

TEAM/ASSOCIATION/LEAGUE DIRECTOR

★ ROSTER INSTRUCTIONS ★

1. All ASA ♦ USA of Minnesota member softball/leagues are required to submit regular season team rosters. Leagues not submitting official rosters for each team participating in a member league will not be eligible to send teams to ASA ♦ USA of Minnesota post-season tournament play.
2. **All entries** on the official roster must be printed or typed in a legible manner. This includes checking the applicable box if a player is an outside draw area or open player. See current J.O. Softball guidebook for explanation and limits.
3. Teams may not be given a team membership card until a legal roster and registration fee has been submitted.
4. Local league directors may wish to establish local roster deadlines a minimum of one week in advance of the ASA ♦ USA of Minnesota roster deadline to assure compliance with the below specified date.

★ ASA ♦ USA OF MINNESOTA ROSTER LIMITS AND DEADLINES ★

Sport	Roster Limit	Regular Season Roster Deadline (Yellow Copy)
J.O. Softball	20 Players	Metro Teams (Tri County & Suburban League) - May 1 Outstate Teams - June 1 Or prior to first league game or sanctioned tournament game whichever occurs first

Teams not meeting the above deadline will not be eligible for post-season play.

5. Prior to submitting roster to their league director, team coaches should make the photocopies necessary of their roster for submission at sanctioned invitational tournaments and national qualifying tournaments (held within the state of Minnesota) that they will be entering.
6. League Directors may submit the regular season roster (yellow copy) without player/parent signatures, or team class, but the roster must contain all players' names and addresses and all other entries. Prior to playing in a sanctioned tournament, national qualifier or state tournament all players/parents must have signed.
7. League Directors shall retain the white and pink copy for their file and submit all regular season rosters (yellow copy) directly to ASA of Minnesota offices postmarked by the specified date. Late rosters will not be accepted and teams will not be eligible for post-season play.

Send Regular Season Rosters To:

ASA of Minnesota
 10701 93rd Ave N Suite D
 Maple Grove, MN 55369

8. League Directors are responsible for designating and circling the "**team number assigned**" on the white state tournament roster at the time the team advances to state tournament play. This number identifies the team number the team is advancing as from your league and corresponds to the number located on the tournament draw. League Director is also responsible for reviewing the roster, crossing out the extra blank spaces and signing the post-season roster (white copy).
9. League Directors shall give state tournament roster (white copy) to teams advancing to post-season play (team shall hand carry).

IMPORTANT NOTE: Players must verify their age and possess a form of picture identification to compete in post-season play.

If all the players on the team emanate from one school, a school official (superintendent, principal, attendance officer) must certify that the players listed on the roster attend that school and that the dates of birth are accurate. The school official must sign the "Statement of School Official" block in the lower right corner of the roster.

If all the players do not emanate from one school the "Statement of School Official" block must be completed for those players listed who do attend that school. For those players listed who do not attend that school, a required document of age (see current ASA ♦ USA of Minnesota J.O. Softball Guide) must be hand carried to the tournament site.

10. All rostered players must hand carry a picture I.D. to the tournament site (see current ASA ♦ USA of Minnesota J.O. Softball Guide for picture I.D. requirements).
11. J.O. teams may delete/add two players prior to June 15 - the form for doing so is located in the J.O. Guidebook and a copy must be attached to the white copy of this roster which is used for sanctioned invitational tournament play or national qualifier/state tournament play.
12. Questions regarding the official roster form should be directed to ASA of Minnesota offices at (763) 488-9995 or from outside the metro calling area toll free at 1-888-222-6731.

Thank you.

★ IMPORTANT NOTE ★

State tournament roster (white copy) must identically match regular season roster (yellow copy previously submitted) and will be checked at the state tournament site. Exception: See #9 above. Teams guilty of roster violations will be disqualified from tournament play.