



BASEBALL
CANADA
CHAMPIONSHIPS

Participant's Guide

(TEAM STAFF)

2024 Edition

A MESSAGE FROM OUR CEO

On behalf of the membership of Baseball Canada, I am pleased to welcome all participating teams to the Baseball Canada Championship.

The tournament committee has put a great deal of time and effort into preparation for this event to ensure that your stay will be a very enjoyable one.

I feel confident that all players, coaches and officials will return to their provinces with many good memories and a successful championship.

Your talent, determination and good sportsmanship has brought you this far and I am sure will continue to drive you along whatever path you chose.

The Baseball Canada Championship Committee has made every effort to ensure that this guide is a useful tool. It is our hope that it will answer any questions that may arise and that it will assist you in familiarizing yourselves with the format and procedures of this Championship.

I wish all of you every success in this tournament and know that you are all champions in your own right.

Finally, I take this opportunity to wish everyone safe travel and a rewarding baseball experience.

Thank you for your continued support.

Sincerely,



Jason Dickson
CEO
Baseball Canada

Contents

Part One: Background Material

1. *Introduction*
2. *Baseball Canada*
3. *Provincial Baseball Partners*
4. *The Championships*

Part Two: Qualification & Eligibility

1. *Team Qualification*
2. *Eligibility:*
 - *Player*
 - *Coach*
 - *Trainer*
 - *Chef de Mission or Business Manager*

Part Three: People

1. *Team Members*
 - *Staff*
 - *Business Manager/Chef de Mission*
 - *Coaching Staff*
 - *Head Coach or Manager*
 - *Assistant Coaches*
 - *Optional Fourth Coach*
 - *Other Staff*
 - *Trainer*
 - *Players*
2. *The Host*
 - *Host Committee*
 - *Event Staff*
 - *Security Staff*
3. *Baseball Canada Officials*
 - *Baseball Canada Rep*
 - *Umpiring Staff*
 - o *Supervisor of Umpires*
 - o *Umpires*
 - *Baseball Canada Office Staff*

Part Four: Before the Championship

1. *Travel Arrangements*
2. *Arrival Deadline*
3. *Roster Submission*
4. *The Schedule*

Part Five: At the Championship

1. *Discipline*

2. *Arrival*
3. *Local Transportation*
4. *Meals*
5. *Accommodations*
 - *Hotel/Motel/Dorm*
6. *Banquet*
7. *Rules*
8. *Pre-Championship Meeting*
9. *Schedule*
10. *Game Procedures*
 - *Scheduled Starting Time*
 - *Designated Starting Time*
 - *Rain Day*
11. *Protest Procedures*
12. *Ceremonies*
13. *Dealing with the Media*
14. *Reporting Problems*

Part Six: After the Championship

1. *Post-Event Evaluation*
2. *Travel Home*
3. *Departure Deadline*

Appendices

- A: *Contact Information*
 - Baseball Canada and Provincial Baseball Associations*
 - Baseball Canada Championship Hosts*
- B: *Sample Host Committee Structure*
- C: *Baseball Canada Discipline & Complaints Policy*
- D: *Rules*
- E: *Baseball Canada Severe Weather Policy*

PART ONE:

BACKGROUND MATERIAL

INTRODUCTION

BASEBALL CANADA

PROVINCIAL BASEBALL PARTNERS

THE CHAMPIONSHIPS

Introduction

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

Since 1964, the Baseball Canada Championships have attracted some of the best baseball talent from across the country. Canadian ball players have enjoyed experiences that will last a lifetime and Canadian cities have displayed their world class hosting talents year after year. To help continue the tradition of great events, Baseball Canada has developed this handbook; answering common hosting questions and providing details on the various aspects of Baseball Canada Championships.

The purpose of this handbook is to make hosting information more accessible by putting it all together in one place. For anything that is not contained here, appropriate contact information has been provided so that you can find what you need quickly and easily.

Throughout the handbook, excerpts from ***Rules & Regulations for Baseball Canada Championships*** have been included to introduce you to some of the more formal procedures and guidelines involved in the Baseball Canada Championships. These excerpts will be displayed in the following format:



Section 2.4

The use of vape (e-cigarettes) products and all tobacco products, including smokeless tobacco, by on-field participants (players, coaches, managers, umpires, etc.) shall be prohibited at all competitions sanctioned by Baseball Canada. Any offenders caught using tobacco products will be ejected from the game.

Section and Title

Rule Description

In addition, at the beginning of each new section, a contact name and e-mail address is provided for the Baseball Canada staff member responsible for that area. The Baseball Canada phone number is the same for all staff members and are included in the ***Important Contacts*** listing.

Baseball Canada

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

OUR MANDATE

Baseball Canada was created by and is the embodiment of the 10 provincial baseball associations working together to further baseball in Canada.

Baseball Canada is empowered by the International Baseball Association to develop baseball in Canada and to represent Canada in international baseball competition.

The Government of Canada recognizes Baseball Canada as the sole governing body for amateur baseball in Canada.

- Canadian Heritage and its Sport Canada directorate recognize Baseball Canada as the representative organization for baseball and eligible for federal funding,
- Revenue Canada recognizes Baseball Canada as the single Registered Canada Amateur Athletic Association (RCAAA) for baseball in Canada, and accords Baseball Canada with charitable organization status. Further, Baseball Canada is a full voting member of the Canadian Olympic Association; responsible for the baseball component of Canada's Pan American team.

VISION STATEMENT

OUR FUTURE

To be a world leader in baseball through the pursuit of excellence, quality development and innovation.

MISSION STATEMENT

OUR MISSION

Baseball Canada's mission is to develop, promote and provide opportunities and experiences that allow individuals to maximize their potential to become tomorrow's leaders.

Provincial Baseball Partners

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

As stated earlier,

Baseball Canada was created by and is the embodiment of the 10 Provincial baseball associations working together to further baseball in Canada.

The ten provincial baseball associations, namely

- Baseball Alberta
- Baseball BC
- Baseball New Brunswick
- Baseball Nova Scotia
- Baseball PEI
- Baseball Quebec
- Baseball Manitoba
- Baseball Newfoundland
- Baseball Ontario
- Saskatchewan Baseball

are key players in the Baseball Canada Championships. The provincial baseball associations send their teams to the Championships and approve all Championship hosting bids. In brief, there would be no Baseball Canada Championships without the provinces.

