

TOURNAMENT GUIDELINES

CREDENTIALS MEETING

The first step in the tournament procedure for the District Directors is the Credentials meeting at which all tournament affidavits and credentials will be inspected and approved. This is the most important meeting and if not carried out correctly, many problems may result and teams may even be disqualified. Following are suggestions to follow as you prepare for this meeting.

1. Confirm that all teams within the district know the time, date and location of the Credentials meeting. Make sure that all leagues are aware that they must attend this meeting to enter tournament play. If they fail to attend, they do not play. It may be even advisable to send a certified notice of this meeting.
2. You will need the following for the meeting.
 - Tournament brackets for all area, sub-district, district, region, zone and state tournaments. An approved bracket is available from the website or the Commissioner's Office.
 - Dixie Boys Rule Guides to assure that all teams have a copy before entering tournament play.
 - Copies of player registration forms. If a league has not submitted these forms, they are not eligible for tournament competition.
3. Review tournament rules to make teams aware of any modifications as compared to regular season rules.
4. Go through the protest procedure for tournament play. Materials are available for protest committees. Make sure that teams know the correct protest procedure. Protest not properly presented will be rejected.
5. Appoint a credentials committee and explain their responsibilities. This committee will be comprised of three persons who will inspect and approve all tournament affidavits. The same three names must appear on all affidavits.
6. Have all members of the credentials committee read Rule 0.23 in the tournament section of the Dixie Boys/Majors Rulebook before any tournament affidavits are inspected. If they have any questions, be sure that they are cleared before the inspection process gets underway.
7. DO NOT ACCEPT ANY TOURNAMENT AFFIDAVITS UNLESS THE FOLLOWING INFORMATION IS STATED IN FULL AND PROPERLY RECORDED ON THE AFFIDAVIT.

- ✓ Player's full name as it appears on the official proof of birth (John Henry Jones, Jr. not Johnny Jones).
- ✓ Complete mailing address: (Route 1, Box 100, Montgomery, AL. 36100, not just Montgomery, AL).
- ✓ Date of birth: (May 1, 1982, not 5/01/1990). The month may be abbreviated such as Jan., Feb, etc., but do not use number for month.)
- ✓ Regular season team (check this against player roster forms that were submitted prior to June 15th.) Be sure that the player's name, address and date of birth as stated on the regular season roster matches the information submitted on the tournament affidavit.
- ✓ Check to see that all players listed live within the geographical boundaries of the league or that a legitimate release has been legally granted. If no release exist, then the player is not eligible.
- ✓ Affidavits must be signed by the League President or his properly designated representative.

NOTE: IF THE ABOVE ITEMS ARE NOT PROPERLY RECORDED ON THE AFFIDAVIT, DO NOT ACCEPT THE AFFIDAVIT AND DO NOT ALLOW THE TEAM TO ENTER TOURNAMENT PLAY UNTIL PROPER CORRECTIONS ARE MADE.

TOURNAMENT JURISDICTION

1. District Directors are to serve as the tournament director of the district tournament and state directors are to be the tournament director of the state tournament. State and district directors are responsible for assigning Assistant Directors' as well as other competent replacements if they cannot be present at any tournament game. All appointed tournament directors should be very familiar with Dixie Boys/Majors tournament play and have a working knowledge of written procedures for each tournament. State Directors should approve any replacement of a district or an assistant district director and the Commissioner must approve any replacement for a state or an assistant state director.

2. All sub-district and district tournaments shall be under the jurisdiction of the District Director. Tournament Directors may be appointed by the District Directors, however they remain under the jurisdiction of the District Director. The District Director has the authority for conducting all aspects of tournament play, including the discipline of players, coaches and managers for unsportsmanlike conduct.

3. All zone, regional and state tournaments shall be under the jurisdiction of the State Director. Tournament Directors may be appointed by the State Director, however, they remain under the jurisdiction of the State Director. The State Director has the authority for conducting all aspects of tournament play, including the discipline of players, coaches and managers for unsportsmanlike conduct.

*NOTE: Special regulations are established for World Series competition. Such regulations are issued through a Special Bulletin prior to the start of state tournament competition.

