



## YOUTH BASEBALL/SOFTBALL TEAM REGISTRATION CHECKLIST 2024

- **Form a Team:**
  - Age cut-off for Baseball is May 1, 2024 (NBC Cut-off)
  - Age cut-off for Softball is August 31, 2023 (USA Cut-off)
  - Minimum Age: All participants must be **at least 8 years old by August 31, 2023**
  - A list of individuals to complete a team will be available by Friday, March 22, 2024
- **Conduct a Parent's Organizational Meeting**
  - Receive copies of player's birth certificates. Coaches must present copies of NEW players to P&R
  - Players listed on your roster are not required to register individually
  - Designate a team manger to help with: uniforms, collect fees, playing time, PAYS, etc.
- **Collect Funds**
  - Parents cover cost of equipment, uniforms, league fees, tournaments, etc.
  - Optional: Find a sponsor or conduct a fundraiser(s) to help cover costs
- **Attend Mandatory Head Coaches Organizational Meeting**
  - Important information covered, questions answered, practices scheduled, etc.
  - Practices will begin the week of April 1st
  - Baseball: Monday, March 25, 6:30 p.m., 140 N. 5<sup>th</sup> – Salina Fieldhouse
  - Softball: Wednesday, March 27, 6:30 p.m., 140 N. 5<sup>th</sup> – Salina Fieldhouse
  - Schedules Posted Wednesday, May 8<sup>th</sup> after 5:00 p.m.
  - Baseball & Softball Leagues begin Monday, May 20 (Younger ages 8U-11U)
- **Submit Team Registration: Deadline, Wednesday, April 17, by 5:00 p.m.**
  - Team registration form & roster due (completely filled out) to the Salina Fieldhouse
  - Copies of birth certificates for all NEW players (returning league players not needed)
  - \$65.00/player fees due. **Parents pay team manager. Then team manager pays P&R.**
  - **All head and assistant coaches & dugout assistants background check forms due**  
Paperless Background Checks link: <https://salinaks.seamlessdocs.com/f/BGCheck/>
- **Attend Mandatory NAYS Coaches Clinic: (Both meetings held at Salina Fieldhouse)**
  - Every head coach must attend one of the two following certification meetings/practice:  
Thursday, April 11, 6:30 p.m., **OR** Wednesday, May 8, 6:30 p.m.
- **Designate Parent Representatives: (Both meetings held at Salina Fieldhouse)**
  - Every team must have two PAYS parent representatives listed on their roster and have them attend one of the two following meetings:  
Monday, May 13, 6:30 p.m. **OR** Tuesday, May 14, 6:30 p.m.