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BOZEMAN BASEBALL INC., LEGION  
DIVISION  
BOZEMAN AMERICAN LEGION BASEBALL  
POST 14  
  
ORGANIZATION BOOK

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# FORWARD

This Organization Book is simply a document framework to manage the organizations bylaws, rules, procedures and policies. It is setup with 3 main areas:

- A. Bylaws – how the organization is governed
- B. Rules and Policies – how people interact and expectations within their role with the organization
- C. Procedures – the way the organization does things

Each of those sections are maintained and adopted within their own section. This allows for the organization to make updates to any of the areas without having to make changes to unrelated areas of this Organization Book.

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**BYLAWS OF BOZEMAN BASEBALL, INC.  
LEGION DIVISION  
SECTION I**

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# PLAYER RULES AND POLICY

## SECTION II

## II. Introduction

- A. Mission Statement - It is Bozeman Baseball, Inc.'s belief that participation in organized activities such as the Bozeman American Legion Baseball Post 14 contributes to the all-around development of young men and that participation in this program is a privilege extended to the players who are willing to make the commitment to adhere to the rules that govern American Legion Baseball and Bozeman American Legion Baseball Post 14.

## III. Bozeman Baseball, Inc., Legion Division

- A. Bozeman Baseball, Inc. is a Montana non-profit corporation with members which has been designated an exempt organization pursuant to I.R.C. Section 501(C)(3). The Bylaws for Bozeman Baseball, Inc., Legion Division in Section I of the Bozeman Baseball, Inc. Organization Book serves as the governing body for the Bozeman American Legion Baseball Post 14.

## IV. Player Eligibility

- A. Eligibility. To be eligible for Bozeman American Legion Baseball Post 14, a player shall:
1. Live within the recruitable area of Bozeman Legion Post 14, or provide a Legion Transfer form #76, signed by all appropriate parties.
  2. Provide a certified original of his birth certificate evidencing their age. Meet the age requirements for playing established by the National and Montana/Alberta American Legion rule books.
  3. Abide by all the rules and regulations set forth herein and all rules of American Legion Baseball.
  4. Players and their parent(s) or guardian(s), if they are under the age of eighteen (18), shall be required to sign a statement acknowledging they have read and understand these rules and this policy manual. This signed statement shall be due on or before the first day of try outs.
  5. Sports Physical: Players must provide a sports physical clearance from a physician on or before first day of tryouts.
  6. Player Indemnification Agreement: All players shall sign and/or have their parent or guardian sign, if they are under the age of eighteen (18), a Player Indemnification Agreement (American Legion Form 2), which will be provided at registration and must be signed before the player can work out, tryout, or practice with the program.
  7. Player Drug Testing Consent: All players and their parent or guardian shall sign this Player Rules and Policies, which includes drug testing consent, before the player can work out, tryout, or practice with the program.

