



Zeeland Little League Umpire Policy

Signing Up to Umpire

- **Per Michigan Law, persons wishing to umpire must be at least 11 years old.**
- If you would like to umpire with Zeeland Little League, fill out the form on the website in the Umpire Area called [Sign Up To Umpire](#)
- After completing the form, a ZLL Board member will contact you for additional steps.
 - Umpires younger than 18 must fill out a work permit.
 - All umpires must complete a W9 (even if you have filled one out in the past for Zeeland Rec).
 - All umpires will go through and must pass a background check.
 - All umpires will be given a username and password to access the ZLL website and access the Umpire Area.

Training and Certification

- ZLL will provide umpires with a ZLL Umpire Guidebook. The guidebook will contain:
 - How to use the umpiring feature on the ZLL website to schedule games.
 - Playing Rules in each division.
 - Mechanics on calling balls, strikes, safe, and out.
 - Positioning for the Field Umpire.
 - Other unique rules and mechanics that are common for Little League.
- Umpires will be given 1 Tee-Shirt and hat to be worn while umpiring games. Although not required, ZLL highly recommends wearing the shirt when umpiring.
 - If not wearing a ZLL Umpire shirt, umpires are expected to wear appropriate and respectful clothing.
- ZLL will offer an “Umpire Certification Training”. By attending the training, umpires will receive an increased pay rate per game worked (see Pay section).
 - If an umpire is MHSAA certified, he/she will also receive the higher pay scale.
 - Attendance of the Training is not required, however it is highly recommended and will lead to preference when ZLL schedules umpires.
- Equipment for the Home Plate Umpire will be available in equipment sheds depending on the location of the game. Equipment includes 2 shin guards, 1 chest protector (pad or vest), helmet/mask, indicator, and home plate brush.
 - Umpires may use their own equipment so long as it is in a good condition and properly protects the umpire.



- Rulebooks will be provided at the Umpire Equipment Shed. These rulebooks are to be kept at the fields and not taken home.



Scheduling

- Zeeland Little League handles all scheduling of umpires for games at a Zeeland Home Field during the regular season and team tournaments.
 - Umpires may schedule themselves for games that are over 7 days away.
 - ZLL will schedule umpires for unfilled games that occur in less than 7 days based on umpire availability.
- All AA games will be scheduled 1 umpire who will be the home plate umpire by default. Additional umpires will not be scheduled.
- All AAA, Majors, 50/70, and Junior games will be scheduled 2 umpires if possible.
 - Based on availability, ZLL may adjust the schedule to account for a game that has 0 scheduled umpires by using an umpire from a game with 2 scheduled umpires.
 - If only 1 umpire is scheduled and/or available, he/she will be the home plate umpire by default. Coaches are allowed to request a parent at the game to be the field umpire, and will coordinate with the home plate umpire when doing so (see Umpire No-Show section)
 - In games with 2 umpires, one umpire will be the home plate umpire, and the other umpire will be the field umpire.
 - Preference will be given to adults when scheduling the home umpire. If umpires agree to switch positions for a game, notification must be sent to the Little League President or Umpire in Chief.
- 72 hour notice is required for an umpire to remove him/herself from a scheduled game.
 - If an umpire gives notice of missing a game that is within 72 hours (*ie. sick*), the Little League President and Umpire in Chief will handle such situations on a case by case basis, and may result in discipline for the umpire.
 - If an umpire misses a game and does not give notice to either the Little League President or Umpire in Chief, that umpire will be disciplined.
- **The following process is highly recommended when an umpire knows he/she will not be available for a scheduled game:** If an umpire finds another ZLL umpire to replace him/herself for a game, approval must be granted by either the Little League President or Umpire in Chief.
- Umpires must confirm attendance at a scheduled game through the ZLL website.
- Umpires are expected to arrive to the field at least 10 minutes prior to game time.