PRE-TOURNAMENT COACHES/OFFICIALS MEETING

A pre-tournament coaches and officials meeting should be held prior to each tournament at which the following should be thoroughly explained or handled.

1. Schedule of times of all games as listed on approved tournament brackets.
2. Secure a list of names and phone numbers of all team managers. These should appear on the affidavits.
3. Give all team managers the name and the phone number of the Tournament Director and explain the director's responsibilities and authority.
4. Advise all teams as to who will determine whether a game can be played in the event of bad weather and who will make rescheduling decisions.
5. Explain the make-up schedule procedure to be used in the event it becomes necessary to reschedule games. It is advisable to play all games as soon as possible if it becomes necessary to delay or reschedule a game. Make sure that all games are played in order by game number according to the bracket. NEVER CHANGE THE BRACKET AFTER IT HAS BEEN ESTABLISHED. Remember, you will be on a tight schedule and unnecessary cancellations or delays may cause serious problems in the tournament schedule later. NEVER require teams to play under UNSAFE CONDITIONS, especially if there is any lightning in the area. Adhere to the 30/30 lightning rule as found in our safety bulletin as the recommended precaution.
6. Admission policy (who will be entitled to passes and who will issue them) is usually determined by the tournament host. Dixie Boys/Majors officials, district directors and immediate family, are to be admitted to the tournament games at no charge. It is recommended that the Tournament Director only issue any out of town passes as he deems appropriate.
7. Cost of admission to games should be stated by the Tournament Host.

8. Home and Visiting Teams: Determine at the pre-tournament meeting home and visiting teams for all games in the tournament. Following is a suggested procedure for doing this. For the first round of play, managers of teams that will be playing call the toss of the coin. The winner of the coin toss selects his choice of home or visiting team. After the first round of play for each team, flip a coin for each game of the tournament. If the coin lands on heads, the top part of the bracket will be home. Do this for every game of the tournament. Use of this procedure makes everyone aware of the home team for all games. The coaches will know before they reach the field if they are home or visitor and the fans will not have to change sides.

9. Review infield times and player introduction procedures. These are available for review.

10. Pre-game conferences: Hold these the first day of the tournament and go over the ground rules if needed or other items necessary for tournament games. After the first day, there should be no pre-game conferences for any game unless special circumstance arises that needs to be discussed.

11. Advice who the umpires will be (association or group that will work the tournament and how many will work each game.) It would be advisable to have one or more umpires at this meeting and to introduce them. The umpire-in-chief should be present if possible.

12. Outline the protest procedure including the appeal process. Be sure that it is understood that only legal protests will be considered. Umpire's judgment will never be accepted as a legal protest.

13. Coaches conduct: State in a firm but friendly manner what is expected of the coaches. Also, point out those things that will not be allowed. Remind everyone this game is for the players and not the coaches.

14. THE FOLLOWING RULES AND POLICIES SHOULD BE ENFORCED AT ALL TIMES.

- A manager or coach is not to leave the dugout unless he has requested and been granted time out to confer with a player or an official on the field. Two coaches may leave the dugout while his team is on offense to coach the base which he declared at the beginning of the game.
- Anything that can be done by a player is to be done by the player, such as warming up the pitcher, etc. No adult, at any time, on or off the field, is to warm up the pitcher. A coach or manager should be allowed to stand by and observe as a pitcher is warming up before the game or, if he has obtained the permission from an umpire, between innings.
- **All players warming up pitchers, on or off the field, are to wear a catcher's helmet and a mask.**

The rules listed above are part of all tournament play. When rules are not enforced at beginning tournament play; problems usually occur as teams advance. Rule enforcement at the first level of tournaments provide expectations for players and coaches and problems are avoided.

15. Obtain a team picture or establish procedure to be used to obtain a picture of a team prior to the start of the district tournament. District directors should send pictures of all teams in the district tournament to the State Director on the first day of the district tournament. The State Director should send a picture of each team in the state tournament to the World Series Host Chairman on the first day of the state tournament.

16. At the close of each tournament be sure that the Tournament Director notifies proper officials and the host of the next tournament as to the identity of the winning team. Please do not have the next tournament host guessing as to which team will be advancing. Provide necessary information to the winning team about the next tournament including the tournament packet so that they will know where and when they are to report and what will be expected of them.

