

## STATE VFW BASEBALL TOURNAMENT CHECKLIST 2019

- If your community and/or association is interested in hosting one of the VFW State Tournaments please provide a "bid" package (via email) to the VFW Chairman by November 15th.** The following minimum information is required for the Baseball Advisory Committee to fairly evaluate the bids:
  - a. Community
  - b. Point of Contact and contact information
  - c. Which age division and most likely class
  - d. Proposed facility details (need the ability to conduct night games); must meet minimum dimensions listed in the 2018 rules and 2019 State Tournament Checklist
  - e. Local/nearest VFW post support
  - f. Level of community and/or association support
  - g. EMS support, distance/time for ambulance response
  - h. Local media support (radio, internet access at facilities, etc.)
  - i. Last time the community hosted a VFW Baseball Tournament, Division and Class
  - j. Acknowledgement that you have read the 2019 State Tournament Checklist and the 2019 Proposed rules
  - k. General description of lodging available
  - l. Any details you feel are critical for us to know
  
- The following information will be provided to the VFW Baseball Chairman within 30 days of selection as host site for posting to website:
  - a. Host Tournament Director's phone and email address
  - b. Assistant's phone and email address
  - c. Local hotel/lodging/camping information for posting (website link?)
  - d. Other recreational activities available (website, Community Face Book Link or Department of SD VFW Tournament Event Face Book link?)
  - e. Facility information
  - f. Pictures and maps
  - g. Any information you wish you, as a parent or coach, had as soon as you could get it
  
- The United States Flag must fly at all games.**
  
- Color Guard will present the "Colors" during the opening ceremony, before the Championship Game as well as the first game on Saturday and Sunday (if opening ceremony is performed on Friday).
  
- The National Anthem will be played/performed during the opening ceremony, before the Championship Game as well as the first game on Saturday and Sunday (if opening ceremony is performed on Friday).

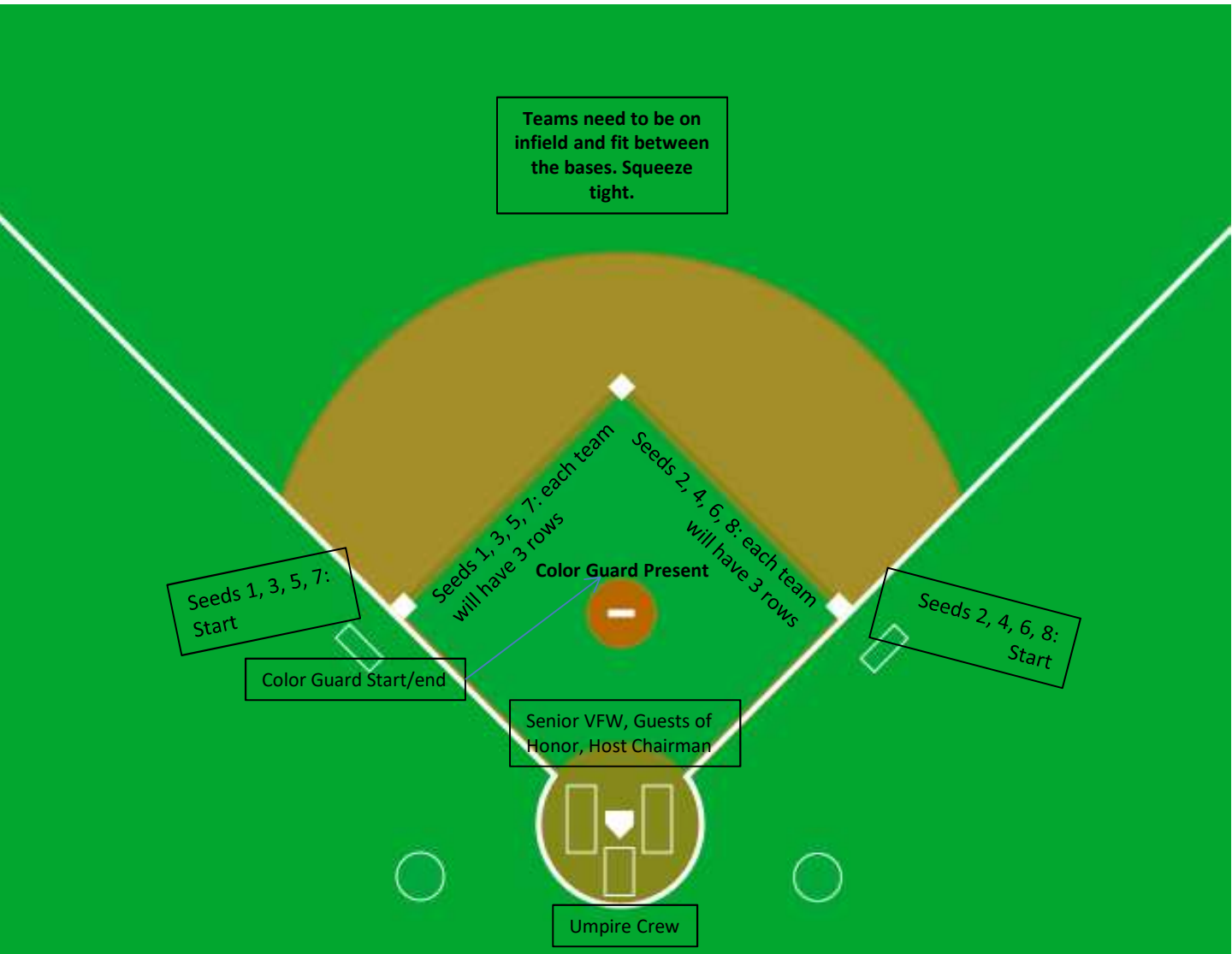
- Opening Ceremony (**All teams are required to participate in opening ceremonial functions**):
  - a. **All teams are required to participate in opening ceremonial functions.**  
Teams not participating in the opening ceremony may be **penalized** by directed forfeiture of their next, immediate game at the discretion of the Department of SD VFW Baseball Chairman
  - b. For 16U and 14U State Tournaments the Opening Ceremony will be Friday between games 2 and 3 at approximately 4:45 PM
  - c. For 12U and 10U State Tournaments the Opening Ceremony day and time will be determined by the Tournament Host Committee and approved by either the VFW Baseball Chairman or Director of Baseball Operations
  - d. The following items are required to be included in the opening ceremony:
    - i. Introduction of teams with on field line-up (see attached diagram for recommended layout)
    - ii. VFW, Legion, National Guard and/or Active Unit Color Guard to present the Colors (Color Guard(s) post the Colors)
    - iii. National Anthem (singer, band, recorded)
    - iv. Pledge of Allegiance (led by senior ranking VFW Member present or Director of Baseball Operations) (Color Guard Retire the Colors)
    - v. Speeches/remarks by national, state or local leaders, honorary first pitches (make sure you have the catcher/gloves ready before the team introductions), senior ranking VFW Member present or Director of Baseball Operations
    - vi. Other items as initiated by the host tournament committee to make this a special event for participants (i.e., the results of the skills challenge competition)
    - vii. VFW Code of Sportsmanship (led by senior ranking VFW Member present or Director of Baseball Operations) before games in all age divisions
    - viii. Play BALL!
  
