



## **POLICY FOR BIDDING FOR RIGHTS TO HOST THE DIXIE YOUTH WORLD SERIES**

The requirements for hosting a Dixie Youth World Series have been developed and approved by the National Board of Directors for the purpose of providing a play-off system to determine the number one team in Dixie Youth Baseball in each playing division. The World Series will be conducted under the most rewarding and pleasant conditions possible with emphasis on the participants of the state championship teams. While it is recognized that many side benefits will be realized for the host city, parents, national officials and others, this policy emphasizes that the primary consideration in hosting this event will always be the welfare and concern for the participating teams. However, it is especially noted that the minimum requirements which follow are specifically directed toward the entertainment of the participating teams and quality of the playing facilities.

These minimum requirements must be met to insure the proper public image of Dixie Youth Baseball and to guarantee that the World Series is played under the best possible conditions for all participants. The Committee does not wish to dictate to any host that they cannot extend certain acts of hospitality or courtesies to the Board or to others in attendance at the World Series. However, it is felt that these matters should be voluntary and not performed because of established precedent and will not be considered by the Board as prerequisites for awarding the rights to host a Dixie Youth World Series.

### **BID PROCEDURE**

#### **MAJORS, "O"ZONE, AAA & AA COACH PITCH AND MACHINE PITCH WORLD SERIES**

Every franchised league in the Dixie Youth Baseball program is eligible to bid for the right to host a Dixie Youth World Series for the Majors, "O"Zone, AAA and AA Coach Pitch and Machine Pitch Divisions. However, any prospective host league must have the required facilities, be able to meet the financial requirements and have the local support necessary to meet the minimum requirements for hosting a Dixie Youth World Series. Each World Series host must provide a minimum of two approved regulation fields as specified by the Commissioner for each World Series it submits a bid to host.

A league or group of leagues may bid to host a single World Series or any combination of two or three World Series. The Coach Pitch and Machine Pitch World Series will be awarded to a single host. A bidder may not host more than three World Series in the same week without approval.

A potential bidder must have attended a previous World Series and met with the Commissioner to discuss the World Series events, agenda and procedures. All bidders must have the required facilities necessary to meet the minimum requirements for hosting a World Series. The host will designate the host league for each World Series.

Each potential bidder must adhere to the following bid procedures to qualify for consideration as a Dixie Youth World Series host:

a) Letters of intent to bid for the right to host one or more World Series must be submitted in writing to the Commissioner and must be sent to his office on or before April 1 of the year in which a league presents its bid to the National Board of Directors. The Commissioner **will not** accept a letter of intent to bid from a league which has not met with the Commissioner at the site of a previous World Series to view the events and observe the field maintenance requirements before and after each World Series game.

b) All letters of intent must be supported by written endorsement of the National Board members and state director of the home state of the bidding league. These officials may endorse more than one bid during the same year from their state.

c) The official bid will be the letter thus mailed and should be accompanied by these written endorsements and any other matters of particular interest or support.

d) All prospective hosts' bid presentations will be made, duly considered, voted upon and awarded at the Annual Board Meeting held two years in advance of the event. The Board will award the rights to host the each of the five (5) World Series for the Majors, "O"Zone, AAA, AA Coach Pitch and AA Machine Pitch playing divisions at the annual meeting held two years in advance of the scheduled dates for each Series. Each bidding league group will be given ample time, not to exceed thirty minutes, to present their bid in person and to answer questions. Each bidding league may have a group of key officials from their city present and will not be permitted to view the presentation of any competing group.

e) An "Initial Inspection Team," composed of the Commissioner, and/or the President and two members of the World Series Minimum Requirements Committee appointed by the Committee Chairman, will visit the bidding league to review requirements and meet with various host committees no later than four weeks prior to presentation of bid to the National Board. Representatives of the local press, the city government, all local news media and service clubs should be invited to attend at this important meeting. Written reports of these inspections will be included in the director's board book for the annual meeting.

f) Within six to eight weeks preceding the World Series, members of the original "Initial Inspection Team" shall visit the host site and perform a final inspection. Any expenses of this final inspection will be the responsibility of Dixie Youth Baseball, Inc. If the final inspection reports do not comply with the requirements listed herein, the Commissioner will convene a conference call with the World Series Minimum Requirement Committee to determine the appropriate action.

g) All requirements shall be in place 60 days prior to the beginning of each World Series. If the minimum requirements have not been met at that time, the Commissioner may take any actions necessary to meet the minimum requirements and, if necessary, draw upon the posted bond, letter of credit, or cash deposit to reimburse DYB for any costs incurred.

h) Any organization bidding for rights to host a future Dixie Youth World Series will be required to pay \$2,000 for the purpose of defraying the cost of the "Initial Inspection" team who will travel to the potential host city for an initial inspection meeting with the proposed World Series host committees to review their plans for a Series and inspect playing fields and other facilities. This fee is non-refundable.

