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BY-LAWS
& Special
Operating
Rules

Western Canada
Softball Association



Western Canadian

Softball Association

BY-LAWS

PART 1 - NAME

The name of the organization shall be the 'Western Canadian Softball Association' and herein the By-Laws referred as WCSA or the Association.

PART 2 – AIMS AND OBJECTIVES

The purpose of the Association is to carry on in more than one Province or Territory of Western Canada, without pecuniary gain for its members, the following objectives:

- a. Foster, develop, promote and regulate the playing of Amateur softball,
- b. Provide the game of Softball with proper safeguards in accordance with the spirit of true sportsmanship,
- c. Encourage all eligible potential members to affiliate with the Association, and
- d. Instigate, promote and regulate the Western Canadian Softball Championships.

PART 3 – DISSOLUTION

If for any reason the operations of the Association are terminated or wound up, or the Association is dissolved and there remains at that time after the satisfaction of loans, debts and liabilities any property whatsoever, the same shall be paid to a charitable organization in Canada having the same or similar objectives as set out for this Association.

PART 4 – JURISDICTION

- a. The Association recognizes all Amateur sports and claims jurisdiction over and recognizes its responsibilities as the governing body of the Western Canadian Softball Championships, which include Fastpitch and Slo-Pitch softball as played by members of this Association in Western Canada or in other such places as may be designated by the Association.
- b. The Canadian Amateur Softball Association (CASA) recognizes the Association as the governing body of the Western Canadian Softball Championships, which include both fastpitch and slo-pitch softball in Western Canada.
- c. The softball playing rules as set by the CASA (unless modified by WCSA Special Operating Rules) shall be the established rules.

PART 5 – MEMBERSHIP

- a. Association Membership: membership shall be open to the following Provincial/Territorial Associations; British Columbia, Alberta, Northwest Territories, Manitoba, Saskatchewan, and the Yukon. The Provincial/Territorial Associations shall be the governing bodies of softball in the applicable Province or Territory.
- b. Team Membership: teams that are bona fide affiliates of their Provincial/Territorial Associations shall be deemed as members of the Association.
- c. Individual Membership: anyone elected or appointed to the Board of Directors shall be a member of the Association.

PART 6 – MEMBERSHIP DUES

- a. Membership fees shall be determined at the Annual General Meeting as directed by the Annual General Meeting and shall be in an amount as is deemed necessary to carry out the continued operation of the Association.
- b. Team registration fees shall be determined at the Annual General Meeting as directed by the Annual General Meeting and shall be in an amount deemed necessary to carry out the continued operation of the Association.

PART 7 – BOARD OF DIRECTORS

- a. A Board of Directors of the following officers and a President shall manage the affairs of the Association :
 - President
 - Office
 - Treasurer
 - Member-at-Large
 - Draw Master
 - Historian
 - Official
- b. Each Provincial/Territorial Association shall appoint one (1) of their members to the Board of Directors of the Association for a two (2) year term.
 1. Alberta, British Columbia and Yukon in even numbered years;
 2. Northwest Territories, Manitoba and Saskatchewan in odd numbered years.

PART 8 – DUTIES OF THE BOARD OF DIRECTORS

- a. Upon appointment by their Provincial/Territorial Associations, the Board of Directors so appointed shall conduct the affairs of the Western Canadian Softball Association in the Province/Territory that he/she represents.
- b. The Board of Directors shall conduct the business of the Association between the Annual General Meetings of the Association.
- c. The Board of Directors shall carry out such duties as outlined below:
 - a) **The WCSA President shall:**
 - i) Chair all Board of Directors meetings;
 - ii) Be the spokesperson for all matters pertaining to the WCSA;
 - iii) Have signing authority for all the WCSA contracts;
 - iv) Be ex-officio of all committees;
 - v) Monitor individual Director performances;
 - vi) Establish the agenda for the Annual General Meeting (AGM);
 - vii) Supply a report to the WCSA AGM;
 - viii) Represent the WCSA at Western Canadian Softball Championships, if required;
 - ix) Act as the liaison with Provincial/Territorial Presidents and Associations.
 - b) **The WCSA Office shall:**
 - i) Be responsible for networking all WCSA correspondence;
 - ii) Be responsible for collating the AGM packages;
 - iii) Co-ordinate all conference calls of the Association;
 - iv) Be the recording secretary for all Board of Directors meetings;
 - v) Be responsible for updating the WCSA handbook and distribute it by April 1 of the current playing year;
 - vi) Be responsible for maintaining the Post Office Box of the Association;
 - vii) Be responsible for maintaining the web site of the Association;
 - viii) Represent the WCSA at Western Canadian Softball Championships, if required;
 - ix) Act as a liaison between the WCSA and their respective Provincial/Territorial Association.

c) The WCSA Treasurer shall:

- i) Supervise the receipt and disbursement of all Association funds;
- ii) Serve as chairperson of the Financial Committee to establish a yearly budget;
- iii) Co-ordinate and communicate the participation of teams in all Western Canadian Softball Championships (follow up may be required to fill Championships on a pro-rata basis);
- iv) Be responsible for receiving and distributing the 'Confirmation of Participation' (COP) chart to all Provincial/Territorial Associations by July 15th of the current playing year;
- v) Co-ordinate with the Member-at-Large on the purchase of the Awards for all Western Canadian Softball Championships;
- vi) Provide semi-annual financial statements to the Board of Directors;
- vii) Provide an accounting of all financial transactions;
- viii) Provide a financial statement to the Annual General Meeting;
- ix) Represent the WCSA at Western Canadian Softball Championships, if required;
- x) Act as liaison between the WCSA and their respective Provincial/Territorial Association.

d) The WCSA Member-at-Large shall:

- i) Be the Chairperson of the Appeal Committee;
- ii) Tabulate the Participation Evaluation Forms;
- iii) Develop and maintain a WCSA Championship Supervisors Manual;
- iv) Develop and maintain a WCSA 'Team Information Package' containing 'what every team should know when attending a Western Canadian Softball Championship';
- v) Evaluate annually, the WCSA, awards and selection criteria;
- vi) Supply a report to the WCSA AGM;
- vii) Represent the WCSA at Western Canadian Softball Championships, if required;
- viii) Act as liaison between the WCSA and their respective Provincial/Territorial Association.

e) The WCSA Draw Master shall:

- i) Approve all Western Canadian Softball Championship draws;
- ii) Negotiate any draw modifications with each host – the Draw Master shall have final approval of all draws;
- iii) Annually, evaluate the draw format;

- iv) Distribute all draws to the P/T Associations, Hosts and WCSA Directors;
- v) Supply a report at the AGM;
- vi) Represent the WCSA at Western Canadian Softball Championships, if required;
- vii) Act as liaison between the WCSA and their respective P/T Association.

f) The WCSA Historian shall:

- i) Be responsible for the collection and storage of:
 - (1) All WCSA Meeting minutes and correspondence,
 - (2) Pictures and rosters of all gold medal winners,
 - (3) All trophy information, pins, medallion changes, etc,
 - (4) All WCSA tournament results forms with the following information:
 - (a) final placing of all teams
 - (b) award winners and statistics
 - (c) dates and tournament locations
 - (d) champions roster;
- ii) Forward pertinent information to the WCSA Office by October 1st;
- iii) Represent the WCSA at Western Canadian Softball Championships, if required;
- iv) Act as liaison between the WCSA and their respective P/T Association.

g) The WCSA Official shall:

- i) Compile attendance of officials at all Western Canadian Softball Championships;
- ii) Issue penalties to participating P/T's for failure of sending officials to applicable championships;
- iii) Field and review all UIC and WCSA Championship Representative reports;
- iv) Forward pertinent information to the WCSA Board of Directors where a recommendation or need for further disciplinary action is required;
- v) Represent the WCSA at Western Canadian Softball Championships, if required;
- vi) Act as a liaison between the WCSA and their respective P/T Association.

