided by his own team. The umpires will enforce this rule. There are no exceptions, waivers, or special circumstances.

**Players not wearing a protective helmet will not be allowed to continue in the game until they have corrected the problem.** If they are presently in the batting order, their removal will be governed under the rules for Offensive Substitution. If their removal occurs when their team has no eligible substitutes, the game will be forfeited.

## PLAYING THE GAME

### SCHEDULE:

The schedule is made up following the last manager's meeting. Usually the manager will receive a call from the League President advising them of the first two games, with the full season schedule to arrive before the 2nd game.

The schedule issued by the League President is the official schedule. Managers may not cancel, postpone or otherwise reschedule games by themselves. The League President must make all adjustments to the schedule. The League President cannot possibly accommodate all special requests for particular times and play dates for every team but the schedule will be balanced so that every team has approximately the same number of "home" games as "visitor" games; so that no team plays any other team too much (for example Team A plays Team B 5 times but only plays Team C 2 times), and the schedule will take into account teams that have been assigned to particular fields.

Schedule changes, if necessary, are made in the weekly newsletter, email or website. All schedule changes are official when published or an update. In most cases, these changes are listed at least five (5) days in advance so your players can be notified. Keep these updates for reference. **If you feel you've missed any updates be sure to contact your League President immediately.**

**Canceled games** are games taken off the schedule because a team has dropped out of the league or a team has declared it is unable to field a team for a game and is forfeiting it. These games are not rescheduled. **Postponed games** are games postponed due to rain, field conditions, NABA Tournament conflicts (this occurs primarily in Fall seasons when teams attend the NABA National Championships). The NABA makes every attempt to reschedule these games, however, rescheduling is not guaranteed.

**League Playoffs:** for information regarding playoff eligible teams, playoff format, and awards for division winners and League Champions, refer to the section addressing league playoffs.

### GAME TIMES & TIME LIMITS:

In recreational baseball at the NABA level, time limits on games may be necessary for many reasons. As with any recreational activity, it may be important for family members to plan and time their activities. Additionally, field use usually requires that "game time slots" be booked well in advance. Other teams may well be waiting for their time-slot on a field to begin. Coaches and other field officials may need to restrict the actual hours a field is in use. Although NABA recognizes that the clock does traditionally not govern baseball, practical consideration makes the following necessary.

The typical NABA game consists of 9 innings or 3 hours, whichever comes first. No new inning may begin after the 3-hour point of a 9-inning game. If 3 hours have elapsed before a regulation game (see Official Baseball Rules 4.10 c), then the game shall be considered a regulation game. Any inning started before 3 hours must be completed. **Extra innings may be played to break ties within the 3-hour time limit, with no new inning to begin after the 3-hour mark.** The umpires will announce the official time. IT IS THE MANAGER'S RESPONSIBILITY AT THE HOME PLATE MEETING TO DETERMINE OFFICIAL START TIME FROM THE UMPIRES, AND TO AGREE ON WHO IS HOLDING THE OFFICIAL CLOCK. Any game ending in a tie after 3 hours will remain a tie in the standings. A game suspended (see Official Baseball Rules 4.12 for definition) for any other reason will be completed at a later date if it has a bearing on the final standings. No new inning may begin after the 2½-hour mark for a scheduled 7-inning game. Time limits may vary from city to city as long as this does not adversely affect field cost and game scheduling.

If a game starts late due to field conditions, the 3-hour clock is considered to have started at the scheduled time for that game. Bases are considered to be field conditions. Umpires are paid from the scheduled start time. A typical schedule will have a 3hr game with a 30 minute gap in between games. (game days and times may vary from city to city). If the morning game takes the full 3 hours to complete, the 30 minutes allowed between games is to be used for infield/outfield warm-up, not batting practice. Each team is allotted 10 minutes infield/outfield warm-up. The home team takes infield first, followed by the visiting team. 10 minutes before the game, managers and umpires should meet at home plate for exchange of lineups and discussion of ground rules.

A forfeited game occurs when one team is unable to field enough players (8) at game time. There is a 15 minute grace period with a run being accessed at game time. The forfeiting team is responsible for paying both umpires and must pay at least one umpire at forfeit time or the manager faces a one game suspension.

## DUGOUT - HOME & VISITOR:

Home team is assigned the 1st baseline dugout. Visiting team is assigned the 3rd baseline dugout. This rule may be modified by mutual agreement of both managers.

## EIGHT PLAYER START RULE:

Teams may **START AND COMPLETE** any game with only 8 players and do so without penalty of a forfeit. The team with 8 players must record an out in the ninth spot (it must be the ninth spot only) in the order throughout the game, unless the missing player arrives. If the ninth player arrives he may be added into the line-up only in the ninth batting position. He may also take his position when he arrives but must wait until the current batter has completed his at bat.

Given the fact that everyone has come to play ball, eight players will be enough to start a game. Because both teams are playing, both teams are still responsible for paying their share of the umpire's fees. The team starting with 8 players is not liable for payment of all umpire fees. **THE GAME SHALL BE CONSIDERED AN OFFICIAL GAME AND THEREFORE PAYMENT OF THE UMPIRES IS TO BE MADE BY BOTH TEAMS AS IF THEY EACH HAD 9 OR MORE PLAYERS TO START THE GAME.**

**IF NINE PLAYERS ARE AVAILABLE THE TEAM MUST START WITH ALL NINE PLAYERS AND ARE NOT PERMITTED TO "HOLD ONE BACK."**

Games started with both teams having eight players will be played as defined by the Eight Man Start Rule and both teams will pay the umpires the full fee at the start of the game.

## LINEUP CARDS:

Each team is required to provide a lineup card to the home plate umpire and to the opposing manager before the start of the game. The lineup card must list the player's first initial and last names and their number. An incomplete lineup card invalidates a protest. It must also include the names of any substitutes expected to be available for that game. This, however, is not cause for forfeit of a game. If the line-up is incomplete, it must be completed before the game starts. Umpires and opposing managers will not accept incomplete lineup cards. Any player arriving late and not listed on the lineup card cannot play in that game. A player in the game who is not listed on the lineup card will be removed from the game per major league rules. As a precaution it is best to list all eligible players on your lineup card including those players that are expected to arrive late or not at all.

