

# Babe Ruth League, Inc.

## Southeast Regional Tournaments

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### MANAGERS TOURNAMENT INFORMATION PACKAGE

- Pre-determined package information has already been entered into the database for you. An answer to the questions below is required to complete the package.
1. Tournament TO Date  
(the Tournament START Date is predetermined)
  2. Host League Name, City, State
  3. Host President Name, Phone, Email
  4. Tournament Director Name, Phone, Email
  5. Regional Tournament Director Name, Phone, Email  
(this information could be predetermined)
  6. Hotel Coordinator Name, Phone, Email
  7. Admission Ticket Coordinator Name, Phone, Email
  8. Banquet Coordinator Name, Phone, Email
  9. Host League Web Site
  10. Host Hotline Phone Number
  11. Team Information Required Date
  12. Any "Special Information" not associated with the above.
  13. Hotel Names, Phone Numbers (enter at least one hotel)
  14. Check-in Report Time, Location (include address); must be no more than one & one-half hours prior to Banquet (or Ice Breaker) time  
(the Date is predetermined)
  15. Mapquest Link for Check-in Location (copy and paste from MapQuest)
  16. Banquet Time, Location  
(the Date is predetermined)
  17. Pre-Tournament Meeting and Location (include address)  
(the Date and Time are predetermined)
  18. Location Name for Tournament Games

**View and Print a [SAMPLE PACKAGE](#) to go with your questions.**



**When all of the information above has been gathered Go to the [Package Instructions](#)**

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### MANAGERS TOURNAMENT INFORMATION PACKAGE

Now that you have reviewed the Package questions and have all of the answers it's time to begin the process of creating the Managers Tournament Information Package.

Here is what you need to do, and the results you should expect to get:

- Take the answers to your questions to the Package Update Form (assigned to you by Link below)
- Completely fill in the form fields (make sure that the team check-in time is within one hour of the Banquet time)
- Double-check your data entry to make sure that everything entered is accurate
- Click on the "Submit" button
- You will return to your menu where you will be able to view/print your Package, and/or make updates.
- Email the [Southeast Regional Administrator](#) when you are satisfied that your Package is 'For-the-Public' ready.
- The Package will be reviewed by the Southeast Regional Administrator who will either contact you for more information or change the status of the Package to "Approved" making the package available to the Public.
- Users will be able to view and download the Package from the Southeast Regional Tournament Bracket Links below.

[Baseball Brackets](#) [Softball Brackets](#)

**That's it! Now it's time to BEGIN THE PROCESS. Please choose the Age Group for the Package you wish to Update. You will need your Username and Password to go beyond this point:**

Sample Age Group Links

- |                                     |  |
|-------------------------------------|--|
| <b>Baseball -</b>                   | <b>Softball -</b>                        |
| • <a href="#">T-Ball Baseball</a>   | • <a href="#">Babe Ruth 6U Softball</a>  |
| • <a href="#">Rookie Baseball</a>   | • <a href="#">Babe Ruth 8U Softball</a>  |
| • <a href="#">Minor 9-Year-olds</a> | • <a href="#">Babe Ruth 10U Softball</a> |

# Babe Ruth League, Inc.

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### Babe Ruth Southeast Regional Tournament Sample Manager's Tournament Information Package

#### 2009 Sample MTIP Package

July 23, 2009 - July 30, 2009

Sample Babe Ruth League

Center City, Florida

The Sample Babe Ruth League wishes to extend a warm welcome to all players and coaches participating in the 2009 Sample MTIP Package Southeast Regional Tournament. We are honored to be your host for these games. The format for this tournament is Double-Elimination.

This information package will provide everything you need to know concerning check-in at the tournament. If a question arises that is not covered in this information package, please do not hesitate to contact the Tournament Director.