8. Try Out Fee: Each player, prior to participating in try outs or workouts, must pay a try out fee of Fifty Dollars (\$50) by the date of registration. Any player who has not paid the try out fee will not be allowed to participate in try outs or workouts until such time as this fee is paid in full.
  9. Pay all Player Fees: Each player is required to pay the following Player Fees:
    - a. Bucks AA \$3,000
    - b. Bucks A \$3,000
    - c. Bucks B \$3,000
    - d. Prorated Player Fees. If a player starts during the season for reasons such as that they are a returning college player or is a new player that has moved to the area the fee will be calculated as a prorated fee based on the number of scheduled games and at the point of the schedule the player starts working out with the team. Prorated player fees are due before July 15<sup>th</sup> to remain eligible. The player fees are set at the beginning of the season using the best information that the program has available. The legion program reserves the right to ask for additional player fees during the season if operating funds run too low as determined by the Bozeman Baseball Inc.- Legion Division Executive Committee.
  10. Uniform/Equipment Deposit: Each player shall be required to pay a refundable \$100.00 uniform/equipment deposit for all uniform clothing and equipment issued to a player. This deposit is not required to be paid until after a player has been selected to play on the team. The deadline for paying this uniform/equipment deposit is set forth below in Section III C of the Rules and Policy Manual. This deposit will be returned to the player at the end of the season when the player has returned all issued uniform clothing and equipment.
- B. Deadline for Paying Fees. Each player is required to pay all Fees before May 15<sup>th</sup> of each season. Players who do not have all Player before May 1st of each season will be allowed to practice but will not be allowed to play in conference or non-conference games or travel with the team until such time as the player's Player Fees are paid in full. In the event a Player has not paid his Player Fees full before June 1st of each season, such player shall be released from the program and shall not be reinstated for the remainder of the season. Other than as set forth herein, NO AMOUNT OF A PLAYER'S PLAYER FEES SHALL BE REFUNDED TO THE PLAYER OR PARENT(S) FOR ANY REASON. Any portion of a Player Fee not paid in full from any previous season by a player shall be paid in full prior to May 1st of the current season in order for a player to be eligible for the program.
- C. Player Fees can be paid with a credit card online by accessing the program website. An additional fee of at least 3% will be charged to cover all interest and service charges associated with paying by credit card.



- D. List of Eligible Players. As soon as possible after May 15th the Legion Division Board of Directors shall provide the coach with a list of those players eligible to practice and/or play between May 1st and June 1st. The coach may not allow any persons other than those named on such list to practice or play between May 1st and June 1st. As soon as possible after June 1st the Legion Division Board of Directors shall provide the coach with a list of those players eligible to practice and/or play for the remainder of the season. The coach may not allow any persons other than those named on such list to practice or play for the remainder of the season without the consent of the Legion Division Executive Committee.

#### V. Fund Raising

- A. See *Fundraising and Sponsors Policy Section V of the Organization Book*
- B. Be fully committed to this team

#### VI. Player Responsibilities & Conduct

- A. Core Values: Be fully committed to this team.
1. We understand that you have a life outside of Bucks. However, every choice you make off the field influences how you play and ultimately how your team plays on the field. Therefore, make positive choices that you are prepared to be held accountable for by the Bucks.
- B. At all times during tryouts, practices, games, any team function, or while traveling with the team the following rules shall be strictly adhered to:
1. Inform the coaches by email, phone call, or text prior to the start of practice if you will be missing practice. It is required to let the coaches know at least one day in advance of missed practice. In case of an emergency, sickness, or other unplanned event, contact the coach as soon as you are reasonably able to do so. If you will be missing a game, you must inform the coaches at least two practices ahead with absence form submitted to your coach so we can prepare our practice plan according to an accurate lineup. Players shall complete an "Absence Request Form" and return to coach by March 30th, 2018 for any planned absences during the season.
  2. Show up on time for practice. If practice starts at 5:30 p.m., you will be fully dressed and ready to begin at that time.
  3. Players shall not curse, or use vulgar/abusive language.
  4. Players shall not throw bats, helmets, or other equipment in frustration or anger.
  5. Players shall not be involved in any altercations with teammates, coaches, game officials, or opposing players.