EQUIPMENT CHECKLIST

Before any team is allowed to enter any tournament play, be sure that they have the following equipment.

TEAM

1. Six (6) pressure type batting/base runner helmets or helmets with chin straps. See rule 1.16 as to the added requirement for DB facial protection device. All helmets should provide the utmost protection.
2. Two (2) catcher's helmets with mask and throat protector. One will be needed for the catcher in the game while the other is to warm up pitchers that might enter the game.
3. Confirm that any player that might possibly enter the game as the catcher has an athletic supporter with a protective cup. The umpires should never allow a catcher to play the position without the protective cup.
4. To prevent any potential problems over the use of illegal equipment should inspect all equipment in each dugout immediately prior to each game and remove any item that is deemed to be not legal equipment.

TOURNAMENT HOST

1. Official Dixie tournament baseballs must be used for all levels of tournament competition. Baseballs used must meet all specifications listed in the official playing rules and bear the signature of the Commissioner.
2. The Host shall provide playing fields that meet the requirements as described in the official playing rules. As part of this requirement the Host should have adequate staff and equipment available on site to address all tournament requirements. Additional staff and equipment is often required after seasonal rains.

GAME PRELIMINARIES

CONDUCT & DRESS CODE

Dixie Boys/Majors Baseball will be on display more than ever during the tournament season. Every tournament should be conducted in a manner as to bring credit to the program. All rules will be strictly enforced according to the book with no exceptions. All adult leaders are to conduct themselves in a way that will not only portray a good image, but that will set a proper example before everyone, especially the young participants on the tournament teams. Conducting unbecoming to the principles of Dixie Boys/Majors Baseball will not be tolerated. Neat appearance and dress of all participants, coaches, umpires and Dixie officials is very important to a positive image for the program. It is mandatory that all players and managers participating in tournament play be attired in matching baseball uniforms composed of shirt, pants, caps, socks and baseball shoes. (Coaches may wear "Approved coaching shoes.") All uniforms (players and coaches) shall have the Dixie Boys/Majors emblem permanently attached on the left arm of their shirt.

PROTEST COMMITTEE

One of the most important parts of tournament play and one that often receives inadequate attention is the Protest Committee. The responsibilities and qualifications of the committee should well be understood before a protest occurs. The attention of the coaches, players and fans moves from the playing field to the adults that must make a decision. Usually this decision (a final one by rule) will be unpopular with at least half of those in attendance. Because of the seriousness of the results, it is imperative that careful consideration is given to the makeup of the committee by the tournament director. Advance consideration and planning needs to be given to those who may be available and are willing and qualified to serve on this committee. Do not leave the selection process to chance. Listed below are some thoughts to consider:

1. The Tournament Director selects the three member committee (including a chairman) for each game.
2. These three members should be adults who have a thorough knowledge of baseball playing rules, Dixie Boys/Majors rules and how to handle a protest if one should occur.
3. They should have at all times an Official Baseball Rule Book, a Dixie/Boys Majors Rule Book and a copy of the ground rules for the tournament field.
4. No one should discuss aspects of the game with a Protest Committee member while a play is in progress.
5. In the event of an allowable protest, the protesting manager should state to the chief umpire (plate umpire) that he wishes to appeal to the protest committee. The umpire will notify the opposing manager, scorekeeper and protest committee. The members of the committee should consult with the umpires and with each coach, one at a time. If necessary, the committee should review the official scorebook, consult with the official scorer or obtain information from other sources if they believe it helpful in making a decision.
6. Announce the names of the members of the Protest Committee before each game. This should be done after you announce the umpires. A team isn't required to start any game until the announcement is made.
7. Once the Protest Committee makes a decision, the decision is final. There should be no further discussion about the decision following the game and no attempt should be made to explain or justify the decision.

DO NOT UNDER ANY CONDITIONS

1. Do not ask a manager whose team is about to play a game to send someone to serve on the Protest Committee. This is the responsibility of the Tournament Director. A team shouldn't select the committee.
2. Do not permit any member of the committee to ever assume the role of a fan. Under no circumstances should anyone show open support of either team while serving on the committee. If possible, it is best to have impartial individuals as committee members. It is not advisable to select one member from one team, one from the other and one that is impartial. This ends up many times with one trying to be the arbitrator. However; if this must be done to fill the committee, pay extreme attention to the knowledge, honesty and integrity of each member that you choose to serve on this important committee.