PART 9 – GENERAL DUTIES OF MEMBER ASSOCIATIONS

a. The Provincial/Territorial Associations shall:

1. Bear all costs of their delegates attending the WCSA Annual General Meeting (AGM);
2. Pay the WCSA Affiliation Fees by the WCSA AGM;
3. Assign WCSA Representatives to all WCSA Championships in their P/T and inform the Member-at-Large by July 1,
4. Designate the Umpire-in-Chief for all WCSA Championships in their P/T and inform the Member-at-Large by July 1;
5. Provide notification of Officials travelling to the Western Canadian Softball Championships by March 15th, and names by July 1st;
6. Collect the signed ‘Host Agreements’ and ‘Host Fees’, submitting the ‘Host Fees’ to the WCSA Treasurer by April 1st;
7. Bear all costs of the WCSA Championship Representative;
8. Pay the WCSA Team Registration Fees to the WCSA Treasurer by August 1st;
9. Distribute Host Package to the Host committee;
10. Be responsible for distributing Team Information Packages.

b. The WCSA Championship Representative shall:

1. Chair the pre-tournament coaches/manager meetings;
2. Establish and be a member of the Protest Committee and ensure alternates are designated;
3. Make contact with the Tournament Director two (2) weeks prior to the championship to ensure completion of the Host Agreement Checklist;
4. Be responsible for distributing, collecting and forwarding the Participation Evaluation Form to the Provincial/Territorial office, who, in turn forward to the Member-at-Large;
5. Ensure the Tournament Results Form is completed and forwarded to the P/T office, who, in turn will forward to the Historian.

c. Every member of the Board of Directors of the Association or other person who has undertaken any liability on behalf of the Association and their heirs, executors, administrator and estate, respectively, shall from time to time and at all times, be indemnified and save harmless out of the funds of the Association and from against:

1. All costs, charges and expenses whatsoever which such member of the Board of Directors of the Association or other person sustains or incurs in or about any action, suit or proceedings which are brought, commenced or prosecuted against him or in any respect of any act, deed, matter or thing whatsoever, made, done or permitted by him, in or about the execution of the duties of his office or in respect of any such liability.

2. All other costs, charges and expenses which he/she sustains or incurs in or about or in relation to the affairs hereof, except such costs, charges or expenses as are occasioned by his own wilful neglect or default.
- d. The Board of Directors shall have the power to authorize expenditures on behalf of the Association from time to time and may delegate by resolution to any one member of the Board of Directors of the Association, the right to employ and pay salaries to employees. The members of the Board of Directors shall have the power to:
 1. Make expenditures for the purpose of furthering the objectives of the Association.
 2. Enter into a trust arrangement with a trust company for the purpose of creating a trust fund, which the capital interest may be made available for the benefit of promoting the interests of the Association in accordance with such terms as the members of the Board of Directors may prescribe.

PART 10 – MEETINGS

- a. The Annual General Meeting (AGM) of the Association shall be held the second last weekend (Saturday/Sunday) in the month of January.
- b. The P/T hosting the WCSA AGM will be responsible to supply a facilitator to chair the AGM. Any costs incurred to supply the facilitator will be the responsibility of the host Province/Territory.
- c. The rotation for the location of the Annual General Meeting shall be: **BC/AB/NT/MB/SK/YK.**

PART 11 – VOTING AT THE ANNUAL GENERAL MEETING

- a. Each Province/Territory Association shall have a MAXIMUM of two (2) votes which includes the member on the Board of Directors. **The P/T hosting the WCSA will be responsible to supply a Chairperson to chair the AGM.** In case of a tie, this Chairperson shall cast the deciding vote.
- b. Notices of Motion must be given in writing by November 30th. New motions may be brought to the floor with a 51% vote approval of the members present at the Annual General Meeting.

APPENDIX A: CURRENT BOARD OF DIRECTOR POSITIONS / PROVINCIAL AND TERRITORIAL RESPONSIBILITIES

Treasurer: Softball Saskatchewan
2205 Victoria Avenue
Regina, Saskatchewan S4P 0S4
Email: info@softball.sk.ca
Phone: 306-780-9235

Office: Softball British Columbia
201-8889 Walnut Grove Drive
Langley, BC V1M2N7
Email: info@softball.bc.ca
Phone: 604-371-0302

Draw Master: Softball Alberta
9860-33rd Avenue NW
Edmonton, AB T6N 1C6
Email: info@softballalberta.ca
Phone: 780-461-7735

Member-at-Large: Softball Northwest Territories
4908 - 49th Street, Box 11089
Yellowknife, NT X1A 3X7
Email: paulg@theedge.ca
Phone: 867-445-5014

Historian: Softball Yukon
28 Evergreen Crescent
Whitehorse, YK Y1A 4X1
Email: sbyukon@whitcable.com
Alternate Email: garcand@northwestel.net
Phone: 867-667-4487

Official: Softball Manitoba
Suite 321, 145 Pacific Avenue
Winnipeg, MB R3B 2Z6
Email: softball@softball.mb.ca
Phone: 204-925-5673

2019 WCSA BOARD OF DIRECTORS:

Jan 2019 WCSA Board of
Directors beginning **Year 2** of
their 2 Year terms:

- Yukon – Bill Stonehouse
- BC – Dan Coates
- Alberta – Shelley Rudd

Jan 2019 WCSA Board of
Directors beginning **Year 1** of
their 2 Year terms:

- NWT – Todd Moran
- Sask. – Gary MacDonald
- Manitoba - TBD

2019 Championship Dates & Locations:

Championship	Location	Date
U14 Girls	Winnipeg, MB	August 8-11, 2019
U16 Girls	Biggar, Sask	August 2-5, 2019
U19 Girls	Stettler, AB	August 2-5, 2019
U23 Women's	Victoria, BC	August 8-11, 2019
Senior B Women	Victoria, BC	August 8-11, 2019
55+ Competitive Slo-Pitch	Winnipeg, MB	August 8-11, 2019
55+ Recreation Slo-Pitch	Winnipeg, MB	August 8-11, 2019

Information on the Western Canadian Championship you are attending:

Western Canadian Softball Association

SPECIAL OPERATING RULES

ARTICLE 1 – CHAMPIONSHIP CATEGORIES

1. Senior B Men and Women FP
2. Masters Men and Women FP
3. Senior B Men and Women SP
4. Co-ed B SP
5. U14 Boys and Girls FP
6. U16 Boys and Girls FP
7. U19 Men and Women FP
8. U23 Women FP
9. SP 55+ (Rec and Comp) – Pilot for 2019

(Categories may not be added or deleted until the year following the passed motion)

ARTICLE 2 – AGE RESTRICTIONS

(all categories ‘open’ except)

1. Masters Men Fastpitch – players are eligible to play if they celebrate their 40th birthday by or in the current playing year. EXCEPTION: NWT and Yukon players will be eligible on their 35th birthday plus NWT and Yukon are allowed 2 players between 30-35 years of age.
2. Masters Women Fastpitch – players are eligible to play if they celebrate their 35th birthday by or in the current player year. EXCEPTION: NWT and Yukon will be allowed 2 players 30-35 years of age, who are residents of the applicable territory.
3. U14 Boys and Girls: Maximum age limit shall be under 14 years of age as of January 1st of the current playing year. EXCEPTION: NWT and Yukon are allowed up to four (4) first year U16 players.
4. U16 Boys and Girls: Maximum age limit shall be under 16 years of age as of January 1st of the current playing year. EXCEPTION: NWT and Yukon will be allowed 1st year U19 players (under 17 as of January 1st of the current playing year).
5. U19 Men and Women: Maximum age limit for the U19 category shall be under 19 years of age as of January 1st of the current playing year.
6. U23 Men and Women: Maximum age limit for the U23 category shall be under 23 years of age as of January 1st of the current playing year.
7. All male divisions, U14 to U23, be allowed to have a maximum of 2 overage players per team. These players may not participate in the pitching position. Furthermore, these players must be players who are one year advanced from the current playing category of the team in question. The NWT & Yukon can override this motion (ie. Stay as is).

