

MELBOURNE SOFTBALL ASSOCIATION INC.

BYLAWS

1. **INTRODUCTION**

The Melbourne Softball Association Inc. (MSA) , formally the Victorian Softball Association was the foundation Association of Softball in the State of Victoria.

The Melbourne Softball Association Inc. (MSA) was until October 2013 an Affiliated Association of the Victorian Softball Association Inc. (VSA).

These bylaws are to be read in conjunction with the Rules of the Association.

2. **COLOURS**

The colours of the Association shall be the official colours of the City of Melbourne.

3. **OBJECTIVES**

1. encourage, promote, develop, conduct, and administer softball activities for the mutual and collective benefit of the members and the wider community;
2. operate as a not for profit organisation to provide softball participation for the members; and members of the wider community
3. provide a safe and quality sporting / volunteer /spectator experience for its members;
4. affiliate and liaise with the parent body of which the Association is a Member and adhere to their rules
5. encourage community health and welfare by ensuring softball is accessible to all;
6. manage and control Association representatives participating domestically, nationally and internationally
7. establish and maintain uniform rules, regulations policies and procedures to govern the Association;
8. act on behalf of and in the interest of the Members and members of the wider community;
9. have regard to public interest and the local environment in all aspects of its operations
10. facilitate co-operation between the Association, the members and external organisations, bodies and individuals;
11. strive for government, commercial and public recognition of the Association, the members and softball;
12. affiliate with organisations and any other bodies to further the purposes of the Association;
13. undertake what is necessary to advance these Purposes.

4. **THE ASSOCIATION**

- 4.1 The Officers (Executive) shall be defined as in the Association's Rules and the positions shall be conjunction with the position descriptions (see appendices) set down.
- 4.2 The Association shall comprise such Clubs as may from time to time be formed and or individuals admitted, if approved by the Executive.

5. **MEMBERSHIP**

- 5.1 REGISTERED MEMBER - any person applying for registration shall be considered for membership of the Association.
- 5.2 HONORARY MEMBER - Honorary members may be appointed by the Executive.
- 5.3 LIFE MEMBER - A Life Member shall be a person who has rendered special services to the Association for a period of no less than ten (10) years.

Nominations in writing stating qualifications shall be lodged with the Secretary twenty eight (28) days prior to the Annual General Meeting. The election of one (1) Life Member may take place at that Annual General Meeting.

5.3.1 A Life Member shall have one vote at meetings of the Association.

6. **GOVERNMENT**

6.1 COUNCIL

6.1.1 The Council shall comprise of the Executive plus one (1) delegate from each registered Club.

6.1.2 Each Club registered with MSA shall appoint one (1) delegate who must attend all meetings held in relation to the Competition.

6.1.2.1 Attendance is compulsory for each nominated Club delegate and no delegate shall arrive more than fifteen (15) minutes after the scheduled starting time of each meeting.

6.1.2.2 PENALTY FOR DEFAULT \$25-00 (TWENTY FIVE DOLLARS)

6.1.3 The Council shall meet on such days and at such times as may be determined by the Executive.

6.1.4 Council meetings are open to MSA registered members

6.1.5 The Council shall have the power:

6.1.5.1 to implement and administer the policies of the Association in matters affecting control and management of the game of Softball within the Association.

6.1.5.2 to make amend or rescind By-laws, provided that fourteen (14) days notice of motion has been given to the Competition Manager.

6.1.5.2.1 such notice of motion shall be circulated by the Competition Manager to all appropriate members, within seven (7) days of the meeting at which the motion is to be dealt with.

