

Regional Softball League San Mateo & Belmont 2022 Fall Softball Packet

TO: All Current & Potential Softball Managers
FROM: San Mateo Recreation Department
RE: Fall 2022 Softball Team Registrations

Thank you for your interest in the **Fall 2022** season of the **San Mateo & Belmont Adult Softball Leagues**. San Mateo is very excited to have the opportunity to facilitate Adult Softball in these two great cities.

The Fall 2022 San Mateo season begins approximately the first week of October. Below we have outlined the steps you need to take in order to register your team(s). We accept teams in the chronological order in which they register, provided their registration forms and fees are correct and complete. To the best of our ability, teams will only be placed into leagues matching their skill level.

By registering early, you increase your chances of being accepted into the league of your choice. The league director will do everything possible to make sure the regional leagues are balanced regarding scheduling and competition.

**Registration Deadline FOR ALL TEAMS: Friday, September 23rd.
You must pay \$200 league fee to register a team - No Exceptions.**

What's New?

- **Online registration:**
- **You may now pay your league fees online**
- **The cost is \$590 for the season for both Coed & Men's Leagues**
- **All games shall be officiated by 1 Certified USA Softball Official**

Important Dates

- **Monday, September 12th – Registration online opens at 9am**
****Non-Refundable Deposit fee \$200 Required**
- **Friday, September 23rd – Registration Deadline**
- **Wednesday, September 26th – Mandatory Manager's Meeting in the Fitzgerald Field stands at Central Park (Bring a jacket or sweatshirt)**
- **Monday, October 3rd: Date we are aiming to start league play**
- **Friday, October 7th – Teams final payment DUE**

Registration Information

All teams may register as soon as registration opens:

- 1) Visit www.sanmateorec.org
- 2) Email team registration to softball@cityofsanmateo.org
- 3) Mail registration to our Athletics Office (**2001 Pacific Boulevard, San Mateo, CA, 94403**)

You are responsible for making sure your registration form was received (**please call 650.522.7434 for verification**).

[Teams may be moved into higher or lower divisions at the discretion of the league director based upon different variables.](#)

San Mateo & Belmont use USA Softball sanctioned rules, and our games are officiated by certified USA umpires. The leagues are separated by skill level and experience (see the enclosed "Entry Request" form for our league offerings). We typically recommend newly formed teams register in a lower D league unless you are presently familiar with our leagues and know what league would be appropriate for your team. **Each team has a 6-game schedule**. The top four teams then play in a single-elimination playoff at the end of the season to determine the league championship (various play-off formats may be implemented at the League Director's discretion). The team with the best overall record will receive t-shirts as the Division Winner. Teams winning the Championship game will receive a team trophy or equivalent.

The Athletic Supervisor reserves the right to modify and/or adjust schedules, rules, etc. as they see fit in order to provide the best experience possible.

NEW Online League Registration

Steps to Register Your Team & Pay Online:

1. **Check if you have an existing online account**
 - a. **Email:** lallen@cityofsanmateo.org
 - b. **Include:** first & last name, previous team name
 - c. **Email Response:** with login information if you already have an account in our system

2. **Login or Create New Account:** www.sanmateorec.org

3. **Activity Search – Codes Located on Page Below Labeled "Activity Codes"**
 - a. Six-digit activity code (ie. 471302)
 - b. Select correct section (ie. SM1)

4. **Payment**
 - a. Registration fee will be due at time of registration (\$200)
 - b. Installment billing will be created for the remainder due on October 7th

PAYMENT will be AUTOMATICALLY debited from the credit card used to pay the deposit on Friday October 7th

Also, please note that any offensive or vulgar team names may be changed by the Athletics Staff without notice.

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Rosters will ONLY be accepted at the field before your first game.

- **A TEAM ROSTER FORM** complete with player names, addresses, phone numbers, and signatures must be submitted. Rosters must include a minimum of 10 players. Please fill out the team roster form at the field at least 15 minutes prior to your first game. The scorekeepers will have roster forms available for you. Although there is no maximum for a roster, the league has the right to discipline teams abusing this rule (i.e. teams adding "ringers" to their roster). Rosters must be either typed or carefully hand printed.

ALL TEAMS, EVEN RETURNING TEAMS, MUST SUBMIT A NEWLY COMPLETED ROSTER FORM EVERY SEASON. Rosters must be turned into the scorekeeper BEFORE THE FIRST PITCH OF YOUR FIRST GAME. Failure to turn in a roster may result in forfeits.