For most of the Baseball Canada Championships, each of the provinces sends a team, but for some, each Region is recognized by Baseball Canada as follows:

Atlantic Region:	New Brunswick, Newfoundland, Nova Scotia, and PEI
British Columbia Region:	British Columbia
Ontario Region:	Ontario
Quebec Region:	Quebec
Prairie Region:	Alberta, Manitoba and Saskatchewan

For more information on the provincial baseball associations consult the contact list in ***Appendix A.***

The Championships

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

Baseball Canada has a total of nine championships each summer. They are:

- Baseball Canada Cup
- 13U National Championship
- 16U Girls National Championship
- Ray Carter Cup - 15U National Championship
- 18U National Championship
- 22U National Championship
- 21U Women's National Championship
- Men's National Championship
- Women's National Championship

The dates for the upcoming year have been set as:

Canada Cup	13U	Ray Carter Cup	16U	18U	22U	21U Women	Men	Women
Aug 7-11	Aug 22-25	Aug 22-25	Aug 22-25	Aug 15-18	Aug 1-4	Aug 8-11	Aug 22-25	Aug 15-18

THE BASEBALL CANADA CUP

The Baseball Canada Cup is Baseball Canada's premiere event. It sees competition of the vast majority of the best players from coast to coast at the 17-and-under age level. Ten provincial teams of twenty players and three coaches (plus a team staff member) compete for the title and, more importantly, to be scouted by amateur and professional scouts alike. All ten provinces are required to attend.

This championship was formed in 1989 to help Baseball Canada select a Youth Team to represent Canada at the World Youth AAA Championship that is held every year. The Canada Cup serves a number of purposes: selection of Junior Team players for training camp and the National Team; scouting for potential National Team players; evaluation of provincial coaches and identification of potential Junior and Senior team coaches; and an evaluation of the umpires.

Each province has its own method for choosing a team for the Canada Cup including open tryout camps and mini-Selects tournaments with regional representation.

All provinces are mandated to attend the Canada Cup.

	Baseball Canada Cup*
Age	17 and under
Participating Teams:	10
Team Size ¹ (players+coaches+chef)	24 (20+3+1)
Annual Event Since	1989

¹ A fourth, optional coach is permitted at the team's expense.

*For Nationals; NL, NS, NB, PEI, AB, SK & MB may bring two players who do not reach their 19th birthday during the current calendar year. The second-lowest-ranked team may use an additional overage player for a total of three. The lowest-ranked team may use two additional overage players for a total of four

THE OTHER BASEBALL CANADA CHAMPIONSHIPS

As mentioned earlier in this section, in addition to the Baseball Canada Cup, Baseball Canada conducts eight (8) other annual championships.

	16U Girls * 1	13U²	Ray Carter Cup²
Age	16 and under	13 and under	15 and under
Team Size (players+coaches+staff)	Teams in all 3 classifications consist of 22 members (18 players, 3 coaches and a staff member)		
Field size:			
- Basepaths	80'	70'	80'
- pitching distance	54'	48'	54'

	18U	21U Women	Men	Women	22U Mens
Age	18 and under ²	21 and under ³	(open)	(open)	22 and under
Team Size ³ (players+coaches+staff)	22 (18+3+1)	22 (18+3+1)	25 (21+3+1)	22 (18+3+1)	24 (20+3+1)
Field size:					
- Basepaths	90'	90'	90'	90'	90'
- pitching distance	60'6"	60'6"	60'6"	60'6"	60'6"

Female players can play in male events one calendar year older than the male ages stated above.

(*) - NF, NS, NB, PEI, AB, SK, MB, ON2, QC2, and BC2 may bring three players who do not reach their 17th birthday during the current calendar year.

¹ A fourth, optional coach is permitted at the team's expense.

² Bottom 3 seeded teams in Pool B have the opportunity to use 2 overage players. If Host Province is in the bottom 3 teams, the Host team is also allowed 2 overage players. An overage player is maximum 1 year older

³ NL may bring three players who do not reach their 22nd birthday during the current calendar year.

For complete playing rules please refer to the Baseball Canada Rules & Regulations.

PART TWO:

QUALIFICATION & ELIGIBILITY

TEAM QUALIFICATION

***TEAM DETERMINATION
PERFORMANCE GUARANTEE
ROSTERS***

ELIGIBILITY

***PLAYER
COACH
TRAINER
CHEF DE MISSION OR BUSINESS MANAGER***

Team Qualification

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

TEAM DETERMINATION

Each of the Baseball Canada Championships are operated as a province-oriented event.

In each case, the method(s) used to determine the province's representative at each of the Baseball Canada Championships is entirely at the discretion of the province or region⁵.

Some of the more common methods to determine teams are:

- provincial (or regional) championship tournaments held:
 - earlier in the same playing season
 - at or near the end of the previous playing season
- team selection of best players at a special tournament
- team selection of best players at try-out camps

As it is a provincial responsibility, more information will be available from your provincial baseball association (see contact list in Appendix A).

PERFORMANCE GUARANTEES



1.1 CHAMPIONSHIP COMMITMENT

1.1 Championship Commitment:

a) Financial Responsibility:

Each Provincial Baseball Association (PBA) shall be required to have on file at the Baseball Canada office in Ottawa a letter of financial responsibility that will cover all its teams competing in the Baseball Canada Championships. This letter shall continue in force from year-to-year until rescinded in writing. The letter of financial responsibility shall make the PBA financially responsible for any damages or other costs caused by the PBA's team(s).

b) Attendance:

Each year, on or before November 30th, each PBA shall advise Baseball Canada in writing of its intention to appear or not appear at the various Baseball Canada Championships in the following year.

Provincial attendance requirements:

Provinces	Mandated Championships
British Columbia Ontario Quebec	Attend 16U Girls and Canada Cup
New Brunswick Newfoundland and Labrador Nova Scotia Prince Edward Island Alberta Manitoba Saskatchewan	Attend Canada Cup

It is very important to remain in close contact with your PBA office in the days leading up to the championship. It is suggested that you request a copy of all communications between your PBA office and either the Baseball Canada office or the host. You should also provide a copy of your communications with these groups to your PBA.

ROSTERS



1.5 ROSTERS

1.5 Rosters:

- (a) The final team rosters shall be approved by the PBA and submitted to Baseball Canada nine days before the first scheduled game of the Championship.
 - (b) PBAs shall advise Baseball Canada if any individuals on a roster have suspensions to serve at the start of a championship.
 - (c) Rosters must include all required information requested on the official roster form provided by Baseball Canada.
 - (d) The roster, issued in electronic form by the PBA, shall be the only document required as proof of eligibility to represent the PBA at a Baseball Canada Championship.
- Failure to comply with point (a), shall result in the PBA being subject to a \$500 fine, payable to Baseball Canada.
 - Changes to the roster jersey numbers following the pre-tournament meeting may, at the discretion of Baseball Canada rep, result in the PBA being subject to a 50\$ fine, payable to Baseball Canada.