6. All players are responsible for keeping their individual spaces and team spaces including, but not limited to lockers, locker rooms, dugouts, motel rooms and team bus, clean and organized at all times.
7. Uniform and Equipment
  - a. Each player is responsible for the uniforms issued to him.
  - b. Uniforms will be washed and clean before every home game.
  - c. Players will wear their team issued hat, baseball pants, belt, socks, and any of their Bucks issued shirts or coats to every practice, unless otherwise designated before practice. Some practices, coaches will allow shorts. Game pants and uniforms are for games only and shall not be worn at practice.
  - d. No player shall damage equipment or property owned or leased by Bozeman Baseball, Inc. or used by the Bozeman American Legion Baseball Post 14.
  - e. Players must be in proper uniform appearance as mandated by the coach or the Bozeman Baseball, Inc.- Legion Division Executive Committee and will stand at attention in team formation for the playing of the National Anthem(s) at all games.
8. Travel and Accommodations
  - a. Players shall be on time for team bus departures.
  - b. No persons other than players and/or coaches shall be allowed in the players' motel rooms.
  - c. Coaches will designate a "lights out" time for all road games. Players are expected to remain in their rooms after the "lights out" time.
  - d. Players will be responsible for any damages that they cause in the room.
  - e. Players will obey their daily meal money limit.
  - f. Players will be asked to be respectful at all times.
  - g. Before any player is allowed to ride home from a scheduled away game other than on the bus, they must receive prior approval from the coach or an assistant coach. The coach or assistant coach will not grant such approval without a signed note or text message of consent form from the player's parent or guardian that requests and specifies the alternate mode of transportation. For example, to be allowed to ride home with a relative or another player's parent, the note or text from the player's parent or guardian must specifically indicate who will be providing the transportation and acknowledge their consent. At no time will the player be allowed to use their own transportation to go to or from away games unless they are accompanied by one of their parents or guardians.

9. Players shall not steal property owned or leased by Bozeman Baseball, Inc. or used by the Bozeman American Legion Baseball Post 14, property belonging to any player, player's family member, coach, coach's family member, or steal property while traveling with the team.
10. Players shall not commit misdemeanors or felony offenses.
11. Players recognize the American Legion Drug and Alcohol Policy. That policy states each player agrees to remain alcohol and drug free through all of the baseball season. The season begins on the first day of official tryouts and the last game of the season for that player's team. In addition to the American Legion Drug and Alcohol Policy, Bozeman, Baseball, Inc. Legion Division has adopted the following policies and rules regarding drugs, alcohol and tobacco to be followed by Bozeman American Legion Baseball Post 14 players and coaches within Attachment 2.
12. Harassment & Discrimination. No player shall discriminate, harass, intimidate, or bully other players or coaches on the basis of age, race, religion, color, creed, national origin, physical appearances, gender, ancestry, disability, sexual orientation, or marital status.

#### VII. Violations of Team Conduct and Policy

- A. Coach's Discretion: The head coach shall use his discretion to enforce consequences regarding violations of Team Conduct and Policy.
- B. Any player who damages, loses, or steals equipment or property owned or leased by Bozeman Baseball, Inc. or used by the Bozeman American Legion Baseball Post 14 shall be liable for such damages.
- C. Any player who commits a misdemeanor criminal offense other than traffic violations, shall be immediately suspended from the Bozeman American Legion Baseball Post 14 for a period of time deemed appropriate by the coach and/or the Legion Executive Committee.
- D. Any player who commits a felony criminal offense shall be immediately released from the Bozeman American Legion Baseball Post 14 for the remainder of the season.
- E. If a player has been suspended or released from the Bozeman American Legion Baseball Post 14 during a prior season for any reason, the player may not play in any subsequent season without petitioning in writing the Bozeman Baseball, Inc.- Legion Division Executive Committee for reinstatement. The Bozeman Baseball, Inc.- Legion Division Executive Committee may reinstate the player for good cause shown.
- F. It should be made clear that there are no exceptions based on year in the program or skill level. Every player will follow and understand the importance of these rules. However, each case is different and will be treated as such. Full effort will be given to enforce the rules above in the manner that they were designed for. Coach's discretion will always be used to best enforce the rules.

### VIII. Team Travel

- A. Team Bus. The team busses are available for travel to scheduled away games and tournaments. If there is a conflict where teams are scheduled to be away on the same date(s), the AA team will have first priority to use the team bus.
- B. Alternate Team Travel. If a team has to travel to a scheduled away game or tournament using an alternate form of transportation the following shall apply:
  - 1. Day Games. For games that require no overnight stay, parents transporting team members to the game will receive no compensation from Bozeman Baseball, Inc.
  - 2. Road Games. For games or tournaments that require an overnight stay, if parent(s) travel for the sole purpose of transporting team members, the legion program will compensate the parent(s) .40 cents per mile for miles to and from the event if parent(s) request reimbursement. Parent(s) will not be compensated for any other expenses.

