

Please Note:

Currently MCSL has 2 sets of League Rules. One, referred to as "2-page game play" and a much longer, more detailed set of rules (this document).

The following pages contain more detailed information with respect to league business, officers, rosters, eligibility, division structure, etc. Some sections of this longer document have not been updated to reflect changes to a several rules which define start and stop times, eligible equipment, sportsmanship, etc.

The 2-page game play rules were originally created as a "Cliff Notes" version of the longer document. It defines basic rules and information as required to play the games themselves. These rules are the ones that have been reviewed at preseason coaches meetings and updated prior to each season starting in 2006.

Order of precedence:

1. "2-page" game play rules
2. The rules defined in the following pages.

In the event of a conflict between the rules defined herein and that of the "2-page" game play rules, the "2-page" rules shall apply (until some later date when this document is updated).

Any questions with respect to any rule or policy should be directed to a league officer.

Any recommendation to change a rule or policy must be submitted to a league officer in writing (or email) prior to December 31, to be considered for the following year's season.

Manassas Church Softball League

Rules and Policies

MANASSAS CHURCH SOFTBALL LEAGUE
8800 Sudley Road
Manassas, Virginia 20110

MCSL@comcast.net

<http://manassaschurchsoftball.org>

RULES as ADOPTED 21 Feb 2005
New items / updates highlighted and noted in blue text

Table of Contents

I Preamble 4
II Rosters 4
III Game Times and Schedules 5
IV Pre Game Items..... 6
V Post Game Items 8
VI League Eligibility 8
VII Uniforms..... 9
VIII Team Lineup 9
IX Player Ejection 10
X League Tie-Breakers..... 11
XI General Items 11
XII Fines and Penalties 13
XIII League Structure 13
XIV End of Season Tournaments..... 14
XV Calendar of Events..... 15
XVI League Officers..... 16
XVII Grievance Committee and Procedure..... 16

I Preamble

The purpose of this league is to provide an athletic program for the churches in Greater Manassas area with the following objectives:

- A. Build Christian character through opportunities for cooperative supervised play.
- B. Build a spirit of fellowship and cooperation among the player of various churches.
- C. Introduce non-Christians to Christ through the recreational medium of softball.

II Rosters

- A. Official ASA Rosters have a maximum of thirty (30) players. Players may be dropped from or added to the roster until May 31. (See Section II, part E.)
- B. Churches with more than two teams cannot move players between teams after May 31, and any movement must be reported to MCSL 72 hours in advance of using these players.
- C. All teams must have 80% of their team reside in Prince William County, Manassas City or Manassas Park. Also, the first fifteen (15) roster spaces in the City/County rosters must be Prince William County, Manassas City or Manassas Park residents. If City/County rosters are not completed properly the offending team will be charged an amount equal to any and all fees assessed by the Park Authority (user fees).
- D. An electronic version of your City/County roster is due before league fee payment. If not included, your league fee will not be accepted.
- E. Teams may add players who are not on the initial roster at any time before May 31, or until the final roster is submitted, whichever comes first.
- F. Before a team may add a player to the Initial Roster, they must submit a roster change to MCSL@comcast.net at least 72 hours prior to using that player in a game so that opposing coaches can be notified of your roster changes.
- G. Final rosters ~~must be signed off by the pastor of the given church and~~ are due to MCSL in electronic (email) format no later than May 31.
- H. If after the final roster is submitted, someone new begins to attend your church and they have recently moved into the county or city of Manassas or Manassas Park you may apply to league officials to add them to your roster. The coach desiring to add this person must have the church pastor write a letter to league officials verifying that this individual is new to the community and church. League officials will then provide undated rosters to all teams who will be affected by the addition
- I. Each team will receive website access to or a paper copy of the Initial Roster of all teams they play before the first game.
- J. An electronic version of your Initial roster is due before league fee payment. If not included, your league fee will not be accepted.
- K. Each team will receive web access to or a paper copy of the Final Rosters of each team they play no later than 7 June.