Although managers are eligible to play, they must be listed as a starter or substitute just like any other player.

Managers must notify the umpires and the opposing team of all offensive substitutions and pitching changes when they are made. If a change is not announced, the game will be stopped upon question and both benches notified of the change. Refer to Official Baseball Rules, section 3.08.

## OFFENSIVE LINEUP:

A team may elect, for the entire game, to bat ANY NUMBER OF PLAYERS, however, it must finish the game with a minimum number of 8 players in the order. If any players are ejected during the game for his actions an out shall be recorded in that spot in the order unless an eligible substitute is available from the bench.

A team has 5 minutes (upon request from the opposing manager or home plate umpire) from the time of ejection or departure of a player from the line-up to indicate which other eligible player is the substitute for the removed player.

If a player is ejected from a game for his actions the team manager must contact the local league president to see if any fines, suspensions, or expulsions will happen to the player who was removed from the game.

\* The local League President may change this rule. Please speak with your League President.

## BATTING ORDER & OFFENSIVE STARTER RE-ENTRY RULE (All Leagues):

A starter in the batting order may be removed and a substitute may bat in that player's place at any point during a game. The starter may return to bat again, but only in the original spot in the batting order, and only after the replacement has had at least one plate appearance. The substitute may not bat again once removed from the batting order. Please remember, only the starter may re-enter during the course of the game. Any other player re-entering the order will be treated as batting out of order under Official Baseball rule #6.07

The starter and substitutes are locked into the same spot in the order and cannot bat anywhere else. They become ineligible to bat in any other position in the batting order. The starter and substitutes are considered "in the game," and may not be used as pinch runners as they have already been "used." A pinch runner (as opposed to a courtesy runner) must be someone who has not been in the batting order and will be dealt with under the offensive lineup rule (i.e., that player must have one plate appearance before the starter re-enters). As reference, see Official Baseball rules #6.07.

A starter (not designated as a non-runner) who is replaced by a pinch runner while on base is removed from the batting order. Once that runner or another legal substitute has one plate appearance the starter may reenter. A pinch runner who does not hit at least once in the spot in the order where the player they are running for batted, shall be considered "out of the game" and may not re-enter

## COURTESY RUNNER:

Two players per team per game may have another player run for them in the event they reach base. Those that require the courtesy runners are called non-runners ("NR"). The courtesy runner will always be **the last recorded out**. It is not mandatory to use this rule as the manager has the option depending upon the situation. But if a change is made, it must be at the furthest base the player reaches safely on that play. If the non-runner advances to any base beyond that reached before the next pitch a courtesy runner may not be used. The courtesy runner must enter the game before the next pitch, or the use of the courtesy runner is forfeited on that play. Failure to promptly send the courtesy runner to the field may result in a "delay of game" call, resulting in the original runner being called out. The two players who will not run must be designated as such before the game begins on the lineup card with the "NR" symbol next to their name. This rule applies only to the player(s) and not the position in the batting order. If a listed available substitute is a "Non-runner", they must be so designated on the lineup card. No more than 2 non-runners may be in the active lineup at one time. If the non-runner is the first player up in the first inning of a game, the courtesy runner will be the last player in the batting order. There is no speed-up rule allowing runners for the pitcher or catcher. Any improper use of a courtesy runner including the use of the improper or wrong replacement shall result in the non-runner being scored as an out.

**Exception:** 25+ Leagues may designate 3 non-runners in the lineup.

**Exception:** 35+, 45+, 50+, 55+ and 60+ Leagues may designate 4 non-runners, in the lineup.

## NO COLLISION/SLIDE RULE:

The NABA has a No Collision/Slide Rule defined as follows:

The intent of this rule is to ensure the safety of the defensive player. This is a safety as well as an interference rule. Whether the defense could have completed the double play has no bearing on the applicability of this rule.

- A. The runner must slide on the ground and in a direct line between the two bases.
  - i. **EXCEPTION** – A runner need not slide directly into a base as long as the runner slides or runs in a direction away from the fielder to avoid making deliberate contact or altering the play of the fielder.
  - ii. "On the ground" means either a head-first slide or a slide with one leg and buttock on the ground.
  - iii. "Directly into a base" means the runner's entire body (feet, legs, trunk and arms) must stay in a straight line between the bases.
  - iv. **Example 1** – If a runner goes into a base standing up and does not make contact or alter the play of the defensive player, interference shall not be called.
- B. Contact with a fielder is legal and interference shall not be called if the runner:
  - i. Makes a legal slide directly to the base, or
  - ii. Is on the ground at the time of contact and the fielder moves directly down the line between the two bases to attempt a play.
  - iii. Makes a legal slide and makes contact with a defensive player who is on or over, but not beyond, the base.
  - iv. **Example 2** – When the base runner slides beyond the base, but does not (1) make contact with, or (2) alter the play of the defensive player, interference shall not be called.

- C. Actions by a runner are **illegal** and interference shall be called if:
- i. The runner slides or runs out of the base line in the direction of the fielder;
  - ii. The runner uses a rolling, cross-body or pop-up slide and either makes contact with or alters the play of a fielder;
  - iii. The runner's raised leg makes contact higher than the fielder's knee when in a standing position;
  - iv. The runner goes beyond the base and either makes contact with or alters the play of the fielder ("Beyond the base" means any part of the offensive player's body makes contact with or alters the play of the fielder beyond the base.)
  - v. The runner slashes or kicks the fielder with either leg;
  - vi. The runner illegally slides toward or contacts the fielder even if the fielder makes no attempt to throw to complete a play.