i) **The host will pay the costs for all World Series trophies, medallions, caps, rings, and other awards and any related shipping costs.** The Official trophies and awards will be ordered by the Commissioner and the invoices will be sent to the Host for payment prior to July 15. Each World Series host will reimburse Dixie Youth Baseball, Inc. for the costs of World Series host team t-shirts and flags.

j) The winning bidder must have one representative remain for the entire World Series to attend all events. The representative must meet with the World Series Requirements Committee to review all of the World Series requirements.

k) Dixie Youth Baseball will require a \$50,000 letter of credit which will be returned to the World Series Host upon fulfilling these specified minimum requirements, including but not limited to, the receipt of the required financial statement in pursuant to paragraph #41; payment of all trophy and awards invoices pursuant to paragraph #14, and payment of invoice for umpire caps pursuant to paragraphs #47 and #56 and all umpire fees as specified in Requirements #48 and #57. DYB will draw on the letter of credit to pay any invoices or reimburse DYB for any expenses not paid by the Host prior to the beginning of the World Series but not later than October 31 after the World Series; EXCEPTION: Letter of Credit requirement waived if contract is signed by a municipality's mayor or equivalent of any governmental agency;

l) A contract will be issued to the Host organization by the Commissioner. This contract which sets forth the minimum requirements for the host must be signed and returned to the Commissioner's office along with the letter of credit.

m) If any World Series is held on a different week than the Majors/AAA World Series, it shall begin on Saturday, a week prior to the Majors/AAA World Series which will begin seven to nine days after the start of the "O"Zone Series, as approved by the National Board of Directors.

n) **Sunday Team Worship Service** -The Host shall provide a 35-45 minute Sunday worship service in an air conditioned facility on Sunday morning. Preferably, this service shall be exclusively for DYB teams, parents, fans and DYB officials. However, if the service is at a local church with members present, the service shall be oriented toward the age of the players. The time and place of the service should be set according to the teams housing locations and conclude by noon. The planned worship service shall be reviewed and approved by the final inspection team.

o) Bid requirements cannot be changed by anyone without prior approval of the full Board of Directors of Dixie Youth Baseball Inc.



## MINIMUM REQUIREMENTS FOR HOSTING A DIXIE YOUTH WORLD SERIES

A World Series Host must agree to the following requirements:

### TEAM MEALS and TEAM HOUSING

- 1) Each team participating in the World Series will be responsible for providing meals for the team during the Series except for the team meal provided by the host prior to Opening Ceremonies. The Host must provide a listing of area restaurants appropriate for team use with addresses, phone numbers and a map (if possible) to include in the Commissioner's State Champion World Series information packets to the teams and in any Team Welcome packets distributed by the host.
- 2) Each team participating in the World Series is responsible for securing its own housing accommodations. To assist in making these accommodations, the Host will provide to the Commissioner's office a listing of area housing facilities with addresses, telephone numbers, rates and a map to each housing facility for inclusion in each State Champion World Series packet and in any Team Welcome packets distributed by the host.

### OFFICIAL'S HOUSING – Annual Meeting

- 3) **Annual Meeting** – The Dixie Youth Board of Directors shall hold its annual meeting concurrent with the Majors World Series unless otherwise approved by the Board of Directors.
- 4) **Headquarters Hotel** – The Host for the Series which hosts the Annual Meeting will arrange for a minimum block of 120 rooms at a hotel facility to be used exclusively as a headquarters facility near all World Series activities for housing National Board members, State Directors, District Directors, World Series umpires, official guests and members of their families. The official headquarters housing facility shall not be used by teams participating in the DYB World Series held concurrently with the Annual Meeting.
  - (a) Information about these facilities should be provided in the bid or sent to each official at their address listed in the directory of the Official DYB Rule Book as soon after the bid is officially awarded as possible.
  - (b) The Commissioner's office will coordinate all reservations for the headquarters hotel facility and provide a list of reservations for these rooms. No additions and/or deletions will be made to the reservation's list without the approval of the Commissioner.
  - (c) Suitable meeting and hospitality rooms for all meetings of the National Board will be reserved at this headquarters facility according to a schedule to be specified by the President. All meeting rooms and hospitality rooms will be approved by the Inspection Team. All meeting room tables will be at least 30 inches in width in a conference room format.
  - (d) The Executive Committee may arrive on Thursday prior to the World Series held at the Annual meeting site. Other Dixie Youth officials will arrive on the Friday prior to the World Series held at the Annual meeting site.
  - (e) A Hospitality Area/ Room may be provided for Dixie Youth Baseball officials at the Official Housing Headquarters. The Host may provide refreshments including coffee, juice, soft drinks, water, and light snacks. **NO ALCOHOLIC BEVERAGES OF ANY KIND ARE ALLOWED AT ANY FUNCTION OF DIXIE YOUTH BASEBALL.** Hospitality area must be handicap accessible.