- L. Teams will not receive game schedules (i.e. not allowed to enter the league) if any of the following items are not turned in on when League Fees are due:
1. Team Franchise Application Form
 2. Team City/County Rosters
 3. Team Initial Rosters
 4. Full League Fee amount
- M. If the team Final Roster is not turned in on time, that team will not be allowed to play until it is. Games missed will be considered forfeit wins for the other team. The forfeits will be subject to standard penalties (see Section XII).
- N. If a team withdraws its application to avoid moving up to a higher division, or a team disbands and does not return for the following year, then players from this team may join another team of the same or different church in a lower division, subject to the following conditions:
1. No more than 4 of the affected players may join a team that is one division lower than they were originally placed.
 2. No more than 2 of the affected players may join a team that is more than one division lower than they were originally placed.
- Notes:
1. There is no limit for affected players if they desire to join a team in the same or higher division.
 2. The League will consult previous year's team rosters to determine player eligibility.
 3. If a team violates this rule, all games played will be forfeited retroactively.

III Game Times and Schedules

- A. Early double headers on lighted fields normally start at 6:30pm. (Some fields may start at 7:00pm, if no late games are scheduled that evening). Late double headers on lighted fields begin at 8:30p.m.
- B. All 1st games of a given doubleheader are subject to a 10 minute grace period. Second games of a given doubleheader do not have grace periods. Ten minute grace periods are only to be used to get the 8th player there to start the game not 8 waiting on more. Note: Ten minute grace periods eat into the 1 hour time limit.
- C. All games are subject to 1 hour time limits in that no new inning may begin after 7:25, 8:25, 9:25, or 10:30. We have the one pitch rule (Section 11:K) and as a guide games that have reached the 50 min. mark and not yet completed 5 innings should go to 1 pitch as soon as possible.
- D. There will be no time constraint on second games of early double headers, if those games are not followed by other games. If followed by other games, the hour time limit applies. However, the coaches must inform the umpire that they chose to wave the hour rule before the first pitch.
- E. In the event of a forfeit there will be a forty-five (45) minute grace period before the start of the next game. This grace period begins at the time the umpire declares the first game a forfeit. If the team forfeiting the first game decides to leave the field, the umpire shall immediately call a double forfeit. Game 2 may start early and any extra time gained may be used to complete the second game. If neither team can field a team and a double forfeit is called it shall be recorded as a loss for both teams.
- F. The League will collect church schedule conflicts will be collected from each team during a pre-season meeting. The League Scheduler shall seek to take church activities into account in

establishing the schedule at the beginning of the year. Once the schedule is announced, regularly scheduled games will not be rescheduled for church events. Games that must be rescheduled will take church activities into account, where practical.

- G. In the event no umpire shows up for a scheduled or a rescheduled game, the two coaches may play with volunteer umpires or choose to play the game at another time when paid umpires are available. Coaches can agree to play using volunteer umpires but both games must be completed with volunteer umpires. If the scheduled umpire arrives late, he/she will then take over the game from volunteers at that point.
- H. The League Scheduler will determine the time and place of all rescheduled games. The League Scheduler will reschedule games where no umpire shows and the coaches decide not to play.
- I. In the event of rain, field information for Valley View is available by the Park Authority from 3:00 to 5:00 p.m. at the following number 703-792-4750 ext. 1641. For fields at Jenny Dean call 703-257-8237 menu #5 after 3 PM. If ANY Dean field is OPEN then Brethren field is OPEN.
- J. After 3:00 p.m. the "rain out" decision will be made at the field by the umpire or league official. No team will be penalized if they do not field a team based on errant recorded Park Authority/City messages. A link to field status lines will be posted on our league website.
- K. Games interrupted by weather conditions (rain or lightning) shall count in the standing if five (5) full innings [four and one half innings are complete and the home team is ahead] have been played. The score shall revert back to the last complete inning or half inning if the home team was ahead before the second half of that inning began. Games interrupted where less than five full innings [four and one half innings are complete and the home team is ahead] have been played will revert back to the beginning of the first inning.
- L. Games that are tied after one (1) hour and at least five (5) innings and are called by the umpire will result in $\frac{1}{2}$ win and $\frac{1}{2}$ loss for each team. (Example: Back to the fifth if in the sixth, back to the sixth if in the seventh. Or even back to the seventh if time had allowed you to begin play into the eighth)
- M. When games are interrupted by weather conditions (rain or lightning) the umpire shall determine whether a game is delayed or cancelled. Umpires shall wait up to twenty [standard delay is 20 minutes] minutes for this decision. Teams who have players leave before an announced cancellation could risk a forfeit if the umpire feel the game(s) can continue.
- N. Late games that are called because of darkness and have completed less than one (1) hour playing time and less than five (5) innings (four and one half innings are complete and the home team is ahead) played will be rescheduled and picked up at point where ended.
- O. The League Schedule and all make up games will be handled by two schedule positions: Dean Scheduler and Valley View Scheduler.
- P. Games not interrupted by weather conditions (rain or lightning) that have not completed 5 innings ($4\frac{1}{2}$ if the home team is ahead) but have reached or exceeded the 1 hour time limit, shall be considered final.
- Q. Every effort will be made to give teams as much advanced notice regarding make up game rescheduling, with a goal of 7 days minimum early and mid-season. Note that the 7- day minimum notice may not be practical during the final weeks of the season.