ARTICLE 3 – PROVINCIAL/TERRITORY ELIGIBILITY

1. Any Provincial/Territory who wishes to enter a team in any Western Canadian Championship after June 7th of the current year, will be assessed a \$250.00 late entry fee which will be split by the hosting province/territory and the WCSA. This fee

must be paid before the Province/Territory late entry is accepted. No entries will be accepted after June 7th.

2. Any Province/Territory who withdraws an entry in any Western Canadian Championship, after June 7th of the current year, will be assessed a \$1,000.00 penalty which will be provided to the Host P/T.
 - a) This penalty will be split by the hosting P/T and the WCSA. EFFECT: If the penalty is not received by the WCSA by December 31st of the current year, then the defaulting P/T will be ineligible to participate in the respective category the following year.
 - b) Once the draw is complete and approved by the Draw Master and a team withdraws:
 - i) The P/T of the team withdrawing has 24 hours to find a replacement team,
 - ii) Then, the Host P/T has 24 hours, the 2nd option, to find a replacement team.
 - c) If a team withdraws within one (1) week of the start of the Championship and no replacement team is found, the hosting P/T will receive the full amount of the penalty.
3. There may not be a Western Canadian Championship held unless there is participation from a minimum of three P/T's and six (6) teams.
4. The WCSA shall extend an invitation to teams from Ontario and Quebec to participate in all categories that are not filled by the Western P/T's.

ARTICLE 4 – PLAYER ELIGIBILITY

1. Players must sign a Softball Canada Team Registration form within their Province by July 1st of the current year or within their Territory (NWT or the Yukon) by July 15th of the current year.
2. Coaches/Managers shall not count as players, unless currently signed as an active player in the proper manner.
3. Players participating in a Western Canadian Championship are **ELIGIBLE** when:
 - a) They are picked up to go to a Canadian Championship – they may return and participate with their own team in the Western Canadian Championship in the same year.
 - b) They are in the Masters Men and Women FP category – these players can play in both a Western Canadian Championship and a Canadian Championship in the same year.
 - c) Or, they are members of Senior B Men's teams who have united to form a Senior A Men's team to compete in the Canadian Championship. This Senior A Men's team roster would thus be comprised of:
 - i) more than two (2) players from each of two (2) or more Senior B Men's teams participating in a Western Canadian Championship, and
 - ii) Other Senior B players from the Province/Territory.
4. Players participating in a Western Canadian Championship are **INELIGIBLE**, when:

- a) They are on a roster of a team participating in a Canadian Championship.
 - i) Exceptions as states above (Article 4.3), and
 - ii) Exception (Male FP): Senior Men FP can pick up from U23 and U19, U23 Men FP can pick up from U19.
- b) Or, they are a current National team member.

5. In all fastpitch categories (except Masters) players may only participate in one (1) Western Canadian Championship.

6. Teams from NWT and the Yukon will be permitted to pick up three (3) players registered with another Province/Territory as long as the respective Province/Territory agrees to such additions. These players must be eligible to participate in their home Province/Territory in that category.

7. Players registered in one Province/Territory for a Canadian Championship may not participate for a different Province/Territory in a Western Canadian Championship.

8. Any player with a permanent address in one Province/Territory and wishing to register in another Province/Territory must have approval from both Provinces and/or Territories and complete an Inter-Provincial transfer form signed off by both Provinces or Territories involved by July 15th of the current playing year.

9. Transgender Policy: The WCSA has an approved Transgender Policy. This policy can be found on the WCSA website.

ARTICLE 5 – TEAM ELIGIBILITY

- 1. The makeup of the Provincial/Territorial team representative participating at all Western Canadian Championships shall be the responsibility of the Provincial/Territorial Softball Association.
 - a) The approved Provincial/Territorial Western Official Players List is to be sent to the Host P/T office and the host contact person a minimum of one (1) week prior to the Championship. The final Western Canadian Championship Official Players List will be confirmed at the Championship Coaches meeting.
 - b) All categories (except Master Men and Women FP and all slo-pitch) are allowed a maximum of two (2) teams per Province/Territory plus a Host team. EXCEPTION: where there are seven (7) teams or less, one additional team may be added to adjust the draw to an even number. Said team will be allocated on a pro-rata basis from the Province/Territories other than the Host Province/Territory.
 - c) Masters Men & Women FP categories are allowed a maximum of three (3) teams per Province/Territory and Slo-pitch categories are allowed a maximum of five teams per P/T.
 - d) P/T must have completed Provincial Championships in categories that qualify for the same calibre Western Canadian Softball Championship a minimum of two (2) weeks prior to the scheduled start date of the Western Canadian Championship.
 - e) Female players are eligible to participate on male teams.

2. One of the registered coaches/managers must be fully certified as an NCCP Softball coach. This coach/manager must be in attendance at all games and on the team's bench.
 - a) Adult FP Categories: require one of the registered coaches/managers to be fully certified in NCCP 'Community Softball' or NCCP Level 1 (Softball).
 - b) Minor Categories: categories require a registered coach to be fully certified in NCCP 'Competition Introduction' or NCCP Level II (Softball).

EFFECT: If a Province/Territory sends a team that participates in a Western Canadian Championship without the required Level Coach/Manager, the Province/Territory will be assessed a \$250.00 penalty by the WCSA and the team will NOT be allowed to use base coaches during the Championship.

EXCEPTION: Slo-Pitch categories do NOT require a Certified Coach.

ARTICLE 6 – HOST TEAM

1. In all Western Canadian Softball Championships, the host Province/Territory may enter up to three teams.
2. The Provincial/Territorial Association shall determine the manner in which the Host team is to be decided.
3. The Host team must have participated as a team in the Provincial/Territorial competition played to determine the P/T representative to the Western Canadian Softball Championship.

ARTICLE 7 – AWARDS

1. Championship trophies will be awarded to the winning team in each Western Canadian Championship.
2. The Association shall provide Gold, Silver and Bronze medallions for each Championship. No more than 20 shall be given to any team provided that the names of the individuals (receiving the medals) are duly registered on said team roster. (Masters FP and Coed SP shall be given NO MORE THAN 23 MEDALLIONS). **All teams are encouraged to attend the medal presentations; however, the Bronze medalists may request to receive their medals immediately following the Bronze Medal Game.**
3. No all-star teams are to be chosen at the Championships.
4. The WCSA shall provide six (6) individual awards in each Adult category (male & female) only. The awards are Top Batter, Top Pitcher and MVP. Awards are presented based on performance during the Round Robin. In Minor categories the Host shall provide two (2) Player of the Game awards for each game in the Round Robin.

ARTICLE 8 – DRESS AND EQUIPMENT

1. Players must be in identical uniforms. The Western Canadian Supervisor, in consultation with the Tournament UIC, shall judge the acceptability of uniforms. Players unacceptably ununiformed will be dealt with as follows:
 - a) if possible a player will be warned before a game about their appearance,

- b) a player participating in a game will be instructed to immediately correct the uniform deficiency,
- c) a player failing to correct the deficiency shall be ejected from the game,
- d) All players appearing on a game sheet must wear a uniform number on the back of their uniform. No number may be repeated. (Only whole numbers from 00 to 99 are permitted, a maximum of 2 digits).