### OFFICIAL'S HOUSING – AA WORLD SERIES

- 5) The Host will provide at their expense a maximum block of eight (8) rooms at a hotel/motel to be used as a headquarters facility near all World Series activities for housing Dixie Youth Officials. Dixie Youth will provide the rooms for any other authorized Dixie Youth Officials authorized to attend the AA World Series.
  - (a) Information about these facilities should be provided in the bid or sent to each official at their address listed in the directory of the Official DYB Rule Book as soon after the bid is officially awarded as practical.
  - (b) The Commissioner will coordinate all reservations for the AA headquarters facility.
  - (c) The Commissioner shall appoint a Tournament Director for the AA Coach Pitch and Machine World Series. The Tournament Director may arrive a day prior to opening ceremonies. Other Dixie Youth officials will arrive on the day opening ceremonies is held.

## HOSPITALITY/ENTERTAINMENT

4. (a) The Host shall invite all DYB Officials (National Directors, State Directors, District Directors, Assistant State Directors, Assistant District Directors and approved World Series Umpires), their spouses and their dependent children to any planned social event for the DYB Officials including entertainment and meals. The President and Commissioner shall be responsible for determining if the host will include additional guest of Dixie Youth Baseball to these events and be responsible for controlling access by unauthorized persons. All such information shall be communicated to the host and DYB Officials.

(b) The Host will provide an informal outing for all World Series teams, national board members, state directors, assistant state directors, district directors, assistant district directors and approved umpires and their families and any local officials the host wishes to invite on the evening preceding the first World Series game. The menu should be planned for the tastes of the 7-12 year old, i.e., hamburgers, chicken, etc. All teams will be served before any officials or other guests. The location for the informal cookout for the teams should be shown on the area map included in the State Championship packet and any Team Welcome packet. It is strongly recommended that the host use a minimum four (4) to six (6) serving lines to serve the meal to expedite the meal process. No alcoholic beverages are allowed at any functions of Dixie Youth Baseball including the Opening Ceremonies.

5. The Host will provide players and host committee members with identification badges printed with the official emblem of Dixie Youth Baseball. Proper designation should be made as to "Player," "Host," etc. The badge should contain the person's name, hometown and other identifying information. (This is not necessarily an admission badge but merely identification.)

6. **TEAM PARENTS** - The Host will assign team parents to each competing team who will actively provide assistance to their assigned team from the time the team arrives at the World Series until that team departs. It is suggested that civic clubs, Boy Scouts, DYB graduates, league volunteers, etc. be assigned to this important responsibility. Team parents are to be thoroughly familiar with all World Series information and schedules. Team parents should be assigned to each team to provide any assistance needed during the World Series and to be on call by the team manager at all times. Each team should be provided with the name and number of a physician and hospital with which arrangements have been made for treatment. Team parents should assist the manager in obtaining any necessary medical assistance.

7. The Host must plan and absorb costs for an event approved by the Commissioner which requires all teams to participate such as a Fellowship of Christian Athletes event or a tour. A team manager will be removed from the next game played by his team in the Series if his team does not participate in a mandatory event unless excused by the Commissioner.

8. The Host will furnish each team with a listing of other optional entertainment available in the area, such as free admission to local theaters, swimming pools, bowling centers, recreation centers, mini-golf courses, etc. If optional planned events, such as tours, fishing tournaments, etc., be provided, teams will be required to register at check-in if they plan to participate. Teams are encouraged, but not required, to participate in optional events.

9. The Host will provide a schedule of events, attractions and entertainment available in the area to each DYB national officer, board member, state director or district director attending the Series.

10. The Host will engage an "Official Photographer" and arrange for photographs taken during the World Series to be displayed at the playing fields and made available for sale to the public.

11. The Host will provide information about reasonable laundry services for all participating teams for game uniforms. Information about the laundry service should be included in the Team Welcome Packet.

12. The Host will furnish each team with a listing of entertainment available in the area to the visiting teams, such as free admission to local theaters, swimming pools, bowling centers, recreation centers, mini-golf courses, etc. If optional planned events, such as tours, fishing tournaments, etc., be provided, teams will be required to register at check-in if they plan to participate. Teams are encouraged, but not required, to participate in optional events.

## AWARDS

14. **The host will pay the costs for all World Series trophies, medallions, caps, rings, and other awards and any related shipping costs.** The Official trophies and awards will be ordered by the Commissioner and the invoices will be sent to the Host for payment prior to July 15. Each World Series host will reimburse Dixie Youth Baseball, Inc. for the costs of World Series host team t-shirts and flags.

15. The Host will assist in retrieving home run balls for presentation to the hitter on the field following the game in which it was hit. The game ball will likewise be presented to any pitcher who pitches a no-hit game.

16. The Host will furnish a BIRTHDAY CAKE or 12 CUP CAKES for each team member having a birthday during the World Series. The cake should be presented to the player at home plate following his team's game on his birthday or during opening ceremonies as applicable.

17. The Host will provide all participants, including manager/coaches, with a souvenir package upon the team's elimination from the World Series, at expense of the host. These packages should contain any type of inexpensive gift or souvenir from the area or any souvenir item that the host wishes to provide.