IV Pre Game Items

- A. During pre game warm ups, teams should share the field as much as possible. If this is not possible, the first team on the field must surrender the field fifteen (15) minutes before the game.

- B. The home team for the first game will be determined by the flip of a coin. The winner of the flip can choose to be home team for the first or the second game.
- C. Each team shall provide their own ball to hit and must start with 1 new one for the night. ASA approved 44 COR, 375 compression softballs will be used for all league and tournament games. The ball can be of the neon yellow variety as long as it conforms to the above.
- D. All batters will start with a 1-1 count. One courtesy foul is granted if the batter hits a foul ball with 2 strikes. If the batter hits a 2nd foul with 2 strikes, the batter is out.
- E. Ball markings must be clearly visible or are not to be used (this is an ASA rule). It is the responsibility of the defensive team and/or pitcher to ensure a proper ball is used. The umpire will throw out any such ball brought to their attention. If an illegal ball is discovered AFTER the batter hits it, the play stands.
- F. Either team may enter a new ball as often as they would like and at any point in the game.
- G. All new bats must meet the standards set forth by the ASA. See "Certified Equipment" link at the ASA website: www.softball.org.
- H. Since Home team is not determined before the flip of a coin, coaches shall decide who will be responsible for installing the bases on fields where this is necessary.
- I. A double first base will be used in all league play and the ASA rulebook will govern this.
- J. The pitcher's rubber has an imaginary rectangular box going straight behind it for 6 feet. The pitcher may stand anywhere in this box to pitch from but must conform to all other ASA rules governing pitching.
- K. All Dean teams will be using a double home plate. All plays at home plate are force outs.
- L. Division 5, if playing at Valley View, will use a double home plate.
- M. Valley View teams will be using 70' base lengths instead of 65'.
- N. Dean teams will use 65' bases.
- O. All teams will use a 2 HR limit, then 1 up after that. The home team may not go 1 up in the bottom of the 7th inning (or "final" inning when declared by the umpire if the game is shortened due to time expiring).
- P. Over the fence HRs are not to be run out. Simply clear the bases. While discouraged, if a runner chooses to run out the HR, all runners on base must also run out the HR, and are subject to being put out per normal ASA rules (if they miss a base, wrong order, etc).
- Q. There will be no penalty out(s) in the batting lineup for teams playing with 8 or 9 players.
- R. If you start the game with 8 or 9 players, you may add up to 10 defensive players and as many Extra Hitters as you like in excess of 10.
- S. Base stealing per the ASA rulebook will not be legal in the MCSL.
- T. Altered Equipment. Altered equipment shall include but not limited to:
 1. A repainted, reworked or mechanically altered softball bat
 2. Softballs which are cooled or frozen to alter compression properties

Any team caught using altered equipment shall be penalized as follows:

Altered Bat:

1. Team forfeits current game in which altered equipment was used
2. Player using altered bat suspended for the remainder of season.
- ~~3. Team coach suspended for the remainder of the season.~~

Altered Softball:

1. If a player throws in an altered softball, the team forfeits current game

If you suspect a team is using illegal equipment, report your concern to your umpire OR a league official. Note: A League Official and/or umpire may make the discovery of altered equipment.

