

HOST RESPONSIBILITIES AND TOURNAMENT PROCEDURES

FOR LLB AND LLS STATE TOURNAMENTS; MODIFIED FOR BASEBALL AND SOFTBALL 10, 11, Intermediate, JR and SR.

4/28/2018

	Reference	Program LLB/LLS	Program 10,11,50/70 Jr and Sr
Championship Banner, stock State level tournament pin, team participant plaque or trophy,	T17	R	R
NJ State Tournament pin for players, coaches and umpires (provided by State Association)	NJ State	R	R
Housing for players and coaches (three of the four sections)	T19	O	O
Meals for players and coaches	T19	O	O
Baseballs	T18	R	R
Transportation of Tournament Teams	T19	O	O
Entertainment of Tournament Teams	NJ State	O	O
Printed Program Contents:	T20	R	RBO
• Stephen D. Keener, President and CEO, Little League Baseball, International		R	RBO
• Patrick W. Wilson, SVP and Chief Program Operations Officer		R	RBO
• Corey Wright, Region Director, East Region		R	RBO
• Tony Richardson, State Director		R	RBO
• Host DA (Tournament Director)		R	RBO
• Craig Yetman State Supervisor of Umpires		R	RBO
• (Name) of the State Umpire Consultant for Host Section		R	RBO
• Welcome Letter from State Coordinator		R	RBO
• Umpire chart to include names of umpires, and game assignments		R	RBO
• Game Schedule, date, time and field		R	RBO
• (no changes without specific approval of State Coordinator)	NJ State	R	RBO
Police and Emergency Medical Services	T18	R	R
Free adequate parking	T18	R	R
Free adequate seating	T18	R	O
Public Relations; also involve Media and Public Officials	T20	R	O
Liason to Section Finals; mail with tournament information to section tournament directors; copies to State Coordinator	NJ State	R	O
Field maintenance and supplies; tarp for field and backstop, speedy dry, rest rooms.	T18	R	R
• tarp for field, home plate area, speedy dry.	T18	R	R
• restrooms	T18	R	R
• batters eye - Dark black (24' x 4') in centerfield	T18	R	R
• Pitcher's eye- Canvas or windscreen (4' x 20') at backstop	T18	R	R
Field Dimensions (per rulebook)	T18	R	R
Concession Stand; hst league may retain concession income	T19	R	R
Liability insurance secured by host league (\$1,000,000)	T7	R	R
Field Lighting; Must meet LL standards and have completed safety audit.	T18	R	R
ASAP approved game site	NJ State	R	R
Extra Helmets	T8	R	R
Banquet, picnic, barbecue	NJ State	R	RBO
• Players, Managers, Coaches of each team	NJ State	R	RBO
• Presidents of participating leagues	NJ State	R	RBO
• DA of respective league; all DA's for State LL Tournament	NJ State	R	RBO
• State Coordinator and Staff	NJ State	R	RBO
• Managers meeting following banquet	NJ State	R	RBO
Field Events			
• Pre-game ceremonies and ceremonial pitch before each game	NJ State	R	RBO
• Introduction of players, coaches and umpires	NJ State	R	RBO
• National Anthem and Little League Pledge	NJ State	R	RBO
• Public Announcements	NJ State	R	RBO
• Awarding of flag and pins after final game	NJ State	R	R
Support Staff			
• Announcer - PA System but no play by play	T18	R	R
• Scorekeeper - supervised by Tournament Director	T18	R	R
• Groundskeepers	T18	R	R
• Scoreboard and operator	T18	R	R
• Official pitch counter	T18	R	R
Game Times - see chart	NJ State	R	N/A
Bracket placement - per state rotation plan	NJ State	R	R
Radio and TV - See Little League policy and State YES Fund proposal	T20	R	N/A
Press table and space for radio, TV and photographers	T20	R	RBO
Team Rosters for members of the press	T19	R	RBO
Area for team scorekeepers	NJ State	R	RBO
Financial Statement (Tournament Director)	T18	R	N/A
Special Guests; seating and parking with special guest identification and passes.	NJ State	R	N/A
Lunch, dinner, snacks softdrinks at clubhouse for umpires	NJ State	R	R
Call Regional Office with Standings	Region	R	N/A
Call Regional Office with daily results and final results (Tournament Director)	Region	R	N/A
Provide winning team with package from the East Region Tournament (Tournament Director)	Region	R	N/A
Letter from East Region regarding ESPN (Tournament Director)	Region	R	N/A
Fundraising activities must be approved by the Tournament Director	T20	R	N/A

Updated by State Association; 4/28/18

R-Required; RBO-Recommended But Optional; O-Optional; N/A Not applicable