## WORLD SERIES ADMISSION FEES / PASSES

18(a) Passes Provided by Host - Print series passes to be issued by the Commissioner to the following:

- 1) Managers and coaches of participating teams. **Note: The spouses and dependent children of the managers and coaches will also be issued series passes.**
- 2) Members of the working press who will be covering the World Series.

18(b) Passes Provided By Commissioner - The host will accept passes provided by the Commissioner of Dixie Youth Baseball, Inc. for:

- 1) National Board members and their families;
- 2) A maximum of ten (10) passes for each group interested in bidding to host a future World Series provided that prior arrangements have been made with the Host Chairman or the Commissioner;
- 3) Umpires, umpire's spouses and dependent children;
- 4) District Directors and their families; and,
- 5) Other invited guests of the national organization.

18(c) **Series Admission Fees** - The host must provide a Series admission pass and a game day admission pass for World Series games. **The admission fees for the Series pass and game day pass must be approved by the Commissioner.**

18(d) When a single host uses more than one location for games in a single or multiple World Series hosted by them, the Host will provide a single gate fee per person per day for admission to all locations. Exception: Where two day sessions are approved by the Commissioner for any day of the Series, the host may charge for both sessions.

## PUBLICITY/CEREMONIES

19. (a) The Host will publish an "Official" World Series program containing pictures of competing teams in a format approved by the Commissioner and other material of interest in connection with the event. It must also include:

- 1) "What Is Dixie Youth"
- 2) Pictures of DYB National Board (Multiple Pages)
- 3) Current Year Scholarship Recipients Pictures (Multiple Pages)
- 4) World Series Records (Multiple Pages)
- 5) Official World Series Brackets
- 6) Team Pictures w/State Director Picture and rosters on same page
- 7) World Series Umpires
- 8) Danny Jones Sportsmanship Page
- 9) The History of DYB Scholarships
- 10) Prior World Series Hosts and World Series Champions
- 11) World Series Batting Champions
- 12) Wilson Ball Ad
- 13) Official Sponsor Full Color Ad on Back Cover of program

(b) The DYB National Headquarters will supply copy for the above pages. The cover and contents of the World Series program will be sent to the Commissioner for approval. The Commissioner will review the program with the World Series Committee for final approval. All team pictures will be sent directly to the Host Chairman or his designated representative for inclusion in the World Series program.

(c) The **“Official World Series Program”** shall include the DYB logo on the front cover. The cover and contents of the **“official program”** must be approved by the Commissioner. The Host shall give all Dixie Youth board members a complimentary copy of the **“official program”** and the Commissioner shall be furnished an additional supply of **160** “official programs” for use throughout the organization for promotional purposes.

(d) Advertising - The host may provide DYB with ad layout specifications, forms, and ad cost information for the World Series program. This information will be provided to "Official Suppliers" that may have interest in purchasing advertising in the program.

### **Display of State Flags**

20. The Host will arrange to display the American flag and the flags of each state competing in the World Series. State flags for this purpose will be provided by Dixie Youth Baseball. Flags will be displayed in center field above the fence as long as each team remains in the World Series. The Host flag will be displayed only on the field its host team is playing on.

The host shall follow the following procedures for mounting each state flag on the outfield fences of each field used in World Series games;

a) Dixie Youth Baseball, Inc. will provide 11 flags for each field representing the eleven states participating in each Series..

b) The host shall provide at their cost one World Series host flag which shall be mounted on the field on which the host team is playing in every game played by the host team. At the option and expense of the host league, they may purchase two flags and leave them permanently mounted on each field until such time as the team is eliminated from Series play.

c) The host shall purchase twelve (12) sets of 3/4" diameter electrical conduit pipe in ten foot (10') lengths for each field. One inch from the top of each pipe a hole shall be drilled in the pipe for the purpose of attaching the flag to the pole. Another hole will be drilled where the bottom flag grommet intersects the pipe. Heavy duty plastic ties shall be used to affix the flags to the poles.

d) The host shall purchase twelve (12) sets of one-inch (1") PVC pipe in 30-inch lengths for each field to hold the conduit pipe. A PVC cap shall be affixed to the bottom of each length of PVC pipe.

e) Mount the open end of the PVC pipe two inches below the top of the fence on the outside of the field. (This prevents a player from jumping to make a catch and having the PVC pipe hang over the top of the fence when flags were not set in them).

f) The PVC pipe shall be mounted using radiator clamps placed around a fence post and the PVC pipe and tightened. The PVC flag holder shall be mounted on the twelve fence posts in the center of each outfield fence.

g) When the 3/4" electrical conduit pipe is inserted into the 1" PVC pipe, the flags shall extend approximately 7 ½ feet above the top of the fence.

h) The World Series host must obtain the approval of the Commissioner to use an alternative method of installation of the flag holders along the outfield fence.

21. The Host will provide adequate decorations in town and at the playing fields, beginning at least two days prior to the opening of the World Series with street banners and posters advertising the event in store windows and merchants encouraged to display flags and promote the event during World Series Week.