V Post Game Items

- A. The team that was not responsible for installing the bases is responsible for storing bases and securing the field storage boxes on fields where this is necessary. Note Dean Teams: The double 1st base is not to be removed.
- B. The winning team must ~~call in~~ report the scores to the League Website or Division Coordinator within seven (7) days of the game played or a penalty will apply. Failure to report a game score the first time will result in a warning. The Division Coordinator will record the warning and if a second infraction occurs the game score is recorded as a 0-0 loss to both teams. (See Section XII, part F.)
- C. In the event of a tie or split [one (1) win and one (1) loss] coaches should report the score of the game they won to the league website.

VI League Eligibility

- A. A player must attend his/her team's church service on a regular basis, at least twice a month during the softball season. (April through August).
- B. Women are eligible to play in any division.
- C. The minimum age for players in any division is 15 (fifteen). They must have their fifteenth birthday in the calendar year of play.
- D. High School softball or baseball players may also play in the league if they meet all other requirements.
- E. A player on a team's initial roster must play a minimum of eight (8) games in the regular season to become eligible for tournament play. Players who are added to the roster after the initial roster and before the final roster must play a minimum of six (6) games to become eligible for tournament play.
- F. Each team may have up to two (2) players who are members of another church that does not have a team in the league, if that person is active in their home church. Their home church name MUST be listed on the initial and final rosters when it is submitted to the league. (See Section II, part F and G.)
- G. Players who are members in one church may not play for another church if the church in which they have their membership has a team in our league.
- H. There is one exception to "G" ABOVE. If a person whose church has a team in the league but they want to play for another church that also has a team in the league the following shall apply. The individual shall have his/her pastor write a letter to the league stating they attend or are members of that church and, as his/her pastor, this individual has their blessing to play with another church team. A letter from the coach of the team on which he/she wants to play shall accompany the

pastor's letter. This individual will count as one of the non-church roster spots. League officials will adjust the rosters accordingly and circulated rosters will show the name of the individual's church and an asterisk to indicate this is a league-approved player.

- I. The league will accept a combined team made up of players from two churches. All rules will apply with the following exceptions.
 1. One church will be the primary host team. The team will have one vote with one primary coach.
 2. If at any time the teams wish to become two teams, the host team is guaranteed a slot. The secondary church will have to apply for a spot and may or may not be granted one.
 3. Because of the nature of this arrangement, the roster will be limited to twenty (20) players. The church that each player attends must be noted on all League rosters.
 4. In no case will individuals from other churches be allowed on their roster.
 5. In a case where a combined church team wins a trophy, the church may have the option of purchasing an equal and second trophy. The league will provide only one.
 6. If a combined team continues beyond one year, uniform shirts should recognize both churches.
 7. If in any year there are less than five (5) players from one of the churches, the league will consider the church with the most players to be the host team and disallow the combined team designation.
- J. A player may not perform duties as an official ASA umpire in the Conference in which his/her team plays. Note that quitting a team after the season starts is not sufficient grounds to allow a player to umpire in this conference. If a mistake is made and you see someone performing such duties, please inform a League Officer immediately.
- K. In the event of repeated [formal](#) complaints regarding the ability, demeanor, and/or tardiness of an umpire, the League Office will conduct a hearing with the Umpire in Chief to discuss the issues and subsequently take appropriate action(s) to resolve. A formal complaint is a letter or email sent to a league official.

