



# Rose City Softball Association

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## RCSA Managers Duties

### RCSA Manager's duties are as follows:

- 1: Follow and uphold the respective Division's rules.
- 2: Follow and uphold the RCSA Bylaws.
- 3: Represent his/her team, or appoint a designee who shall represent the team at all official meetings of the team's respective division.
- 4: Make sure that all members of their respective team meet the guidelines for eligibility as outlined in section 3.0 or the respective Division's rules.
- 5: Be responsible for providing team roster changes in writing to the respective Division's Commissioner.
- 6: Advise the respective Division's Commissioner of his/her team's disbandment.
- 7: Place names of all available players on the lineup sheet prior to the start of games, including both starting players and substitutes.
- 8: Present the team's batting order on the official lineup sheet to the home plate Umpire and to the opposing team's scorekeeper at least five (5) minutes prior to the start of each game. The starting players will be listed in batting order with all substitutes noted.
- 9: Be the point of communication between the team and the Umpire.
- 10: Make sure his/her team has a scorekeeper for the team's home games. If the home team doesn't have a score keeper, the opposing team's scorekeeper can keep the official score.
- 11: Comply with an Umpire's attempt to enforce code of conduct items (RCSA Rules, 15.2, items a-j).
- 12: In the case of forfeit, notify the respective Division's Commissioner and the opposing team's manager at least 24 hours before game time or be subject to a progressive fine: \$25.00, \$50.00, \$75.00 (*Open Division Only*). *Example: On a day your team has a double header, if you forfeit both games without 24hr notice, you incur TWO \$25.00 fines, the next time you forfeit without 24hr notice, you incur a \$50.00 fine per game scheduled that day...Note: your team will not be allowed to play until all fines are paid.*