



**CITY OF NOVATO**  
PARKS & RECREATION

# **ADULT SPORTS MANUAL**

# **Softball**

FOR MORE INFORMATION PLEASE VISIT US ONLINE AT [NOVATO.ORG/SPORTS](https://www.novato.org/sports)  
OR CONTACT [SPORTS@NOVATO.ORG](mailto:sports@novato.org)

**I. SOFTBALL REGISTRATION INFORMATION**

- A. There will be no priority given to a returning team.
- B. Teams will be accepted on a first come first serve basis. Registration is done all online on [Novato.org/RegForFun](http://Novato.org/RegForFun).
- C. Men's Softball
  - 1. Space is limited to the first 10 teams per division. A waiting list will be established if a league is full.
  - 2. League fee is \$725 per team, plus an \$8 admin fee.
- D. Coed Softball
  - 1. Space is limited to the first 10 teams per division. A waiting list will be established if a league is full.
  - 2. League fee is \$725 per team, plus an \$8 admin fee.

**II. LEAGUE FORMAT**

- A. Teams may be moved to a different level depending upon last seasons finish. All decisions on the division the team will compete in will be decided by Parks and Recreation staff.

Division	Number of Teams	Game Night	Facility
Men's	8	Wednesday's	IVC Fields
Coed	5	Thursday's	IVC Fields

\*Number of teams per division will be determined by the Parks and Recreation Department (due to facilities availability, registration, etc)

- B. When league schedules are prepared we do not guarantee game times, and/or field locations will be balanced.

**III. LEAGUE FACILITIES**

- A. Ernie Gray Fields, Indian Valley Campus of College of Marin, 1800 Ignacio Boulevard, Novato, CA 94947

#### **IV. TEAM ROSTERS**

A. A completed roster is due at registration. Rosters must be completed online. Incomplete rosters will not be accepted. Players will complete the individual waivers online, and in person each week. Contact Nick Malliaras (nmalliaras@novato.org) if you need assistance.

B. Rosters must have a minimum of seven and a maximum of twenty players. Players must be at least 16 years old.

C. Roster information is for City use only and will not be given to other parties.

D. Roster add/drop policy:

1. Players may be added to a team roster provided the roster limit is not exceeded.

2. To officially drop a player from the roster the team manager must remove them from their online roster.

3. Players may be added until the fifth week of the season. The Parks, Recreation and Community Services Department must approve any additions after the fifth week.

4. To officially add a player to the roster, a completed player contract add/drop form must be submitted to a scorekeeper at the gym prior to the game OR added to the online roster. The add/drop form must be filled out completely and include the signature of the player and captain.

#### **V. PLAYER ELIGIBILITY**

A. All players must be at least 16 years of. The parent or guardian will need to sign the roster for players under 18 years old.

B. Any player ejected from a game will automatically be suspended from his/her team's next game, playoff games included. Ejected player is required to vacate the game site immediately.

C. A player must have participated as a player in at least 50% of the league games in order to be eligible for any playoff game.

#### **VI. TIE BREAKING PROCEDURES**

A. The following procedures will be used to determine final league standings when two or more teams finish the season tied:

1. Head to Head record among the teams involved in the tie.

2. Points scored/allowed differential in games between the teams involved.

3. Points scored/allowed differential in all games.

4. Flip of the coin.

After the tie is broken and we are down to two teams:

1. Head to Head record among the teams involved in the tie.
2. Points scored/allowed differential in games between the teams involved.
3. Points scored/allowed differential in all games.
4. Flip of the coin.

## **VII. PLAYOFFS**

- A. All playoff games will be set at the beginning of the season and may vary from the normal league schedule and subject to change.
- B. The higher seeded team in the playoffs shall be the home team.

## **VIII. AWARDS**

- A. Softball Playoff Champions will receive ten (15) championship T-shirts (2 Med, 4 Lg, and 7 XL, 2 XXL). Additional T-shirts may be purchased for \$15 each.