Eligibility

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

PLAYER ELIGIBILITY



PART I, 1.2 ELIGIBILITY RULES

1.2 **Eligibility Rules:**

Athletes:

- (a) Only amateurs are permitted to play in sanctioned Baseball Canada Championships. An amateur baseball player is one whose involvement in baseball is not his primary source of income

A former professional, reinstated to amateur status, may participate in a Baseball Canada Championship. It is the responsibility of Baseball Canada to reinstate a professional as an amateur. Any professional, who wishes to be reinstated as an amateur, must complete a reinstatement form supplied by Baseball Canada. The form must then be submitted, in accordance with the provincial registration deadline, through the PBA concerned, to Baseball Canada, who shall make a ruling. To be eligible for reinstatement, a professional must be released by, or retired from, any professional team and not subject to a professional contract by July 1st and for a period of at least thirty days before the Championship. A copy of the release, or letter of resignation, must be provided in satisfactory form to Baseball Canada. The decision of Baseball Canada is final and may not be appealed. Depending on the case, Baseball Canada may allow a reinstatement after the July 1st deadline.
- Concerns about reinstatement as an amateur should be referred to Baseball Canada as early as possible since the acquisition of the required documentation may take some time.

Eligibility



PART I, 1.2 ELIGIBILITY RULES

Eligibility Rules cont'd

- b) An athlete participating in a Baseball Canada Championship must be a Canadian citizen or a full time resident of Canada by September 15th of the previous year
- c) A player cannot be registered in two provinces simultaneously.
Any player moving to another province after June 1st of the current year, must obtain a release from their old province in order to play for the new province. A release requested by a student before June 1st shall not be refused.
- d) Students attending school in another province may represent their province of residence or the province where they are attending school. The student must state in writing which province they intend to play for at Baseball Canada Championships by June 1. This is subject to the approval of the PBA where they intend to play, and Baseball Canada. Once such declaration has been made by the student and accepted by the PBA and Baseball Canada, the student will not be eligible to play for any team in the provincial playdowns of the province that they did not declare to play for at the Baseball Canada Championships.

A female athlete may participate in a female Championship for a province that they do not reside in, with permission of both provinces involved and Baseball Canada.

If NL, NS, NB, PEI, AB, SK or MB do not attend the 13U National Championship, an athlete from the province not attending, may play for another province listed above. Permission to play is required from both provinces involved and Baseball Canada.

A Men's, Women's, or 22U Men's player must be a member of the PBA they represent, and a resident of that province as of July 1st. The only exception to this requirement is when a province does not send a team to the Men's, Women's, or 22U Men's Championship. In that case, players from the province not sending a team, can play for another province, if they have played in an inter-provincial league with that province during the season. **22U players may play for a Men's team from their own Province at Nationals, even if that team plays for another Province at Nationals due to the Inter-Provincial league rule that already exists.**

COACH ELIGIBILITY



1.3
ELIGIBILITY RULES
- COACHES

1.3 Coaches:

(a) Only coaches meeting the following requirements will be eligible to coach at nationals.

Championship	Coaching Certification
Men's	All coaches must have the Coach Initiation e-Learning Module
Women's 22U Men's 21U Women's 18U	1 Coach is Certified 16+ Other Coaches are Trained 16+
Canada Cup	When 4 coaches are on staff: 1 Comp-Dev Certified 2 Comp-Dev Trained 1 16+ Certified (eligible for one year only) When 3 are on staff: 1 Comp-Dev Certified 1 Comp-Dev Trained 1 16+ Coach Certified (eligible for one year only)
Canada Games (Men and Women)	All Coaches are Competition – Development Certified
16U Girls 15U Boys	1 Coach is Certified 15U Other Coaches are Trained 15U
13U	1 Coach is Certified 13U Other Coaches are Trained 13U

Names of coaches, along with their respective NCCP passport numbers (cc #), must be included on the roster. All coaches must be able to prove certification during the Championship. Team staff without proper certification will be removed from the roster.

All STAFF attending any national championship will have to complete the Safe Sport e-Learning, complete a background check and sign a code of conduct prior to participation.

- b) A Province can identify a coach as a 'Development Coach'. These coaches can only be a 'Development Coach' for one year. A 'Development Coach' must be a certified 16+ Coach. If the Coach was to return for a 2nd year to the Canada Cup, they would need to meet the Comp-Dev coaching requirements.
- c) Coaches 14 or 15 years of age may only coach at 13U Championships
- d) A coach can only appear on one roster per event. This is for coaching staff only and does not apply to chef or trainer
- e) **2024 – At women's and girls' events, each team shall have at least one female on their team staff. If a female is not on the coaching staff, at least one of the Chef de Mission or Trainer must be female.**

2025 – At women's and girls' events, each team shall have at least one female on their coaching staff.

TRAINER ELIGIBILITY

Baseball Canada allows a trainer to be in the dugout area provided that some proof of training is provided. At present, the minimum qualification for a trainer is Red Cross First Aid certification or equivalent. Trainers are not permitted to perform any other function (such as coaching).

CHEF de MISSION ELIGIBILITY

1.4 – Eligibility – Chef de Mission

- a) A chef de mission is mandatory and should be assigned by the PBA. A chef should not be a coach or a manager.

The *provincial baseball association (PBA)* appoints the *Chef de Mission or Business Manager of the team*. This individual is responsible for the team's affairs off the field but is not permitted in the dugout area during games. A chef should be appointed by the PBA and should not be a coach or/and a manager. Any chef should be assigned to any administrative task and will serve as liaison with the Baseball Canada Representative.

Chef should be reminded to tour all rooms upon check-in and inform the accommodation site/host of any damages. Upon check-out, the chef should do a room tour along with accommodation/host reps to confirm rooms' status.

PART THREE:

PEOPLE

TEAM MEMBERS

STAFF

CHEF DE MISSION/BUSINESS MANAGER

COACHING STAFF

HEAD COACH OR MANAGER

ASSISTANT COACHES

OPTIONAL FOURTH COACH

OTHER STAFF

TRAINER

PLAYERS

THE HOST

HOST COMMITTEE

EVENT STAFF

SECURITY STAFF

BASEBALL CANADA OFFICIALS

BASEBALL CANADA REP

BASEBALL CANADA OFFICIAL SCORER

UMPIRING STAFF

BASEBALL CANADA OFFICE STAFF

Team Members

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

TEAM STAFF

CHEF DE MISSION / BUSINESS MANAGER

The *chef de mission* or business manager is appointed by the provincial baseball association to be its representative to travel with the team and be responsible for the team's conduct (in conjunction with the manager or head coach) off the field.