EXCEPTIONS:

- i) Senior Men and Women Slo-pitch teams may wear either long or short pants or a mixture of both.
- ii) in all female categories, players are permitted to wear any combination of hat, visor, or headbands so long as they are all the same colour.
- e) Coaches shall be respectfully dressed in similar colours to that of their team.

2. The Western Canadian Championships will use the same softballs as the Canadian Championships.

ARTICLE 9 – DURATION OF CHAMPIONSHIPS

All Western Canadian Softball Championships will be four days, with the Coaches/Managers meeting being held the evening before the first scheduled game.

ARTICLE 10 – CHAMPIONSHIP DRAWS

The WCSA Draw Master shall forward to each WCSA Board Member and to each Host Chairperson/Representative, a copy of said draw 10 days prior to all Western Canadian Championships.

ARTICLE 11 – CHAMPIONSHIP FORMAT

- 1. Unless otherwise stated, all Canadian Championship guidelines will be adhered to for all Western Canadian Championships.
- 2. The type of draw used in all championships will ensure the Final game is a one game playoff. There will no 'IF' game.
 - a) Six to Nine teams: each team will play in a complete round robin (5-7 teams) or a modified round robin (8-9 teams, maximum of six games per team). {If possible, the team(s) you do not play will be from your own P/T.} The top four teams advance to a four game playoff round. First and Second place qualifiers shall receive two lives and the third and fourth place qualifier will receive one life.
 - b) Ten and Eleven Teams: Teams are split into two pools. Each team plays four games in either a complete round robin or a modified round robin (maximum of four games per team). The top four teams from each pool will advance to a ten game playoff round. The top two teams in each pool shall receive two lives and the next two will receive one life.
 - c) Twelve Teams or more: Teams are split into two pools. Each team will play five games in either a complete round robin or modified round robin (maximum of five games per team). The top four teams from each pool will advance to a

ten game playoff round. The top two teams in each pool shall receive two lives and the next two will receive one life.

3. All final games are scheduled for 1:00 PM on the final day.
4. In all Round Robin games, the home team is the one whose name appears on the right side of the draw. In all Championship round games (except the final) option of being home team will be the highest ranked team based on the standings after the Round Robin. EXCEPTION: In the Championship Final Game the option of home team will be made by the winner of the 1 vs 2 Championship Round Game.
5. The Home team will take the third base dugout in all games.
6. In case of inclement weather or other uncontrollable circumstances, the WCSA Supervisor will be responsible to revise and or alter the draw.
7. In case of rain delay, or a complete wash out, during one of the days of the Championship, new times and a schedule may have to be made. No protests of the altered scheduled will be allowed.
8. If a game is cancelled before completion, due to rain or any other reason, the game will be completed as soon as possible. The game will start at the exact point that it was called.
9. The 'Tiebreaker Rule' will be in effect after 7 innings of play.
10. **A Run Ahead Rule applies to ALL GAMES in any championship and shall result in the conclusion of the game:**
 - a) **Fast Pitch Categories:**
 - i) In all categories, games will end after 2 ½ innings of play if the home team is winning by 15 or more runs. A game will end after 3 complete innings of play if the visiting team is winning by 15 or more runs.
 - ii) In all categories, games will end after 4 complete innings of play if the visiting team is winning by 10 or more runs.
 - iii) In all categories, games will end after 4 ½ or 5 ½ innings of play if the home team is winning by 7 or more runs. A game will end after 5 or 6 complete innings of play if the visiting team is winning by 7 or more runs.
 - b) **Slo-Pitch categories:**
 - i) **After 4 ½, 5, 5 ½, or 6 complete innings of play if there is a difference of fifteen (15) or more runs.**
11. **Tiebreaking Procedures:** to determine the Final Standings in the Round Robin the following criteria shall be used to break ties:

Notes:

- i) No WCSC games will remain a tie.
- ii) If a game is tied after seven (7) complete innings, the teams will revert to the international tie breaking rule starting in the top of the eighth (8th) inning.
- iii) The final score of a game is also the score used for tiebreaking purposes. We no longer revert back to the last complete inning.

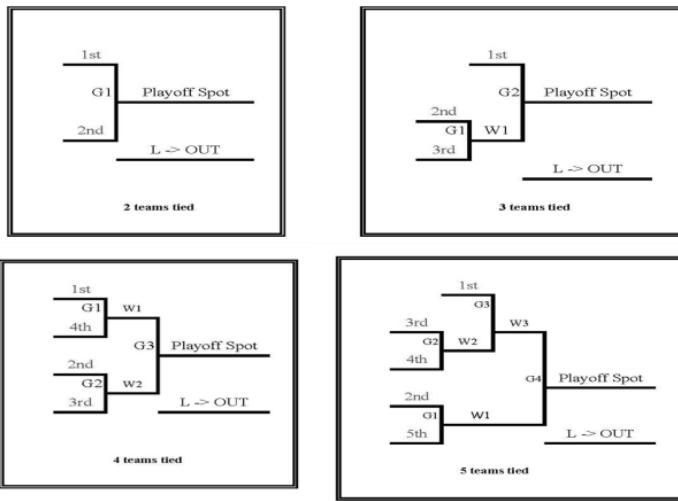
- iv) If the home team is ahead after $6\frac{1}{2}$ innings of play, they will NOT bat in the seventh (7th) inning. This rule will also be in effect if the mercy rule comes into play after $4\frac{1}{2}$ or $5\frac{1}{2}$ innings.
- a) Two (2) teams tied:
 - i) the winner of the round robin game between the tied teams receives the higher placement.
- b) Three (3) teams tied:
 - i) When all three teams have played each other the winner of the round robin games between the tied teams will receive the higher placement.
 - ii) If only one team has played all teams they are tied with, and won both games, then they will receive the higher placement. The two remaining teams will revert back to the two teams tied criteria above.
 - iii) If the teams have or have not played each other, the difference of plus or minus of total runs scored, with a limit of seven (7) plus or minus per game for all games played in the Round Robin will be used to determine the highest placement. If the two teams remaining have played each other, the head to head game will be used to determine the 2nd and 3rd position. If the two teams have not played each other, the plus/minus criteria will be used to determine 2nd and 3rd placements. If still tied then,
 - 1) Least runs allowed by each team for all games played in the Round Robin will be used to determine the higher placement. If still tied then,
 - 2) Total runs for each team (with a maximum of 7 runs per game) for all games played in the Round Robin will be used to determine the higher placement.
 - iv) Four (4) or more teams tied: in the event four or more teams are tied, the following criteria will be used:
 - a) The difference of plus or minus of total runs scored, with a limit of seven (7) plus or minus for all games played in the Round Robin will be used to determine all four placements. If still tied then,
 - i) Least runs allowed by each team for all games played in the Round Robin will be used to determine the higher placement. If still tied then,
 - ii) Total runs for each team (with a maximum of 7 runs per game) for all games played in the Round Robin will be used to determine the higher placement.

NOTES:

- a) A regulation game shall consist of 7 innings. A full 7 innings need not be played if the team second at bat has scored more runs than the other team after $6\frac{1}{2}$ innings or before the third out in the bottom of the 7th inning.
- b) No team will be eliminated by criteria 4.b or 4.c, a playoff game is required.
- c) If the game is over and the bottom one-half of the inning is not required, the home team does NOT bat in the bottom of the inning.