## **IX. MISCELLANEOUS INFORMATION**

- A. Insurance: Persons or players participating in activities sponsored by the Parks and Recreation Department are not covered in any way for personal liability or property damage. This means that players are competing in the leagues at their own risk and are advised to obtain their own insurance as their personal needs may require.
- B. Sports Officials Needed: The City of Novato Parks and Recreation Department is seeking Adult Sports Officials. Applicants should have experience working in adult athletic leagues. Sports Officials are considered employees of the City of Novato. Please contact Nick Malliaras (415) 899-8263 for more information.
- C. League information, including schedules, rules, standings, blank rosters, blank add/drop forms, and this manual are available on the City of Novato web site, [Novato.org/Sports](http://Novato.org/Sports).

## **X. SOFTBALL LEAGUE RULES AND REGULATIONS**

### **A. GROUND RULES**

1. Smoking/vaping is prohibited at all times by players in all parks.
2. No equipment shall be left lying on the field in either fair or foul territory.
3. Any ball hit in fair territory that passes out of the playing field beyond any fence in the outfield is a home run.
4. Any ball hit in fair territory that bounces over any fence in the outfield is a ground rule double.

### **B. EQUIPMENT**

1. Only ASA/USA Softball approved bats are legal. Men must use ASA/USA Softball approved official wood softball bats for the men's and coed leagues. (Clarification: a wooden softball bat shall be made of 100% wood.) Women may use any ASA/USA Softball approved aluminum or wood bat for the coed league.
2. A mask is recommended for every catcher.
3. It is recommended that all teams have matching jerseys and hats.
4. Gloves, bats, practice softballs, catchers mask, etc., are to be provided by the players.
5. No metal cleats allowed.
6. All teams are required to have first aid supplies with them at all times.
7. No jewelry will be allowed.

### **C. GAME RULES**

1. Official rules as set forth by USA Softball for the current year shall govern play with the exception for local league rules.

### **D. HOUSE RULES:**

1. **5 Minute Rule:** If a team is unable to take the field with at least eight players after 5 minutes go off the clock, the umpire shall declare the game a forfeit.
2. Teams may play eight players but must play nine or ten if the ninth and tenth players are available and able to play. If at any time at the start of, or during a game, a team is unable to field at least eight players, the umpire shall declare the game a forfeit.



3. A team who forfeits two games in a season will be eliminated from the playoffs and receive no refund of the registration fee.
4. Forfeits will count as 1 ½ losses in the standings.
5. All players must conform to the City of Novato Parks and Recreation Department Adult Sports Code of Conduct, which will be signed each week.
6. Any player ejected from a game will automatically be suspended from his/her team's next game, playoff games included. Ejected player is required to vacate the game site immediately.
7. The Parks and Recreation Department will assign one umpire for men's and coed games. If at any time there is no umpire at your game you have the option to play an official game, if both teams agree. If not, we will reschedule the game.
8. Scorebook: each team will use a separate scorebook and not share with the other team. Confirmation of the score at the end of each half inning with the umpire.
9. Managers may elect to submit a lineup of all players present (16 maximum) to be in the batting lineup. Defensive positions may be freely substituted as long as no change is made to the batting lineup.
10. Free substitution: A player who has been removed from the game may re-enter the game for any player at any spot in the batting order after six offensive outs has occurred.
11. The conduct of the spectators is the responsibility of the team they are supporting. If the manager, after being warned by the umpire, cannot control abusive treatment or vulgar language, the game shall be declared a forfeit in favor of the opposing team.
12. All games will have a one hour and 10-minute time limit. Time begins at game time; teams should be on the field and ready to play. All games will consist of seven innings with the following exceptions:
  - a. If the time limit expires in the middle of an inning, the inning may be completed unless the home team is at bat and ahead at that point.
  - b. If a game is tied at the end of seven innings, an extra inning may be played, time permitting. If tied at the expiration of time, only one additional inning will be played. If still tied, a tie will be recorded in the standings for both teams.
  - c. If any team is behind by 12 runs or more at the completion of five innings, the game shall be called in favor of the team ahead.
  - d. If at any time, the lights go off after an official game (5 complete innings) the game will revert back to the last completed inning. However, from the 5th inning on, should the home team be ahead when the lights go out, the win goes to the home team.

### 13. Pitching Regulations:

- a. The ball must be delivered with perceptible arc which has a minimum height of 6 feet and not to exceed a maximum height of 12 feet from the ground.
- b. Any ball that lands on home plate or the 18-inch mat that lies directly behind home plate is a strike.