The *chef de mission* or business manager should be the primary point of contact for the team in its dealings with both Baseball Canada and the host committee.

COACHING STAFF

The coaching staff of the team consists of the:

- Manager or head coach
- Assistant coaches (2)
- Optional third assistant coach (at team's expense)



2.2 Championship Standards

2.2 Team Dress:

Teams shall be dressed in matching uniforms of an acceptable standard. All uniforms, including those of coaches, shall match and be numbered. When coaching the bases, the uniform game jersey must be worn. If a team jacket is worn, it must include the team's official logo and be consistent with the team's uniform color and apparel. If both coaches opt to wear a jacket, the jackets must be uniform. At all other times, coaches are allowed to wear a team-issued jacket. No duplicate numbers shall be permitted unless extenuating circumstances exist (i.e. lost baggage, torn uniforms, etc). Teams must declare their team uniform colors at the Pre-Championship meeting. If they have only one set of uniforms, this must be stated.

All coaches in the dugout or on the field must wear a full and complete baseball uniform that is consistent with those worn by the players.

Coaching Staff (continued)



2.3 Championship Standards

2.3 Personnel in the Playing Areas:

Only authorized personnel will be permitted to occupy the player's benches or dugout areas. Only rostered players, coaches, one trainer, and one bat child in uniform are considered authorized personnel.

It is important to note that the Chef de Mission or Business Manager is not considered one of the coaches and cannot be in the dugout during the game.

Manager or Head Coach

Throughout the *Official Rules of Baseball*, the head coach is referred to as manager. Baseball Canada uses these two terms interchangeably.

Coaching Staff / Manager or Head Coach (continued)

Baseball Canada rules preclude players from assuming coaching-related duties unless they are also listed as coaches. (See Coach Eligibility.) The manager (head coach) must meet the same eligibility requirements as all coaches. (See Coach Eligibility.) Baseball Canada considers the manager (head coach) to be responsible for the conduct on his/her team while on the field. Responsibility for the team's conduct off the field is shared between the manager (head coach) and the *chef de mission*/business manager.

Assistant Coaches

Three assistant coaches are permitted to be part of the coaching staff. All must meet the eligibility requirements for coaches. Only two of the assistant coaches are covered under the hosting agreement (see below).

Optional Fourth Coach

It is very important to note that only two assistant coaches are covered under the hosting agreements, so if a third assistant coach is included in the team staff all costs associated with that third coach are the responsibility of the team. Teams must make arrangements for a fourth coach with the host committee well in advance.

OTHER STAFF

Trainer

Baseball Canada permits teams to have a trainer in the dugout. This individual must have some training for the duties of this position (see Trainer Eligibility). The trainer should work with the on-site medical personnel to provide emergency first aid as required.

Trainers must not become involved in the coaching duties of the team. Umpires will normally not permit such personnel from directing comments to themselves nor to opposing team members.

PLAYERS

The Baseball Canada Championships are, first and foremost, for the players. Whether they are 13-year olds or 40-year olds, players are the major concern of Baseball Canada. Baseball Canada wants the experience of attending a national championship to be a positive one for all concerned. While not every player can return home with a gold medal, all can have a fun, safe and enriching experience that will provide happy memories for a lifetime.

Baseball Canada attempts to do everything within its power to provide for the safety of the players, ranging from safety on the field to protection from harassment and abuse off the field. While accidents and injuries do sometimes occur as a part of the sport of baseball, we try to minimize their likelihood and, if that fails, to minimize the effect by having the host provides on-site medical services.

It is Baseball Canada's position that all players are to be treated fairly and with respect. It does, however, also fall upon the team staff and the provincial baseball association to work with Baseball Canada in attaining this goal.

However, respect is a two-way street and Baseball Canada requires all players, regardless of age, to be model ambassadors for their teams, their provinces and Baseball Canada itself. Players are expected to display restraint, both in their joy of success and also in their disappointment of failure. The host committee and its facilities are to be respected, as are opponents, officials and spectators.

Let's make the championship experience a positive one for everyone involved, especially the players.

An Important Note on Team Discipline

The team staff must ensure that all members of the team exhibit good behavior and good sportsmanship at all times, both on and off the field. The members of your team are ambassadors for your community, your province, your provincial baseball association and Baseball Canada.



PART I, 1.4 Team Discipline

Team Discipline:

Team discipline is the responsibility of the individual teams and their coaches and managers, who shall be held responsible for the maintenance of discipline and proper team or individual conduct. Any breach of discipline, whether on the playing field or off, shall be dealt with by the Host Committee and the Baseball Canada Representative.

Host

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

HOST COMMITTEE

The host committee is responsible to host the Baseball Canada Championship in accordance with:

- the *Rules and Regulations for Baseball Canada Championships*,
- the *Official Rules of Baseball* as published annually by Baseball Canada,
- the hosting agreement signed by the host, the host PBA and Baseball Canada, and
- the *Baseball Canada Championship Hosting Guide*.

The host committee can be a fairly complex organization, with subcommittees to perform many functions. As each host committee defines its own structure, more details on the host committee at your event will come from the committee itself. A sample host committee organization can be seen in Appendix C.

Two areas of concern to most teams are transportation and accommodations. Be sure you have telephone numbers to the individuals responsible for these areas in case of a problem.

Dealing with members of the host committee on minor issues is normally welcomed in an attempt to reduce the "red tape" involved. However, any disputes should be immediately addressed to the Baseball Canada Rep.

Remember that in virtually all cases, the members of the host committee are volunteers, just like you. Treat them with a little respect and appreciation and they will take good care of you and your team.

EVENT STAFF

The host committee's event staff should be easily identified while on-site (ID badge or uniform) and must be available in sufficient numbers to ensure the smooth operation of the event.

Remember that the event staff work for the host committee and not for you or your team. Requests made to the event staff (except for trivial matters) should be channeled through the host committee chair or the Baseball Canada rep.

MEDICAL STAFF

The host shall coordinate the overall medical coverage and emergency services for the entire event. Following are the specific responsibilities of the host related to medical staff:

- Coordinate first aid treatment at all facilities
- Arrange for ambulance and emergency personnel on call for all games
- Contact local hospitals in case of emergency treatments
- Provide a doctor and dentist on call for all games
- Massage/physio not mandatory but recommended

SECURITY STAFF

The host shall provide a security center from which all security-related activities shall be coordinated. It shall be the responsibility of the host to provide for the safety of all participants, volunteers, staff, umpires, VIP's and the general public.