**PENALTY for 1-6:**

1. **With less than two outs, the batter-runner, as well as the interfering runner, shall be declared out and no other runner(s) shall advance.**
2. **With two outs, the interfering runner shall be declared out and no other runner(s) shall advance.**
3. **If the runner's slide or collision is flagrant, the runner may be ejected from the contest based on the umpire's judgment.**

**Note: The objective of this rule is to penalize the offensive team for deliberate, unwarranted unsportsmanlike action by the runner for the purpose of crashing into the fielder, rather than trying to reach the base. Obviously this is an umpire's judgment play.**

It is the judgment of the umpire whether a collision/slide intentionally violates this rule. This includes using elbows or lowering a shoulder in an attempt to cause a fielder to drop a held ball. The umpires may, at any time, eject any player who makes contact with another player with the intent to cause injury. The NABA would like to remind all managers and players that a player might not block the base path or a base without possession of the ball. For example, a catcher may not block the plate without the ball. The right of way belongs to the runner. Most catchers should know to offer the runner part of the plate to make him slide inside or out.

**DEFENSIVE LINEUP:**

All teams have the option to substitute freely on the field in any defensive position except for the pitcher. A pitcher may leave the mound for another position on the field or on the bench but may return only once to their position as pitcher. Violating this pitcher's rule does not constitute a forfeit, although the pitcher must leave the mound immediately. **Free substitution on the Field does not affect the batting order.** Defensive positions need not be listed on the line-up card except for the pitcher.

**INJURY SUBSTITUTION (All Leagues):**

If a team is unable to continue to bat the original number of hitters that began the game due to the injury of a player, a previously used player not currently in the batting order may take the injured player's place in the order. This switch in the hitting order is contrary to the aforementioned Re-entry Rule and may only be used for an injury, where continuing to play, per the umpires' sole discretion and judgment, would further affect the injury. If a team has no more than the original number of batters in uniform at the game at the time of the injury, then the game shall continue and may be completed under the 8 man start rule (i.e., an out shall be recorded in the injured player's spot in the order). Once a player is removed under this Injury Substitution rule, they may not re-enter the game under any circumstances, even if they appear to have "recovered."

**RUN RULE (Mercy Rule):**

There is a 10-run rule that takes effect at the completion of the 7th or any ensuing inning of a 9-inning game. If the home team is ahead by 10 runs after 6 innings, the game is complete. There is a 10 run rule that takes effect at the completion of the 5 innings or any ensuing inning of a 7-inning game.

**PRACTICE GAMES:**

In the event of a forfeited game, umpires (because they are being paid will work a 5 inning or a 2-hour scrimmage game as long as there are enough players to field two complete teams. This is subject to the local Umpire Association Agreement. This game must be played as if it were a regular game. This is not a game to try out inexperienced catchers. Umpires have the right to refuse to continue if they become subject to injury due to repeated passed balls caused by an inexperienced catcher.

**DOUBLEHEADERS:**

Doubleheaders in all leagues can either be 9 or 7 innings. The second game of a doubleheader starts 30 minutes after the first game has ended. (Options: 9 & 9, 9 & 7, or 7 & 7).

If only the first game of a doubleheader can be completed before conditions dictate a rain out or postponement, umpires should be paid for the one game only. If the first game of a doubleheader is forfeited, the second game will begin 2½ hours from the scheduled start of the first game. **A forfeited 1st game does not equate to a 2nd game forfeit.** The allotted time must elapse before determining the status of the 2nd game. If the 1st game of a doubleheader is forfeited and the 2nd game is to be played as scheduled, the 1st game forfeit becomes the 7-inning game, and 2nd game that is to be played becomes a 9-inning game.

**RAINOUT POLICY:**

**Any game that has gone at least (5) complete innings before being called because of rain will be deemed a "complete game" in accordance with the 2012 Official Baseball Rules (4.10(c)(1)). If a game has past (5) complete innings and the game is called due to rain by an umpire before the bottom of the inning is complete, then the score of the game will revert back to the previous inning and the game will be ruled complete.** No game will be postponed after 6:30 p.m. the night before (this cutoff time may vary according to times set by your League President). If a game has been postponed, the League President will have a message on their answering machine announcing the postponement. If a scheduled game is not postponed, both teams must be at the field, dressed and ready to play. A team not prepared to play is subject to forfeit. The Eight Man Start Rule does apply. If the field is unplayable, both umpires will make the decision at that time, not the managers. Umpires are to wait 30 minutes if it appears there may be a favorable change in weather conditions. Umpires may be subject to suspension for starting a game on a field that is unplayable, only to suspend the game shortly after its start. Starting a game to collect a game fee and then suspending the game is unacceptable. Report such instances immediately to your League President.

Umpires are not accountable to the schools for the condition of the field, however the NABA is. Therefore, consideration should be given to the condition of the field after the game has been completed. Will it be possible to restore the field to its original condition before the next game? Teams and umpires are subject to suspension for playing on a field that effectively makes the field unplayable after the game. Decisions on playability of a field are made for the sake of the field and the league, not for the convenience of teams or umpires. Fields are a very important part of a league. It does no good to ruin a field and lose it for the season just to play one game that could be postponed and rescheduled.

**DO NOT HAUL DIRT OR ANY OTHER MATERIAL ON OR OFF A FIELD TO MAKE IT PLAYABLE. LOSS OF A FIELD'S USE TO THE LEAGUE DUE TO THE IMPROPER ACTIONS OF A TEAM OR TEAMS WILL RESULT IN SANCTIONS, INCLUDING, BUT NOT LIMITED TO, SUSPENSION/EXPULSION OF THE OFFENDING PLAYERS/TEAMS, FINES, AND REIMBURSEMENT BY THE OFFENDING PLAYERS/TEAMS TO THE FIELD'S OWNER FOR DAMAGES.**

If the field cannot be made ready with light raking, do not play on it! Do not mess up a wet or muddy field with footprints or heavy raking.

After a game is postponed, the Score line and League President must be notified immediately. Notice of postponement of morning games will enable managers of teams playing in the afternoon to be notified of possible postponement of their games.