- **Contact Information:**

<b>Position</b>	<b>Name</b>	<b>Phone</b>	<b>Email</b>
Host President	Jack Black	222-555-1212	<a href="mailto:jblack@emal.com">jblack@emal.com</a>
Tournament Director	Jeb Bush	222-444-5555	<a href="mailto:jbush@fl.com">jbush@fl.com</a>
Regional Tournament Director	John Lucas	222-329-1111	<a href="mailto:jlucas@flbaberuth.com">jlucas@flbaberuth.com</a>
Hotel Coordinator	Bob Hartley	222-333-2222	<a href="mailto:bhartley@flhotel.com">bhartley@flhotel.com</a>
Admission Ticket Coordinator	Cosmo Kramer	222-555-7777	<a href="mailto:ckramer@seinfeld.com">ckramer@seinfeld.com</a>
Banquet Ticket Coordinator	Paula Dean	222-512-8888	<a href="mailto:pdean@food.com">pdean@food.com</a>
Host Web Site		<a href="#">Visit Web Site</a>	
Host Hotline		222-555-1111	

- **Hotel Information:**



check all credentials; State flags will be collected for display at the tournament site. Tickets to the Banquet, and tournament passes, and souvenirs will be available for purchase by team supporters. Teams will be able to arrange for practice times.

### [Computer Directions to Check-in Location](#)

- **Tournament Team Credentials Book:**

All credentials must be in a loose-leaf binder notebook in the order of the [TOURNAMENT TEAM CREDENTIALS CHECKLIST](#). The Credentials Checklist must be signed by the State Tournament Commissioner for Regional Tournament participation.

Note: This tournament is the third level tournament participation. Your book should have been checked at least twice before this tournament. Please be aware that **NO TEAM OR PLAYER WILL BE ALLOWED TO PARTICIPATE IN THE REGIONAL TOURNAMENT WITHOUT THE PROPER CREDENTIALS.**

- **Tournament Identification Cards:**

Players, manager, and coaches will be provided with an official tournament pass upon check-in. Players, manager, and coaches are to carry these with them throughout the duration of the games and should also carry some other form of official identification with them at all times except when in uniform.

- **Pre-Tournament Meeting:**

A meeting for managers, coaches, umpires, and tournament officials has been scheduled for 8:30 AM on July 23, 2009 at Holiday Inn, 6802 Commonwealth Ave., Jacksonville, FL 32254-2222. The meeting will last about 30 to 45 minutes. The Regional Tournament Director appointed by the Regional Commissioner will review all playing rules for the tournament and answer any questions. At least ONE member of each team's coaching staff is REQUIRED to attend this meeting. No players or parents are authorized to attend.

- **Practice Fields:**

Practice times and field locations with directions will be available at check-in.

- **Tournament Game Location:**

Tournament games will be played at Jacksonville Sports Complex. Directions will be provided at check-in.

- **Game Schedules:**

Up-to-date tournament brackets will be distributed at check-in. However, you may visit the Southeast Regional Web site at <http://brlseregion.com/tournaments/index.html> and download a copy at any time.

The Official Babe Ruth Tournament Bracket has been used to schedule games (and the order in which they are played). However, weather or other conditions may necessitate a bracket being changed up to the start of the tournament and during the tournament. Managers should verify their first games scheduled while attending check-in.

Be sure to follow your team's schedule at all times. Managers, coaches, and players must attend all scheduled practice sessions, tournament games, and other official events unless excused by the Tournament Director or assistant.

Changes to the game schedule due to inclement weather will be made as soon as possible. Managers will be

notified by tournament officials via the cell phone/pager numbers provided at check-in. Players, family members, and fans can determine what, if any, scheduling changes have occurred by calling the TOURNAMENT HOTLINE, 222-555-1111. Changes will be posted as soon as they are made, on the field site and on the Web site.

- **Game Results:**

Game results will be posted on at the field after each game. The results will also be posted on the Regional Web site at the conclusion of the day's events.

- **Umpires:**

Three Babe Ruth Baseball certified umpires will be scheduled to officiate each game except for the semifinal and final games, where four umpires will be scheduled. During all games, the umpires are in control of the playing field.