Tie Breaking Games

- a) The above criteria ranking establishes the standing after completion of the round robin.
- b) If there is a tie for the last playoff position; tie breaker games between these teams will be played, with ranking used to determine pairings in the first round, as follows:
 - i) Number of games played will be equal to number of teams minus one.
 - ii) If odd number of teams, the team ranked highest receives a bye in the first round.
- c) If no tiebreaker games are required, then the playoff round may begin in the time slots reserved for tie breaker games. (**Refer to Annex 'B' for larger image**)

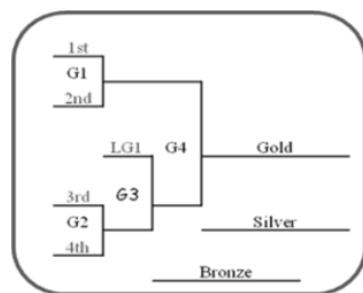


ARTICLE 12 – INCOMPLETE CHAMPIONSHIP PROCEDURE

1. If, for any reason, a Western Canadian Softball Championship cannot be completed the following formula shall be applied to determine final standings and medal awards:
 - a) If the qualifying round cannot be completed, medals will be awarded on the basis of the standings at the time.
 - b) If the qualifying round is completed and not games have been played in the championship round, the qualifying round standings shall be used to award medals.

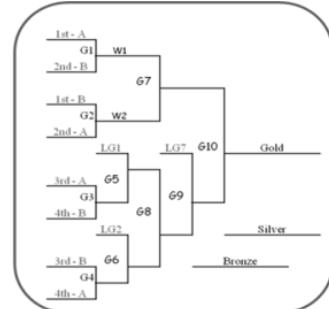
FOR A CHAMPIONSHIP ROUND OF 4 TEAMS (Four games):

- If after games 1 and 2 have been played and no other games can be played, the Gold shall be awarded to the team with two (2) lives and the Silver and Bronze to the remaining two (2) teams based on their qualifying round standings.
- If after game 3, the Gold will be awarded to the team with two (2) lives and the Silver to the team with one (1) life. (**Refer to Annex 'C' for larger image**)



FOR A CHAMPIONSHIP ROUND OF 8 TEAMS (10 games):

- If after games 1 and 2 have been played, the teams with two (2) lives shall receive the Gold and Silver medals, the Gold will go to the team finishing higher in the qualifying round. The Bronze medal shall go to whichever of the remaining teams with one (1) life finished higher in the qualifying round.
- If after the 3rd game on the two (2) life side (game 7), the teams in this game shall receive the Gold and Silver medals, the Gold medal going to the winner of this game and Silver to the runner-up. The Bronze medal shall go to whichever of the remaining teams with one (1) life finished higher in the Championship round and in the qualifying round.
- If after game 8, the Gold will be awarded to the team with two (2) lives and the Silver to the runner-up of game 7 or the winner of game 9, with the Bronze medal to the remaining team with one (1) life. (*Refer to Annex 'D' for larger image*)



2. If, for any reason, the Western Canadian Softball Championship cannot commence until the second last day, then the tournament shall revert to a single or double knockout (or modification thereof) format. This will be determined at the discretion of the Western Canadian Supervisor.
3. If, for any reason, a Western Canadian Softball Championship cannot begin, then a winner will not be declared in that year.
4. The Western Canadian Supervisor will be required to wait until 12:00 pm of the final scheduled day of the tournament before declaring champions.
5. If there are situations that arise which are not covered by the Incomplete Championship Procedure, or by any other article under the Special Operating Rules or By-Laws, the Western Canadian Supervisor shall have sole authority to rule.

ARTICLE 13 – OFFICIALS

1. Provincial/Territorial Associations who are planning to send officials to Western Canadian Championships shall inform the appropriate host Province/Territory of the number of officials attending the Championship by March 15th of the current year. The Host Province/Territory shall have the right to refuse officials if the notice is not received by this date. The names of the officials are to be submitted to the host Province/Territory by July 1st of the current year.
2. In all Western Canadian Softball Championships a two (2) umpire system will be used in all Round Robin games and Tiebreaker game(s) and a three (3) umpire system be used in all Championship Round games.

EFFECTIVE 2016 Umpire-in-Chief and Deputy Umpire-in-Chief working a Western Canadian Championship will be paid a UIC/DUIC Fee of \$50.00 per day per person that they are on site. Each umpire will be paid games fees of \$30.00 per person for a three umpire system, and \$35.00 per person for a 2 umpire system for all adult categories. Minor Categories will be \$25.00 per person for three umpire system and \$30.00 per person for 2 umpire system.

3. Any Province/Territory Association which sends teams to a Western Canadian Championship but fails to send an umpire to that Championship, will be assessed a fee of \$500.00 per incident. This fee will be forwarded to the WCSA who will then forward it to the host Province/Territory Associations.
4. Umpires travelling out of Province or Territory must receive a written/electronic evaluation from the Western Canadian Championship UIC for all categories. Within 10 days of the end of the championship
5. Accommodations for designated umpires traveling to western championships shall be paid for by the host provincial/ territory office. The cost then will be submitted to the appropriate provincial/ territory office of the designated officials. Each province will be responsible for the accommodations of their designated officials.

ARTICLE 14 – ROTATIONS AND CHART

	2019	2020	2021
Fastpitch:			
Men & Women B	BC	SK	AB
Masters Men	SK	AB	MB
U14 Boys & Girls	MB	BC	SK
U16 Boys & Girls	SK	AB	MB
U19 Boys & Girls	AB	MB	BC
U23 Women	BC	MB	AB

1. When all P/T's participate the rotation of the Western Canadian Softball Championships in ALL categories shall be: BC / SK / YT/ AB / MB/ NT.
2. The hosting P/T must indicate at the AGM the year preceding the event, their intention to host their assigned championship.
3. If a P/T forfeits their right to host a Championship the year following the AGM, the members will make an effort to award the Championship at the AGM or by no later than June 1st.
4. For any category, if no host site has been found by March 1st in the year of the Championship, that Championship will not be played in that year.

ARTICLE 15 – CHAMPIONSHIP DATES

1. Any Western Canadian Championship date can be changed if requested by the host Province/Territory Association. The request for the date change is to be made at the WCSA Annual General Meeting the year prior to the championship.
2. The preferred weekend for Western Canadian Championships for the U14, U16 and U19 categories is the second weekend in August.

ARTICLE 16 – CHAMPIONSHIP RULES

1. Rules governing any Western Canadian Championship shall be those found in the CASA rulebook for the current year; EXCEPT where rules are changed by the following Western Canadian Championship rules.
2. Attendance at the pre-tournament coaches/managers meeting is mandatory for all teams. Failure to have a coach, manager or representative at the pre-tournament meeting, unless there are extenuating circumstances, will result in a \$500 fine per offending team assessed against the offending Province/Territory. The fine will be forwarded by the WCSA.
3. A maximum of 17 and a minimum of 11 players, including added players are permitted on each team roster. EXCEPTION: Masters FP and co-ed SP categories – maximum of 20 players (Co-Ed SP – 10 men and 10 ladies comprise the team).
4. All teams must participate in the opening ceremonies, fully dressed with team uniforms. As prescribed by the Host Committee, teams may have to supply their own flag and banner.
5. All teams must be at the tournament in time to play their opening game of the Championship.
6. Games will start exactly on time or as close to the scheduled time as possible. Teams must be available and ready to play at the scheduled time; if the team is not ready to play at the scheduled time, the game will be forfeited.
7. Line up cards shall be submitted to **WCSA representative at a designated location** complete with full name of player, position. Must include all substitute names **and signed by the team coach. The lineup cards should be** submitted thirty (30) minutes prior to the scheduled game time
8. No equipment other than bats in the bat rack, such as gloves, helmets, balls etc, will be allowed on the tops of the dugouts or outside the dugout area, unless being used and approved by the umpires.
9. If a player/coach/manager is ejected from the ball game, that player/coach/manager must leave the ballpark. He/she cannot sit on the player's bench or remain in the stands. Players/coach/managers ejected from a game may continue to participate in subsequent games of the Championship, providing that the Protest Committee has levied no further suspension.
10. No foul or abusive language (or gestures) or harassment by players/coaches/managers of game officials will be tolerated at any time. Smoking is prohibited in the dugout or playing field during any warm up or game. EFFECT: the offending person(s) will be given one warning and both teams shall be advised that the warning has been given. A second offence will lead to ejection from the game.
11. If a ball is hit or thrown out of play, the plate umpire is to immediately put another ball of their choice into play. The ball that went out of play must return to an umpire for inspection before it can be put back into play.
12. All protests will be handled by the Protest Committee at the TIME OF THE PROTEST. Upon arrival of the Protest Committee, the protesting team will supply the Committee with a Protest Fee of \$250.00 (cash). Failure to do this will nullify the protest and the game shall continue immediately. If the protest is upheld, the fee will be returned after the game.