- A Tournament official announcer for all sessions will introduce the players for each game. (He will introduce all players along baselines and then the National Anthem will play if not opening ceremony day or previously completed. Where there is multiple games on multiple fields there may be changes in tournament criteria.)
  
- The Pledge of Allegiance and the Sportsmanship Code will be led by the senior ranking VFW Member present or the Director of Baseball Operations before each game (**in all age divisions**) after the team introductions.

- The official scorekeeper for the tournament (Host Committee) will assign a scorekeeper and “gamechanger” statistician for each session
- Field care will be provided before each session, with freshen-up maintenance between games.
- Gate keeper and ticket takers will be provided by the Host Committee. Admission charge can be a maximum of \$5.00 per day or \$15 for a three day tournament.
- Baseballs, umpires and groundskeepers will be furnished and paid by the Tournament Host Committee or by the host team for region competitions. All umpires for state tournament must be registered and an umpire in chief shall be certified for 16U and 14U. (Questions call state VFW Headquarters)
- All games will have 2 umpires with the exception on championship day which may have 3 umpires. VFW management recommends the host committee utilize an umpire crew of three for the final day of the State Tournament. The size of the umpire crew rule is excluded for 10U and 12U tournaments.
- Baseball umpires and officials are to be on duty at least 20 minutes before each game starts and present at home plate during team introductions.
- All VFW Baseball State Tournament games are to be governed by official VFW Baseball Rules.
- Host Committee will provide a team-housing chairman who will assist all teams with accommodations and also act as a liaison in case of team damage.
- Host Committee will also ensure **one** hotel/motel room is reserved the tournament weekend **for the VFW Baseball Program representative**. VFW Baseball will let the Host Committee know as soon as possible if the room will not be required.
- Emergency Medical care must be available, telephone to emergency services or EMT on duty with beeper for medical needs or beeper on grounds connected to emergency services.
- Concession stand facility will be available for all fans and players with all proceeds going to the host team or as arranged by the host tournament committee.