Managers, coaches, and players are to refrain from arguing or showing disrespect to the officials under any circumstances. If a manager, coach, or player is asked to leave the game by an umpire, Babe Ruth or tournament official, they must leave the tournament complex immediately. [An ejected player may be required to remain in the dugout if proper parental or guardian supervision is not at the field.] Failure to do so can result in actions against the entire team, including removal from the tournament.

- **Coin Toss and Infield Practice:**

In pool play, the home team has already been determined. In double-elimination play, the home team will be decided by the flip of a coin by the tournament director or another designated tournament official at least 40 minutes prior to game time. The home team will take the third base dugout.

Each team will have a total of 10 minutes for infield and outfield practice prior to the start of their game. The visiting team will begin practice 30 minutes prior to game time and the home team will practice 20 minutes prior to game time. Teams must be ready to take the field for infield practice when notified by tournament officials or will lose whatever time they do not use. Please ensure you allow teams finishing a game to completely vacate the field and dugouts before your team moves onto the field.

- **Pre-Game Announcements:**

Players and umpires will be announced 10 minutes prior to each game. For each game, the visiting team will be announced first, with team members taking their places along the first base line as announced. The home team will be introduced next, its team members taking their places along the third base line. The starting lineup will be announced first, followed by the names of those players who are designated as reserves for the game and the batboy or batgirl, coaches, and manager. The umpires then will be announced followed by the playing of the National Anthem.

- **Official Pre-Game Meeting:**

The Tournament Director or another tournament official will discuss ground rules with the managers and umpires at home plate prior to each game.

- **Lineup Sheets:**

Official Babe Ruth lineup sheets (4-part) must be completed with player jersey number, first and last name, and position (if a starter) and with distribution to the official scorer, chief umpire, opposing team manager, and retain. Changes in the lineup are to be made to the plate umpire first and then all other parties.

- **Playing Field and Dugouts:**

Only managers, coaches, players, tournament officials, and tournament-approved batboys and batgirls are allowed in the dugout and in the fenced playing area. Under NO CIRCUMSTANCES will anyone else be allowed inside the playing field during games except when called for by the umpire when time is called (e.g., emergency medical personnel and grounds crew). This includes parents, team scorekeepers, and fans.

Water and cups will be provided in each dugout prior to the start of all games.

- **Field Rules:**

In addition to the batting team's base coaches, the batter, on-deck batter, base runners, and the fielding team's players on the field, the only team members that will be permitted outside of the dugouts (in the designated area) are a warm-up pitcher, catcher, and safety monitor.

Throwing or unnecessary abuse of any equipment or baseball property will not be permitted.

Smoking (includes smokeless tobacco) is not allowed on the premises; eating and drinking are not permitted on the playing field.

Players must remain within the fenced area of the playing field during all games and are not allowed to mingle in the stands or with the spectators.

A player ejected or removed for an infraction of the playing or field rules will remain in the dugout until the game is completed, unless the umpire indicates otherwise.

The use of foul language by players is discouraged. The use of foul language within the playing field is not allowed and will be dealt with accordingly by the umpires assigned to the game.

- **Uniforms:**

Uniforms must meet the requirements contained in Rule 1.11 (Baseball and Softball). In addition, no two players on the same team will wear the same number. For consistency, players, managers, and coaches must be assigned the same uniform number throughout the tournament regardless of the number of uniforms the team uses during travel. \* The regular Cal Ripken Baseball, Babe Ruth Baseball, and Babe Ruth Softball (as appropriate) shoulder emblem must be securely attached in accordance with the current Babe Ruth Rule Books (Baseball and Softball). If teams choose to wear an Official State Champions Babe Ruth patch, it must be securely attached to the right sleeve of the uniform. All players, managers, and coaches are to be dressed in accordance with Babe Ruth requirements.

