

**Ham Lake Lanes**  
**COED**  
**SOFTBALL**  
**LEAGUE**

**2018**

***Manager's Handbook***





# 2018 SOFTBALL LEAGUE INFORMATION

Welcome to the 2018 softball season with Ham Lake Lanes. Your assistance and cooperation as a team manager is greatly appreciated and will have a direct bearing on the success of the overall program. The information contained in this packet should help you carry out your duties as manager. Please read the items carefully and share the information with the members of your team.

It is very important that we have your correct mailing addresses, email and phone numbers on file, as we mail out standings and other pertinent league information throughout the season. To assist our efforts, please see that your team is kept informed of scheduled games and other league information.

Ham Lake Lanes is attempting to maintain a high level of sportsmanship and fun in this league. It is important that you read the sportsmanship policy in this packet. This policy will be enforced and should be passed along to all of your ballplayers.

To keep the league fun we feel it is necessary to have rules and regulations to guide the operation of the league. It is your responsibility to become familiar with and abide by all of our softball league rules and regulations.

The staff here at Ham Lake Lanes is ready to be of assistance to you in carrying out the responsibilities of your manager's position. If you have any questions or comments, feel free to call us at (763) 434-6010.

*Good Luck and have an enjoyable season.*

## **MANAGER'S MEETING**

***The 20187 softball manager's informational meeting is scheduled for 7:30 p.m., Wednesday, March 28, 2018, at Ham Lake Lanes. League rules and organization will be discussed. It is not required, but new managers can get their questions answered.***



## SOFTBALL MANAGER'S DUTIES

1. Turn in the following items to Ham Lake Lanes by **March 28, 2018**:
  - a) A completed team roster sheet.
  - b) The \$800 team registration fee.

**Note: A team will not be considered registered until both of the above are turned in.**

2. Know the playing rules and inform the members of your team.
3. Know the eligibility requirements. Use of an ineligible player may result in the forfeit of the game.
4. Make sure Ham Lake Lanes has your correct mailing address and phone number where you can be reached during the day.
5. Be aware of the league standings. If you detect an error, contact Ham Lake Lanes immediately.
6. Any schedule changes, rule changes, policy changes, league standings, etc., will be sent to you. It will be your responsibility to pass the information on to your players.
7. Make sure you have ten (10) players at each game, at least ten minutes before game time. Avoid forfeits!
8. On days involving bad weather, call Ham Lake Lanes at 763-434-6010 (between 4:30 and 5:00) to find out if games will be played. ***If games are cancelled due to bad weather, teams can enjoy FREE tap beer at Ham Lake Lanes for one hour after the game is called.***
9. Meet with umpire at home plate five minutes before the game starts to go over the ground rules. If you have any questions, ask. Inform your players of the ground rules. Be ready to exchange line-ups with your opponent at this pre-game meeting.
10. Make sure that your team has a scorebook for all games.
11. Any dispute with an umpire should be handled by you, the manager. Don't let one of your players face ejection by over-arguing a call. The umpire will respect a manager who calmly handles any disagreements. Learn to respect the decisions of game officials.
12. You are responsible for your team's conduct at and around the ball park. Please make sure all players handle themselves responsibly and clean up after themselves.



**Ham Lake Lanes Coed Softball League**  
**Softball Rules and League Information**  
*(League will abide by ASA rules)*

**ENTRY FEE: \$800.00** Includes: Softballs, team shirts and raffle tickets for May 6th beer bust. (Please pick up tickets at Ham Lake Lanes) Play will begin Sunday 5/6/2018 and play every other Sunday according to schedules.

**PLAYER ELIGIBILITY:**

1. All players must be at least **18 years of age**. (No exceptions)
2. A final typed or printed roster sheet must be turned into Ham Lake Lanes by 5/5/2018.  
(Rosters cannot be turned in at the field)
3. Roster sizes are unlimited, but a maximum of 20 players may play in a game.
4. Players may be on only one roster.