Security shall also be provided in order to:

- Control media and public access to player / team areas
- Movement within specific area is restricted according to specific authorization
- Ensure the security of team equipment at all times during games, practices and storage

All team players and staff are required to follow directions or orders of security staff.

Baseball Canada Officials

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

BASEBALL CANADA REP

Selection Process

Baseball Canada Representatives are nominated by the Chairperson of the Baseball Canada Championships Committee and approved by the executive no later than their spring meeting.

Job Description

The Baseball Canada Representative is assigned to oversee the championship on behalf of Baseball Canada. His or her duties include:

- chairing the pre-championship meeting
- representing Baseball Canada at the banquet and during ceremonies
- supervising all on-field protests
- handling discipline/suspensions
- addressing the host's concerns with the teams
- communicating team concerns to the Supervisor of Umpires/host
- finalizing any schedule change and communicating this change to the teams and umpires
- being the host liaison with Baseball Canada while the championship is taking place
- The Baseball Canada Representative has the ultimate say on any aspects of the championship

Communication

During the championship the Rep is to be the only person from the championship who contacts the Baseball Canada office. Any request or concerns should be made through them.

BASEBALL CANADA OFFICIAL SCORER

Baseball Canada Official Scorer is responsible for overseeing the championship GameChanger system and scorekeepers/record keeping.

UMPIRING STAFF

Although the umpires would prefer to remain unnoticed at a Baseball Canada Championship, there are a few things to consider regarding the men (and women) in blue

The Supervisory Team, for the Baseball Canada Championship is assigned by Baseball Canada. In all, nine umpires and one Supervisor of Umpires are to be assigned during a 6-9 team Championship. For a 10 team Championship, 12 umpires plus three supervisors are to be assigned. For an 11 team Championship, 15 umpires plus three Supervisors are to be assigned.

The Provincial Supervisors of Umpires shall nominate umpires for Baseball Canada Championships to the Umpires' Committee of Baseball Canada, in consultation with the Provincial Presidents. Baseball Canada's Umpires' Committee will then assign the nominated Umpires to each Championship

Umpire Supervisor(s)

The umpire supervisor(s) are responsible for all issues pertaining to the officiating of the games of the championship. This includes the work of the umpires on the field, scheduling, etc.

Concerns about the officiating should be addressed to the Baseball Canada Rep, who will discuss them with the umpire supervisor(s).

Umpires

During the round-robin portion of the championship the umpires usually work in regular crews of three. For the medal round games, the umpire supervisor often changes the crews and sometimes uses four or even six umpires for the final games.

In paragraph (b) of the definition of manager (head coach), the *Official Rules of Baseball* states:

The manager shall always be responsible for his teams conduct, observance of the official rules and deference to the umpires.

Players are not to address comments to the umpires. Coaches must control their players and get between them and the umpires whenever an "incident" appears imminent. The manager should use restraint in his dealings with the umpires. Profanity will never be tolerated, nor will personal insults or any attempt to "show up" the umpires.

The umpires must not be confronted while off the field. Any team member who does so will be subject to disciplinary action by the Baseball Canada Rep.

BASEBALL CANADA OFFICE STAFF

Team staff and provincial baseball association staff will be in contact with the Baseball Canada staff at the office in Ottawa in the months and weeks leading up to the championships. This is to be expected.

However, during the championship, only the Baseball Canada Rep is to be in contact with staff in the office in Ottawa. All requests are to be channeled through the Baseball Canada Rep.

PART FOUR:

BEFORE THE CHAMPIONSHIP

TRAVEL ARRANGEMENTS

ARRIVAL DEADLINE

DEPARTURE TIME

LOCAL TRANSPORTATION

ROSTER SUBMISSION

THE SCHEDULE

Travel Arrangements

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

Team Travel is arranged by the team's provincial baseball association or by the team itself. In addition, these arrangements can be made anywhere from several months in advance to just prior to the championship.

As you may expect, this can make it difficult to track down each team's travel itinerary and method of travel. Please have this information sent to the hosting committee as soon as your plans are finalized.

Once this travel information has been received, it is the host's responsibility to arrange airport pick-ups and hotel/accommodation directions. Once these arrangements have been made they must be communicated to each team well in advance of their travel.

ARRIVAL DEADLINE:

Your team will be required to arrive on the Wednesday prior to the start of play by 4pm EST (or Tuesday for Canada Cup) or earlier as needed in time for the Pre-Championship Meeting and any other scheduled events such as a banquet or a barbeque.

DEPARTURE TIME:

Departure is anytime on the Tuesday after the end of play, as Monday is set aside for a rain day.

Teams must get permission from Baseball Canada to depart an event early. Failure to receive permissions will result in a \$5000 fine (per 3.16) to Team/Province not able to finish the scheduled games of an event. This does not remove the forfeit rule already in place.

LOCAL TRANSPORTATION:

For the teams involved in the accommodation fee package, the host will be responsible for providing no cost local transportation from the airport to the accommodation site for teams traveling by plane and provide directions for those teams traveling by bus. During the championship the host must provide no-cost daily transportation to and from the ballpark.

Roster Submission

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

Rosters are submitted to Baseball Canada by the provincial baseball association (PBA) offices and **NOT** by the teams. There can be no exceptions to this rule!

The roster form submitted to Baseball Canada by your PBA on your behalf serves three purposes. It identifies:

- your team as your province's official representative
- the members of your team to Baseball Canada and the host committee
- the coaching certification status of your coaching staff

The roster form is the only form required from the teams/PBAs.

You should contact your PBA for information on submitting your roster data to the provincial office in time for the PBA office to meet the deadline of **nine days** prior to the start of the championship.

Remember to bring a copy of your roster to the championship.

Schedule

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

POOLS AND DRAW (SCHEDULE)

Baseball Canada will provide the pools and schedule to the host prior to April 30 (May 31 for Men + Women). Upon receipt of the draw Baseball Canada will give the host a period of time to review and make recommendations. Baseball Canada will make every effort to accommodate your needs provided they do not negatively impact all teams being treated fairly.

Determination of Home and Visitor:

Round-Robin:

- (a) In pools of four, home and visitor will be determined by Baseball Canada when the schedule is drawn up. Each team will get 1 or 2 home games. Host team will only get 1 home game.
- (b) In pools of five, each team shall be given two home and two away games when the schedule is drawn up by Baseball Canada.
- (c) In pools of six, home and visitor will be determined by Baseball Canada when the schedule is drawn up. Each team will get 2 or 3 home games. Host team will only get 2 home games.
- (d) In the case of a seven-team championship, each team shall have three home and three away games when the schedule is drawn up by Baseball Canada.