- Host team will be responsible for contacting local and statewide TV, radio and newspapers with tournament results. (See attached media guide for suggestions)
- Department of South Dakota VFW Officers, Baseball Chairman, Director of Baseball Operations and Region Coordinators, who wish to attend a State Tournament at their own expense, are entitled to a Tournament Pass at Tournament Headquarters.
- The tournament book or program should include the names of VFW State Officers, VFW Baseball Chairman, Director of Baseball Operations and Region Coordinators. Also the program and sportswear will be required to use the following wording; "South Dakota VFW Baseball Tournament"
- Game times for tournament games: determined by the VFW Baseball State chairman and/or the Department VFW Headquarters and the host team. For eight team tournaments the times are 12:00 noon, 2:30 pm, 5:30 pm and 8:00 pm on Friday. Saturday times are 12:00 noon, 2:30 PM, 5:00 PM and 6:30 PM or 20-30 minutes after completion of the previous game. On Sunday the games are at 12:00 Noon, 2:30 PM and 5:00 Pm or 20-30 minutes after completion of previous game. Host team should contact State Headquarters to get time changes. Weather or other factors may drive real-time decisions during tournament weekend. Work closely with the VFW Official on site to determine the best course of action which may include early/late starts or using a rolling schedule. Host Tournament Committee should establish a "text" team recall system to notify all teams and media of changes at the initial coaches meeting. If you want an earlier start, you must get permission from the State Chairman or State Headquarters. Pool tournaments usually start earlier in the day, usually it is determined by the number of fields and number of teams in the tournament.
- Host Tournament Committee will provide a facility and leadership for a team meeting in the morning before the afternoon tournament kick-off. All rules, regulations and check of team member's date of birth, team rosters and team insurance forms will be covered and checked at this time. The umpire-in-chief, all other umpires, tournament announcer, tournament scorekeeper, tournament grounds keeper, tournament chairman and team coaches should be present. Host Tournament Committee should establish a "text" team recall system to notify all teams and media of changes at the initial coaches meeting.
- Items that should be discussed or completed at this meeting:
  - a. Date of Birth for each player checked.
  - b. Check team roster check to see player was registered for the season.

- c. Regional and State Tournaments Rule #8. All teams, including coaches, shall be in baseball uniforms for tournament play. If a coach or team player is not in uniform, they will not be allowed on the field. This is optional for 12 and 10 under tournaments but appropriate attire is required, no cut off shorts.
  - d. The following rules are recommended to be read at this meeting:
    - 1. Regional and State Tournaments: Rules #4, #7, #12, #14, #19, and #20.
    - 2. Equipment: Rules #2 and #3.
    - 3. Regulations: Rules #4, #5, #6 and #8.
  - e. Tournament officials and team coaches should decide the method of how home and guest teams for each game will be chosen, except when a four region format is used. See Rule #6 Regional and State Tournaments. VFW Officials will conduct a coin toss before the start of the tournament determining “home” and “visitor” teams for Saturday and Sunday when a four region format is used. The results will be included in the initial State Tournament Bracket the week prior to the start of the tournament.
  - f. In addition, a discussion on the use of “gamechanger” should be conducted.
  - g. Host Tournament Committee should establish a “text” team recall system or use “gamechanger” app to notify all teams and media of changes.
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- Trophies will be furnished for state tournaments by the Department of South Dakota Veterans of Foreign Wars. Trophies for all eight team tournaments shall be awarded to the winner, runner-up, third and fifth place winner. Individual medals will also be given to the members of all the teams in the tournament. Trophies for all pool play tournaments shall be awarded to the winner, runner-up and third place winner. Individual medals will also be given to the members of all the top four teams in a pool play tournament. Team Sportsmanship Awards will be presented by the State Umpires Association for 16U State Tournaments and the State VFW for 14U State Tournaments. No awards for MVP or Batting champion are allowed at a State Tournament.
  - Host Committee should read and be familiar with all VFW Baseball rules.
  - It is the responsibility of the designated Department VFW Representative and/or the Host Tournament Committee to take a picture of the teams on Championship Sunday and email to the SD VFW Baseball Chairman and the Department of SD VFW Headquarters.
  - Host tournament teams will pay an appropriate fee to the State VFW Headquarters for hosting a State VFW Tournament. Fee shall be paid to the Department of SD VFW Headquarters (VFW Baseball) within 30 days after the tournament is completed.

# Opening Ceremony Diagram Recommendation 8-Team Tournaments



# Opening Ceremony Diagram Recommendation More than 8-Teams