**SPECIAL INFORMATION:**

1. **No alcohol or beer on park property by city ordinance.** Profanity is not tolerated. No smoking on playing fields or bench area. Teams will be responsible for controlling the conduct of spectators watching their game. **Please clean your bench area and field when your team is finished.**
2. The league will use 11" and 12" red stitch softballs. Pitching distance will be **50 feet** and arc must be between 6 and 12 feet. Bases are at **65 feet**.
3. RAIN OUT POLICY: Team managers are to call Ham Lake Lanes (763-434-6010) between 4:30pm and 5:00pm on days where weather is a factor. Players are to call their managers (not Ham Lake Lanes) to find out whether the games will be played. If a game is not called off by 5:00pm, the umpire will decide at the field, at game time, whether to play. ***If games are cancelled due to bad weather, teams can enjoy FREE tap beer at Ham Lake Lanes for one hour after the game is called.***

**SPORTSMANSHIP**

Ham Lake Lanes is attempting to maintain a high level of sportsmanship in the athletic programs it offers. Therefore, a policy for dealing with cases of unsportsmanlike conduct has been instituted.

1. Any player, coach or manager ejected from a game for an unsportsmanlike act shall face a minimum suspension of one additional game.
2. Any player, coach or manager exhibiting unsportsmanlike conduct toward the game official or opposing team/team member at or after a ball game, will face a minimum suspension of one game.
3. Any player, coach or manager ejected from a second game during the season for unsportsmanlike conduct shall be prohibited from participating in the remaining season and play-off games.
4. A team using a suspended ballplayer in a game faces forfeiture of that game.

## **RULES AND REGULATIONS**

**Note: The Ham Lake Lanes softball league will abide by official ASA rules with the following additions and/or exceptions:**

**1. TIME LIMIT:**

A game will consist of 7 innings. No new inning will start one hour and ten minutes after a game has begun. In case of tie, one extra inning will be played if time has not elapsed. [Note: If a game is tied before the time limit, additional innings will be played until the 70 minute limit.

**2. FORFEIT POLICY:**

Early games only (6:00 PM) will be allowed a 10 minute grace period. A minimum of 8 players are required to start a game (4 men/4 women) on field. A team cannot field more men than women.

**3. 10 RUN RULE:**

Any team having an advantage of ten runs or more after 5 complete innings of play will automatically terminate game.

**4. 3-2 COUNT:**

The 3-ball, 2-strike count will be used. Batter will be awarded first base after 3 ball count or batter will be out with 2 strikes.

After one strike batter will get one courtesy foul ball. Batter is out after hitting second foul ball after one strike.

[NOTE: If a batter is out as a result of the courtesy foul rule, play is stopped and no runners may advance regardless if the ball is caught or not.]

**5. BATTING ORDER:**

Managers have the option of batting 10 to 20 players with equal numbers of males and females, alternating sex with each batter. If batting 5 men and 4 women, an out will be declared when the 5th male bats. Two women may bat together after initial ten players- two men may not bat next to each other without an out being declared.

**6. WALKS:**

If a man is walked intentionally, or otherwise, he is awarded second base. The woman following then must bat, unless there are two outs, then she has the option of batting or taking first base.

**7. HOME RUNS:**

Each Team is allowed 3 home runs (over the fence) per game. Any ball hit over the fence after the three allowed homeruns will be recorded as an out, and play is dead.

**8. UNLIMITED SUBSTITUTION:**

Managers may make unlimited substitutions but no switching of positions may be made during an inning, except pitching or due to an injury. All substitutions are man for man woman for woman. There must be a 50/50 ratio between males and females in both the infield (dirt area) and outfield (grass area), before each pitch is delivered. (3 Men in the infield, 2 Men in Outfield).



9. METAL SPIKES:

Metal spikes will not be allowed. Hard sliding with intent to injure will not be tolerated.

10. INFIELD FLY RULE:

The infield fly rule will be in effect.

11. HOME TEAM:

On the regular season schedule, the home team is always listed on the right.

***During playoffs, the home team will be decided by a coin flip before the game.***

12. POSITION TIE POLICY:

For teams tied in the standings at the end of the regular season, the following will apply to determine top place:

- a. Win/loss record from head-to-head competition involving the tied teams.
- b. If a tie still exists, a coin flip will determine seeding for the play-offs.

13. DEAD BALL APPEAL:

On appeal plays, the pitcher needs to only vocally announce to the umpire what they are appealing. This should be done after the umpire declares "time".