Medal Round Games:

- (e) This section does not include the Baseball Canada Cup, 15U Boys, and 18U.
- (f) When a team plays a team with a lower finish in the round robin (either in the same pool or the other pool), the team with the higher finish shall have the choice of home or away.
- (g) When two teams meet that finished in the same numerical position in different pools, the choice of home or away shall be given to the winner of a coin toss by the Baseball Canada Representative made at a time to be determined by the Representative.

Baseball Canada Cup, 15 Boys, and 18U:

- (h) This section applies only to the Baseball Canada Cup, 15U Boys, and 18U.
- (i) For all medal-round, qualification, and placement games, when a team plays a team from the same pool with a lower finish in the round robin, the team with the higher finish shall have the choice of home or away. When a team plays a team from the other pool, the choice of home or away shall be given to the winner of a coin toss by the Baseball Canada Representative made at a time to be determined by the Representative.
- (j) The coin tosses will be done by the Baseball Canada Representative at a time or times to be determined by the Representative.

The Host Team has the option to stay in the same dugout for the duration of the tournament and may select their dugout preference at the Pre-Tournament Meeting

Playoff game

Any playoff game among tied teams to determine which team will advance to medal play will be played on Saturday or Sunday. This does not apply to the Canada Cup, 15U Boys, 16U Girls and 18U.

Start time

A game will not start after 10:00 pm during any 15U Boys/16U Girls and 13U Baseball Canada Championship unless required to complete the event.

Championship Formats

<u># of Teams</u>	<u>Pools</u>	<u>Format</u>	<u>Playoffs</u>
Less than 7	All teams are in one pool.	Single round-robin.	Gold: 2 nd vs 1 st Bronze: 4 th vs 3 rd 5 th Place: 6 th vs 5 th * * if six teams
7 teams	Pool A – 3 teams Pool B – 4 teams Pools formed by three-year point system. The Host team goes in the same pool as their province unless the host province is seed three, in which case the province goes in Pool A and the host in Pool B.	Pool A – Double round-robin. Pool B – Single round-robin.	Scenario A – All Pool A teams are 1-1. QF: 3A vs 2B SF: 1B vs 1A SF: W of 3A/2B vs 2A Gold: SF Winners Bronze: SF Losers 6th: 3B vs 4B Scenario B – Pool A finishes 2-0/1-1/0-2 SF: 1A vs 2B SF: 2A vs 1B Gold: SF Winner Bronze: SF Losers Place: 3B vs 4B (L=7 th) 5th: W 3B/4B vs 3A
8 or 9 Teams Does not apply to: National Atlantic National Western Canada Cup/Games 18U 15U Boys	Pool A – 1, 4, 5, 8 Pool B – 2, 3, 6, 7 Pools formed based on previous year's results. The Host team will not be in the same Pool as their provincial team. In a 9-team event, the host shall be in the larger pool.	Single round-robin.	QF: 3A vs 2B QF: 3B vs 2A SF: 3A/2B vs 1A SF: 3B/2A vs 1B Gold: SF Winners Bronze: SF Losers Con: 3A/2B L vs 4B Con: 3B/2A L vs 4A 5th: Con Winners 7th: Con Losers No placement games at Men's.

<p>10 Teams Does not apply to: Canada Cup 18U 15U Boys</p>	<p>Pool A – 1, 4, 5, 8, 9 Pool B – 2, 3, 6, 7, 10</p> <p>Pools formed based on previous year's results.</p> <p>The Host team will not be in the same Pool as their provincial team.</p>	<p>Single round-robin</p> <p>Tiebreaker game if three teams at 3-1 in the same Pool.</p>	<p>SF: 2B vs 1A SF: 2A vs 1B Gold: SF Winners Bronze: SF Losers 5th: 3A vs 3B 7th: 4A vs 4B 9th: 5A vs 5B</p> <p>No placement games at Men's or 22U Men's.</p>
<p>11 Teams Does not apply to: Canada Cup 18U 15U Boys</p>	<p>Pool A – 1, 4, 5, 8 Pool B – 2, 3, 6, 7</p> <p>Pools formed based on previous year's results.</p> <p>The Host team will not be in the same Pool as their provincial team.</p> <p>The host shall be in the larger pool.</p>	<p>Single round-robin</p>	<p>QF: 3B vs 2A QF: 3A vs 2B SF: W 3B/2A vs 1B SF: W 3A/2B vs 1A Gold: SF Winners Bronze: SF Losers 5th: QF Losers 7th: 4A vs 4B 9th: 5A vs 5B No placement games at Men's or 22U Men's.</p>
<p>Canada Cup/Canada Games (men)</p>	<p>Pool A – 1, 2, 3, 4, 5 Pool B – 6, 7, 8, 9, 10</p> <p>Pools formed by three-year point system. 1st Place = 10 points 2nd Place = 9 points (continued)</p>	<p>Single round-robin.</p> <p>Tiebreaker game if three teams in Pool B are 3-1.</p>	<p>Playoff: 1A vs 1B Playoff: 2A vs 3A QF: Highest playoff loser vs 2B QF: Lowest playoff loser vs 4A SF: Highest playoff winner vs lowest QF winner SF: Lowest playoff winner vs highest QF winner Gold: SF Winners Bronze: SF Loses 5th: QF Losers</p> <p>Placement: 5A vs 5B Placement: 3B vs 4B 7th: Placement winners 9th: Placement losers</p>
<p>18U 16U Girls/Canada Games (women) 15U Boys</p>	<p>Pool A – 1, 2, 3, 4, 5 Pool B – 6, 7, 8, 9, 10</p> <p>Pools formed by three-year point system.</p> <p>The Host team goes in the same pool as their province unless the host province is seed five, in which case the province goes in Pool A and the host in Pool B. Except for 16U Girls, where the Host team is always in Pool B.</p>	<p>Single round-robin.</p> <p>Tiebreaker game if three teams in Pool B are 3-1.</p>	<p>QF: 3A vs 2B SF: 3A/2B W vs 2A SF: 1A vs 1B Gold: SF Winners Bronze: SF Losers 5th: L 3A/2B vs 4A 7th: 5A vs 3B 9th: 4B vs 5B</p>

Men's 22U Men's	Pools formed by three-year point system. 2 nd team from same province receives same ranking as first team.	Single round-robin. No tiebreaker games.	Quarter Finals Games
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SCHEDULE FINALIZATION

Baseball Canada has traditionally consulted the provinces on the schedules before they are finalized. This gives the PBA offices the opportunity to voice concerns over the schedule before it is finalized. Failure of a PBA to present its objections in a timely manner will preclude any changes.