VII Uniforms

- A. The same color and style of uniform (shirts) is required for play. Shirts must have commercial type numbers on the back (magic marker not acceptable) This rule shall be enforced by the umpire.
- B. No metal cleats are to be worn in league play.
- C. Hats are optional. However, if a team wishes to have hats, they must be of the same color and style. No non-uniform hats shall be worn. This rule shall be enforced by the umpire and is not a coach's decision.
- D. Any style of shorts, baseball pants, or sweatpants may be worn. Extremely loose fitting jeans and "wildpants" are safety issues and will not be allowed. "Safety" will be determined by the umpire or League Official.

VIII Team Lineup

- A. A minimum of eight (8) players must be present to start a game. Teams can add a ninth (9th) or tenth (10th) player once the game has started and they may enter immediately upon arrival. Unlimited extra hitters may be added if they are not in the lineup at the time of the first pitch. All players not present at the first pitch must be added at the bottom of the batting order. You may not embed a "hole" in the batting order.
- B. If a team has seven players and a forfeit seems likely, the following will apply. The team that is shorthanded can borrow a player from the opposing team to become the eighth (8th) player if the coach on the opposing team agrees. Even if the shorthanded team's eighth (8th) or ninth (9th) player arrives the borrowed eighth (8th) player shall remain in the line-up with the shorthanded team. Borrowed players must finish the game with that team. He/she may return to their team the second game if the shorthanded team has as many as eight (8) players at that time. Once a game is begun under these conditions, both games will be played to completion and will count in the standings.
- C. Teams are not allowed to use non-roster players. The penalty for this is forfeiture of each game the illegal player played in. Also the illegal player (if on a League roster) and the coach who allowed it, shall serve a 2 game suspension. Violations, in writing (or via e-mail), must be delivered to a League officer within 7 days of occurrence.
- D. Team rosters of teams you play will be made available to all coaches. Coaches may file a protest regarding illegal players with the umpire during or at the completion of the game. ASA rules define that protests must be filed "before the umpires leave the field." Alternately, a written (mail or email) roster violation request may be made within 7 days of occurrence.
- E. Each team may begin a game with any number of extra hitters and they may be placed anywhere in the lineup.
- F. The batting team may use a substitute "pinch" runner for any player at any time, without being considered an official substitution. The pinch runner shall be the player that had made the last recorded out. In the event that a pinch runner is chosen and there are no outs, the player making the 3rd out in the previous inning shall be used. For these and any other situations, if the pinch runner is on base when it becomes his/her turn at bat, the runner is out and must take their place at bat. If the batting team wishes to use a player not currently in the batting lineup as a pinch runner, it will be considered a formal substitution, subject to normal ASA restrictions.
- G. A team must finish the game with the same number of players they started with. If a team has no substitutes to put in the game, then an out is recorded every time the vacant position in the lineup comes to bat for that game, regardless of reason (i.e. injured, ejected, or a player simply leaves the park).
- H. A substitute who is taken out of the game because of the ASA reentry rule may not return to field, bat or run. (Note: current ASA rule allows a starter to be substituted for one time - the second time the starter must come out. 2002 ASA rule change now allows the substitute to re-enter one time for starter, but the 2nd time he/she is removed, must stay out (See Blood Rule exception under Section XI, part H.)

IX Player Ejection

- A. The first time a player is ejected he/she will serve a consecutive two (2) games suspension. This is in addition to not completing the game in which he/she was ejected.
- B. The second ejection during the same season will result in consecutive four (4) games suspension. This is in addition to not completing the game in which he/she was ejected.