The NABA will make every reasonable attempt to reschedule rained out games. This may not apply to Special Events, and Tournament play.

**CANCELED GAMES:**

Teams canceling games due to lack of players is unacceptable and will not be tolerated by the NABA. Teams may not cancel games because their best hitter or pitcher is unavailable that week. Teams canceling games may be charged with a forfeit loss and fined accordingly. Canceled games will be treated as a forfeit loss and not be rescheduled. Re-scheduling in legitimate emergency situations is solely at the discretion of the League President.

## **FOUL LINES:**

Depending upon the availability of equipment at some fields, foul lines may be marked or indicated with no more than four poles and bases. It must be understood that fair or foul is even more of a judgment call for umpires under these conditions. Foul lines and batters-boxes are not required to play a baseball game, and the equipment necessary to provide them will not be provided by the NABA.

## **REPORTING SCORES:**

Home team keeps the "official book." The scorekeeper on the visiting team should compare books after each inning to avoid disputes on the score later in the game.

It is suggested, for the sake of accuracy and timely reporting, that BOTH TEAMS report the score of the game to the League President. However, the winning team in each game is required to report the score to the League President. Game results may appear in the local newspaper. Since many teams have a company or commercial sponsorship, it is important that all scores be reported so that sponsors can see evidence of their sponsorship, whether their team is winning or losing. If a game is postponed, the Home team is to report this to the Score line.

The winner of the first game of a doubleheader should report the scores for both games. The winner of a forfeited game should report their score, as a forfeit win, not a 9-0 win.

Failure to call in the game scores will result in a \$10.00 fine for the first offense, \$20.00 for the second, \$30.00 third, and so on. Do not call the local newspaper with your score; call the League President or their Score line. If the line is busy, try again. Unfortunately, many managers try to call in their score at 7:55 p.m. on Sunday night, so the line may seem to be constantly busy. Try calling in immediately after your game.

Scores appearing in paper are unofficial due to potential misprints. The official scores and standings come from your League President and newsletter.

## **PROTESTS, FINES & SUSPENSIONS**

### **PROTESTS:**

For any protest to be considered, the protest must have been filed according to the Official Rules of Baseball rule 4.19. No protest will be considered unless it meets rule 4.19. The exception being protests involving ineligible players in league play only. This exception will allow a protest to be filed up to 24 hours from the protested game's start time. In tournament play protests involving ineligible players must be protested immediately. Players questioned to be ineligible must be asked to show identification at the protested game in question at the time of the protest.

Second, when notifying your League President of a protest, do not expect him to handle the problem on Sunday night. Generally in protests, emotions are running high, and the NABA concern is for a fair, dispassionate hearing of the protest, not a resolution within 1 hour of the protest being filed. Notify your League President on the phone that you have filed a protest, then sit down and write out the play or decision you are protesting, the circumstances, obtain some supporting viewpoints, and allow your League President time to investigate the protest. This involves talking with umpires, the opposing manager, yourself and perhaps other witnesses as well.

Remember, according to the Official Rules of Baseball, RULE 4.19: "NO PROTEST SHALL BE PERMITTED ON JUDGMENT DECISIONS BY THE UMPIRE. IN ALL PROTESTED GAMES, THE DECISION OF THE LEAGUE PRESIDENT IS FINAL. EVEN IF IT IS HELD THAT THE PROTESTED DECISION VIOLATED THE RULES, NO REPLAY OF THE GAME SHALL BE ORDERED UNLESS, IN THE OPINION OF THE LEAGUE PRESIDENT, THE VIOLATION ADVERSELY AFFECTED THE PROTESTING TEAM'S CHANCES OF WINNING THE GAME."

### **PROTEST FEE:**

A \$100 dollar cash protest fee is to accompany the written protest. This fee will be returned to the Protesting team if the decision is ruled in their favor. The protesting team shall forfeit the fee if the protest is denied.

## **FINES & PENALTIES:**

Fines and/or penalties may be levied against teams, managers, or players that have committed rules infractions. All fines (and penalties) are to be paid by 5:00 p.m. two (2) days before the next scheduled game. If a fine is not received, the manager or player involved is immediately ineligible to play the next game. If a team fine is in effect, the game is forfeited. If fines are not paid by 5:00 p.m. two (2) days before the game of the following week, managers, players and/or teams are subject to further league action. All penalties will begin with the next scheduled game. Rainouts and canceled games are not counted towards fulfillment of the penalty (i.e., if the next scheduled game results in a rain-out, cancellation, or postponement, the penalty carries forward to the next game and so on until it has been fully served). The following list, which is neither an exclusive nor all-inclusive list, shall govern infractions not already covered:

1. Alcohol/Drugs: Any player violating league rules concerning alcohol may receive a three game suspension; a second violation may result in that player's expulsion from league for that season.
2. Fighting: Any player involved in fighting, physical or verbal abuse, including but not limited to physical threats, racial epithets, foul or abusive language, toward another player or manager, may receive up to a three game suspension, possible season expulsion and/or other penalties that may apply.
3. Verbal abuse or physical contact with an umpire: minimum of a three game suspension, season expulsion, and/or permanent expulsion from the NABA.
4. Field neglect: \$25.00 fine minimum plus the assessment of any and all costs associated with the neglect (also see: "Rain-out Policy" Rule above).
5. Preparedness (not having batting helmets or catcher's gear, etc.): \$10.00 fine.
6. Game balls: teams not having 3 league-approved baseballs for each game will be fined \$6.00 per missing ball.
7. Losing league equipment (bases, rakes, or drags): \$25.00 fine plus replacement cost of lost equipment.
8. Player Ejection: Any player ejected from a game twice during the season will receive an immediate one game suspension effective the next scheduled game. A player ejected a third time is subject to suspension or expulsion from the league.
9. Manager Ejections: Any managers ejected three times from NABA games during the season are subject to suspension; additionally they may not be allowed to continue that season or the next as a manager.
10. Managers may also be suspended and/or fined for ordering pitchers to throw at opposing batters.
11. Failure to post or distribute League Newsletter and Official NABA literature (Tournament info, rules updates, etc.): manager fined \$5.00 for the first occurrence, \$10 each additional occurrence.