6.1.5.3 to deal with any Club, club members, Associate Association or member/s thereof, not complying with the Rules of the Association

6.1.5.4 to hear any appeal from any Club, club members, Associate Association or member/s thereof

6.1.5.5 to make or impose any levy or fine;

6.1.5.6 to establish a fund to achieve any of the objectives of the Association;

6.1.5.7 to determine matters referred to the Council by the Executive or any Club or Affiliate Association, SV or SAL;

6.1.5.8 to appoint sub-committees as required

7. **ANNUAL GENERAL MEETING OF THE ASSOCIATION**

- 7.1 The Annual General Meeting of the Association shall be held no later than six (6) weeks from the commencement of the fastpitch competition of the Association, as determined by the Rules of the Association.
- 7.2 No less than fourteen (14) days notice in writing shall be given by the Secretary to all outgoing Executive, Life Members and to the Secretary of each club registered with the Association.
- 7.3 All members of the Association are entitled to attend.
 - 7.3.1 Each Team registered with MSA shall appoint one (1) delegate who must attend.

8. **COMMITTEES**

- 8.1 the Executive may appoint sub-committees, at any time, to consider and report in detail, on any matter referred.
 - 8.1.1 a sub-committee shall take no direct action without approval from the Executive and/or Council.
 - 8.1.2 The President and Secretary or Competition Manager of the Association shall be ex-officio on all such sub-committees.
- 8.2 Selection sub-committee – shall upon instruction from the Executive select the teams for all games played under the auspices of the Association
 - 8.2.1 All teams selected shall be submitted to the Executive for ratification prior to announcement.
 - 8.2.2 The selection panel shall, after consultation with the Coach, make recommendations to the Executive, in relation to the appointment of team captain and vice-captain.

9. **ASSOCIATION REPRESENTATIVE TEAMS**

This clause is to be read in conjunction with the Association's Policies for Representative Teams.

- 9.1 Applications for official positions for representative teams shall be called from registered members of the Association by the Secretary.
 - 9.1.1 The Executive shall appoint such positions.
- 9.2 Nominations for players for representative teams shall be called from registered members of the Association by the Secretary.
 - 9.2.1 All players nominating for representative teams may be required to attend selection trials as set by the Executive.
- 9.3 All Officials and players appointed to Melbourne Representative teams shall hold themselves at the disposal of the Association when called upon.
 - 9.3.1 Any person failing to do so shall be dealt with at the discretion of the Executive.

10. **CLEARANCES / PERMITS**

As an Association not affiliated with SV or SAL individuals do not need to obtain a clearance or permit, from other softball bodies, to participate in competitions run under the auspice of MSA nor do they need a clearance/permit from MSA to participate in any other competition conducted by other softball bodies.

11. **PERMISSION FOR GAMES**

Prior to any game/s being played by a MSA club/team against another softball body lined outside of MSA, approval must be granted by MSA and the Association/s involved.

12. **MISDEMEANORS**

12.1 Any registered member or body associated with the Association which commits a misdemeanor, shall be liable to suspension or disqualification or such other penalty as the MSA Executive may determine.

12.2 Any registered member of a club under suspicion or disqualification by the Association, or whose suspension or disqualification has been endorsed by the Association shall be debarred from participating in any game.

12.3 Where applicable the Zero Tolerance Judiciary Regulations shall be adhered to.

12.4 Any member suspended or disqualified shall have the right of appeal to the Association.

12.4.1 Any such appeal shall be lodged in writing with the Secretary of the Association.
The MSA Executive shall have the power to reduce or increase any penalty imposed.

12.4.1.1 Written notification of the decision shall be given to all parties concerned by the Secretary of the Association.

12.4 Any person suspended or disqualified by the Association shall have further right of appeal.

13. **POLICIES**

MSA shall from time to time introduce policies adopted for specific purposes. These policies shall be adhered to by all members.

14. **AMATEUR STATUS**

For the purpose of the Association, an amateur softballer shall be as defined and laid down in the Rules of Softball Australia.

MELBOURNE SOFTBALL ASSOCIATION INC.

REGULATIONS for FASTPITCH COMPETITION

15. **COMPETITION DETAILS**

15.1 ENTRIES

Team/club entries may be accepted from any group interested in playing softball.