- C. A third ejection in the same season means the player is no longer eligible to play in regularly scheduled, rescheduled or tournament games.
- D. Any player ejected because of an ineligible substitution shall not suffer consequences beyond the game in which he/she is ejected.
- E. If a player pushes or hits an umpire or another player on the field, that person will be suspended from all future league play pending a meeting of league officials with the umpire, both coaches and any other parties league officials may wish to include.
- F. Players who are suspended from "all future play" may request to be reinstated in any following year at a meeting of league officials and coaches. For the player to be reinstated he/she must have a letter from his pastor and receive a 75% favorable vote.
- G. No obscene language will be tolerated, and consequences will be subject to the umpire's discretion. Generally speaking, when an umpire hears ANY obscene language the player's coach will be warned. If the umpire hears more obscene language from the same player that player will be ejected and Section VIII, A, B, ~~and C~~ and IX A, B, and C will apply.
- H. Coaches are required to inform the Division Coordinator of their ejected player, the game and game date of ejection and give the Division Coordinator the penalty game dates. The coach must write into the lineup the name of the ejected player and the game date of their ejection. Coaches must then indicate by writing on the bottom of the lineup sheet the name of his ejected player for each game for which that player is ineligible. If a coach plays an ejected player the team will forfeit that game(s) and will surrender the right to be seated in tournament play at the end of the season. This rule applies even if the ejected player would make the eighth player.
- I. Any player may request a hearing of the Grievance Committee as soon as possible. Requests for this meeting must be in writing and be submitted to the league at the league address. The player's request must be accompanied by a request from the player's coach, assistant coach or the pastor of the church the team represents. This request should contain all details necessary for the committee to make a decision. You may be called to further explain your request if the committee so decides. However, the committee is not obligated to meet with you personally.

X League Tie-Breakers

Tie-Breakers for determining finishing position for the end of the season are:

- A. head-to-head record
- B. division record
- C. head-to-head runs scored
- D. head-to-head runs scored against
- E. coin toss.

XI General Items

- A. A ten (10) run rule will be in effect at the completion of five (5) innings [four and one half innings are complete and the home team is ahead].

- B. After five (5) innings [four and one half innings are complete and the home team is ahead] the umpire shall allow, if the team ahead asks, the team that is losing to bat in back-to-back innings ("flip-flop" rule). The team that was winning at the time of the decision shall have all offensive innings allowed (within league time constraints) if the team that was losing goes ahead.
- C. Penalties for forfeits are defined in XII.
- D. League officers will be elected during a spring, pre-season ~~the fall~~ meeting and begin serving a term of two subsequent years (seasons).
- E. Teams will be placed in divisions based on last year's record, competitiveness, and knowledge of new teams entering the league. In almost all cases a team winning a division will advance to the next highest division, while a team placing last in their division will be moved to the next ~~lowest~~ lower division. However, the League reserves the right to place a team where it feels the team belongs in order to maintain a fair balance throughout all divisions.
- F. Concerns or problems that arise must be made known to league officials in writing. Where those problems are time sensitive this shall be done within seventy two (72) hours of the problem. The issues raised in the letter will be reviewed by the Grievance Committee and/or the league officers and all parties given a timely response. See APPENDIX I. Where is appendix I?
- G. Each team will have one vote in deciding league issues. A church may send anyone to represent a team at any meeting. However, one person may not vote for more than one team if their church has more than one team. Teams may not vote by proxy.
- H. Per ASA rule, a player who is bleeding or who has blood on their body or uniform can be prohibited from further play until appropriate treatment is administered in a reasonable amount of time. The amount of time is left to the umpire's judgment. If blood is on the uniform, the player may substitute clothing and continue without uniform rules applying.
If the player must leave the game, an uncharged substitution, or a "free" substitution, will be allowed to take the place of the player leaving under this rule only. However, if the substitute is left in the game for more than two innings, then the "free" substitution will no longer be a "free" substitution but a permanent substitution. If this would make the substitution illegal, then the "free" substitute will be removed from the game and the absent player would be charged with an "out" when it came time to bat in the lineup. This would no longer be considered "The Blood Rule" but an "injured player" rule and, as such, regular rules would apply.
- I. A runner that is off the base and in fair territory, who is hit by a batted ball, shall be out in all cases.
- J. Prior to and before a pitched ball is struck by the batter, the team in the field must have no more than six (6) player touching and within the infield. The infield shall be interpreted as the skinned part of the ball field. If encroachment occurs, then the umpire shall declare a dead ball, award the hitter first base, and advance all runners one base.
- K. ONE PITCH RULE. The umpire OR both coaches' agreement may institute at their discretion the one pitch rule. The umpire should use this if he feels that a game is in jeopardy of being completed due to the time limit or darkness factor.
- L. SLIDE RULE. Per ASA rule, a runner may not interfere with a fielder's ability to make or receive a thrown ball. The runner has the responsibility to avoid contact if he is upright and decides not to slide. The runner must slide or veer out of the fielder's way.
- M. Per ASA rule, a runner may not collide with a catcher for any reason. Result: runner is out. If flagrant, the runner may be subject to an ejection, at the sole discretion of the umpire.
- N. [The League Officers \(President, Vice President and Treasurer\) will vote on an overall league Team Sportsmanship award, to be presented at the August post-season Coaches Meeting. Value of this award is not to exceed \\$50.](#)