NO player, manager, or coach, or batboy/batgirl will be allowed on the playing field or in the dugouts unless in a complete acceptable uniform. At no time are blue jeans (or shorts for baseball) allowed. There are NO exceptions.

As a team representing your league and your State you are expected to maintain a neat appearance at all times, on and off the field. When not involved in a tournament game, you may dress informally and comfortably. Players are to wear or carry with them at all times their official tournament pass recognizing them as a tournament participant.

\* Beginning 2008 teams may wear the new Cal Ripken Baseball, Babe Ruth Baseball, and Babe Ruth Softball Logo Ball caps in lieu of the shoulder emblems. All players must be the same on a team. No mix matches.

- **Protest Committee:**

All tournament games will be played in the presence of the Tournament Director and a Protest Committee. Any protest must be resolved prior to continuing play. Decisions by the protest committee are final without appeal. The Protest Committee will consist of at least three members designated by the Tournament Director. Seats will be reserved for the members of the Committee for each game.

- **Scorekeeper:**

The official scoring record for each game will be maintained by the official scorekeeper designated by tournament officials. This book will serve as the official record of the tournament. Teams may designate their own scorekeeper but in doing so must understand that their book will not be taken into account if issues arise. Team-assigned scorekeepers may not be in the dugout or on the playing field for any reason. They are to refrain from interrupting the flow of a game for any reason.

- **Batboys and Batgirls:**

Teams may provide ONE batboy or batgirl if they so desire. A team-designated batboy or batgirl must be identified on the team roster at the start of the tournament and changes cannot be made. All batboys and batgirls must be in uniform for each game, and must wear a helmet at all times and are not to enter and exit the field at will. Managers are responsible for the behavior and safety of their batboys and batgirls during games.

- **Team Post-Game Meetings:**

Teams are to immediately depart the fields and dugouts upon the conclusion of games. This includes removing all equipment and trash. No team is to conduct a post-game meeting with their players within the fenced playing field.

- **Fan Behavior:**

The team manager will be held responsible for the behavior of their fans. Fans are not to enter the playing field at any time for any reason and are to display a positive attitude to all teams, players, umpires, and officials. Managers are to immediately handle problem fans if the need arises. Managers are reminded that umpires have the authority to take action against a team due to the actions of their fans.

- **Player Expectations:**

Our goal is to help all players perform at the peak of their abilities while enjoying the competition, camaraderie, and distinction that go along with playing in a Regional Tournament. At the same time, you have an obligation to everyone involved to be on your best behavior at all times. If you have a problem that can't be resolved by your manager or coaches, please contact tournament officials. They will try to help.

- **Conduct and Disciplinary Code:**

Your conduct must be above reproach, both on and off the field. Any misbehavior or misconduct not only could cause your disqualification from the tournament but could also lead to the disqualification of your team. Types of bad conduct that could lead to disqualification:

- The use of profane or indecent language.
- Fighting or other aggressive behavior toward your teammates, coaches, members of other teams, umpires, tournament officials, or other tournament participants on or off the field.
- Any illegal acts.

- **Alcoholic Beverages or Drugs:**

Any illegal activities, including illegal use of alcoholic beverages or drugs of any nature, will be immediate cause for disqualification. This does not apply to the use of doctor-prescribed medication by the individual for whom it has been prescribed.

Be smart and avoid trouble. There is always a certain level of tension in competitive sports. We do not want you to lose your competitive edge - - the desire to perform at your very best makes the game exciting for everyone. But stay under control, even if another player or fan says something that you find offensive. Keep your cool, and do not respond to provocation in any way that could lead to your disqualification. Remember, baseball games are won with hits and runs, not with words.

The Regional Commissioner, State Commissioner, Umpire-in-Chief, and Tournament Director have the authority to remove any player, manager, or coach from a tournament game for actions detrimental to Babe Ruth Baseball. Any misbehavior or misconduct on or off the field could disqualify a player, manager, coach, or team from the tournament.