### **WORLD SERIES MEDIA**

22. (a) **Media Coverage** - The host will brief the Commissioner on plans for local newspaper, television and radio coverage and national wire service coverage. The host will make arrangements with local news media to give the entire World Series full coverage.

(b) **Internet Coverage - Webcasts Internet Bandwidth** – The host shall provide a dedicated and secure internet connection with a minimum upload speed of ten (10) meg for the purpose of providing webcasts of games at each press box.

(c) **Internet Coverage – Press Box Internet Bandwidth**– The host shall provide a segregated, dedicated and secure internet for each press box for updating DYB website, live scoring and box scores of Dixie Youth World Series games. **The host should provide a separate internet connection from any public access where possible.**

(d) **Radio Coverage** - The host will provide phone jacks exclusively for use by radio crews at each field.

(e) Media Facilities - The host will provide adequate facilities for media coverage either on top of dugouts or on scaffolding erected near dugouts. Scaffolding for a raised centerfield pavilion for video camera use by fans is recommended. Television - If the Host secures television coverage for the Series, the Commissioner will approve the location of necessary wiring used by production crews.

23. The National Anthem must be played and an invocation given at the beginning of each session of play. Proper patriotic and spiritual emphasis must be given all activities of the World Series Week.

#### OPENING CEREMONY

24. (a) The Host will provide an opening ceremony using a format approved by the Commissioner. Included in these ceremonies will be a parade of teams, in uniform, into the park. These ceremonies will be held at a football field, convention center or other appropriate facility approved by the Commissioner.

(b) No local awards of any type are to be made and it is urged that only the "necessary" minimum number of politicians be introduced. If a speaker is used, it should be a person of interest to the players and who can make an address directed to those participants. Other strongly recommended events for the Opening Ceremonies should include but not limited to a fireworks or laser show, entertainment from a local band or musical group and interactive entertainment such as a team video, comedian, etc. **Extra emphasis should be placed on introduction of the teams and the individual players during the Opening Ceremony.** A singer shall sing or a band shall play the national anthem at the Opening Ceremony.

(c) The Dixie Youth National Board, as a group, will be recognized at the opening ceremonies and the host will provide reserved seating for the National Board and their families at the opening ceremonies.

(d) Plans for this opening ceremony will be reviewed and approved by the Commissioner. The agenda for the Opening Ceremony will be reviewed periodically with the Commissioner throughout the year preceding the Series. Any major changes shall be approved by the Commissioner. **No alcoholic beverages may be served at opening ceremonies or any other event attended by the players.**

25. (a) World Series Schedule of Events - A "schedule of events" with dates, times and addresses will be prepared and sent to each member of the National Board prior to July 1..

#### PLAYING FIELDS/FACILITIES

26. **MAJORS, "O"Zone and AAA World Series - The Host will provide at least two playing fields with grass infields and outfields for each World Series and meet the following requirements:**

a) Baselines may be grass or dirt but must have cutouts at all bases for grass baselines.

b) **Majors/AAA** - The outfield grass line begins at a 50 foot radius from the center of pitcher's plate and stretch from third base foul line to first baseball foul line.

c) **"O"Zone** - The outfield grass line begins at a 65 foot radius from the center of pitcher's plate and stretch from third base foul line to first baseball foul line.

d) The playing fields must meet all other Dixie Youth Baseball specifications as illustrated in the official Dixie Youth Rule Book for each World Series (12U-Majors, 12U-"O"Zone, and 10U-AAA).

e) **Majors/AAA** - The outfield fence must have a **minimum height of six feet** and must be a **minimum of 200 feet** and a **maximum of 225 feet** from home plate for the AAA and Majors World Series fields.

f) **"O"Zone** - The outfield fence must have a **minimum height of six feet** and must be a **minimum of 225 feet** and a **maximum of 250 feet** from home plate "O"Zone World Series fields.

g) Dugouts, sideline fencing and a scoreboard must be provided. The dugout opening to the field must have a gate which is the same height as the dugout opening.

h) **Dugout Phones** - Each dugout must have working communications with the press box.

27. **AA COACH AND MACHINE PITCH World Series** - The Host will provide a minimum of four playing fields. The playing fields must meet all Dixie Youth Baseball specifications as illustrated in the official Dixie Youth Rule Book for each World Series (7-8 AA). The outfield fence must be a minimum of 180 feet and a maximum of 200 feet from home plate for the AA World Series fields. Dugouts, sideline fencing and a scoreboard must be provided. The dugout opening to the field must have a gate which is the same height as the dugout opening. Each dugout must have wired communications with the press box.

28. Host must provide at least four DYB approved machines with a wheel design for the AA World Series. Two of these machines will be used for batting cages. All electricity and electrical wiring shall be underground.