15.1.1 Entries for Open competitions shall be called at least six (6) weeks prior to the commencement of the competition, and shall close with the Competition Manager of the Association two (2) weeks prior to the commencement of the competition.

15.1.2 Each team entered in an Open grade may be required to assist in the Junior Development program.

15.2 COMMENCEMENT

Open competitions shall be played between 1st April and 30th September each year. Competitions shall commence and finish on dates as determined by the Executive and advised by the Competition Manager.

15.3 GRADING

The Executive shall grade, relegate or promote teams and its decision shall be final. Two (2) or more teams from one (1) Club may be placed in the one (1) division. In this event, both teams may play under Club name but shall be identified by colour codes (e.g. Demons Red/Demons Blue).

15.4 FEES

15.4.1 Team Entry fee shall be payable by each team entering the competition and must be paid in full by no later than the third day of the competition.

15.4.1.1 For teams where there is at least 75% of registered players under the age of 18 years the team entry fee shall be a lesser amount.

15.4.2 Registration fee - all individuals, participating in any capacity at Fawkner Park, shall be required to become a registered member of Melbourne Softball Association. A Member Registration fee is payable and shall be invoiced to the members' club for payment to MSA.

15.4.2.1 Life Members of MSA are exempt from paying the registration fee.

15.4.3 Casual fee – a per game fee shall be set for the 'casual player or coach' who may fill in from time to time. Any individual who participates as a casual shall be considered a full registered member on the third occasion of 'filling in'. Clubs will be invoiced for casual participants as for member registration fees.

15.4.4 Security Deposit must accompany each TEAM entry and shall be refunded at the end of the competition, provided each TEAM fulfils all commitments throughout the competition.

15.4.4.1 The security deposit shall be forfeited should any team withdraw after the nominated closing date for team entries.

15.5 REGISTRATION OF MEMBERS

All members, eg players, coaches, scorers, managers, Club officials, umpires, Association officials, MUST register in accordance with these bylaws, each and every year of participation.

- 15.5.1 An online system for registration, accessible from MSA website, shall apply for all individuals. The online registration form shall be accessible from 1 April to 1 September annually.
- 15.5.2 It is compulsory for any individual (player, coach, scorer, umpire) who takes part in a game, or part game or club administrator, volunteer and like, to be REGISTERED prior to, or within 24 hours of participating.
- 15.5.3 Under no circumstances are Clubs to act on behalf of an individual to register members. Clubs are required to instruct members of correct procedure including completion of the declaration.
- 15.5.4 PENALTY FOR DEFAULT - UNREGISTERED - INELIGIBLE TO COMPETE

15.6 UNIFORMS

- 15.6.1 It is compulsory for all team players to wear the official Club uniform as registered with and approved by the Executive.
- 15.6.2 Players in each team must wear a number at least 10cm in height and clearly visible on the diamond at all times. Each player shall wear a different number, which shall be retained for the duration of the competition.
- 15.6.3 A coach who takes the coaches box during a game shall wear the nominated Club uniform as registered with and approved by the Executive.
- 15.6.4 Each member must comply with clauses 15.6.2 to 15.6.3 by her third (3rd) week of competition.
 - 15.6.4.1 where a Club is having difficulties with supply of the uniform, the Club may apply in writing for an extension of time to the Competition Manager.
- 15.6.5 The plate umpire for each game shall report all members out of uniform irrespective of week of competition on the back of the game report sheet.
- 15.6.6 PENALTY FOR DEFAULT - \$5-00 (FIVE DOLLARS) PER MEMBER PER GAME
- 15.6.7 Sponsorship and logos - Clubs must lodge written notice to the Competition Manager detailing conditions of any sponsorship offer.. Any logos on team uniforms must be registered as part of the uniform and maybe rejected if deemed inappropriate. Maximum size of logos is to be 9 square inches/5806.4 square mm. (eg 6'x1.5'/153mm x 38mm)
- 15.6.8 METAL CLEATS are NOT to be worn by any person participating in the competition.