### IX. Drug Policy

- A. Bozeman American Legion Baseball Post 14 strives to promote the well-being of our players, requiring that our young men make healthy decisions on and off the field. We realize the importance of maintaining a good image, being good role models, and helping our players prepare to live a healthy lifestyle as adults. We value the importance of following through with our athletes to make sure that they understand the importance of these issues.
- B. Purpose: Each player and coach participating in Bozeman American Legion Baseball Post 14 agrees to adhere to this drug policy. Implementation of this policy will serve the following purposes:
  - 1. To emphasize concern for the health and well-being of our players and coaches;
  - 2. To provide a chemical-free environment that will encourage healthy development;
  - 3. To promote a sense of self-discipline among players and coaches;
  - 4. To confirm and support existing state laws relative to controlled substances;
  - 5. To emphasize standards of conduct for players and coaches who, through their participation in the Bozeman American Legion Baseball Post 14, become leaders and role models for their peers and younger players.
  - 6. Policy Coverage: Within this policy the term Drug or Drugs cover the definitions of Drug, Alcohol and Tobacco.
- C. This policy requires that players shall not:

1. Use, have in their possession, distribute or sell alcohol, or illegal drugs (Possession is defined as the use of a prohibited substance, or having a prohibited substance in personal possession.);
  2. Use tobacco in any form; or
  3. Use vaping in any form; or
  4. Use marijuana in any form; or
  5. Abuse prescription or non -prescription drugs. This policy is not intended to apply to the use of prescribed drugs under a doctor's direction, when those drugs are used in the prescribed manner.
- D. Medical Marijuana cards must be declared by March 30th. Under no circumstances will any player participate in practice, games, fundraisers, or travel while under the influence of marijuana.
- E. Awareness: Bozeman American Legion Baseball Post 14 is responsible for player and parent awareness and the implementation of this policy. Players and coaches who elect to participate in the program, as well as players' parents and/or guardians, are responsible for understanding this policy. A player's signature and that of his parent or guardian is required on these rules and policies as a condition of participation in the Bozeman American Legion Baseball Post 14. Additionally, each player is subject to drug testing as set forth within this Drug Policy and Consent Form.
- F. Player & Parent Notification of Policy Violation & Proposed Action: If a determination is made that a player has violated this policy, the player and player's parent(s) or legal guardian shall be notified of the violation and the proposed disciplinary action either in person or by telephone contact from the coach, or in writing by the Bozeman American Legion Baseball Post 14 Executive Committee.
- G. Team members who are seen by a member of the coaching staff or another adult in a position of authority, using or possessing drugs or alcohol, or in possession of drug paraphernalia (as defined in prevailing state law), during a team event will be subject to the discipline outlined below. In instances where another person, such as another team member, family member, or fan, reports a violation of this policy, the violation will be investigated on a case by case basis. If the person reporting the violation is willing to provide a written statement and /or testify in court (if needed), the report may be treated the same as if the violation was observed by a member of the coaching staff or an adult in a position of authority
- H. Violations:
1. Upon the occurrence of a violation of this drug policy and/or upon the receipt of notification that a player or coach has tested positive to a program administered drug