Throwing equipment to express displeasure at an umpire's call may result in a warning or an immediate ejection from the umpire.

**The NABA reserves the right to impose additional penalties, including but not limited to, fines, suspensions or expulsion of players and managers based upon the seriousness of the rules violation.**

### **EJECTIONS:**

Any game that a player gets ejected a team has 5 minutes to put a substitute from the bench in the game. If the team is able to use a substitute player who has not been in the hitting line up there is no penalty for the team. If a team has no substitutes to take the ejected players spot an out will be recorded in the ejected players spot in the line up. Teams must finish the game with a minimum of 8 players. Failure to do so will result as a forfeit.

If a player is ejected from a game for his actions the team manager must contact the local league president to see if any fines, suspensions, or expulsions will happen to the player who was removed from the game

\* The local League President may change this rule. Please speak with your League President.

## ALL-STAR GAMES, PLAYOFFS & TOURNAMENTS

### ALL-STAR GAMES:

Each existing league (18+, 25+, 35+, 45+, 50+, 55+) will have an All-Star game. Depending on the number of teams in each league, some will be combined. All players and coaches will wear their regular season uniform.

The League President will attempt to schedule the All-Star Games as mid-week night games, usually Wednesdays or Thursdays, played under the lights. Being chosen to the All-Star game is an honor, and the players will be made to feel as such. Individual All-Star commemorative awards will be given to each player selected to be on the team. An MVP award will be given to the Most Valuable Player for each game (one MVP per game), which is determined, by the Announcer and Scorekeeper.

Players and managers are chosen for the game based on their place in the standings as of the end of play two Sundays before the event or at the date given by the league president. Managers of the first place teams in their division (National or American) will be the managers of their respective teams. They may choose one (1) additional manager in their division to be their coach. Players are allotted based on a weighted scale. Teams higher up in the standing get more players than those farther down (see: All-Star Allotment Guidelines). Players from each team should be voted onto the All-Star team.

All players and managers on the All-Star rosters are to be in full team uniform for the game.

Attendance by non-All-Star players and managers is strongly encouraged to show league support. Additionally, all family members of the All-Stars will be encouraged to attend. This is a family-oriented league, and their attendance is important for the league's cohesiveness.

### LEAGUE PLAYOFFS:

Every league within the NABA will have a single elimination post-season playoff (announced before the start of the season) to determine an overall league champion. All NABA rules apply with the exception that games cannot end in a tie. The Mercy Rule is in effect for all league playoff games except for the championship game in each division.

**Teams provide umpires and balls for all rounds of the playoffs.**

### Final Standings, Playoff Teams, Playoff Format & Awards:

All playoffs are single elimination

Leagues with 8 or fewer teams: top 4 make the playoffs, 1 plays 4, 2 plays 3. Awards are as follows:

- 1 Division Winner: Individual award & team trophy
- 1 Overall Championship: Individual award & team trophy
- 1 Championship Runner-up: Team Trophy

Leagues with 9 or 10 teams in a single division: Top 8 makes the playoffs, 1 plays 8, 2 plays 7, 3 plays 6, 4 plays 5. Second round seeding is by regular season percentage. Awards are as follows:

- 1 Division Winner: Individual award & team trophy
- 1 Overall Championship: Individual award & team trophy
- 1 Championship Runner-up: Team Trophy

Leagues with 12, 14, 16, or 18 in 2 divisions: Top 2 in each division and the next 4 best winning percentages (Total of 8 teams, 1st round) make playoffs and are seeded by winning percentage, 1 plays 8, 2 plays 7, 3 plays 6, 4 plays 5. Brackets are played out; there is no reseeding after each game. The highest seed is the home team in the Championship game. Awards are as follows:

- 2 Division Winners: Individual award & team trophy
- 1 Overall Championship: Individual award & team trophy
- 1 Championship Runner-up: Team Trophy

Leagues with 11 or 13 teams in single division: Top 8 teams make playoffs, playoffs follow format for 12, 14, 16, 18 team leagues. Awards are as follows:

- 1 Division Winner: Individual award & team trophy
- 1 Overall Championship: Individual award & team trophy
- 1 Championship Runner-up: Team trophy

Leagues with 15 or 17 teams in 2 divisions: 2 division winners and next 6 best winning percentages. Playoffs follow the format for 12, 14, 16, 18 team leagues. Awards are as follows:

- 2 Division Winners: Individual award & team trophy
- 1 Overall Championship: Individual award & team trophy
- 1 Championship Runner-up: Team Trophy

\*Check with your local League President to see how he will do playoff seeding. These are National guidelines.

### TIEBREAKER SYSTEM:

All division winners and playoff participants will be decided based on winning percentage. The winning percentage is decided by dividing a team's total wins by their total games played. For example, a team that is 18-3 has a winning percentage of .857 while a team that is 20-4 has a winning percentage of .833. Therefore, the 18-3 team is the division champ. Ties will be counted as 1/2 win and 1/2 loss. As an example, a team that is 14-6-4 is 16-8 for winning percentage purposes, while 16-6-1 is 16 1/2-6 1/2. The winning percentage of the former is .667 while the latter is .717 giving it the title. There will be times when the winning percentages end up equal. In those instances, the tie will be broken using the following system (without exception):

Two teams:

1. Head-to-head: Who beat whom when they played each other.
2. Fewest runs allowed, head-to-head: Blues beat Reds 4-3, Reds beat Blues 10-2. Reds win by virtue of allowing 6 runs to the Blues 13.
3. Winning Percentage within the division.
4. Run differential, head-to-head: As in 2. above, Blues won by 1 run, Reds won by 8 runs Reds win.
5. Fewest runs allowed per game average: take the total runs allowed for each team, and divide that figure by the total games played. The team with the lowest average runs allowed per game wins.