15.7 COACHES

- 15.7.1 COACHES FORUMS - to provide opportunity for discussion of and assistance in aspects of coaching and rules of the game shall be held at the Clubrooms during the competition on dates and times as advised.
 - 15.7.1.1 Any interested persons may also attend these clinics.
- 15.7.2 Attendance is compulsory for each named coach, and no coach shall arrive more than fifteen (15) minutes after scheduled starting time of each forum.
- 15.7.3 PENALTY FOR DEFAULT - \$25-00 (TWENTY-FIVE DOLLARS) PER COACH PER MEETING

15.8 UMPIRES

15.8.1 UMPIRES CLINICS - to provide assistance in aspects of umpiring and rules of the game shall be held at the Clubrooms during the competition on dates and times as advised.

15.8.1.1 Any interested persons may also attend these clinics.

15.8.2 NAMED UMPIRES - each senior team must nominate on the appropriate form at least one person who may be rostered for plate and/or line umpiring duties during any competition.

15.8.2.1 The Umpire Allocation Officer shall allocate umpires weekly. Such allocation shall be displayed, when possible, at least two weeks in advance.

15.8.2.2 Named umpires connected to a team shall be allocated to umpire at a time alternative to their club game

15.8.2.3 Named umpires who are allocated to umpire or due to attend clinics cannot, due to an EMERGENCY fulfill their duty, MUST contact the Umpire Allocation Officer, or the Competition Manager as soon as possible.

15.8.3 LINE UMPIRE CLINICS may be held at the Clubrooms on a date and time as arranged by the Competition Manager.

15.8.3.1 These clinics shall be conducted by qualified umpires to provide practical assistance to teams rostered to perform line umpiring duties throughout the competition.

15.8.4 LINE UMPIRING DUTIES

15.8.4.1 Teams must carry out line umpiring duties as rostered.

15.8.4.1.1 Each rostered line umpire must report to the Plate Umpire at the allocated diamond no later than five (5) minutes prior to the scheduled starting time of the game.

15.8.4.1.2 Line umpires must ensure that registered playing tops and/or jackets are not worn while umpiring.

15.8.4.1.3 At the completion of each game each rostered line umpire must sign the game Report Sheet printing name and club

15.8.4.1.4 The plate umpire for each game shall report all line umpires who fail to comply with 15.8.4.1 on the game report sheet.

15.8.4.2 PENALTY FOR DEFAULT -

15.8.4.2.1 for late arrival of less than (10) ten minutes after reporting time - \$5-00 (five dollars) per rostered umpire

15.8.4.2.2 for wearing registered uniform top/jacket - \$5-00 (five dollars) per rostered umpire

15.8.4.2.3 for late arrival of more than (10) ten minutes after scheduled game starting time or for nonattendance - 4 (four) game points per rostered umpire

15.9 ROSTERS

15.9.1 Clubs may be rostered to assist with umpiring/clinics/canteen/competitions/cleaning/equipment/grounds and other duties as required.

15.9.2 PENALTY FOR DEFAULT - DETERMINED BY COUNCIL

15.10 FUNDRAISING

15.10.1 Each Club may be required to assist in one or more fundraising projects as directed by the Council.

15.10.2 PENALTY FOR DEFAULT - UNFINANCIAL - INELIGIBLE TO COMPETE

15.11 FIRST AID

Basic first aid is each Clubs' own responsibility.

15.11.1 If any Club members are suitably qualified notification to the Competition Manager is requested, if such members are prepared to assist in an emergency.

15.11.2 Any emergency shall be reported immediately to an Executive member in the clubrooms.

15.11.3 An injury report form must be completed for all injuries and lodged in the clubrooms.

15.12 LOST PROPERTY

Lost property should be handed in at the Clubrooms. Items unclaimed after four (4) weeks shall be disposed of appropriately.

15.13 CORRESPONDENCE

Correspondence should be addressed to the Competition Manager and should be either posted, emailed or left in the designated area in the Clubrooms.