Baseball Canada, through the Baseball Canada Championship Committee and the Manager of Baseball Operations, has the final say on scheduling matters.

SCHEDULE REVISION

In the event of inclement weather, the schedule may have to be changed. While the Baseball Canada Rep has the final say on the revised schedule, he/she will consult with the host committee, the teams and the umpires before making any decisions.

PART FIVE:

AT THE CHAMPIONSHIP

CHAMPIONSHIP ITINERARY

DISCIPLINE

ARRIVAL

LOCAL TRANSPORTATION

MEALS

ACCOMMODATIONS

RULES

PRE-CHAMPIONSHIP MEETING

BANQUET

CEREMONIES

GAME PROCEDURES

PROTEST PROCEDURES

MEDICAL SERVICES

REGISTRATION/ACCREDITATION

TEAM SERVICES

SECURITY

TICKETING

AWARDS

DEALING WITH THE MEDIA

REPORTING PROBLEMS

At the Championship

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

CHAMPIONSHIP ITINERARY

- **Wednesday** (Or Tuesday for Canada Cup)
 - Arrival of teams, umpires, Baseball Canada Rep
 - Registration/Accreditation
 - Umpires meeting
 - Banquet (unless after event) (not required)
 - Pre-Championship meeting
- **Thursday**
 - Competition begins
 - Opening ceremonies
 - Optional special events
- **Friday**
 - Competition continues
 - Optional special events
- **Saturday**
 - Competition continues
 - Optional special events
- **Sunday**
 - Competition concludes with medal games
 - Closing ceremonies
 - Banquet (unless before event)
- **Monday**
 - Rain day to complete schedule if needed
- **Tuesday**
 - Departure of teams, umpires and Baseball Canada Rep

DISCIPLINE

This is a very important topic. Your team is representing your province, your provincial baseball association and, indirectly, Baseball Canada. You and all members of your team are expected to be good ambassadors for your province.

Please refer to the Baseball Canada Discipline Policy in Appendix D.

The host committee, the Baseball Canada Rep and Baseball Canada, will handle breaches of acceptable conduct in a most serious manner.

ARRIVAL

Teams must arrive before 4pm. Upon arrival at the designated airport, representatives of the host committee will meet you. You will be transported to the appropriate venue by the host committee's staff.

LOCAL TRANSPORTATION

For teams involved in the accommodation fee package, the host committee is responsible to transport your team from the accommodations site to the playing venue(s) as required, plus other event-related activities such as practices, the banquet, ceremonies, etc.

Requests for other transportation will be determined at the discretion of the host committee.

MEALS

At most championships, the responsibility for meals rests with the team.

It is recommended that the host offers a meal plan to the teams whenever possible. This would be a prepaid plan that teams could purchase which would provide them with a specified number of meals for the duration of the championship. It can be arranged with any number of food services (hotel, restaurants, catering company and universities) and it must be flexible in the event of last minute schedule changes.

ACCOMMODATIONS

Baseball Canada will invoice provincial baseball associations no more than \$5000 to help cover the cost of the following accommodations (\$6000 for Canada Cup)

The host, unless otherwise specified in the hosting agreement, will be responsible for the following accommodations:

- Teams:
 - Players (up to 18 per team maximum except for up to 20 in Men's and up to 20 at Canada Cup)
 - Coaches (3 per team)
 - Business manager or *chef de mission* (1 per team)
- Umpiring Staff:
 - 9 umpires and 2 supervisors for 6-9 team events
 - 12 umpires and 2 supervisors for 10 team events
 - 15 umpires and 3 supervisors for 11 team events
- Baseball Canada Rep
- Baseball Canada Official Scorekeeper(s)

For teams, unless otherwise specified in the hosting agreement, the host will be responsible for the following sleeping accommodations:

- Four players to a room maximum at a local hotel or university residence
- Two members to a room for team coaching staff

Note that the host is not responsible for providing the maximum number of rooms if a team is not carrying the maximum number of players. For example, a team carrying 16 players instead of the 18 player maximum will be provided with 4 rooms for players rather than 5 rooms for players.

Please note that teams are now allowed to bring a fourth coach at their expense.

Team staff should review the condition of all rooms to be occupied by the team with a member of the host committee. Upon departure, the same review should be done to determine any damage caused by the team. The host should provide a written document clearly indicating any damage caused by the team.

Teams will be asked to provide a credit card upon arrival at the hotel to cover any incidentals.

Any problems or disputes associated with accommodations should be referred to the Baseball Canada Rep.

RULES

Official Rules of Baseball

The Official Rules of Baseball is published annually by Baseball Canada. This document is the official rules of Major League Baseball. Additional rules for Championships can be found in the Rules and Regulations for Baseball Canada Championship

Some notable rules include:

Protective Headgear:



4.1
SAFETY RULES
Headgear

Re-entry Rule

- 1) All players shall wear double earflap helmets while at bat, in the on-deck circle and on the base-paths in all age categories. Baseball Canada recognizes NOCSAE as their standard for Baseball Helmets. Baseball Canada recommends that no modifications to a helmet be made, other than what is done by the manufacturer or is completed at the explicit directions of the manufacturer. Batting helmets do not require Facemasks or Chin Straps, or chin extensions, but this rule does not prohibit the use of them.
- 2) At a minimum, catchers, in all age categories, are required to wear a mask, with a throat protector, when they are squatting, or when a pitcher is throwing off the mound. Any individual, including a position player or coach, who is acting in the capacity of a catcher, is subject to this rule.

Extension masks are acceptable as throat protection, provided that the throat area is adequately covered in conjunction with the chest protector.



5.11
PLAYING RULES
Re-entry Rule

- 3) All batboys/batgirls must wear protective double earflap helmets.
- 4) Any player acting as a base coach must wear a proper double ear flap helmet; exclude Men's, Women's, 21U, and 22U divisions.

Re-entry Rule

(applies only to 13U, 15U Boys, 16U Girls/Canada Games (women), and **21U Women's**)

Any starting player may be substituted for and returned to the game, one time only. The starting player must return to their original place in the batting order. Any pitcher, if removed from the game, may return, but may not pitch. Any further substitutions do not jeopardize the right of re-entry for the original starting player. Any starting player returned to the game may pitch if the player has not previously assumed that position.