29. Field lighting must be approved either by the inspection team when it visits the facilities on the initial inspection by actually seeing the lights used at night or by meeting the requirements for Class I (Junior Baseball with base lines 60 feet or less) as found in the current publication prepared by the Committee on Sports and Recreational Areas of the Illuminating Engineering Society entitled "Current Recommended Practice for Sports Lighting." Such publication may be obtained from The Illuminating Engineering Society, 345 East 47th Street, New York, NY 10017.

30. The Host shall have sufficient tarps on hand to cover the infields during inclement weather.

## WORLD SERIES FORMAT/ SCHEDULE

### 31. Majors, O"Zone, and AAA World Series

The Majors, "O"Zone and AAA World Series will be played in a double elimination format approved by the Commissioner. The pairings for each World Series will be drawn at the Annual Meeting of the Board of Directors in the year prior to the beginning of the World Series.

All game times will be coordinated with the Host and approved by the Commissioner.

### 32. AA Coach and Machine Pitch World Series

The AA World Series will begin with four three-team pools in both the Coach Pitch and Machine Pitch divisions with the two top teams from each pool advancing to an eight-team double elimination bracket to determine the AA Coach Pitch and Machine Pitch Champions. The following schedule will be used for the AA World Series pool play where four approved playing fields are available. Where more than four approved fields are available, a modified schedule will be approved by the Commissioner.

### AA World Series Schedule:

- a. Day 1 – Pool Play
- b. Day 2 – 1st & 2nd Rounds of Championship Bracket and all of Consolation Bracket
- c. Day 3 – 3rd & 4th Rounds of Championship Bracket
- d. Day 4 – Championship Round

## Pools

		<b>Machine Pitch</b>		<b>Coach Pitch</b>	
		<u>Pool I</u>	<u>Pool II</u>	<u>Pool I</u>	<u>Pool II</u>
		A	D	A	D
		B	E	B	E
		C	F	C	F
		<u>Pool III</u>	<u>Pool IV</u>	<u>Pool III</u>	<u>Pool IV</u>
		G	J	G	J
		H	K	H	K
		I	L	I	L
		<b>Machine Pitch</b>		<b>Coach Pitch</b>	
		<u>Field 1</u>	<u>Field 2</u>	<u>Field 3</u>	<u>Field 4</u>
10:00 AM		Pool I A-B	Pool II D-E	Pool I A-B	Pool II D-E
11:30 AM		Pool III G-H	Pool IV J-K	Pool III G-H	Pool IV J-K
1:00 PM		Pool I B-C	Pool II E-F	Pool I B-C	Pool II E-F
2:30 PM		Pool III H-I	Pool IV K-L	Pool III H-I	Pool IV K-L
4:00 PM		Pool I C-A	Pool II F-D	Pool I C-A	Pool II F-D
5:30 PM		Pool III I-G	Pool IV L-J	Pool III I-G	Pool IV L-J

**NOTE:** At the conclusion of pool play the winners of pools I and II and pools III and IV will play the runner-up pool I and pool II and pool III and IV teams in an eight team double elimination bracket. If there are three tied teams after pool play, there will be a two game playoff. The DYB tie-breaker rules for pool play will be used to determine the team which receives a bye in the two-game playoff. The two other teams will play each other and the winner will play the team which received the bye to determine the first and runner-up positions to advance to the eight team double elimination championship tournaments for the Coach and Machine Pitch World Series. The loser of the first playoff game will be designated the third place team in the pool. The four third place teams in each pool will play in a consolation bracket.

## Press Box and Non-Playing Areas

33. - The Host will provide press box facilities large enough to accommodate the official scorer, public address announcer, webcast announcers, press representatives, radio and television personnel approved by the Commissioner. **There must be a copier in the press box.** Host shall provide pencils and electric pencil sharpener for scorers and **lineup cards** for the teams. These facilities will be available to working news media and others having official business there ONLY. Commissioner has authority to restrict access to press box where space is limited and may require passes for entry to the press box.

34. The Host will provide announcers and scoreboard operators for each press box. These press box personnel will be provided adequate space with a good, unobstructed view of all areas of the playing field. Dixie Youth officials will score the Majors, "O"Zone and AAA World Series. The host shall schedule and provide scorekeepers for the AA Coach and Machine Pitch World Series.

35. **The Host must have a designated person in each press box forty five minutes prior to first game played each day of the Series until all games are completed for the day.** This person shall coordinate the quick resolution of any issues related to lighting, sound systems, electrical power, score board, state flags, restrooms, internet connectivity, copiers, press box supplies, and dugout phones, with the Commissioner and other DYB press box officials.

36. The Host will furnish a public address system that will give complete audio coverage to every part of the stadium including service areas, any temporary seating or standing areas and all approach areas. A back up system must be immediately available.

37. The Host will provide adequate facilities to accommodate a minimum of 1,500 spectators at each field. The Inspection Team will determine the adequacy by reviewing the layout of the fields, types of bleachers available and options for use of lawn chairs

38. The Host will provide public rest rooms and these must be near the fields and there must be adequate facilities to accommodate crowds of up to 5,000.