16. GROUND RULES

16.1 PLAYER ELIGIBILITY

All players must be registered members of the Association as per Bylaw 15.5

16.1.1 All players participating in the A and A Reserve Divisions competitions must be fourteen (14) years of age as at 1st May in the year of the competition. All players participating in the B Division competition must be twelve (12) years of age as at 1st May in the year of the competition.

16.1.1.1 In extreme circumstances written applications maybe lodged with the Competition Manager requesting permission for a player to play contrary to 16.1.1

16.1.2 FINALS - A player is eligible to play in a final provided she has played in any grade with her CLUB in at least three (3) games during the competition

16.1.3 All Clubs must be financial before participating in any finals.

16.2 INTERCHANGE OF PLAYERS - during competition, including finals

16.2.1 There shall be no interchange of players between clubs.

16.2.2 No player may play more than once in any one day of the competition except on those days when a double header is scheduled.

- 16.2.3 Clubs with more than one (1) team in the same or different grades may interchange players but once a player has played a total of games equal to more than half the number of games, excluding any final, in the competition with one team, she must remain with that team for the remainder of the competition, including finals.
- 16.2.4 Only in extreme circumstances a Club may apply in writing to the Competition Manager for permission to play a player contrary to above Clause 16.2. Such permission must be sought prior to the relative game.
- 16.2.5 Infringement of the above constitutes playing an ineligible player.

16.2.5.1 PENALTY FOR DEFAULT – LOSS OF FOUR (4) POINTS

16.3 TIME OF STARTING

- 16.3.1 Games shall be scheduled as detailed in the fixture. Games may be rescheduled for other times.
- 16.3.2 No grace shall be given for any starting time except when a change of diamond occurs by ruling of the Competition Manager. Sufficient time to change diamonds shall be allowed prior to the commencement of the game.
- 16.3.3 A team shall not be deemed ready to start the game unless their completed scorebook and bench list are ready to hand to the Plate Umpire five (5) minutes prior to the scheduled start of the game.
- 16.3.4 Normal forfeit rule applies to all starting times.
- 16.3.5 Should the Plate Umpire not be available to start the game; the coaches or captains are to report immediately to the Umpire Allocation Officer. If she is unavailable, then report to the Umpire Co-Ordinator or Competition Manager.

16.4 MATCH BALLS

The Association shall provide a leather match ball of good quality, to be used in each game.

16.5 DURATION OF GAMES

16.5.1 Home and Home Games

- 16.5.1.1 A Division games shall be of two hours' duration
A Reserve and B Division games shall be of one hour and twenty minutes' duration
- 16.5.1.2 If seven (7) innings and a result have been attained within these times, the game is complete.
- 16.5.1.3 If the game is tied at the end of seven (7) innings but before time has elapsed, the game shall continue, using 'tie-break' rule, until a result is attained or time has expired.

16.5.2 FINALS

- 16.5.2.1 A and A Reserve - Semi, Preliminary and Grand Finals shall be seven (7) innings
- 16.5.2.2 B Division – Semi, Preliminary and Grand Finals shall be of 1 hour 45 minutes' duration or seven (7) innings, whichever occurs first.

16.6 SYSTEM OF FINALS

- 16.6.1 The method of finals shall be 'Page system' unless otherwise decided by the Council.
- 16.6.2 If any final is postponed for a legitimate reason as per Rule Book, Bylaws, or the Executive, the game shall be replayed from the beginning.

16.7 SYSTEM OF POINTS

- 16.7.1 Points for home and home games shall be awarded as :-

WIN	FOUR (4) POINTS
WIN BY FORFEIT	FOUR (4) POINTS (SCORE 7-0)
BYE	NIL (0) POINTS
DRAW	TWO (2) POINTS
LOSS	NIL (0) POINTS
CANCELLED GAME	TWO (2) POINTS

- 16.7.2 The Standings Recorder shall display an official standing ladder each week, incorporating results up to and including the immediate past week's standings.