- O. The League will make monetary awards at the end of the season as follows. Teams may purchase shirts, trophies, donate to charity, etc.
1. \$80 for Regular Season Division Winners
 2. \$40 for End of Season Tournament Winner if separate tournament within conference. \$80 to the winner if the format is a combined, 2-division tournament.
- Note: The above is based on 6 teams per division. If fewer teams, the amount will be adjusted accordingly, and is based on each team in the division donating \$20 as part of their league fees.

XIIFines and Penalties

- A. If a game is forfeited because of an ineligible roster player or an ejected player who plays, the team will pay a \$30.00 fine.
- B. ~~Fines for all forfeits must be paid before team is allowed entry into the league the following year.~~ If a team charged with a forfeit desires to challenge the forfeit, they must, nevertheless, pay the fine. If the forfeit is overturned, the league will return the fine.
- C. For City of Manassas or PW County roster fines, see Section II, part C.
- D. For failure to report scores the first time, the coach will be warned. For the second and all subsequent failures to report the score of a game(s) both teams will be recorded as having lost. (See Section V, item B)
- E. Teams that fail to have a representative in attendance for at least one half of the league meetings during the course of a year will be fined an additional \$30.00 at the time of the new years' registration.
- F. Teams that do not submit Initial or Final rosters on time will not be permitted to play until the roster is submitted (see Rule II, item J).
- G. Teams will be required to post a \$50 no-forfeit deposit as part of League Fees. For every game where a team forfeits and has not given the League 72 hours advanced notice (to allow Officers to cancel umpires and notify the other team), the team will be fined \$15. If the balance in the no-forfeit deposit goes negative (a team is fined more than \$50 in a season) the team must pay the excess amount to the League before playing another game. If a team does not forfeit any regular season or tournament games, the deposit (or balance thereof) will be returned or carried over to the following year.

XIIILeague Structure

- A. The league will be divided into three conferences with two divisions each.
 1. Conference I
 - a. Division 1
 - b. Division 2
 2. Conference II
 - a. Division 3
 - b. Division 4
 3. Conference III
 - a. Division 5

b. Division 6

- B. The League will strive to fill each division with six (6) compatible teams.
- C. Each team will play a schedule that consists of no less than 10 and no more than 13 game weeks, and includes 20 - 26 games (respectively). Season length and games played will be based on number of teams in a division, a conference, and the ability to create a schedule. In the event that a balanced schedule (play each other team equal number of times) cannot be created, team schedules will be picked at random (draw from hat) at a coaches meeting. Schedules will be created using generic team numbers and coaches in that division will draw a team number to determine actual schedule. This way whether a team gets a more difficult or easier schedule is by chance.

XIV End of Season Tournaments

MCSL End of Season Tournament

- A. Each conference will play an MCSL end of season tournament that is at least single elimination format. The proposed format will be subject to ability to complete the regular season, field availability, and league fees. The proposed format will be decided prior to the start of league play. If a divisional only tournament, brackets will be filled based on winning percentage.
- B. If a Conference tournament (combine both divisions in to one tournament) then brackets will be filled as follows:
1. Season winner of higher division will be the #1 seed.
 2. Season winner of the lower division will be the #2 seed.
 3. All other positions in the brackets will be filled based on winning percentage.