Three or more teams:

1. Use head to head as the first tiebreaker. If one team has beaten all the other teams, they are the winner or the highest seed. If there are no teams who have beaten all other teams in the tiebreaker then go to:
2. Use fewest runs allowed amongst each other. Example: Mudhens beat Reds 3-1, Reds beat Blues 4-3, and the Blues beat the Mudhens 4-0. The Mudhens have allowed 5 runs, the Reds have allowed 6 runs and the Blues have allowed 4 runs. The Blues having given up the least runs allowed are the winner or the highest seed.
3. If this still leaves three or more teams, then to determine who is the winner or next highest seed, continue to use the "Three or More Teams" tiebreaker rules until you reach two teams.
4. Once you have two teams tied, then to determine the winner or the next highest seed, go to the "Two Team" tiebreaker rules above and start at number 1.

In computing runs allowed, forfeit losses are treated as 9-0 losses. This is the only time a forfeit loss score is treated this way (see Reporting Scores).

### DROPPED TEAMS:

(On occasion a team may have to be dropped from league play, due to either league suspension or the inability to field a team. Teams dropped during the season are subject to loss of player fees. After notification to the League President that a team has dropped from the league, that team's next scheduled game is a forfeit loss. All their remaining games are canceled and their record becomes frozen after recording the forfeit loss. The NABA will attempt to reschedule games between those teams who lose games due to cancellation by the dropping team

Any and all Tournaments are a completely separate event from league play and each has their own entry fee and format.

Any NABA team or individual player may attend and participate in Tournaments. These events are available at an additional cost. Minimum roster size shall be regulated at the discretion of the NABA.

In most instances the NABA establishes and organizes a Tournament player pool. These player pools allow individual players the opportunity to play in the Tournament by being placed on a team or having a team made up of those in the player pool. Additionally, the player pool is available for complete teams or partial teams to supplement their roster at the Tournament. For further information on Tournament player pool please contact your League President or the NABA National Office.

#### Major Tournaments:

The NABA hosts multiple Tournaments throughout the year on a Regional, National and World Championship level. Please consult your League President or the NABA National Office for additional details regarding costs, number of games, and format.

Tournaments are available to individuals and teams at an additional cost. The "mix and match" or "All-Star" concept applies. Check the published information for details.

#### World Championship Series:

A World Championship Series will be held each year on Phoenix, Arizona and in Jupiter, Florida. **MAKE SURE TO MARK YOUR CALENDAR ACCORDINGLY.** Consult the annual published NABA literature. This event is available at an additional cost. Check the published information for details your League President or the NABA National Office.

#### Tournament Roster Rule:

Any manager involved with a team in an NABA tournament may use players from other NABA teams for the tournaments. However, they may not sign them to their regular NABA team for the remainder of that season in which the tournament occurred.

Rosters for any NABA Tournament are final at the Tournament manager's meeting or as stated or modified in Tournament literature. Players may not be added during a Tournament. Special tournament rules may apply in all Tournaments. Managers entering these events will receive such rules in advance.

**FOR FURTHER INFORMATION ON TOURNAMENTS OR TOURNAMENT SCHEDULES CONTACT YOUR LOCAL LEAGUE PRESIDENT OR THE NABA NATIONAL OFFICE, OR VISIT OUR WEBSITE AT WWW.DUGOUT.ORG.**

NATIONAL ADULT BASEBALL ASSOCIATION  
National Headquarters  
3609 South Wadsworth Blvd., Suite 135  
Lakewood, Colorado 80235

Telephone: (303) 639-9955  
Facsimile: (303) 639-6605

E-Mail us at: [NABANATIONAL@aol.com](mailto:NABANATIONAL@aol.com)

**Visit our website at: [www.dugout.org](http://www.dugout.org)**

## MANAGING TIPS

### ORGANIZATION:

The following tips are set forth in an attempt to assist you and help make the task of managing simpler and easier.

#### Working with your League President:

1. Keep in touch with your League President. If you don't receive your newsletter, call them and let them know.
2. Immediately notify your League President if you change your address and phone.
3. If you are unable to attend your game that week, let the League President know that your coach is in charge. Leave all the equipment and copies of rules and rosters with your coach.

#### Managing Your Team:

1. Keep in touch with your players. Use your coach and another player on the team to help with making phone calls during the week (similar to a calling tree in Little League). This helps alleviate some of the time commitment involved.
2. Use a 3-ring binder to keep all player contracts, newsletters, line-up cards, schedules, rules, and player addresses/phone numbers. Also keep a master list of everyone's uniform number and positions (depth chart) for use in altering field assignments on the defensive line-up. Use the binder to keep everything centrally located for easy recall/use.
3. After each game and after your players have cleaned up the field and policed for trash, let them know the time of next week's game and the field location. This will minimize phone calls and alert you to absences that might be upcoming.
4. Read, or let your players read, pertinent items in the weekly newsletter - especially if their name appears in it from a previous week's exploits. This will help make them feel more a part of the league and keep them informed. You may want to consider putting together a team newsletter.
5. Try to keep all players "in the game" at all times. When players are not in the batting order and/or the defensive alignment, their edge tends to wear off. Don't let players sit down too long before getting them back into the game, either offensively or defensively.
6. Collect all team fees up front, with or without a sponsor. Try to avoid "installment plans" or "pay-as-you-go" methods. This is risky and causes you administrative hassles that you don't need. We strongly suggest that even if you have a sponsor, that you charge your players a team fee. Experience has shown that when a player is relieved of a financial commitment, their participation and commitment to the team becomes suspect. If your sponsor is willing and able to cover all the team's regular season costs, we suggest you save some of the money for tournament travel costs or other expenses.
7. Get all players to help with cleaning up. If you consistently let certain players leave without lending a hand, you'll soon have all players "slipping away" and you'll be left with all the field maintenance clean up. If everyone pitches in, the job will be easier and faster.