13. Any game or procedure not covered by the above will be clarified and ruled upon by the Championship Protest Committee. In this context, any decision rendered by the Protest Committee will be considered final. **NO APPEALS WILL BE ALLOWED.**
14. Any of the starting players, including the 'DP' (FP) and 'EP' (SP), may be withdrawn and re-enter once, provided players occupy the same batting positions. **EXCEPTION:** (U19 and under categories) when all legal substitutions have been entered by a team in a game the RE-ENTRY rule is waived in the event of injury and/or illness.
 - a) The player entering the game shall assume the batting position of the injured and/or ill player.
 - b) The injured and/or ill player may NOT return to the game.
 - c) Substitutions can only take place at the time of the injury and/or illness.
15. Designated Runner – Masters FP only. The team may designate one player as a runner. The player will be called the Designated Runner (DR), (rules as per CASA FP Rule 4.3).
16. Pitching Rule – U14 Boys and Girls FP Only:
 - a) Pitchers may only pitch a maximum of four (4) innings per game in all round robin and championship round games. If a pitcher throws one (1) pitch, this will be considered as a complete inning. In the event of extra innings, the Pitching Rule is not in effect. **PENALTY:** {for pitcher(s) exceeding the limit of innings pitched}; the coach is ejected and player(s) are removed from the pitching position. In case of injury to a pitcher of the game, the starting pitcher, or a pitcher having reached the maximum innings may return to the game with no penalty to the team. Teams must submit their pitching roster to the Board Rep prior to the start of the Championship.
17. Batter's Box – All FP Categories (as per CASA FP Rule 7-3d)

ARTICLE 17 – ACTS OF SUSPENSION

1. The Board of Directors may, from time to time, suspend any players, coaches, managers, clubs, and umpires from membership in the Association. A registered letter to the suspended party shall communicate notice of any suspension and such notice shall state the reasons for the said suspension. The Board of Directors may authorize an appeal of the suspension provided they are satisfied, on majority vote, that the situation warrants the hearing of such appeal.
2. If a Western Canadian Supervisor is recommended to the WCSA Board of Directors that disciplinary action be taken against a player, team, or official, notification shall be forwarded to the Chairperson and Office of the WCSA, the Provincial/Territorial Association of the player, team, official and the offending person or persons. This report should be forwarded to the above people within 30 days of the Championship.
3. The WCSA shall recognize all Provincial/Territorial suspension.

ARTICLE 18 – ACTS OF DISQUALIFICATION

A team, team member, or umpire may be disqualified for any of the following:

1. Conduct detrimental to the game of Softball,
2. Physical violence proceeding, during or following a game,
3. Participating while he/she does not meet the eligibility requirements of the WCSA,
4. Forfeiture of a game.

ARTICLE 19 – DISQUALIFICATION PROCEDURES

1. Hearing: a team, team member, or umpire must be given an opportunity for a hearing by the Board of Directors. The Board of Directors may appoint an official representative to conduct the hearing in its place.
2. Notification: A team, team member, or umpire must be notified in writing of the time, place and date of the hearing. Should the accused fail to attend the hearing, the person conducting the hearing may proceed and take the evidence of those in attendance.
3. Rulings: After hearing all of the evidence the WCSA Board of Directors presiding at the hearing (Ruling Executive), may take whatever action they deem appropriate, in accordance with the Special Operating Rules or By-Laws, of the WCSA. The team, team member, or umpire must be advised in writing by the Board of Directors of the action taken.
4. Appeal: A team, team member or umpire may appeal in writing within sixty (60) days to the WCSA Chairperson and Office if they feel an unjust decision was issued by the Ruling Executive. A certified cheque or money order in the amount of \$50.00 must accompany all such appeals. Copies of the written appeal must be sent to the Ruling Executive who issued the decision. Appeals will only be considered from the suspended party. If the appeal is successful, the \$50.00 is refunded.
5. Penalties: A team, team member or umpire may be disqualified for a period of time at the discretion of the WCSA Board of Directors having conducted the hearing with the exception that the following acts of disqualification require a minimum of 1 year suspension:
 - a) Physical violence
 - b) Forfeiture of game.

Minimum Hosting Standards

A. RESPONSIBILITIES OF THE HOST

1. Agrees that the Host Chairperson/Representative will not be affiliated, in any way, with any of the participating teams.
2. Agrees that the sponsoring group will become a signatory to this agreement and shall indemnify and hold harmless WCSA from and against any financial loss, debt of liability arising out of the Championships.
3. Agrees to undertake liability insurance coverage for all reasonable hazards pertaining to the Championship.
4. Will submit to the Provincial/Territorial office, at least two (2) months prior to the Championship, a list of recommended accommodations including facilities and price, as well as submit same to the other P/T offices for distribution to their participating teams.
5. Agrees to provide sufficient diamonds for each category in the Championship (approved by the Provincial/Territorial Association).
6. Will provide 'double bases' for each diamond used in the championship.
7. Agrees to provide a change room at the ball park for the umpires.
8. Shall be responsible for securing additional required WCSA official softballs (above the allocation provided), as well as a powdered rosin bag for all games, on all diamonds in the all fastpitch softball games. The WCSA official softballs are Worth, of which the WCSA will provide five (5) dozen per category.
9. Will provide qualified personnel for the following:
 - a) scorekeepers
 - b) announcer (if applicable)
 - c) statistician (to include compilation of offensive and pitching stats – Senior Championships ONLY)
 - d) grounds keepers
10. Shall be responsible for press facilities, including but not limited to, a press box.
11. Shall not issue any press release(s) on the policy of the tournament without WCSA approval.
12. May not sell local radio and/or television rights for any of the Championship games or retain the proceeds without approval of the WCSA. National or Provincial TV negotiations are to be handled by the WCSA.
13. If the host agrees to publish a program the sale of the same, all receipts from advertising and sale thereof, shall be the property of the host absolutely. The host agrees to provide the WCSA and the Provincial/Territorial Association of the host, one page of advertising without charge. (See Host Chairperson/Representative guidelines, a letter from the WCSA Chairperson and sponsorship advertising should be included in the program).