39. The Host will provide ample parking space near the park, at no charge, for all in attendance with a reserved area for all team transportation and for World Series officials, national board members and state directors near the fields. A written parking plan will be submitted to Commissioner for approval.

40. The Host will provide an emergency medical station with a medical doctor, registered nurse or other trained medical personnel on duty during all sessions. Provide a number for a doctor on call for emergencies for visiting participants and officials.

41. **FINANCIAL REPORTS** - The host will complete a financial report for each Series on a standardized form provided by Dixie Youth Baseball and return to the Commissioner and the Chairman of the World Series Requirements Committee within 30 days of the completion of the Series. The host will also furnish three (3) packets containing information such as number of programs printed and sold, types and amount of souvenirs purchased and sold and any other detailed information which may be helpful to a future host.

## MAJORS, "O"ZONE AND AAA WORLD SERIES UMPIRES

42. The Commissioner will appoint a World Series Coordinator for each World Series. If the Majors and AAA World Series are held at the same time and location only one World Series Coordinator will be used. If the Majors/AAA and the "O"Zone World Series are held at the same time and location, two separate World Series Coordinators, one for Majors/AAA and one for "O"Zone, will be used.

43. The World Series Umpire Coordinator will schedule four-man crews for each scheduled World Series game. No umpire will be allowed to work more than two games on any calendar day nor guaranteed any specific number of game assignments.

44. The Commissioner and Deputy Commissioner or a representative from the Umpire Committee in their absence will approve the four-man crews assigned to umpire the World Series Championship games on the final day of the Series.

45. Prior to beginning World Series play, all umpires assigned to the World Series must attend a scheduled orientation meeting with the Commissioner and/or a member of the World Series Umpire Committee and the World

Series Umpire Coordinator at a time and place established by the Commissioner. **Any umpire assigned to the World Series that does not attend this meeting will not be allowed to officiate in the World Series.**

46. The Commissioner and Deputy Commissioner or a representative from the Umpire Committee in their absence will meet with the World Series Umpire Coordinator and the World Series umpires for a daily briefing at a time and place established by the Commissioner.

47. Dixie Youth Baseball will order a black or blue base cap approved by the Commissioner to each World Series umpire and send the invoice to the host for payment.

48. The Host will pay each umpire a minimum of \$75.00 per game. **The host league will not be responsible for any travel or living expenses of the umpires.**

49. The Host will provide an air-conditioned dressing room facility approved by the Commissioner to accommodate up to 28 umpires for the Majors/AAA World Series and up to 16 umpires for the "O" Zone World Series.

50. The World Series Umpire Committee has established the following guidelines to define the selection process for Dixie Youth World Series umpires:

a) The Commissioner will approve a maximum of 28 umpires for use where the Majors and AAA World Series are held at the same time and location and a maximum of 16 umpires for use during a single World Series. A separate umpire pool will be used for the "O"Zone World Series with a maximum of 16 umpires if held at the same time and location as the Majors and/or the AAA World Series or at a separate time and location. All umpires selected for a DYB World Series must have officiated in Dixie Youth Baseball regular season games.

b) **Host State Umpires** - The Host State Director may recommend a maximum of six (6) competent umpires from within the host state for each World Series pool of umpires. Each umpire must have experience in working Dixie Youth Baseball games and must have Dixie Youth Baseball tournament experience. The Host State Director will send a list of recommended state umpires to the Commissioner prior to May 1. The Host State Director shall designate a priority ranking of the nominated umpires. **A maximum of four (4) host state umpires may be approved by the Commissioner for assignment to each World Series umpire pool. Exception: If the situation arises where a particular World Series does not have an adequate number of umpires submitted to create a qualified pool of applicants to meet the requirements of the World Series, the Commissioner may allow more officials from the Host to meet this need.**

c) **Out-of- State Umpires** - From each state except the host state, the State Director may recommend a maximum of four (4) competent umpires from within his state. Each umpire must have experience in working Dixie Youth Baseball games and must have previous Dixie Youth Baseball tournament experience. Each State Director will send a list of recommended umpires who reside in his state to the Commissioner prior to May 1. Each State Director shall designate a priority ranking of the nominated umpires. **A maximum of three (3) umpires from each state be approved by the Commissioner for assignment to each World Series umpire pool. . Exception: If the situation arises where a particular World Series does not have an adequate number of umpires submitted to create a qualified pool of applicants to meet the requirements of the World Series, the Commissioner may allow more officials from the out-of-state or host umpires to meet this need.**

d) The Commissioner will send a list of all recommended umpires to the World Series Umpire Coordinator and the Umpire Committee no later than May 15. The World Series Umpire Coordinator will select the World Series umpire pool from the list of and send to the Commissioner prior to June 1.

e) After selection by the World Series Umpire Coordinator, those recommended will be sent to the World Series Umpire Committee for review or discussion, as needed, for final approval.

f) The Commissioner will notify all umpires by letter of their selection no later than July 1 with full instructions in order to give them sufficient time to make travel arrangements. Each umpire will be asked to confirm their availability. Any umpire who indicates that he will not be available to work in the Series will be replaced by the Commissioner from the list of recommended umpires not selected.

g) After confirming that all umpires approved for the World Series will be available for the entire tournament (not just the weekend portion), the Commissioner will publish the final list of approved umpires. This information will be distributed to the World Series Umpire Committee, the Host Chairman, the World Series Umpire Coordinator and all State Directors.

h) All World Series umpires MUST be approved by the Commissioner prior to August 1. No changes to the approved umpire list will be made after that date.

