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Association - Cancellation and Reschedule Policy and Fees

Traveling Directors,

Please take 7-10 minutes to read this and it will save us all considerable time later on as well as lots of headaches.

COACHES SCHEDULE VERIFICATION

All of umpire scheduling and emailing is done through arbitersports.com. Coaches will be sent an invitation by the arbitersports.com site to join Pro-Am Umpires group as well as to sign in to the site. As such it is important that they sign into the website so they will be able to verify their MBL schedule to what Pro-Am shows for them. **NO the MBL site does NOT** feed into the arbitersports.com site. Once the season has started we do receive notifications, IF Pro-Am is listed as the umpire association.

Why we have them verify games

The website schedule verification is important to allow the following:

- Every year we have 6-8 fields which end up with 2 games scheduled at the same time. This helps us sort out the mess before it becomes a real mess.
- Making sure teams have an umpire for their game.
- Making sure we don't send an umpire to a non-existent game. The association will be billed if this occurs.
- Allowing coaches to evaluate the umpire. Feedback, positive or negative helps us to train and provide top quality umpires.
- So your coaches can receive our "You make the call" game situations with rule clarifications to help your teams learn the rules, rather than baseball myths.
- Allows your coaches and us to easily reschedule the game with a game number.

Schedule verification - Takes about 3 minutes

- **If there are any differences in their schedule and the arbitersports.com schedule (ours) please email me or call me ASAP.**
- Only a team's home games **and** away games **for/against** Cottage Grove, East Ridge, Mahtomedi, Oakdale, Woodbury or Hudson will show up as those are the associations they cover. Away games that are not in Cottage Grove, ERAA, Mahtomedi, Oakdale, WAA or Hudson are NOT in our jurisdictions so we do not have them on our schedule.



PROTOCOLS

Raining

Should it be raining, unless your association has received a notice from the city cancelling all fields, **Coaches are NOT to assume that we know their game is cancelled.** Some fields are playable while others might not be. If you do not call – the umpire is told to assume the game is being played and will show up. That means he is paid for a game he did not do and when the game is rescheduled another umpire will get paid. That will only serve to increase everyone's fees.

If in the event a game needs to be canceled due to weather and we are not notified 30 minutes before game time and the umpire shows up to the game you will be assessed a \$35 game fee. Coaches should use courtesy and common-sense – please. With rare exceptions are games truly canceled at the last minute. We reserve the right to make that decision.

Game Cancellation Protocol – WEATHER related

Unless the city has received a notice cancelling all fields, please let us know by texting Taylor **AND** Jordan or calling one of them. Taylor's phone number (651) 968-7179. Jordan's phone number is (651) 968-7178. You can include Barry on the text. His phone number is (651) 222-3399.

Game Cancellation Protocol – Non-weather related

- **Less than 5 hour notice, but more than 1.5 hour notice**

Please let us know by texting Taylor **and** Jordan **or** calling one of them. Taylor's phone number (651) 968-7179. Jordan's phone number is (651) 968-7178. Barry's phone number is (651) 222-3399. This will allow us to contact the umpire to make certain he does not show for the game. Please be sure to have the game number included and the field.

The home team would be assessed one half game fee, as umpires are not likely to be able to do another game, and have given us commitments to fulfill our games that day. Please remember this is their job.

If game is cancelled, non-weather related, with less than 1 ½ hour notice, you will be charged for the entire game.

- **More than 5 hour notice, but Less than 2 day notice**

If you are cancelling a game within 2 days of the game, please let us know by texting Taylor **and** Jordan or calling one of them. (Phone number is above). This will allow us to contact the umpire to make certain he does not show for the game. Please be sure to have the game number included and the field in the text. You will NOT be assessed any fee for canceling and rescheduling with more than 5 hour notice if a text was sent to both.



- **More than 2 days in advance**

Should a coach need to cancel a game, even if it is to be rescheduled later, please email us if the game date is more than 2 days in advance, so we can let the umpire know in plenty of time.

- **If the game is cancelled, for any reason other than weather, with more than 5 hour text notice give, there will be no fee accessed. This will give the umpire who was assigned to your association time to try to get another game.**

Rescheduling Protocol

If a coach is rescheduling a game for any reason, please note – **we NEVER take game reschedules over the phone.**

Please email us – the following:

Game number – It will be on your coach's schedule on the arbiter

If a coach does that we know all the original game information

New Game night and time

New Game field

If the head coach will not be there, please put your assistant coach's information in the email.

Please email us that information as soon as possible and give us at least 3 days prior notice to insure we can find you a qualified umpire.

Contacting Us

- Contact us at proamumpires@gmail.com. This goes to Taylor (Umpire Scheduler), Jordan (Assistant Umpire in Chief) and to Barry, Umpire in Chief.

If you should have any questions, please don't hesitate to call me at (651) 222-3399.

Thanks and **Let's Play Ball !!!**

Sincerely,

Barry Schalkle

Jordan Voit

Taylor Voit

Pro-Am Umpires

"Providing Professional Quality Amateur Umpires (Pro-Am) since 1998."