Using these guidelines, we think you'll find managing a much easier task and give you more time to address the game itself.

### PRACTICING:

You and your team may want hold pre-season practice or practice between games. This is fine, but we want to offer suggestions and hints to make this easier and less risky for yourself and the league. While your League President and/or Commissioner have negotiated for the use of certain fields for games, **this consent does not necessarily extend to mid-week/pre-season practices.** Verify with your League President as to the availability of fields where practices can be held.

**Practicing on a field does not relieve you for clean-up responsibility!!** Nothing would do the league more harm than to get the reputation associated with so many other groups of being careless and sloppy with fields.

The NABA suggests you hold your practices at junior high schools or other facilities if permission can be arranged. At any facility though, rules governing soft toss (hitting against the fence) and throwing on the grass in front of dugouts, are not waived. Further, we suggest taking only infield/outfield practice between games. Yes, we realize that batting practice is what most players want to do, however, that activity is the hardest on a field. It tears up the mound and the batter's box and creates an indirect soft toss action on the backstop (since use of a catcher during batting practice is rare). If you really must take batting practice, please don't do it on a varsity field.

**SPONSORSHIP & TEAM FINANCES:**

There are at least four different methods for financing your team.

- a. You can use the NABA sponsorship letter to obtain a sponsor that will help you provide your team with baseballs, uniforms, equipment and the cost of umpires.
- 2. If you cannot find a sponsor, use the worksheet below to figure a team fee that each player will contribute to the team.
- 3. If you can obtain partial sponsorship, deduct the amount a sponsor gives you from the budget for your team. This will lower the team fee per player.
- 4. You can pay your team fee by the use of a visa or MasterCard.

Individual players may also obtain individual sponsorship for their team fee. You could have a number of sponsors, one for each player if you wish, with everyone in the same uniform but wearing the sponsor's name instead of their own on the back of the team jersey. Be creative in this regard.

**TEAM FEE/SPONSORSHIP WORKSHEET:**

See NABA Forms in this booklet for the team fee/sponsorship worksheet.

**NABA FORMS**

**Player Transfer Notice**

**Player Drop Notice**

**NABA Player Evaluation Form for Tryout**

**NABA Defensive Line-Up Form**

**All-Star Ballot**

**Team Fee/Sponsorship Worksheet**

**Umpire Evaluation Form**

**NABA Field Assignment Contract**

**NABA League Options Menu**

**PLAYER TRANSFER NOTICE**

TODAY'S DATE: \_\_\_\_\_ DATE OF TRANSFER: \_\_\_\_\_

PLAYER'S NAME: \_\_\_\_\_

TEAM TRANSFERRING FROM: \_\_\_\_\_

TEAM TRANSFERRING TO: \_\_\_\_\_

Date of last game played with old team: \_\_\_\_\_

Date of game player is sitting out: \_\_\_\_\_

Reason for transfer: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Player Date

\_\_\_\_\_  
Signature of New Manager Date

\*Be sure to make a copy for your records and submit original to League President.





## TEAM FEE/SPONSORSHIP WORKSHEET

**Umpires:**

TEAM FEE/SPONSORSHIP WORKSHEET

You pay 1 umpire per game: # of games \_\_\_\_\_ X ump fee of \$ \_\_\_\_\_ =  
\$ \_\_\_\_\_

**Uni. forms:**

Read the Uniform section (from T-shirts to complete pro-full style uniforms).  
Figure the cost per uniform # \_\_\_\_\_ of uniforms X cost of uniform \_\_\_\_\_  
= \$ \_\_\_\_\_

**Equipment (// needed /or start up team ):**

batters helmets, catcher's gear (mask, shin guards, chest protector, protective helmet)

We recommend you allow batters to buy their own bats. They know what they want and you don't have to carry them all around or buy a bunch of bats that on one uses.

Add up and divide by total number of players for a tem fee or submit total to possible sponsor.

TOTAL COST FOR TEAM = \$ \_\_\_\_\_

## UMPIRE EVALUATION FORM FROM NABA LEAGUE TEAMS

Field Location: \_\_\_\_\_ Game Date: \_\_\_\_\_

Umpire Association: \_\_\_\_\_ League & Level: \_\_\_\_\_  
(18AAA, 18AA, 18A, 18R, 25AA, 25A, 25R 35AA, 35A, 35R, 45A, 45R, 55R)

Names or Numbers: \_\_\_\_\_ (Plate/Bases)

\_\_\_\_\_ (Plate/Bases)

Grading Scale: 4-Excellent 3-Good 2-Fair 1-Needs Improvement

	Plate	Bases
A. Position		
B. Hustle		
C. Voice		
D. Consistency		
E. Attitude		
F. Controlling the Game / Fans		
G. Consistency		
H. Handling Lineup		
I. Rules - Handling / Understanding		
J. Other		

COMMENTS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

MANAGER: \_\_\_\_\_ TEAM: \_\_\_\_\_

**PLEASE FAX OR MAIL THIS FORM TO YOUR LEAGUE PRESIDENT  
F8-1**

**NABA FIELD ASSIGNMENT CONTRACT**

**NOTES**

As manager of the \_\_\_\_\_ (team name)  
(hereinafter referred to as the "Team") in the \_\_\_\_\_  
(league) League of NABA which is located in the City of  
\_\_\_\_\_, State of \_\_\_\_\_, the  
manager, signing on behalf of the Team and the Team agrees that if the Team is assigned  
to \_\_\_\_\_ (field name) (hereinafter referred to as the  
"Field") the Team will abide by the rules and/or regulations governing the Field as well as  
in the section of the **Manager's Rules and Guidelines** addressing fields, while playing on  
said Field during the \_\_\_\_\_ (spring/fall/winter) season of \_\_\_\_\_(year).

The Team understands their responsibilities will include, but not be limited to, the proper  
care and maintenance of the Field and will insure that whether through their efforts or the  
efforts of another teams that the Field shall be taken care of. The Team accepts the sole  
and final responsibility for insuring that the Field is in an acceptable condition after games.