14. Will assist in putting up corporate sponsor banners at their Championship site as designated by the WCSA and be responsible for their return to the Provincial/Territorial office.
15. Shall follow WCSA/Softball Canada protocol in both the Opening and Closing ceremonies, and shall receive approval of the procedure being used, prior to the championship. *The Opening ceremonies shall be conducted on the first day of competition*
16. Will provide the following awards (trophies):
 - a) SENIOR CATEGORIES :
 - i) The winning teams must be issued a 'keeper' trophy supplied by the host committee.
 - b) MINOR CATEGORIES:
 - i) A player of the game award for both teams in each game of the Championship.
17. Agrees to take pictures of the top three teams and submit same with the Championship report.
18. The host Provincial/Territorial office shall be financially responsible for the care and storage of the WCSA banner.
19. Will provide adequate room(s) for the Coaches/Managers meeting and the Umpire Meeting, to be held prior to the championship, as outlined in the WCSA bylaws. *(The Western Canadian Supervisor will chair the Coaches/Managers meeting.)*
20. Agrees to block book hotel rooms for the officials. It is preferable that this be at a different hotel than the teams are staying. Eight rooms are usually appropriate. Each room should have two beds. The payment of rooms for the tournament is the responsibility of the Province/Territory that allocated the official.
21. Agrees to book the hotel room for the Western Canadian Supervisor for the duration of the Championship. The payment of the room for the tournament is the responsibility of the Province/Territory.

B. FINANCIAL RESPONSIBILITIES OF THE HOST

1. In lieu of a percentage of the gate, the host will pay the WCSA:
 - a) \$250.00 per adult category
 - b) \$100.00 per minor category
 - c) A complete report on the championship must follow the event.
2. There shall be no complimentary tickets, other than those issued to and by the WCSA, officials and their delegates. All teams competing in a championship will be entitled to no more than five (5) passes for all games, over and above the official player's roster submitted. Passes should be issued to all Provincial Directors who are in attendance at the Championship.
3. The host agrees to assume the cost of the following:

- a) Opening and closing ceremonies, scorebooks, press conferences, posters, banners, scoreboard and prizes.
- b) Ground transportation of the officials to and from the hotel to the tournament site.
- c) Social Event (optional) and a nominal fee may be charged.
- d) The host may operate concession stands and retain the proceeds.

EFFECTIVE 2016

Umpire-in-Chief and Deputy Umpire-in-Chief working a Western Canadian Championship will be paid a UIC/DUIC Fee of \$50.00 per day per person that they are on site. Each umpire will be paid games fees of \$30.00 per person for a three umpire system, and \$35.00 per person for a 2 umpire system for all adult categories. Minor Categories will be \$25.00 per person for three umpire system and \$30.00 per person for 2 umpire system

C. RESPONSIBILITIES OF THE WCSA

- 1. Shall, in consultation with the Host, prepare and approve the draw. The WCSA will then forward the draw to the Western Canadian Supervisor and the Host, who in turn will forward same to participating teams.
- 2. Shall provide:
 - a) awards as outlined in the WCSA Special Operating Rules (i.e. Medals),
 - b) five (5) dozen of the WCSA official softballs,
 - c) Sufficient scorebooks for use in the Championship.
- 3. Shall approve the teams/players wishing to participate in the Championship.
- 4. Shall, in conjunction with the host, conduct the coaches/managers and officials meetings prior to the commencement of the Championship.
- 5. The Western Canadian Supervisor shall appoint the Protest Committee. The Protest Committee will be made up of no less than three people, which will include the following:
 - a) Tournament Umpire-in-Chief,
 - b) Western Canadian Supervisor,
 - c) Host Chairperson/Representative/Designate, provided by the Host Committee.
 - d) Any and all decisions rendered by the Protest Committee shall be final, with no avenue for appeal.
- 6. All negotiations for sponsorship of the Western Canadian Championship must be approved by the WCSA.

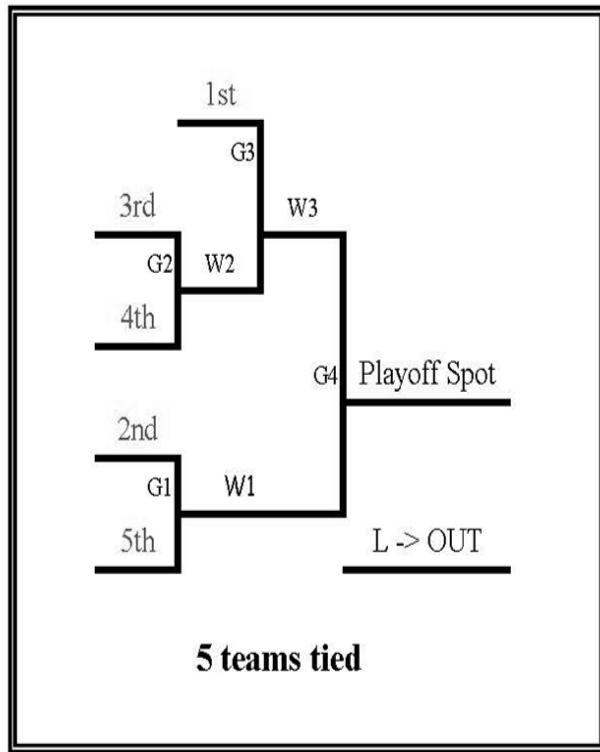
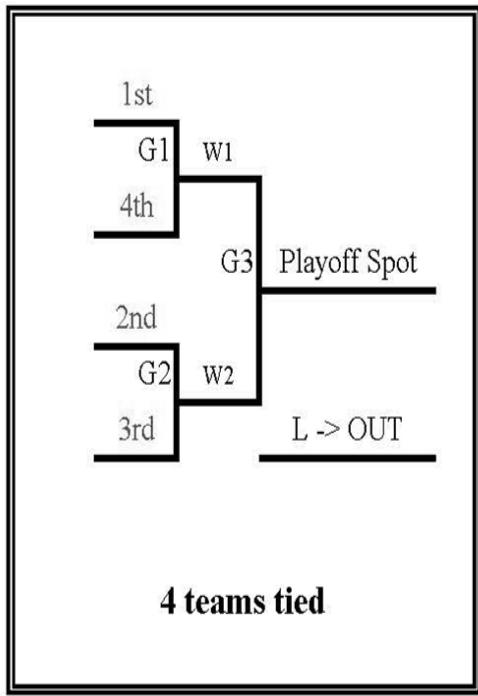
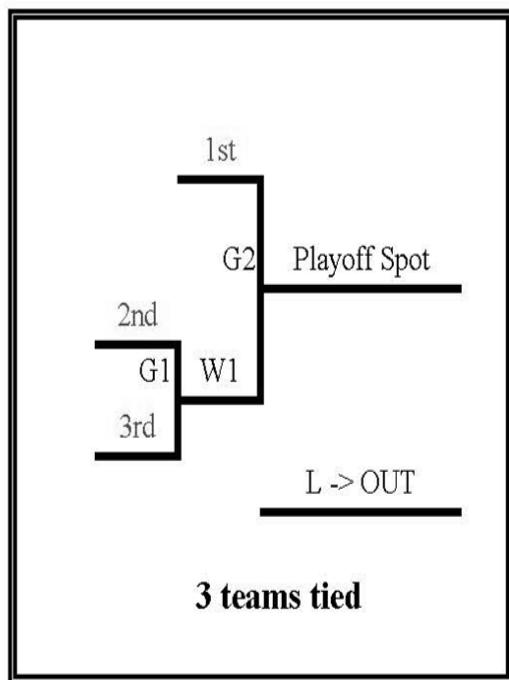
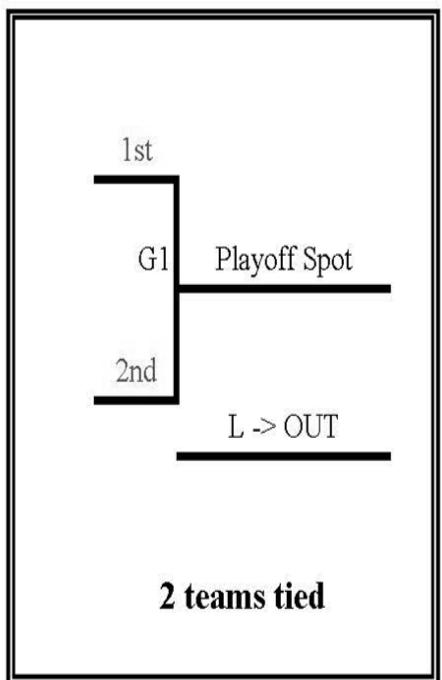
D. GENERAL

In the event that the above mentioned championship(s) is (are) cancelled because of weather conditions, political unrest, an act of God, insurrection, labour unrest, or for any other reason beyond the control of the WCSA, or the Provincial/Territorial Association, the host organization shall have no recourse against the WCSA or the Provincial/Territorial Association for expenses, costs of damages incurred by the host organization in consequence of any undertakings, obligations or other matters related to this agreement.