16.8 REPORT SHEETS

- 16.8.1 A Report sheet for each game must be collected by the FIRST NAMED TEAM from the Clubrooms no later than thirty (30) minutes prior to the scheduled commencement time of the game, completed and handed to SECOND NAMED TEAM no later than fifteen (15) minutes prior to the commencement of the game, who shall complete and hold until the completion of the game. (refer Clause 16.3.3)
- 16.8.2 The report sheet MUST BE FULLY COMPLETED IN BLOCK LETTERS showing:
- the player's surname, given name, uniform number and position number
- the team official's given name and surname
- 16.8.3 Bench lists must be completed for all games.
Teams with more than nine (9) players shall provide a Bench List to the Plate Umpire and opposition Scorer prior to commencement of the game. If less than nine (9) players provide to the opposition scorer only.
- 16.8.3.1 PENALTY FOR DEFAULT - \$5-00 (FIVE DOLLARS) PER GAME
- 16.8.4 A player or team official shall be deemed to have participated in a game when her name is entered on the report sheet.
- 16.8.4.1 It is the responsibility of each team's scorer to ensure the oppositions report sheet has the correct number of participants in attendance, as recorded, prior to the commencement of the game and to notify the plate umpire of any discrepancies.
- 16.8.5 At the completion of the game, the report sheet must be signed by:
- an official from each team, verifying recorded result
- the plate umpire and line umpire/s, indicating attendance.
- line umpires fulfilling team allocations should also indicate team name.
- 16.8.6 It is the responsibility of the winning team to ensure the report sheet is lodged in the appropriate place in the Clubrooms no later than twenty (20) minutes after completion of the game.
- 16.8.6.1 In the event of a drawn game it shall be the responsibility of the second named team to lodge the report sheet.

16.8.6.2 Should a report sheet not be lodged by the specified time the team at fault must notify the Standings Recorder via telephone or email by 7.00pm on the day the game result and their intent to submit the sheet which must then be in the hands of the Standings Recorder by no later than 5 pm. on the Wednesday following the game.

16.8.6.2.1 PENALTY FOR DEFAULT - LOSS OF THAT GAME'S POINTS

16.8.7 In the event of an abandoned game a report sheet must be signed by the rostered plate and line umpires, team officials, and lodged by the second named team

16.8.8 In the event of a forfeit, a report sheet must be lodged by the 'winning' team, signed by the rostered plate and line umpires, and appropriate team official.

16.8.1 PENALTY FOR DEFAULT - LOSS OF GAME POINTS

16.9 DIAMOND EQUIPMENT

16.9.1 The Competition Manager shall arrange for all diamonds to be set up and dismantled as necessary, determined by the fixture and/or ground conditions. This may be by utilising duty roster teams.

16.10 ADVERSE WEATHER/GROUND CONDITIONS

16.10.1 The Competition Manager may determine to cancel or postpone part or all of a round of games, due to weather and/or ground conditions

16.10.1.1 If conditions warrant Club contacts shall be advised on the day prior to competition.

16.10.1.2 If conditions are not definite a decision shall be made on the day of the competition and the Club contacts shall be advised as soon as possible.

16.10.1.2.1 Members should arrange to contact a club delegate to ascertain conditions and NOT ring the Competition Manager.

16.10.1.3 Postponed games may be rescheduled on a day and time as determined and advised by the Competition Manager.

16.10.4 Should a game have to be rescheduled, at a later time, due to a protest or an Executive decision, only players and officials eligible under MSA Regulations/Bylaws may participate.

16.10.4.1 The team does not have to consist of the exact composition of the original game, nor does the team line-up have to be the same

16.10.1.5 Cancelled games shall not be rescheduled and points shall be awarded as per Clause 16.7.1

16.10.2 The Competition Manager may determine to abandon part or all of a game due to weather and/or ground conditions.

16.10.2.1 The Competition Manager, in consultation with the Umpires Co-Ordinator shall be responsible to rule if a diamond is fit for play. A decision shall be made thirty (30) minutes prior to the scheduled starting time of the game.