TOURNAMENT GAMES

SCOREKEEPER

1. Be in the Press Box at least thirty (30) minutes prior to each game time.
2. Total concentration is required on each play with the final authority for hit/error.
3. Immediately inform any team manager when a potential protest situation is about to occur. It is the responsibility of each manager to know the rules and the number of innings each pitcher has left in each tournament. However, the scorekeeper should do everything possible to prevent a protest. The scorer doesn't make or enforce the rules-you merely advise the manager of a questionable situation.
4. Assist the PA announcer in making prompt announcements of all line-up changes.
5. Make certain that both Managers come to the Press Box following the game to sign the pitching records. The scorekeeper should carefully record information and certify records as being complete & correct.

PUBLIC ADDRESS ANNOUNCER

1. Be in the Press Box thirty (30) minutes prior to each game time.
2. Prior to each game, obtain full roster of each team including managers and coaches. Announce names normally used by players, not names from the affidavits. Clarify correct pronunciation of difficult names.
3. Announce only pertinent information –usually the first three batters in each half inning and the batter as he comes to the plate. At the end of each half inning: runs, hits and errors should be announced. No play by play announcements or other activity should occur that may distract from actual play of the game.
4. Do not announce errors made by individual players.
5. Make prompt announcement of all line-up changes.
6. Remember that the PA announcer is only needed to provide pertinent information. You are not the focal point of the game. The players should always be the center of attention.
7. Both the scorekeeper and the announcer are important to the success of any tournament. Careful consideration should be given to the selection of the persons to work in each of these important positions.

PRE-GAME PRACTICE AND WARM UP

1. No practice of any kind of any team, including the host, should be allowed on the tournament playing field(s) prior to infield practice previous to the game. If other fields are available nearby, it is suggested that the teams scheduled for the next game be allowed to practice there before coming on the playing field.
2. Allow each team up to five minutes on the infield before the game. You may want to increase this to seven to ten minutes for the first day only and adjust the following suggested time schedule.
3. Suggested infield schedule for 6:00 pm (Scheduled starting time of game).
 - 5:30 p.m. Teams starting lineups and rosters turned in to scorekeeper.
 - 5:35 p.m. P.A. announcer tells visiting team to take in field. (Team is not to enter field until advised by the announcer.)
 - 5:42 p.m. P.A. announcer calls visiting team from field if not completed and tells home team to take infield. (Team is not to enter field until advised even if visiting team finishes early.)
 - 5:49 p.m. P.A. announcer calls home team from field if not completed.
 - 5:50 p.m. P.A. Announcer introduces visiting team (see introductions procedure.)
P.A. Announcer introduces home team.
P.A. Announcer introduces umpires
P.A. Announcer introduces Protest Committee Members.
 - 5:55 p.m. INVOCATION: (With players remaining on field).
NATIONAL ANTHEM
 - 6:00 p.m. Start Game

4. The first priority of the tournament is the game. In the event of rain, it may become necessary to cancel infield practice. If you do not allow the practice for the first game of the day, it is suggested that no infield be allowed for any games scheduled for the rest of the day. Because of out-of-town fans and possible radio broadcasts, it is suggested that all games be held to the scheduled starting time even if an earlier game is completed early. A threat of bad weather could require possibly moving ahead of schedule.

PLAYER INTRODUCTIONS

The tournament should be colorful and exciting for the players. This may be a once in a lifetime experience for many players it should provide fond memories. A proper team introduction program can help add color to tournament games. It is suggested that the following procedure be used. It should be used before every game, not just the first one, since different fans and relatives will be present for each game.

1. Use the player's name that everyone knows (i.e. Billy, not William).
2. Introduce all players, not just the starting nine.
3. Introduction procedure:
 - A. Introduce the visiting team starting lineup by batting order and defensive position. As the starting nine players are introduced they will run to their position on the field. Outfields should go to the edge of the outfield grass in front of their position. After the introduction of the starting defensive nine players, introduce the remaining players on the roster. As their name is called, they should take a position on the foul line between the first or third dugout and the stands. The manager and two coaches are then introduced and should take their position facing the stands with the players along the foul line in front of their dugout.
 - B. Introduce the home team, all players, manager and coaches in the same manner as above. As the players take their defensive positions, they should greet their counterpart already on the field in some manner (i.e. handshake, pat on back, good luck, etc.)
 - C. When introductions have been completed, both teams will have their defensive players at their individual position on the field with the remainder of the rosters and three adults per team lined up along the foul line in front of their dug out. They should remain in this position for the invocation and National Anthem.
 - D. Introduce the umpires. The plate umpire should be introduced first as Umpire-in-Chief. As the base umpires are introduced, they should run to their positions on the field.
 - E. Introduce the members of the Protest Committee.
4. Invocation and National Anthem.
5. Advise visiting team to return to their dugout and play ball.

Note: The invocation and national anthem are to be used for the first game of each tournament session only. For subsequent games in the same session, omit number 4 of the above procedure. All the other introduction procedures should be followed prior to each game of the tournament.

ELIMINATION

Before the first game in the tournament, all participating teams were excited about the opportunity to compete in a Dixie tournament and felt they had a chance to win the championship. After the second day, some of these teams will be eliminated, but they are still considered winners and hopefully are better young people from this experience.

PLEASE DO NOT LET A TEAM LEAVE A TOURNAMENT WITHOUT SOME REMARKS OF APPRECIATION AND ENCOURAGEMENT BEING MADE OVER THE PA SYSTEM.

Following is a suggested statement.

“LADIES AND GENTLEMEN, GIVE ME YOUR ATTENTION, WITH THIS LOSS, __(name of team)__ HAS BEEN ELIMINATED FROM FURTHER PLAY IN THIS TOURNAMENT. HOWEVER, THEY HAVE HAD A GREAT SEASON IN DIXIE BOYS/MAJORS BASEBALL. WE HAVE ENJOYED HAVING __(name of team)__ IN THIS TOURNAMENT. LET’S ALL GIVE THEM A BIG ROUND OF APPLAUSE FOR THEIR PARTICIPATION HERE. WE WISH THEM A SAFE TRIP HOME AND GREAT SUCCESS IN THEIR FUTURE PLAY WITH DIXIE BOYS/MAJORS BASEBALL. WE ESPECIALLY WISH THEM THE VERY BEST AS THEY PURSUE EVEN GREATER ENDEAVORS IN LIFE.”

WE THANK EACH OF YOU AS WELL AS YOUR FAMILY FOR BEING A PART OF
DIXIE BOYS/MAJORS BASEBALL!!!

This should be used, or something similar, as each team is eliminated from the tournament.

THE CHAMPION IS?

You have reached the point in your tournament where there is a winner. Have as much information as possible for the winner and announce this information over the public address system. A suggested format is as follows:

1. Congratulations to __(name of winning team)__.
2. CHAMPIONS FOR __(tournament)__ for this year.
3. __(Name of Champions)__ will play in the
4. __(Name of next tournament)__ at
5. __(Site of next tournament)__ on
6. __(Date & time of next tournament)__
7. __(If known, give league name of team they will play)__
8. We wish this fine group of youngsters the best of luck and the greatest of success as they advance in Dixie Boys/Majors tournament play.

DIXIE BOYS/MAJORS BASEBALL, INC.

TOURNAMENT ANNOUNCEMENTS.....USE BETWEEN INNINGS

INSTRUCTIONS FOR USE: These announcements are to promote Dixie Boys/Majors Baseball. During tournament time, our organization is on display. We wish to take full advantage of the opportunity to tell any prospective league or visitors about our program. Therefore, BE SURE TO HAVE THESE READ AT EVERY GAME. Read one of the announcements between each inning.

ATTENTION PUBLIC ADDRESS ANNOUNCER: PLEASE USE THIS FIRST ANNOUNCEMENT AT LEAST ONCE DURING EACH GAME.