REMINDER NOTES

- **Mandatory Manager's Meeting for ALL teams.** Please be sure to have a representative at the meeting if you cannot attend.
 - **Coed Team** meeting will be on **Wednesday, September 26th at 6pm.**
 - **Men's Team** meeting will be **Wednesday, September 26th at 6pm.**
 - Both meetings will be held in the stands at **Fitzgerald Field at Central Park.** The meeting will be outdoors so please dress accordingly.
- Matching uniforms are not required.
- No metal/hard plastic cleats allowed.
- **Bats must be USA certified. Please visit the following website for more information regarding certified equipment:**
www.quickscores.com/sanmateo and click on the **USA link.**
- **PLAYERS MUST FILL OUT AND SIGN THE ROSTER/WAIVER FORM or ADD/DROP FORM BEFORE PLAYING IN ANY GAME.** No players are to be added after the 3rd game without the League Director's permission.
- All added players must sign a waiver form or an add/drop form.
- For rules, forms, and other important information log onto www.quickscores.com/sanmateo

**SAN MATEO RECREATION DEPARTMENT
ADULT SOFTBALL
LEAGUE ENTRY REQUEST FORM**

Office Use Only
DATE RECEIVED:
AMOUNT RECEIVED:
BALANCE DUE:

TEAM NAME: _____

OLD TEAM NAME: _____

NEW TEAM: Yes No

MANDATORY SECTION:

My team belongs in the (Circle):

Upper League Lower League

**If you played in the previous season, please state your record and rank:
(i.e. 9-1 record and place 2 out of 5 teams)**

Record: W ____ – L ____

Rank: ____ out of ____ teams

Rationale:

MANAGER'S NAME: _____ **DOB:** _____

ADDRESS: _____ **CITY:** _____ **ZIP:** _____

PHONE (CELL): _____

EMAIL ADDRESS (print very clearly): _____

RANK YOUR LEAGUE CHOICES (I.E. "1" FOR YOUR TOP CHOICE, "2" FOR YOUR SECOND CHOICE, ETC.)

D-1: Experienced players

D-3: Players with some/little experience (beginner skills)

Coed: All our coed leagues are 3 female minimum leagues. 3 females are required to start every game (you can always play with more than 3 females). For the official coed rules please visit www.quickscores.com/sanmateo

Activity Codes

San Mateo & Belmont Men's Leagues

__ Tuesday 571301 SM2

__ Wednesday 571301 SM3

__ Thursday 571301 SM4

__ Friday 571301 SM5

San Mateo & Belmont Coed Leagues

__ Monday 571302 SM1

__ Tuesday 571302 SM2

__ Wednesday 571302 SM3

__ Thursday 571302 SM4

Notes:

- The San Mateo Recreation Department reserves the right to adjust as needed the above classifications.
- If registering more than 1 team, please use separate entry forms.
- San Mateo and Belmont Softball Leagues are a combined Regional League and therefore teams may be scheduled to play at any of the fields in these cities.
- **ABSOLUTELY NO SPECIAL SCHEDULE REQUESTS** will be considered. This rule is necessary because it is not fair to the other teams if the schedules aren't as balanced as possible. The Regional League is very accommodating when it comes to roster size (as long as this rule is not abused & all players have signed the waiver form).

PAYMENT AND GOOD SPORTSMANSHIP

- Full league fee must be paid in full by the deadline.
- All managers must pay a nonrefundable fee of \$200 to register a team (NO EXCEPTIONS).
- Second payment and final payment will be automatically run on the date stated above
- Team registration fee (\$200) is non-refundable.
- Forfeits and possible removal from the league will be implemented if payments are not received by the previously mentioned deadlines.
- Managers are responsible for the ENTIRE league payment if a team withdraws from the league after the final payment deadline.
- No refunds are granted for forfeits.
- The league director may handle any disciplinary matter as he or she deems appropriate.
- Team managers, players, &/or fans may be removed from the league if they are found to be in violation of good sportsmanship as determined by the league director and/or City staff. The Athletic Supervisor has the final say on all disciplinary matters and their decision(s) may not be protested.

I have read and agree to abide by all the above rules, guidelines, and regulations and to hold my team accountable to these standards.

Manager's Signature: _____

Date: _____