16.10.2.2 Should the weather interrupt play for any period of time, or cause the game to be abandoned, three (3) innings or more for timed games, or five (5) innings in seven (7) innings games must be completed for a result to be recorded.

16.10.2.3 If any game is abandoned before commencement of the game or before the completion of three (3) innings for timed games, or five (5) innings in seven (7) innings games, it shall be considered a drawn game with 7-7 score.

16.10.2.4 Should any team not have the required number of players (refer bylaw 18.4) to commence or continue any game the normal forfeit rule shall apply.

16.11 SYSTEM OF FINES AND PENALTIES

16.11.1 All defaults and penalties shall be advised in writing to the Secretary of the Club.

16.11.2 Points, where applicable, shall be deducted from the standings at the completion of the home and home games.

16.11.3 Payment of monies, where applicable, is to be made to the Competition Manager, to be received within fourteen (14) days of posting of the infringement notice.

16.11.4 PENALTY FOR DEFAULT - TEAM UNFINANCIAL - INELIGIBLE TO COMPETE

16.11.5 Should a Club dispute the applicability of a penalty, the monies should be paid, as per Clause 16.11.3, and a written appeal lodged with the Competition Manager within fourteen (14) days of the alleged default.

16.11.5.1 Such appeal will be addressed at the next scheduled Council or if not feasible the next Executive meeting. An informed representative for the appellant must be in attendance at the meeting or the appeal will be considered dismissed.

17. GAME RULES

17.1 All games shall be played in accordance with the Official Softball Rule Book, with the exception of those listed in the Regulations/Bylaws that are contrary to the Rule Book.

17.2 Toss - the first named team shall call the toss, to determine the team first at bat, prior to the commencement of the game.

17.2.1 Benches - the team first at bat shall occupy first line bench and the team second at bat shall occupy third line bench.

17.3 Use of Diamond.

17.3.1 Teams must not use diamonds, including outfield, for warm up or practice.

17.3.1.1 Specific areas shall be allocated for pre-game warm up or practice.

17.3.2 The team first at bat may take the diamond warm-up 11 (eleven) minutes prior to the scheduled game time for 5 (five) minutes.

The team second at bat may take the diamond warm-up with 6 (six) minutes remaining for 5 (five) minutes.

Teams are not required to wait for the attendance of the umpire to take diamond warm-up.

17.4 Team composition - a team may start and continue a game with a minimum of seven (7) players.

17.4.1 'OUT' will be given for any missing player's (blanks) turn at bat.

17.4.2 No more than two (2) substitute fielders may take the diamond. It lies with the opposing coach's discretion as to who may substitute and in what fielding position.

- 17.4.3 No player's name shall be on the starting lineup (bench list) unless the player is available at the start of the game (refer Official Rule 4 Section 5).
- 17.4.4 The forfeit rule shall apply should a team have fewer than seven (7) players to start or continue a game.
- 17.4.4.1 When the Designated Player (DP) rule is implemented (ie a DP is named) the forfeit shall apply at such time a team has fewer than nine (9) players including the DP.
- 17.4.4.2 When the Blood in Sport rule is applied the forfeit shall apply at such time a team has fewer than seven (7) players.
- 17.5 Courtesy Runner Rule – Once during the course of the game, a player, who has been injured may, when at bat and having attained first line safely, request a runner via the umpire who shall notify the opposition team.
- 17.5.1 The runner shall be the last runner to have batted or the last runner to cross home plate.
- 17.6 Five Minute Rule
when equal innings are completed with less than five (5) minutes remaining to scheduled finish of the game, the next innings shall not commence and “time and game” will be called by the umpire.
- 17.7 Declaration

The batting team may declare their innings closed at any time, but only once during the game.
- 17.8 Catcher Rule