- i) The World Series Umpire Coordinator shall provide an evaluation of the umpires to the Umpire Committee Chairman to be distributed as necessary no later than 30 days after the conclusion of the respective World Series.
- j) The Host will provide water to all umpire crews between innings during games and will assign responsible adults to supervise this responsibility.

## **AA WORLD SERIES UMPIRES**

- 51. The Commissioner will appoint a AA World Series Coordinator.
- 52. The AA World Series Umpire Coordinator will schedule two -man crews for each scheduled World Series pool play game. Three man crews will be used for each double elimination bracket play game.
- 53. The Tournament Director will approve the three-man crews assigned to umpire the World Series Championship games on the final day of the Series.
- 54. Prior to beginning World Series play, all umpires assigned to the World Series must attend a scheduled orientation meeting with the Tournament Director and World Series Umpire Coordinator at a time and place established by the Tournament Director. Any umpire assigned to the World Series that does not attend this meeting will not be allowed to officiate in that World Series.
- 55. The Tournament Director will meet with the World Series Umpire Coordinator and the World Series umpires for a daily briefing at a time and place established by the Tournament Director.
- 56. Dixie Youth Baseball will furnish a black or blue base cap approved by the Commissioner to each World Series umpire and send the invoice to the host for payment.
- 57. The Host will pay each AA World Series umpire a minimum of \$45.00 per game
- 58. The Host will provide an air-conditioned dressing room facility to accommodate up to 16 umpires.
- 59. The Commissioner has established the following guidelines to define the selection process for Dixie Youth AA World Series umpires:
  - a) The World Series Umpire Coordinator will approve a maximum of 16 umpires. All umpires selected for a DYB World Series must have officiated in Dixie Youth Baseball regular season games.
  - b) The Host State Director and State Directors from the adjoining states will send a list of recommended World Series umpires to the Commissioner prior to April 15.
  - c) The Commissioner will mail a list of all recommended umpires to the World Series Umpire Coordinator no later than May 1. The World Series Umpire Coordinator will select the World Series umpire pool from the list of umpire recommendations and send to the Commissioner prior to May 15.
  - d) The Commissioner will notify all umpires by letter of their selection no later than June 1 with full instructions in order to give them sufficient time to make travel arrangements. Each umpire will be asked to confirm their availability. Any umpire who indicates that he will not be available to work in the Series will be replaced by the World Series Umpire Coordinator from the list of recommended umpires not selected.
  - e) After confirming that all umpires approved for the World Series will be available for the entire tournament (not just the weekend portion), the Commissioner will publish the final list of approved umpires. This information will be distributed the Host Chairman, the World Series Umpire Coordinator and all State Directors.
  - f) All World Series umpires MUST be approved by the Commissioner prior to July 1. No changes to the approved umpire list will be made after that date.
  - g) The Host will provide water to all umpire crews between innings during games and will assign responsible adults to supervise this responsibility.

## **MISCELLANEOUS**

60. (a) The host will develop a contingency plan in case of power failure during scheduled games including maintenance personnel on the site to handle any problems quickly.

(b) Each dugout should include:

- |                       |                                |
|-----------------------|--------------------------------|
| 1) an ice bucket;     | 4) Towels;                     |
| 2) water cooler;      | 5) disposable water cups; and, |
| 3) Gatorade/PowerAde; | 6) a trash container           |

***These items should be replenished and the dugouts cleaned between games.***

(c) The Host will provide water to all umpire crews between innings during games and assign responsible adults to supervise this responsibility.

(d) World Series trophies will be shipped to the Host Chairman. The Commissioner and Deputy Commissioner will inspect the trophies upon arrival at the World Series. The host will provide adequate, protected space at the playing facilities for storage of trophies until the appropriate time to make presentations.

(e) The Commissioner will issue a guide for handling press box operations including instructions to announcers and official scorers, pre-game schedules, approved announcements, and scripts for the elimination and closing ceremonies on the field.

(f) World Series "OFFICIAL BALLS" - The Commissioner's Office will provide a supply of balls for World Series use which is normally sufficient. If additional balls are necessary, the host will make available approved baseballs. Wilson is currently the official World Series ball.

61. For insurance purposes, if the Host is planning a fireworks show at the opening ceremonies, the Host shall provide insurance naming Dixie Youth Baseball, Inc as an additional insured.

62. Any driver of any moving vehicles used at the World Series (Golf carts, etc included) will be required to have a driver's license.