- test, the player or coach shall be immediately suspended from all workouts, practices, games and team functions pending a final determination by Bozeman American Legion Baseball Post 14 Executive Committee of the alleged violation and the appropriate disciplinary action to be taken; and
2. If the violation occurs on a road trip, the player will be released to parent/guardian if present, or parent/guardian will be called and requested to arrange transport home; and
  3. A meeting of the player and the player's parent(s) or guardian with the coach and/or member of the Bozeman American Legion Baseball Post 14 Executive Committee will be held as soon as is practical to discuss the violation; and
  4. The Bozeman American Legion Baseball Post 14 Executive Committee shall, as soon as is practical, make a final determination of the alleged violation and the appropriate disciplinary action, if needed; and
  5. Terms of Violations:
    - a. 1<sup>st</sup> Offense: 4 game suspension from the day of discovery of infraction. Coaching staff will determine participation level of practice and other non-game events.
    - b. 2<sup>nd</sup> Offense: Removal from team the day of discovery of infraction and removal from the team for the remainder of the season.
    - c. 3<sup>rd</sup> Offense: Removal from the program.
  6. Multiple violations of this policy by a player shall be considered cumulative throughout his entire affiliation with the Bozeman American Legion Baseball Post 14.
- I. Appeals: A player may appeal a violation of the drug policy to the Bozeman American Legion Baseball Post 14 Executive Committee and director in writing. The Bozeman American Legion Baseball Post 14 Executive Committee shall act as the grievance committee to hear the appeal. The grievance committee shall make a written report setting forth the violation and the disciplinary action.
- J. Drug Testing Policy
1. For purposes of enforcing the American Legion Drug and Alcohol Policy and the Bozeman American Legion Baseball Post 14 Drug Policy and Consent Form set forth in the Bozeman American Legion Baseball Post 14 Rules and Policy Manual, Bozeman Baseball, Inc. may conduct drug testing on players and coaches under any of the following circumstances:
  2. Random Testing: Players and coaches may be selected at random for drug testing at any time during the season. For purposes of random testing all players and coaches are entered into a random testing program which is administered by Tri Med Services, of Bozeman, Montana. Tri Med Services, of Bozeman, Montana shall also select alternate

- players and/or coaches in the event a player and/or coach are absent on the day of testing. A representative of Tri Med Services will contact the head coach via text messaging approximately one-half hour before arriving at the field for random testing to notify the head coach of the person selected for random testing. No other persons shall be notified of the players and/or coaches selected for random testing.
3. For Cause Testing: Players and/or coaches may be asked to submit to a drug test at any time during try outs or the season in the event the Director of Baseball, a coach or the Bozeman American Legion Baseball Post 14 Executive Committee has some evidence that the player or coach may be under the influence of drugs including, but not limited to, the following circumstances: reasonable evidence of drugs within the player's or coach's possession or control, unusual conduct that suggests impairment or influence of drugs, negative performance patterns, or a failure of, or refusal to submit to, any test administered hereunder.
  4. Administration: Tri Med Services, of Bozeman, Montana, will handle all testing and the drawing from the player and coaches pool for the random tests at the expense of Bozeman American Legion Baseball Post 14; provided, however, that if a player or coach fails or refuses a test, then the cost of any subsequent test shall be at the expense of the player (or the player's parent or guardian in the case of a minor player) or coach. Drug-testing results will be disclosed only for the purposes related to enforcement of this policy. No results will be disclosed at the time of the random test being administered. If a random test produces a positive result the sample collected shall be sent by Tri Med Services to a medical lab of Tri Med Service's choosing for confirmation. Such confirmation may take as long as forty-eight (48) hours to complete. In the event the random test is confirmed as positive, Tri Med Services shall notify only the person(s) designated by Bozeman American Legion Baseball Post 14 receive such notification. A copy of the lab report confirming the positive result shall be provided to the person(s) designated by Bozeman American Legion Baseball Post 14 to receive such notification.
  5. Refusal to Submit: If a player or coach refuses a request to submit to testing under this policy, the refusal will be considered an offense, whether first or second as the case may be, under the Bozeman American Legion Baseball Post 14 Rules and Policy Manual for the Bozeman American Legion Baseball Post 14 thereby resulting in either suspension or removal from the Bozeman American Legion Baseball Post 14, as applicable. Provided, however, that in such a case, the player or coach will be given an opportunity to explain the circumstances prior to any final disciplinary enforcement becoming effective. Furthermore, in the event of a refusal to submit which is deemed a first offense, the player or coach will be required to submit to a subsequent test at the expense of the player (or the player's parent or guardian in the case of a minor participant) or coach, in which case a second refusal to submit shall be grounds for