In the event of a tie for any bracket position, the Tie Breaker rules listed in Section X will apply.

Note: Teams that forfeit more than 4 games during the season are not eligible for the end of season tournament (see also Rules VI, E, IX, C and H, and rule XI, C regarding EOS tournament eligibility.)

Prince William County Cross-County Championship Games

- A. Teams that finish the regular season in first place are eligible to represent the MCSL in the annual Cross-County Championships games held in August. In the event that the 1st place team cannot field a team, the team that finished 2nd will have the next opportunity to play. Next choice: a combined 1st and 2nd place team.

Team Placement Within Divisions

- A. The League will strive to place teams into a division in which they can compete (compete defined as winning approximately half of their games, not dominate). To that end, the following practices will be employed:
- Teams that finish first in their divisions will move up to the next higher division the following year.
 - Teams that finish last will generally move to the next lower division the following year
 - Teams that consistently finish 2nd or 3rd in their division should note that it is likely at some point in the future, due to teams dropping out, will be placed into the higher division if they are "next in line."

- New teams will be placed in a division based on general ability, subject to openings within the league.
- The League reserves the right to place an established team in a division it thinks will protect the overall balance within a division.

XV Calendar of Events

- A. The League Offices will submit a Calendar of Events for the upcoming season League Meetings no later than November 31 of the previous year. Note that specific dates may change due to weather or other unforeseen reasons, and subsequent meetings may be cancelled or combined.

The agenda for preseason meetings will include the following:

January Meeting

- Coaches Vote on Proposed Rule Changes
- Accept Team applications

February Meeting

- All Team Applications Due
- \$150 non-refundable deposits due

March Meeting

- City/County Roster Due
- Initial Team Roster Due
- All League Fees Due
- Define League Structure (Place Teams in Divisions)

April Meeting (typically 1st week in April)

- Schedules announced / ready for viewing on league web site

August Meeting

- Season wrap-up and review
- Present Team Sportsmanship Award

- B. Proposed rule changes for the upcoming season must be submitted to the League Vice President via or email after September 1 and no later than December 31. Each proposed change will be posted on the League Website for review by all coaches. Rules will be voted on at the January League Kickoff meeting. Rules submitted after December 31 will not be considered at this meeting.

XVI League Officers

Define who they are, what their responsibilities are.

XVII Grievance Committee and Procedure

All Grievances must be made known to league officials using the following procedure.

1. The league president shall be telephoned and alerted that you are submitting a grievance.
2. Complete and mail (email preferred) the Grievance Form to the league official within seventy two (72) hours of notifying the league president.
3. If a coach or team is not satisfied with no-action or the verbal response to a grievance, they may ask for the finding to be put in writing.

GUIDELINES FOR LEAGUE OFFICIALS IN RESOLVING A GRIEVANCE

1. The league president must acknowledge by email or telephone call to the sender of the grievance that their form has been received in the mail.
2. The league president will send copies of the submitted grievance to each member of the Grievance Committee and advise the members to respond as soon as possible.
3. Members of the Grievance committee shall respond to the league president who, in turn, will notify the team submitting the grievance of their decision to support or disallow the grievance. The submitting coach has a right to ask for the vote of the decision. The league president shall cast a vote only if there is a tie.
4. The league president shall state in writing why the grievance was supported or disapproved by citing or referring to the Manassas Softball League rules or the ASA softball rule book.
5. All grievances and actions taken on grievances shall become a part of league minutes and will be added at the meeting following resolution of a grievance.

DEFINE WHO IS ON THE GRIEVANCE COMMITTEE:

Grievance forms

Manassas church softball league
grievance submittal form

Date: _____ team: _____
Team representative submitting grievance _____
please print
Date of grievance: _____ umpire: _____
Describe grievance or infraction:

Manassas church softball league
league grievance response form

Date president received call: _____
Date grievance received in the mail: _____
date grievance committee notified of grievance: _____
Individual committee member's name: _____
Member approves grievance _____ member disallows grievance _____ - _____
member comments: