



BY LAWS

RATIFIED
MARCH 2014

TABLE OF CONTENTS

<u>TABLE OF CONTENT</u>	<u>BY LAW NO</u>	<u>PAGE</u>
Player Registration/Permit for minimum age	1	3
Player Transfer to another Club	3	3
Appeal for Transfer – denial	4	3
Permit Period /Liabilities	5,6,7,8	3
Grading Committee	9	4
Grading Committee	10,11(a/b)	4
Two Teams in One Grade	12	4
Teams: 9 players/active players	13,14	4
Players: 4 games up	15	4
Uniforms	16,17,18 (a-d), 19	5
Shoes	20	5
Definition “Fixtures”	21	5
Points	22	6
Alter or Postponed Games	23	6
Forfeit: 3 day warning	24	6
Withdrawal of a Team	25(a/b)	6
Wet Weather	26-30	6-7
Final Series	31(a-e)	7-8
Scorecards	32(a/b)	8
Registrar	33(a-g)	8-9
Umpiring	34(a-j)	9-10
Life Membership		11

List of Abbreviations

CSSA	= Caboolture Sports Softball Association
CSC	= Caboolture Sports Club
SQI	= Softball Qld Inc.
DA	= District Association
NIU	= Not in Uniform

1. No player shall take part in any match unless registered by their Club, and if any Team permits an unregistered player to take part in any match the team shall be deemed to have forfeited that match to the opposing team. If both teams play unregistered players, the game shall be declared a 'double forfeit'
2. The minimum age for any player registered with CSSA, shall be four (4) years of age, at commencement of season

A junior players age to determine which grade they play is determined by the end CSSA's season not 31st December (e.g. If a player turns 15 after the end of the season then they are able to play U15 for the season, if they turn 15 during the season then they play a higher grade.)

Members are subject to pay the scheduled SQI Category Fee applicable

3. Players registered with a Club for a season shall not be permitted to transfer to another Club during that season.

All official Transfer Forms shall be approved by the Association before the player shall be permitted to participate in a fixture.

4. Should any player be refused a request to transfer from their Club, the said player shall have the right of appeal to the Executive Committee of CSSA.
5. Players may be accepted on permit from any other DA (All said permits/transfers shall be correctly signed before submission to CSSA). Permits may be granted by the Association to any other DA.
6. The period of permit shall extend from the first to the last game (including finals of the CSSA season within one playing season.
7. Any player from CSSA who plays with any other Association on a permit and who does not fulfill all financial or other obligations with that Association will not be allowed to resume playing with any club of CSSA until such obligations have been met.
8. Any player who plays with any CSSA club on permit and does not fulfill all financial obligations to that club will be reported (*on request of the affected club*) by the Association to SQI and the players Home Association.

9. The Grading & Dispensation Committees shall comprise of The Senior Registrar (who shall be chairperson) and two other persons (The coaching coordinator and one management committee member.)
No two (2) members of any one CSSA Club shall be eligible for the election of these committee positions.
If any of the committee person/s is not available then the executive will nominate person/s to take their position.
10. The Grading Committee shall be responsible for grading all teams.
- 11.(a) Prior to the commencement of fixtures all registration forms held by the Registrar (Senior & Junior) at the time of the Grading Committee Meeting shall be passed onto the Fixture Committee for the drawing up of the first four (4) weeks of fixtures.
The first four (4) weeks of fixtures are also to be used to grade and place teams and players , which best suit their standard of play.
NOTE : The points gained by regraded team/s during the first four (4) weeks are cancelled and one (1) point per week is issued for the new grade that the teams are entered into.
ALL TEAM SHEETS MUST BE FINALISED BY THE COMPLETION OF THE FOURTH WEEK OF PLAY.
- 11(b) The Fixture Committee will consist of Games Coordinator (who shall be chairperson) and the Umpiring Coordinator (or representative) and one (1) Management Committee member.
12. When an affiliated club fields two (2) or more teams in the same grade, the players in those teams shall be registered separately with each team, and shall not transfer from one team to the other.
13. Teams shall field nine (9) **active** players and shall comprise of players registered with that team.
14. When submitting a Team List to the Association there must be a minimum of nine (9) players on the list. The 'Shorty Rule' cannot be used until the team has submitted a team list of nine (9) **active** players.
15. During fixture games a player who has played four (4) games **up** with a higher graded team of the same club, shall not be permitted to return to their lower graded team. (**Notification from the registrars will be given**)
(PENALTY: Forfeit loss to the lower graded teams fixture game.)

16. All players in all affiliated clubs shall wear regulation playing uniforms, and all players shall be allowed four (4) playing weeks from the time of their registration, to have the appropriate uniform of their club. The team shall suffer a loss of one (1) point for each player not in uniform after the specified period.
17. Clubs may apply to the CSSA Executive Committee for an extension of time for compliance with Rule 16. Each case will be judged on its merits.
18. (a) Regulation uniform for affiliated clubs shall be in club colours, comprising shirt (made long enough to tuck into knickerbockers/shorts), (elastic in bottom of legs), sandshoes or rubber studded shoes, socks and cap. Players at all times shall wear shirt tucked in and shall wear knickerbockers covering knees. "T"-Ball, Rookie Ball and U13 grade players shall be permitted to wear club T-shirts in club colours in lieu of shirt. Gender specific teams are permitted to wear shorts or knickerbockers and shorts.

(b) Any variation to this rule to be applied for in writing to the CSSA Executive Committee.

(c) New teams participating in the CSSA competition shall submit in writing the uniform to be worn by that team.

(d) Clubs fielding multiple teams in one grade shall have a distinctive difference in their playing uniform.

(Bibs will be available from the office and must be worn)
19. In the case of a player desiring extra warmth whilst on the playing field, an undershirt either in the club colours or white, may be worn. A club warm up jacket in either club colours or white may be worn.
20. Playing shoes shall be worn in all games. Team Coaches shall be suitably attired and shall wear **fully enclosed** footwear. (Thongs, scuffs, etc. shall not be considered suitable footwear)
21. Definition – **‘Fixtures’** are all the games played throughout the season. The opening of the Mens’ and Womens’ fixtures shall be in April on a date determined each year by the CSSA Executive Committee.

22. Points awarded in the Association fixtures shall be as follows:

Win – 3 points	Draw – 2 points	Loss – 1 point
Bye – 3 points	Forfeit win – 3 points	Forfeit loss – 0 points

23. The Executive Committee shall have the power to alter or postpone fixtures. Should the Executive Committee alter or postpone any game, such alterations or postponement shall be referred back to the Fixture Committee for adjustment. No game changes shall occur less than eight (8) full days prior to the time of the fixture game. Advice of the changes shall be sent to each Club Secretary .

24. Affiliated clubs shall notify the Administrator/Secretary of CSSA three (3) days before the scheduled match if they intend forfeiting any match. The opposing team shall be advised that three (3) points shall be awarded and that no scorecard shall be required for the match.

25. (a) In the case of withdrawal from fixtures of any team during the season, Fixture Committee will determine, if early enough in the season, whether to make a re-draw in the fixtures, or whether three (3) points shall be awarded to the scheduled opposing team until the end of the round and no scorecard shall be necessary, then that game shall become a bye. All affiliated clubs in that grade shall be notified of the withdrawal of any team from fixtures during the season.

(b) When a team withdraws from the competition, that team is still responsible for all financial commitments for the **full** CSSA season.

26. If rain shall fall at any time during the fixture day a Committee of three (3) members of the Executive Committee shall have the power to cancel any remaining games, if they consider conditions too adverse.

27. Should any rain fall during a match, play may be suspended by the Plate Umpire for a period to see if the rain shall ease; umpires only shall decide if play should continue (CSSA desires Umpires to discontinue games if rain is falling heavily). If when a game is called by the plate umpire and a result in the bottom of the 3rd inning can be determined then this is a regulation game.

The game score results of all suspended game shall be determined by the CSSA Executive Committee .

28. Should any games be cancelled because of adverse conditions, those games will be replayed on a Sunday within four (4) weeks of cancelled fixtures. This method of playing cancelled games shall apply only up until second last day of fixtures .Times of replayed matches shall be decided by the Fixture Committee.

29. Any games cancelled on or after the second last day of fixtures shall be played on dates and at times as decided by the Fixture Committee with the approval of the Executive Committee.

30. There shall be no deferred games.

31. PRELIMINARY FINALS, SEMI FINALS AND GRAND FINALS

(a) No team shall enter the Preliminary Finals without the Club having paid all monies owing to the Association.

(b) The leading four (4) teams in each senior grade, Under 15 and Under 17 grades at the completion of fixtures shall be considered preliminary finalists. In the event of any teams being level, their positions shall be determined by run average from fixture games. The Fixture Committee shall arrange for the playing of preliminary finals, semi finals and grand finals.

In the case of a drawn points result, the minor premiership and other place- getters shall be decided on run average.(runs for / runs against)

(c) To be eligible to compete in the final series players shall have played a minimum of three (3) games for their registered team and a minimum of five (5) games for their Club.

(d) The method of the finals draw shall be:
Standard play-off :

Preliminary Finals 1 v 2 , 3 v 4

Semi Finals Loser of 1 v 2 V Winner of 3 v 4

Grand Finals Winner 1 v 2 V Winner of Semi Final

The Executive Committee shall reserve the right to determine the number of teams to play off in any grade with less than 5 teams .

- (e) The tie-breaker rule will commence at the top of eighth innings, or the first new innings after the designated time limit has been reached regardless of the number of innings played.

In determining whether a new innings shall commence the Umpires will have the right to call "Game" or move into the tie-breaker inning where there is five (5) or less minutes to complete the designated scheduled time.

32. SCORECARDS

- (a) Each team shall use the official scorecards supplied by the Association. The cards shall be filled in with players given names and surnames and position (in ink-not in pencil) and the captain/coach shall sign the scorecards before the commencement of the game. When filling in with players from their lower grade team/s, the grade of such player/s shall be clearly placed on the scorecards.
When using pick up players the letters 'PU' and the players grade and team are to be shown clearly on the scorecards
- (b) Such scorecards shall be correctly filled in by the Plate Umpire and Team scorers as to show final result ,box score and All changes for each team. They shall be signed by the Umpire/s and Player Umpire/s (indicating club) and returned to the respective teams, who shall place the completed scorecards in the box provided at the CSSA office at the conclusion of the game.

33. REGISTRAR OF REGISTRATIONS

The Senior Registrar shall administer all Senior games, the Junior Registrar shall administer U17, U15, U13, Rookie Ball and T-Ball grades, and they shall :

- (a) Keep a list of all registrations received, both at the commencement of the season and during the season, and all Transfers approved by the Association.

- (b) Keep a record of all scorecards supplied by the various teams and also keep a record of all points awarded for all games played (Points allocated as per By-Law 22.)
- (c) After receipt of scorecards, check such against the registration of each team and list the unregistered players, players not in uniform, the non-receipt of scorecards, players without full name, players with grade not shown when playing higher grades, and pick up players not listed.
- (d) Advise the respective affiliated clubs in writing before their scheduled playing times the following Saturday, of such unregistered players, players not in uniform and the non receipt of scorecards, etc.
- (e) Submit to each monthly Executive Meeting a written report to the Honorary Secretary containing the information as follows:-

List of scorecards not received, players with their grades not shown when playing in higher grades, list of unregistered players shown on the scorecards received from the teams, and pick up players not shown or correctly listed on scorecards.
- (f) Advise the respective Fixture Committee of any games not played because of wet conditions for the re-scheduling of times.
- (g) Any query by an affiliated club regarding infringements on scorecards etc. as advised by the Senior and Junior Registrar, shall be in writing and in the hands of the respective Registrar within seven (7) days of the receipt of such notification, otherwise penalties shall stand.

34. UMPIRING

- (a) Player umpires cannot umpire in a grade above in which they play unless they hold an accreditation in Umpiring.
- (b) Any query by an affiliated club regarding non attendance or late arrival of umpires as advised by the Umpires Committee shall be in writing and in the hands of the chairperson of the Umpires Committee within seven (7) days of receipt of such notification, otherwise penalties shall stand.

- (d) Umpires shall note the letters N.I.U. on the scorecard against the name of any player/s not in the uniform of the club (shirt, knickers, socks and cap) apply.
- (e) Umpires shall report to the Association any misconduct by Coaches.
- (f) Umpires shall cut or not allow infield warm-up to enable games to start strictly on time.
- (g) Umpires shall check bases prior to the commencement of each game to ensure that they are securely pegged.
- (h) Umpires shall instruct players to remove or tape over any jewelry, sleepers, earrings, rings, watches etc . Failure to comply will result in the player/s **removal** from the game for jewelry, and **ejection** for metal cleats.
- (i) Scorers indicate on the scorecard for each team the umpires time of arrival to umpire the match; affiliated clubs whose player umpire arrives after the scheduled starting time of the match, shall be deducted one (1) game point, unless a satisfactory explanation can be given.
- (j) All umpires shall wear a mask, chest protector and leg-ins whilst umpiring behind the plate, and shall have a counter.

LIFE MEMBERS

Life members shall have the following rights:

- (a) Membership shall continue for so long as the association shall exist or until the demise of the member or until membership is relinquished by the member.
- (b) To vote at General , Special and Annual General meetings of the association (Not Management meetings)
- (c) To free entry as of right to premises and facilities controlled by the association
- (d) They shall be exempt from all subscriptions and any other fees for membership and for any function or activities conducted by the association

Conditions for life members:

- (a) The number of memberships as a Life Member granted shall be limited to two (2) new memberships being granted in the one financial year.
- (b) Life Membership may be conferred upon any person who has rendered distinguished and meritorious service in a voluntary capacity with Caboolture Sports Softball Association as an Executive Committee Member, Management Committee Member or Official of any Representative Team, over a period of not less than seven consecutive years.
- (c) All nominations for Life Membership shall be submitted in writing, with the person/s seven (7) years of service listed on the Nomination Form with a proposer and seconder signing the form, and to be received by the Secretary/Administrator not later than 8 weeks prior to the Service Awards function of the Association.
- (d) The election of a Life Member shall be by secret ballot and a two-thirds majority of those persons present at the Management meeting prior to the yearly arranged Service Awards function, and who have voting rights.