14. INTERFERENCE (league rule):

If a runner stands in the way during a double play situation, the runner and batter will be declared out if the umpire feels a double play could have been made, regardless if the ball was thrown or not.

[NOTE: If another runner was originally on 2nd or 3rd base, he/she will be declared out rather than the batter.]

15. PROTESTS:

All protests should be decided at the field, when the situations arise.

**UMPIRES DECISIONS ARE FINAL!**

## **GENERAL GROUND RULES**

1. A player must have both feet in play while making a catch to be legal.

2. If a player catches a ball in the field of play and both feet go out of play, the batter is out, the ball is dead and all runners are awarded one base.

3. A catch at the fence or out of play area is legal as long as the fielder hasn't yet touched the ground on the other side of the fence (out of play area). A player may jump in the air, catch the ball and land on the other side. This is a legal catch. The batter is out, the ball is dead, and all runners advance one base.

# Ham Lake Lanes Coed Softball League 2018 Schedule of Events

**WEDNESDAY**  
*March 28*

**REGISTRATION  
DEADLINE**

\$800.00 TEAM ENTRY FEE DUE / ENTRY  
INCLUDES: TEAM SHIRTS, GAME BALLS,  
UMPIRES AND RAFFLE TICKETS

**WEDNESDAY**  
*March 28*

**MANAGERS MEETING  
7:30PM**

FINALIZE SCHEDULE / GO THROUGH  
RULES / HAND OUT SHIRTS & RAFFLE  
TICKETS

**SATURDAY**  
*MAY 5*

**BEER BUST & PIG ROAST  
4:00PM-6:00PM**

VOLLEYBALL TOURNAMENT / DOOR PRIZES  
*FREE BEER FROM 4:00PM -6:00PM WITH TICKET*

**SUNDAY**  
*MAY 6*

**FIRST GAMES 6:00PM /  
7:15PM**

BE ON TIME / SEE SCHEDULE FOR  
CORRECT FIELD  
**MANAGER BRING SCORECARD TO  
HAM LAKE LANES**

**SUNDAY**  
*May 20*

**GAMES  
6:00PM / 7:15PM**

BE ON TIME / SEE SCHEDULE FOR  
CORRECT FIELD  
**MANAGER BRING SCORECARD TO  
HAM LAKE LANES**

**SUNDAY**  
*June 3*

**GAMES  
6:00PM / 7:15PM**

BE ON TIME / SEE SCHEDULE FOR  
CORRECT FIELD  
**MANAGER BRING SCORECARD TO  
HAM LAKE LANES**

**SUNDAY**  
*JUNE 17*

**GAMES  
6:00PM / 7:15PM**

BE ON TIME / SEE SCHEDULE FOR  
CORRECT FIELD  
**MANAGER BRING SCORECARD TO  
HAM LAKE LANES**

**SUNDAY**  
*JULY 1*

**GAMES  
6:00PM / 7:15PM**

BE ON TIME / SEE SCHEDULE FOR  
CORRECT FIELD  
**MANAGER BRING SCORECARD TO  
HAM LAKE LANES**

**SUNDAY**  
*JULY 15*

**GAMES  
6:00PM / 7:15PM**

BE ON TIME / SEE SCHEDULE FOR  
CORRECT FIELD  
**MANAGER BRING SCORECARD TO  
HAM LAKE LANES**

**SUNDAY**  
*JULY 29*

**GAMES  
6:00PM / 7:15PM**

BE ON TIME / SEE SCHEDULE FOR  
CORRECT FIELD  
**MANAGER BRING SCORECARD TO  
HAM LAKE LANES**

**SUNDAY**  
*AUGUST 12*

**YEAR END  
PLAYOFFS 8:00AM**

TOURNAMENT TIMES AND LOCATION TO  
BE ANNOUNCED  
PLAN ON PLAYING ALL DAY / GAME TIME  
IS FORFEIT TIME

**SUNDAY**  
*AUGUST 12*

**YEAR END  
BANQUET 12:30PM**

PIG ROAST / TROPHY PRESENTATION /  
DOOR PRIZES/  
HELD AT PLAYING FIELDS