When a player, who will take the field in the immediate next defensive inning as the catcher, is on line, and there are two (2) out, a runner (but not the DR) may replace that player.
The intent is to hasten the changeover of innings. Time should be called by the offensive team and the plate umpire advised of the changeover.
- 17.9 Protests
- 17.9.1 Notice of intent to protest must be made prior to the next pitch and details noted by the umpires and both teams' scorers.
- 17.9.2 Should a named approved umpire be present at the game or in the near vicinity of the game the protest shall be heard immediately and the game shall continue.
- 17.9.2.1 Time that elapses during the protest shall be added to the scheduled game completion time.
- 17.9.3 Should no approved umpire be present at the game or in the near vicinity the game MUST continue and the protest shall be heard in the Clubrooms immediately after the completion of the game by an approved umpire.
- 17.9.3.1 Plate and line umpires and both opposing coaches must be in attendance.
- 17.9.3.2 Should no approved umpire be in attendance to hear the protest details must be lodged in writing to the Competition Manager by all parties as in Clause 17.9.3.1, within forty-eight (48) hours or the protest shall be considered to have lapsed.
- 17.10 Scorers - from opposing teams may sit together provided the plate umpire is notified. Scorers must remain on their own benches during all finals.
- 17.11 Behaviour - teams are responsible for the behaviour of their players, officials and supporters.

17.11.1 Bad language, derogatory comments, behaviour detrimental to the game and the Association or excess drinking of alcohol by supporters shall not be tolerated and the Plate Umpire may call a forfeit against the team, which allows this to occur.

17.12 Policies – MSA shall from time to time adopt policies to enhance governance of the Association. Such policies shall be adhered to at all times.

17.12.1 Judiciary – the VSA Judiciary policy shall be applied, as necessary, for all infringements and incidents that occur.

17.12.2 Membership Protection – Code of Behaviour

17.12.3 Etiquette Towards Umpires

17.12.4 Smoke Free

17.12.4 Inclement Weather

17.12.5 Alcohol Management

17.12.6 Safe Transport

AMENDMENT HISTORY

1	Deletion	of promotion/development of associate associations	April 2008
2	Deletion	of Melbourne Softball Umpires Association (MSUA)	April 2008
3	Added	Attendance of permit teams at Council meetings without voting rights	April 2008
4	Deletion	Of matters referred to meetings by associate associations	April 2008
5	Added	Referral of matters to meetings by affiliate associations	April 2008
6	Added	Life members included in written AGM notification	April 2008
7	Amended	Relative to composition of selection panel for representative teams	April 2008
8	Deleted	VSA levy re processing of clearances & permits	April 2008
9	Deleted	Permit not endorsed until end of competition	April 2008
10	Amended	From Honorarium may be paid to Admin Office and or Competition Manager to, may be paid to a member as required	April 2008
11	Amended	Team entries close on date to be advised to close two weeks prior to competition start	April 2008
12	Amended	All references to MSUA with Umpires Co-ordinator and or Umpires Allocation Officer	April 2008
13	Added new clause	No interchange of players between clubs	April 2008
14	Added new clause	Plate umpire to report Line umpires failing to comply re attendance at games	April 2008
15	Added new clause	Reporting of emergencies	April 2008
16	Added new clause	Completion of injury report form	April 2008
17	Amended	Bench lists to opposition only if nine or less players	April 2008
18	Amended	Procedures for lodgment of report sheets	April 2008
19	Amended	Procedure for deduction of point penalties	April 2008
20	Added new clause	Policies	April 2008
21	Review	Without change	April 2009
22	Review	Without change	April 2010

23	Amended	Alcohol Management & Safe Transport Policies	April 2011
24	Amended	Remove references to SV/SAL requirements	April 2014
25	Review	Online member registration system	April 2015
26	Amended	Remove compulsory line umpire clinics	April 2016
27	Review	Minor cosmetic changes	April 2017

for 2018 comp consideration DR rule