Pay

- Umpires are paid for games worked based on the confirmed schedule on the ZLL website.
- Umpires will receive a form via email indicating the games worked and the total pay by June 15 (for games worked from April-May) and August 15 (for games worked from June-July).
 - Umpires are required to print and sign the form, and return the form to the Zeeland Recreation Office (320 E Main Ave, Zeeland MI 49464).
 - If there are any discrepancies with the form (*ie. umpire worked more games than what is indicated*), umpires must contact either the Little League President or Umpire in Chief to resolve the issue.
- Checks will be processed after the signed form is returned and processed by Zeeland Recreation staff.

Payment Breakdown Regular Season and Team Tournament Games

Division	Umpire Position	Youth (Non-Certified)	Youth (Certified)	Adult (Non-Certified)	Adult (Certified)
Juniors 50/70	Plate	\$20.00	\$23.00	\$30.00	\$38.00
	Field	\$16.00	\$19.00	\$25.00	\$30.00
Majors	Plate	\$18.00	\$20.00	\$25.00	\$32.00
	Field	\$14.00	\$16.00	\$18.00	\$25.00
AAA	Plate	\$17.00	\$19.00	\$20.00	\$28.00
	Field	\$12.00	\$14.00	\$15.00	\$18.00
AA	Plate	\$16.00	\$18.00	\$20.00	\$25.00
	Field	N/A	N/A	N/A	N/A

- “Youths” are all umpires who turn 18 years old after April 1, 2019
- “Adults” are all umpires who turn 18 years old before April 1, 2019
- If an umpire works a game with no partner, that umpire will be paid 1.5 the normal rate.
 - For instance, a certified adult umpire working a Junior game alone will be paid \$45 for the game.
 - This policy excludes AA games, as only one umpire is scheduled.



All-Star Games

- District 9 will request ZLL umpires for select All Star games. These games will not involve ZLL teams and may require travel to other fields in District 9.
- When ZLL umpires are requested, the Umpire in Chief will schedule ZLL umpires for those games. Preference will be given to umpires who are certified and worked a higher volume of games during the regular season.
- Umpires will be paid an additional \$5 per game per the pay scale of Regular Season games.



NOTE: This section is provided to coaches to understand what to do when scheduled umpires do not show up at a game.

What to do if an Umpire is a No-Show

Zeeland Little League attempts to schedule at least 1 umpire at every game. The Majors, 50/70, and Juniors Divisions are given priority to having 2 umpires at games when possible. If umpires do not show up within 10 minutes prior to your game, stay calm and follow these steps:

1. The umpire(s), and his/her contact information, that is scheduled for your game can be found on your team schedule on the ZLL website.
 - i. If none of your scheduled umpires shows up for the game, continue with steps 2 – 7
 - ii. If you are scheduled to have 2 umpires, but only 1 shows up, that umpire will be the home plate umpire. You can either follow steps 2 – 7 to attempt to find a 2nd umpire, or the coaches may ask parents to volunteer to be the field umpire. All games may still be played with only 1 umpire.
2. Call the umpire(s) that is scheduled for your game to see if they are coming. If there is no answer, leave a polite voicemail including your name and number and indicate you are looking for the umpire for your game.
 - i. If you are able to make contact with your umpire and verify his/her arrival, please wait patiently for the umpire to start the game as close to the original game time as possible.
3. If you are unable to contact your umpire, or your umpire tells you he/she will not make the game in a reasonable amount of time, call the ZLL staff listed below in order until you make contact:
4. The ZLL staff will attempt to find at least one umpire for your game. Coaches are encouraged to check the other fields (when playing at a park with multiple fields) to see if any games have multiple umpires schedules. If so, an umpire may move to a game with no umpires to ensure 1 umpire is at each game. If you are able to find an umpire from another game, contact the ZLL staff you spoke with earlier to let him/her know.
5. In all cases where a scheduled umpire does not show, please call the ZLL staff listed below in order until you make contact. The ZLL Board will investigate and handle situations of umpire absences internally.

ZLL Umpire Commissioner Staff

- Umpire in Chief - Kim Leonard – 616-836-0039
- ZLL President - Brandon LaRosa – 616-403-5754
- Vice President of Baseball - Matt Hughes – 616-340-8142
- Vice President of Softball - Shy Devries – 616-283-6547