The NABA has the sole option to cancel this contract during the course of the season if the  
Team above fails to meet the requirements of this contract.

The Team understands that the Field must be under contract to the NABA for insurance  
purposes.

The Team further understands that the amount negotiated for use of the Field will be paid  
by the NABA and that the Team is not responsible for payment so long as authority for the  
use of the Field has been authorized by the League President, in writing, and accepted by  
the National Office.

\_\_\_\_\_  
Signature of Manager                      Date                      Signature of Coach                      Date

Please complete this contract, make one copy and return the original to the League President.

**-A-**

Address; NABA National Office, 1  
Alcohol, Drugs & Tobacco Policy, 3  
Alcoholic Beverages Penalties, 3  
All-Star Games, 21  
Assigned Field, 9  
Awards, 21-22

**-B-**

Baseballs; Approved for Use, 13  
Baseball rule 4.19. 19  
Baseball Rules, 3  
Base Coaches, 3  
Bases, 10  
Batboys/Batgirls, 3  
Bats; Rules Governing Use, 13  
Batting Order, 16

**-C-**

Canceled Games, 18  
Catcher; Blocking the Plate, 16  
Completing Contracts, 7  
Contracts and Fees, 7  
Courtesy Runner, 16  
Collision Rule, 16

**-D-**

Date of Birth; Eligibility, 6  
Defensive Lineup, 16  
Description of Leagues, 1  
    18AAA, 18AA, 18A  
    25+, 35+, 45+  
Disclaimer, ii  
Divisions, 2  
Doubleheaders, 18  
Draft Procedure, 4,5  
Dropped Teams, 23  
Dugout - Home and Visitor, 15

**-E-**

Eight Player Start Rule, 15  
Ejections, 20  
Eligibility; Player, 6  
Eligibility; Playoff, 6  
Equipment; Drop-off, 10  
Equipment; Field, 10  
Equipment; General, 13

**-F-**

Field Maintenance, 9  
Field respect, 10  
Fighting, 3 & 20  
Fines and Penalties, 20  
Forfeit Bond Refund Policy  
    and Procedure, 11  
Forfeit bond, 11  
Forfeited Games, 11  
Foul Lines, 19

**-G-**

Game Times, 14  
Goals of the NABA, 1  
Ground Rule; Discussion of, 14

**-H-**

Hitting Drills; Rules Governing, 9  
Home Field; Rules Governing, 9  
Home Team; Responsibilities of, 10

**-I-**

Identification Requirements, 6  
Illegal Slide; defined, 16  
Important Dates, i  
Important Phone Numbers, i  
Informational Meeting, 4  
Injury Substitution, 17  
Introduction; to NABA, 1

**-K-**

Keys; Field, 10

**-L-**

League Eligibility, 6  
League Presidents and  
    Commissioners, 1  
Leagues and Divisions; how  
    organized, 1  
Lineup Card, 15

**-M-**

Major League Player Eligibility, 6  
Make the Right Call; Publication, 2  
Manager's Contract, 3  
Manager's Meetings, 4  
Managing Tips; General, 24  
Mercy Rule, 17  
Mission Statement, 1

**-N-**

NABA City; League & Division, 2  
NABA Rules, 3  
World Championship Series, 23  
National Office Address & Phone, 1  
NCAA Compliance Regulations, 6  
NCAA Division I Baseball Rules, 6  
Newsletter, 2  
No Collision Rule, 16  
Non-Runners; General, 16  
"NR" symbol, 16

**-O-**

Offensive Lineup, 15  
Offensive Starter Re-Entry Rule, 16  
Official Clock, 14  
Official Rules of Baseball, 2  
Organizing Your Team, 4

**-P-**

Physical Contact; Umpire or  
    Participant/Spec-tator, 12  
Pinch Runner; Rules Governing, 16  
Player Adds, 7  
Player Cap, 7  
Player Conduct, 3  
Player Drops, 7  
Player Eligibility Cut-off Date, 6  
Player Eligibility; General, 6  
Player Moves, 8  
Player Pool, 8  
Player Transfers, 8  
Playoff Format, 21-22  
Playoffs; General, 21  
Penalties and Fines, 20  
Postponed Games, 14  
Practice Games, 17 & 24  
Professional Baseball Contracts, 6  
Protective Helmet, 13  
Protest Fee, 19  
Protests; Generally, 19  
Protest - Involving Informal  
    Agreement, 2

**-R-**

Rain-out Policy, 18  
Reporting Scores, 18  
Returned Checks; Rules Governing, 12  
Rules Committee, Baseball Rules  
    & NABA Rules, 2

Rules Committee; NABA, ii  
Run Rule, 17

**-S-**

Safety Rules, 3  
Schedule; General, 14  
Scorebook; Official, 19  
Scorekeepers, 3  
Scores; Reporting, 19  
Shared Field, 9  
Shoes; General, 13  
Speed-up Rule, 16  
Sportsmanship/Standards of  
    Behavior, 3  
Standings; Final, 21-22  
Substitution; Injury, 17

**-T-**

Team Envelope, 7  
Team Fee Concept, 7  
Team Name, 5  
Team Placement, 5  
Team Roster, 5  
Tie-Breaker System, 22  
Time Limit; Game, 14  
Tobacco Use, 3  
Tournaments, General, 22-23  
Tournament Roster Rule, 23  
Transfer Notice, 8  
Tryouts; Format, 4-5  
Tryouts & Draft; Rules for  
    Conducting, 5

**-U-**

Umpire Evaluation Form, Forms  
    Section  
Umpire's Fees, 12  
Umpire Fee; Forfeited Game, 11-12  
Umpire; General, 11-12  
Umpires; Substitute, 12  
Unapproved Baseballs; Penalty for  
    use, 20  
Uniforms; General, 13

**-W-**

Women Who have Played  
    Professionally, 6 - Also see:  
    Player Eligibility

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