14. Double first base: The batter shall use the orange bag unless the ball is hit out of the infield, then the batter may round the base using the white bag.

Note: On a hit to the infield, the batter/runner should use the orange part of the bag. However, if the runner uses the white portion, they can be called out only if the defense appeals prior to the batter/runner returning to first base.

15. All home plate outs will be force outs when the runner from third base crosses the two-thirds point. Also, all base runners must cross the line extending off the right-handed batter's box, prior to the defensive team stepping on home plate with the ball. (Clarification: base runners that do not run to the line extended from the right-handed batter's box and run to the plate instead will be called out, regardless if there is a play at home. Also, the catcher must only use home plate for all force outs at home. The mat is not part of the plate.)

16. The "catch and carry" rule will be played.

17. Courtesy runner. Teams may have a courtesy runner, if prior to the game the coach advises the umpire he/she has an injured player. Also, during the game if a player is injured, he/she may request a courtesy runner. The batter must reach first base safely before he/she can be replaced with a courtesy runner. The coach must replace this player with the player who made the last out. This rule applies to both the men's and coed leagues. However, in coed, should a woman require a courtesy runner, she must be replaced with the woman who made the last out. Should a man require a courtesy runner, he must be replaced with the man who made the last out.

18. The BLOOD RULE: A player, coach or umpire who is bleeding or who has blood on his/her uniform shall be prohibited from participating further in the game until appropriate treatment can be administered. If a runner needs to be substituted, the person who made the last out will be the substitute runner. The game will not be delayed, but the player will be allowed to return to the game when the bleeding has been contained and any clothing that has blood on it has been removed. Free substitution will be allowed when the player can return to the game. If the Blood Rule leaves only seven players, the game may continue. Because of the Blood Rule, every player should have a change of clothing and every team should carry a first aid kit.

19. To determine if a scheduled game is rained out, please call the Parks and Recreation Department rain number at 415-899-8243 after 2:00 P.M. on the day of the game. It may be necessary to reschedule rain outs on another night your league does not regularly play on.
20. No practice on Novato Unified School District (NUSD) or City of Novato fields prior to the season.
21. All trash must be deposited in receptacles provided.
22. Smoking, vaping, alcohol and illegal drugs are prohibited in all parks at all times. Violators are subject to citations, especially at the Indian Valley Campus of College of Marin (It is a misdemeanor to be in possession of alcohol on a college campus.)

**E. COED RULES**

1. To start a coed game, you must have the following number of players. See example below:

<b>Allowed</b>	<b>Not Allowed</b>
10 women and 0 men	3 women and 5, 6 or 7 men
9 women and 0 or 1 man	2 women and 6, 7 or 8 men
8 women and 0, 1 or 2 men	1 woman and 7, 8 or 9 men
7 women and 1, 2, or 3 men	0 women and 8, 9 or 10 men
6 women and 2, 3 or 4 men	
5 women and 3, 4 or 5 men	
4 women and 4 or 5 men	

A team is allowed to bat only one more man than the total number of women in your lineup, up to 16 players. You can always bat as many women as you choose. A team must field a minimum of 8 players provided at least 4 are women.

2. Only ASA/USA Softball approved bats are legal. Men must use ASA/USA Softball approved official wood softball bats for the men’s and coed leagues. (Clarification: a wooden softball bat shall be made of 100% wood.) Women may use any ASA/USA Softball approved aluminum or wood bat for the coed league.
3. There are no restrictions to the defensive positions for males and females.
4. Any intentional walk to a man creates the following option for the next batter if the batter is a woman: She may take the opportunity to hit or may automatically take first base. This is her decision.
5. Batter starts with a one-strike count. After a two strike count the batter is allowed only one foul ball.



6. When a woman gets a clean hit to the outfield grass, she cannot be thrown out at first base by an outfielder.

## **XI. PROTESTS**

A. Protest concerning ineligible players must be stated to the umpire at the field prior to the start of the second inning, or an inning after the player enters the game.

B. All other protests must be stated to the umpire at the field and noted in the score book. Judgment calls by the umpires during the game cannot be protested. All protests will be settled by the Novato Parks and Recreation Department.