- removal from the Bozeman American Legion Baseball Post 14. In the event a player/coach refuses to submit to testing, Tri Med Services shall notify only the person(s) designated by Bozeman Baseball, Inc. to receive such notification.
6. Information: Parents, Players and Coaches are encouraged to contact Tri Med Services, of Bozeman, Montana with any questions or concerns regarding the drug testing procedures utilized by Tri Med Services in the implementation of this policy. Parents, Players, or Coaches should contact Tri Med Services, of Bozeman, Montana if for any reason they have reason to believe that if tested, a false positive result might occur as a result of some dietary or medical condition.

#### K. Consent

1. By signing Player Rules and Policy, you (or the parent or guardian in the case of a minor player) affirm that you are aware of Bozeman Baseball, Inc.'s drug testing policy for the Bozeman American Legion Baseball Post 14, and you hereby agree to allow Bozeman Baseball, Inc. and its agents and/or employees to test you (or the minor player in the case of a parent or guardian) at any time during the season in accordance with the aforementioned policy.



ACKNOWLEDGMENT OF READING AND UNDERSTANDING

BOZEMAN BASEBALL, INC.

BOZEMAN AMERICAN LEGION BASEBALL POST 14

PLAYER RULES AND POLICY

We, the undersigned, have read, understand, and agree to abide by Bozeman Baseball, Inc.'s Player Rules and Policies for the Bozeman American Legion Baseball Post 14 as set forth in the Player Rules and Policies Section II of the Organization Book

_____	_____	_____
Player or Coach Name	Player or Coach Signature	Date

_____	_____	_____
Parent/Guardian Name	Parent/Guardian Signature	Date

_____	_____	_____
Parent/Guardian Name	Parent/Guardian Signature	Date

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# COACH RULES AND POLICY

## SECTION III

Placeholder for Coach Rules and Policy to be adopted

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# PARENT RULES AND POLICY

## SECTION IV

## I. Introduction

- A. Legion Baseball is a big commitment, and requires the support of the player's parents/family. Each player's families are seen as a representative of Bozeman Legion Baseball and shall be held to high moral and ethical standards in regards to their behavior at the park. Additionally, family members will be required to work shifts at the park as established by the Executive Committee.

## II. Fees and Fines

- A. Parents will be responsible for paying appropriate fees
- B. Any other costs incurred by the player is the parent's responsibility. This includes but not limited to: replacement of uniform, hotel damages, etc.

## III. Fund Raising

- A. *See Fundraising and Sponsors Policy Section V of the Organization Book*

## IV. Conduct

- A. No spectators allowed in the dugout during a game. Between games, it is permitted to spend the first 10 minutes after our team break outside of the dugout, talking/eating with non-players.
- B. Interacting with fans or parents during a game is not allowed. The player's focus should be on his role in helping the team and supporting his teammates
- C. Parents, once the game begins, please do not drop any food or drinks off with your son until intermission. Pop/soda will not be allowed in the dugout—unless approved by the coach.
- D. Parents of all players are expected to be courteous and polite at all tryouts, practices, home and away games, and team functions. Parents shall refrain from all forms of negative and combative cheering. Consumption of alcohol will be in moderation and decorum will be maintained. Persons who violate this policy will be asked to leave the park. Repeat offenders may be banned from the park.
- E. Parents will be allowed to watch practices from the grandstands or outside the fence only. However, please keep in mind that your role is to parent and support your son, not coach them.