The Team Sportsmanship Award is one of the most coveted awards to be won at this or any Dixie Boys/Majors Baseball tournament. To win this honor, the following is taken into consideration: Good sportsmanship involves such matters as fair play, good conduct and attitude.

To be considered for an award for Sportsmanship, a team must:

1. Demonstrate good conduct and attitude by all players and coaches both on and off the field.
2. Be prompt and participate in all scheduled activities throughout the tournament.
3. Have fans that show good conduct and attitude toward umpires, opposing teams and other spectators.
4. Be neat in appearance and dress of both participants and coaches at all times.

We ask all in attendance at this tournament to join the coaches and players in making these qualifications the rule of behavior while attending this event.

Are you aware of the scholarship program available to participants in Dixie Boys/Majors Baseball? All a youngster has to do is make application while a senior in high school to be considered for one of the awards. We encourage all who ever played Dixie Boys/Majors Baseball to think about this opportunity. See a Dixie official or visit our website at www.dixie.org/boys for more details.

Do you know that a player may participate in the Dixie program through age nineteen? Yes, there is an opportunity for youngsters through nineteen to enjoy baseball in Dixie. That is, Dixie YOUTH (twelve and under). Dixie BOYS (13-14)...Dixie Majors (15-19)...If your local league is not a part of these baseball programs, contact a Dixie official for information....

Every league in Dixie Boys/Pre-Majors/Majors baseball has its sights set on a Dixie World Series. The last weekend of July as well as the first weekend of August of each year the champions from each state compete for the title of World Series Champions in Dixie Boys/Pre-Majors/Majors Baseball. Why not combine your vacation with a week of championship baseball by attending the World Series?

The Commissioner's Office will provide timely Public Service Announcements during tournament season.

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
Team # 1 G1 Team # 2	Team # 2 G3 Team # 3	Team # 5 G5 Team # 4	Team # 3 G7 Team # 5	Team # 1 G9 Team # 4	<u>OPTION 1</u> <u>OPTION 2</u>
Team # 4 G2 Team # 3	Team # 5 G4 Team # 1	Team # 3 G6 Team # 1	Team # 4 G8 Team # 2	Team # 2 G10 Team # 5	CHAMPION *No Playoff*
					<u>OR</u> Seed # 1 G11 Seed # 2 PLAYOFF CHAMPION

Day 1	Day 2	Day 3	Day 4	OR	Day 5
Team # 1 G1 Team # 2	Team # 3 G4 Team # 1	Team # 2 G7 Team # 5	Team # 4 G9 Team # 2	<u>OPTION 1</u>	<u>OPTION 2</u>
Team # 4 G2 Team # 3	Team # 5 G5 Team # 4	Team # 1 G8 Team # 4	Team # 3 G10 Team # 5	CHAMPION *No Playoff*	<u>OR</u> Seed # 1 G11 Seed # 2 PLAYOFF CHAMPION
Team # 5 G3 Team # 1	Team # 2 G6 Team # 3				

Day 1	Day 2	Day 3	Day 4	OR	Day 5
Team # 1 G1 Team # 2	Team # 3 G4 Team # 1	Team # 4 G6 Team # 2	Team # 2 G8 Team # 5	<u>OPTION 1</u>	<u>OPTION 2</u>
Team # 4 G2 Team # 3	Team # 5 G5 Team # 4	Team # 3 G7 Team # 5	Team # 1 G9 Team # 4	CHAMPION *No Playoff*	<u>OR</u> Seed # 1 G11 Seed # 2 PLAYOFF CHAMPION
Team # 5 G3 Team # 1			Team # 2 G10 Team # 3		

Day 1	Day 2	Day 3	Day 4
Team # 1 G1 Team # 2	Team # 5 G5 Team # 4	Team # 3 G8 Team # 5	<u>OPTION 1</u> <u>OPTION 2</u>
Team # 4 G2 Team # 3	Team # 3 G6 Team # 1	Team # 1 G9 Team # 4	CHAMPION *No Playoff*
Team # 5 G3 Team # 1	Team # 4 G7 Team # 2	Team # 2 G10 Team # 5	<u>OR</u> Seed # 1 G11 Seed # 2 PLAYOFF CHAMPION
Team # 2 G4 Team # 3			

Commissioner's Office
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