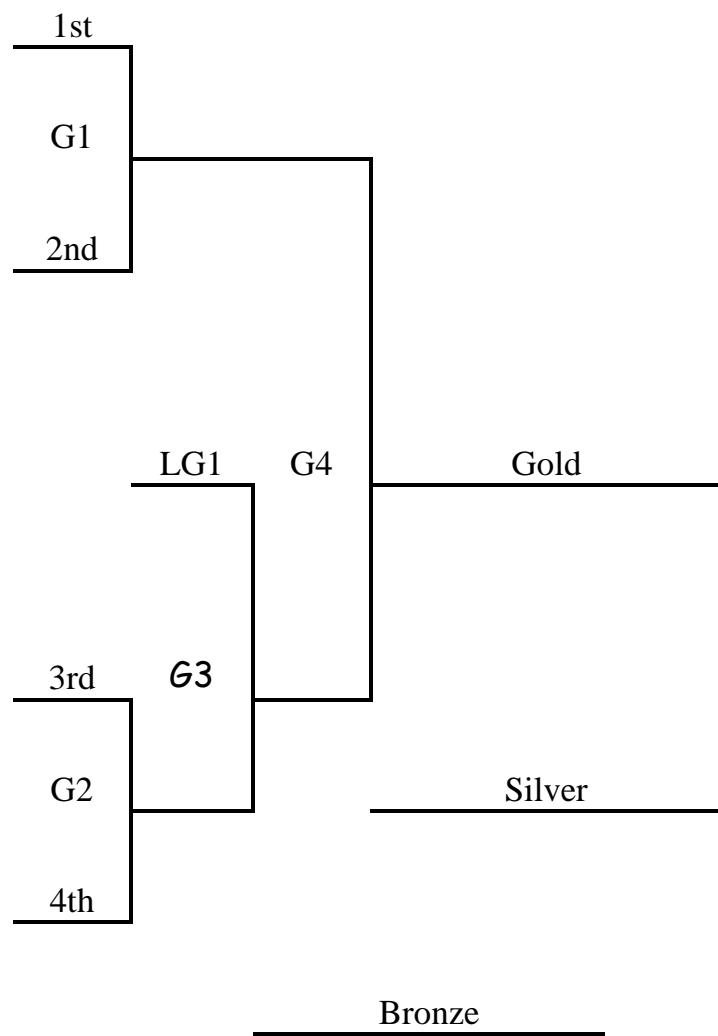
It is agreed by both parties, that the entering into this agreement is done with the knowledge that the ultimate goal is the most successful Championship possible.

Annexes

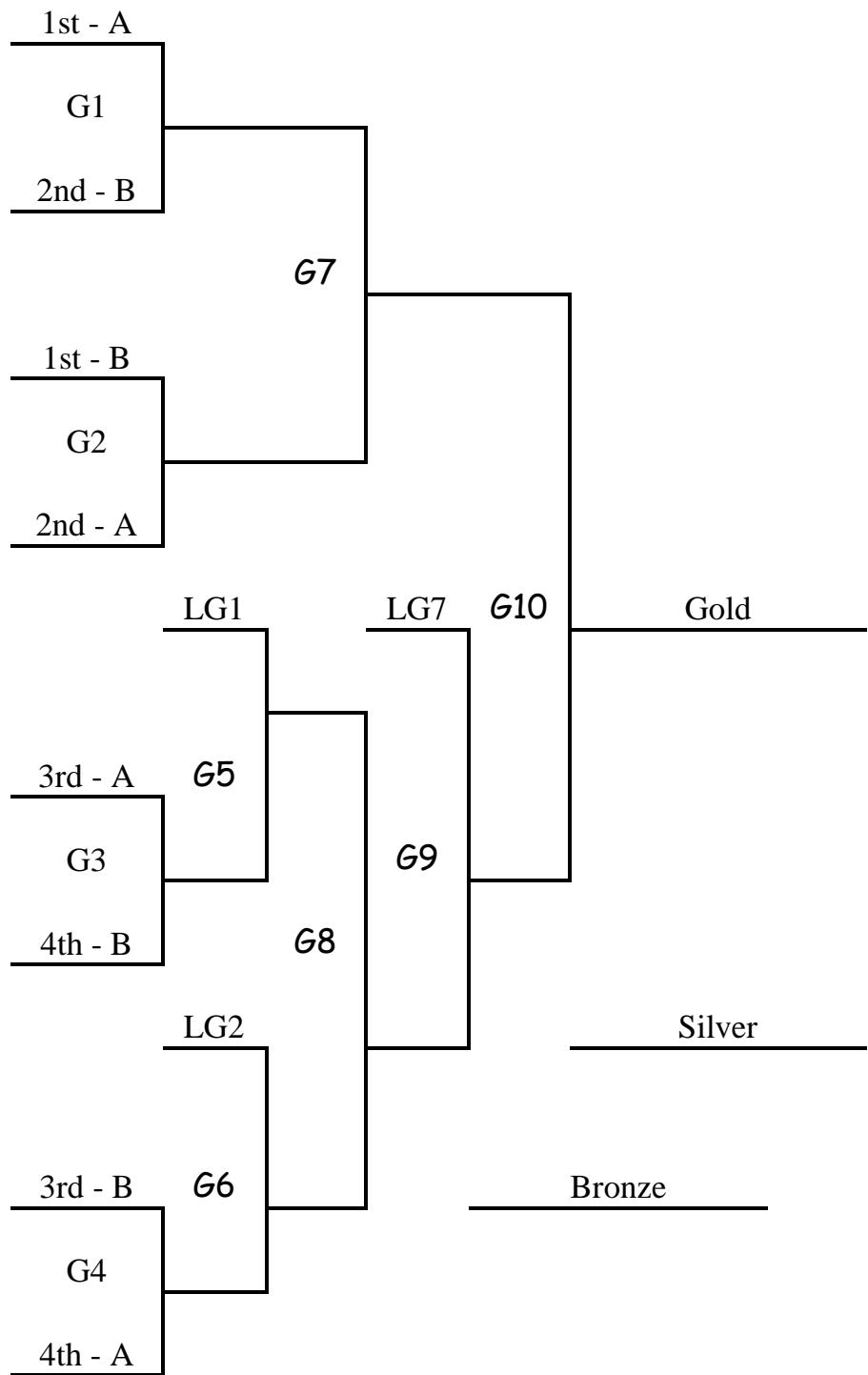
Annex 'B' - Tiebreaker



Annex 'C' – 4 Team Championship Round



Annex 'D' – 8 Team Championship Round





OFFICIAL SOFTBALL OF SOFTBALL BC



OFFICIAL SLO-PITCH BALL OF SOFTBALL BC