## V. Game Responsibilities

- A. All parents are required to do their duties (concessions, field work, ticket taking, etc.) or find a replacement if they can't work. Please do not put it on someone else to find a replacement for you at the last minute or just not show up

- B. All parents or guardians are expected to work on a volunteer basis during the seasons. At the beginning of each season, parent/guardian work schedules will be put together and distributed to the parents and guardians. If during the course of the season, parents or guardians have unforeseen conflicts in their schedules and are unable to work their scheduled duties, the parent or guardian is responsible to find a suitable replacement to work their schedule. Additional player fees may be added to a family if they are not participating in their work duties. The EC will determine number of units of parent required volunteer work.
- C. Parents will not be responsible for field work after games. This will be our team's responsibility. Parents will be asked to help before and in-between games, and take care of the other duties such as concessions, announcing, scorekeeping, and ticket gate.

#### VI. Playing Time or Other Grievances

- A. Players are encouraged to approach the coaching staff to talk about playing time or other matters. Parents will not talk to coaches regarding playing time, coaching philosophies, or other matters such as this at any time during the season. If, after the coach and player have met and there remains a problem, the parents may set up a meeting with the coach, with the player present. For grievances regarding matters other than playing time, parents should address the coach by phone, email or text to resolve the issue and set up a meeting if necessary. It is required to wait one day after an event occurs to approach the coach to allow emotions to cool.

#### VII. Player Expectations

- A. As coaches, we would prefer the best players be on the field at all times. However, talent is not the only thing that is important on the diamond. Work ethic, leadership, mental toughness, and the ability to work as a team to win games are all very important in baseball. Therefore, talent alone will not get your son on the field. There will be times when a more talented player is sitting on the bench while a lesser player is on the field. **THERE IS A REASON FOR THIS!** Most likely, your son did something at practice that distracted from the team's goals of working together towards winning a championship. Please understand that your son is sitting for a reason and do not immediately question the coaches' judgement.
- B. Please help us reinforce those key character building traits mentioned above and first ask your player if perhaps he did something that may have taken away from the team's progress.

- VIII. Transfer of Players. All transfer of players into or out of the Legion program will follow the programs *Player Transfer Policy in the Organization Book*. The parent is responsible for the completion of relevant paperwork; transfer players will not be eligible for tryouts until all paperwork is complete.

ACKNOWLEDGMENT OF READING AND UNDERSTANDING

BOZEMAN BASEBALL, INC.

BOZEMAN AMERICAN LEGION BASEBALL POST 14

PARENT RULES AND POLICY

We, the undersigned, have read, understand, and agree to abide by Bozeman Baseball, Inc.'s Parent Rules and Policies for the Bozeman American Legion Baseball Post 14 as set forth in the Parent Rules and Policies Section III of the Organization Book

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Parent/Guardian Name	Parent/Guardian Signature	Date
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Parent/Guardian Name	Parent/Guardian Signature	Date
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PROCEDURES  
SECTION V



Procedures Table of Contents

2013-01 Policy: Check Signature (Adopted 2/13/2013)

2013-02 Policy: Player Transfers (Adopted 3/26/2013)

2013-03 Policy: Field Use (Adopted 6/1/2015)

2017-01 Policy: Trade Agreements (Revision 4/13/2017, Adopted 4/20/2017)

2017-02 Policy: Bus Rental Policy (Revision 9/9/2019, Adopted 9/9/2019)

2018-01 Policy: Fundraising and Sponsors (Revision 4/4/2018, Adopted 4/4/2018)

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## 2013-01 POLICY: CHECK SIGNATURE

Bozeman Baseball Inc., Legion Division

Check Signature

Placeholder for current Policy

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## 2013-02 POLICY: PLAYER TRANSFERS

Placeholder for current Policy

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## 2013-03 POLICY: FIELD USE

Placeholder for current Policy

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## 2017-01 POLICY: TRADE AGREEMENTS



Placeholder for current Policy

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## 2017-02 POLICY: BUS RENTAL

Placeholder for current Policy

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# 2018-01 POLICY: FUNDRAISING AND SPONSORS

POLICY NUMBER: 2018-01  
POLICY: Fundraising and Sponsors  
ADOPTED: 4/4/2018

I. Overview

- A. To help offset player fees within the *Section II Player Policy* the player is expected to participate in the fundraising activities set forth.
- B. Provide the expectations and policies as it relates to player fundraising and engagement with Sponsors.
- C. Provide the general sponsorship levels, amounts and consideration for those sponsor levels

II. Deadlines

- A. All checks collected for the fundraising listed below shall be made payable to Bozeman Baseball, Inc. All money collected while representing Bozeman Baseball, Inc. will be surrendered to Bozeman Baseball, Inc. for deposit and player credit.
- B. **March 1<sup>st</sup>** – Renewals of Sponsors due
- C. **April 1<sup>st</sup>** – All Sponsorships due
  - 1. Receive money from Sponsors to be eligible for corporate consideration below
  - 2. Receive money from Sponsors to be eligible for player fee credit
  - 3. Any late sponsor forms or money received after this will be at risk of not getting sponsor signage, placement or other considerations outlined below
- D. **May 1<sup>st</sup>** – All unsold season passes must be returned to Bozeman Baseball, Inc.

III. Fundraising Activities

A. Season Passes

- 1. Players that sell season passes will receive 100% player credit for the following:
  - a. Family Passes \$50
  - b. Adult Passes \$30
  - c. Student/Senior Passes \$15

B. Sponsorship

- 1. Players may solicit sponsors and will receive 100% player credit for the following cash donations:
  - a. Walk - \$100
  - b. Bunt - \$250

- c. Steal - \$500
  - d. Single - \$750
  - e. Double - \$1,500
  - f. Triple - \$2,500
  - g. Home Run - \$4,000
  - h. Grand Slam - > \$4,001
2. If a player solicits a business who is interested in supporting the program through services or other non-monetary means, the player will need to submit a Trade Agreement to the Executive Committee as outlined in the Trade Agreement Policy for consideration.

#### C. Fundraising Events

1. Players and families are expected to participate in the following common fundraising events that support keeping fees down and funding the program
  - a. Basketball Tournament
  - b. Pancake Breakfast
  - c. Calcutta for March Basketball College Playoffs
  - d. Golf Tournament
2. Players maybe asked to participate in community-based events from time-time as determined by the Coach.

#### IV. Sponsor Eligibility

- A. Players are required to verify with the current sponsor list before engaging company to verify they are eligible to be a player sponsor. In some cases, the sponsor may already be sponsoring a player or otherwise a corporate sponsor of the program. Please just check with the Fundraising Chair

#### V. Sponsor Engagement

- A. Players are responsible for engaging sponsors.
- B. It is recommended that the player visits their sponsor 2-3 a year to provide invoice, hand out consideration, invite to games and discuss the program

#### VI. Corporate Consideration

- A. Within the considerations below, the player is responsible to ensure that sponsors receive their season passes.
- B. Walk - \$100

1. Includes 2 family season passes, emedia coverage.
- C. Bunt - \$250
1. Includes 4 family season passes, emedia coverage and program representation.
- D. Steal - \$500
1. Includes 5 family season passes, emedia coverage, program representation, chronicle insert and facility signage.
- E. Single - \$750
1. Includes 6 family season passes, emedia coverage, program representation, chronicle insert, facility signage, 4x8 fence signage.
- F. Double - \$1,500
1. Includes 8 family season passes, emedia coverage, program representation, chronicle insert, facility signage, 8x8 fence signage, game day recognition.
- G. Triple - \$2,500
1. Includes 10 family season passes, emedia coverage, program representation, chronicle insert, facility signage, 8x8 fence signage, game day recognition, game day sponsorship.
- H. Home Run - \$4,000
1. Includes 12 family season passes, emedia coverage, program representation, chronicle insert, facility signage, 8x8 fence signage, game day recognition, game day sponsorship, team poster presence, tournament sponsorship.
- I. Grand Slam - > \$4,001
1. Includes 20 family season passes, and all HOMERUN sponsor benefits. Additional sponsor requested benefits may be considered by the Legion Baseball Board of Directors.