A substituted player may return to the game in the event of an injury or illness as determined by the game umpires. Such substitution will occur when all the team's players have already entered in the game and the team is not able to make a legal substitution or re-entry. The opposing coach shall make the selection of the replacement player who will not be eligible to pitch in that game. The substitute shall assume the place in the batting order of the injured player. This does not apply in the event of an ejection from the game.

If a coach has entered all the team's players in the game and a player is subsequently ejected, the game shall be considered a forfeit if the team has no more substitutes or cannot make a legal re-entry.

Coaches should also note the following rules that might differ from those used in their provinces:

- o DH rule (for the pitcher only) in 18U, 22U, Senior and the Baseball Canada Cup
- o Courtesy and designated runners for the catcher are not permitted
- o All games in all age categories are seven (7) innings
- o The fifteen-run mercy rule after the 4th inning, and a ten-run mercy rule after the 5th inning

5.12 Bat Rules

Championship	Age
Canada Cup/Canada Games (men)	Only wood or bamboo bats. Composite not permitted.
Men's 22U Men's 18U 15U Boys	Only wood bats, bamboo bats, and wood composite bats will be allowed. Wood composite bats include wood bats with fibreglass sheathing and wood barrelled bats with composite handles. Wood composite bats do not include any bat that has any metallic component.
Women's 21U Women's 16U Girls/ Canada Games (women)	Maximum barrel - 2 3/4" with i) 1.15 BPF (Bat Performance Factor) or ii) USA Baseball Model Using up to a minus 5 length/weight differential is permitted.
13U	Maximum barrel - 2 3/4" with i) 1.15 BPF (Bat Performance Factor) or ii) USA Baseball Model Using up to a minus 10-length/weight differential is permitted.

In all divisions, the bat must clearly show the manufacturer's original markings, including, if applicable, length-weight differential. If not, the bat will be considered illegal.

Rule 6.06(d) will apply to any bat not complying with the above.

A player is to follow the bat rule based on the division that they are playing in during the game. For example, a 13U-aged player participating in a 15U game is subject to the 15U bat rule. A 16U-aged girl playing in a 15U Boys game is subject to the 15U bat rule.

5.9 Contact Rule:

All penalties and enforcement guidelines regarding collisions at home plate and slides at bases apply as outlined in rule 6.01(i-j) of the Official Rules of Baseball.

In addition, any offensive or defensive player who, in the umpire's judgment, makes malicious contact with another player shall be ejected. Contact shall be considered malicious if, in the umpire's judgment, it is the result of intentional excessive force or there is an intent to injure.

Important information for coaches -- the pitching limitation rules for all events but Men's and Women's (less section h)

New in 2024 – at Canada Cup, 18U, 21U Women's, 22U, Women's, and Men's the violation of any part of the pitch count rule will result in the forfeit of a game.

4.4 Safety Rules Governing the Pitcher

- a) Any player on the team is eligible to pitch, and there are no restrictions on the number of pitchers a team may use in a game.
- b) Pitchers shall be permitted to have two appearances on the same calendar day. If a pitcher requires a rest following their first appearance, the requirement for rest is immediate and the pitcher cannot return to pitch on the same calendar day...Pitchers cannot pitch in three games during the same calendar day
- c) Pitchers may pitch on three consecutive days if the pitcher's combined total pitches during the first two days do not exceed the limits in the table below.
 - Any rest required under this rule is not immediate and begins the next day. For example, if an 11U pitcher threw 15 pitches on Thursday and 20 pitches in their first game on Friday, the pitcher is ineligible to pitch on Saturday but is eligible to pitch in a second game on Friday.
 - A pitcher cannot pitch on four consecutive days

<u>Division</u>	<u>Limit</u>
11U	25
13U	30
15U Boys 16U Girls/Canada Games (women)	35
18U Canada Cup/Canada Games (men)	40
22U Men's 21U Women's	45

- d) Pitchers will not be permitted to throw more than the number of pitches shown in the table below, over any two-day period.

Division	Maximum 2 Day Total
11U	75
13U	85
15U Boys 16U Girls/Canada Games (women)	95
18U Canada Cup/Canada Games (men)	105
22U Men's 21U Women's	115

- e) Pitchers will not be permitted to throw more than the number of pitches shown in the table below, over any four consecutive day period.

Division	Maximum 4 Day Total
11U	105
13U	120
15U Boys 16U Girls/Canada Games (women)	135
18U Canada Cup/Canada Games (men)	150
22U Men's 21U Women's	165

- f) Pitchers and managers shall follow the following guidelines

11U	13U	15U Boys 16U Girls/ Canada Games (women)	18U Canada Cup/ Canada Games (men)	22U Men 21U Women	Day's Rest
1-25	1-30	1-35	1-40	1-45	None
26-40	31-45	36-50	41-55	46-60	1 day
41-55	46-60	51-65	56-70	61-75	2 days
56-65	61-75	66-80	71-85	76-90	3 days
66-75	76-85	81-95	86-105	91-115	4 days
75	85	95	105	115	Maximum

- g) Pitches thrown by an ambidextrous pitcher are counted regardless of which arm or combination of arms, the pitches are thrown with.
- h) A pitcher playing in a higher age division, shall be governed by the pitching rules of their actual age division.
- For example, a 13U pitching in the 15U division is subject to the 13U pitching rules
 - This section applies to Men's and Women's Championships, which do not otherwise have pitching rules

Full pitch count rules can be found in the Rules & Regulations document.

PRE-CHAMPIONSHIP MEETING

Prior to the start of the championship, normally on Wednesday evening, a meeting is held with members of the teams, the host committee and Baseball Canada officials. This meeting is very important to the smooth operation of the championship and must be attended by all teams. The rules concerning the meeting state:

- At a convenient time, prior to the opening game of the Championship, the Pre-Championship meeting shall be held. The Chairman of the Host Committee, the Baseball Canada Representative, and the Baseball Canada Supervisor of Umpires, must be in attendance at this meeting.
- The Baseball Canada Representative shall chair the meeting.
- Each team shall send at least one representative who shall have the authority to speak on behalf of the team and make decisions concerning his team, which shall be binding. At the meeting, announcements and directions will be made affecting aspects of the Championship. Non-attendance at the meeting shall not be an excuse for non-compliance.
- The Host Committee may, for reasonable cause, limit the number of representatives from each team provided that at least two (2) are permitted to attend.
- Team rosters, completed fully, shall be distributed to each team prior to the start of the Championship and as far in advance of the Pre-Championship meeting as possible. Any challenge concerning eligibility of any player must be raised at that time. The final team rosters shall be approved by the Provincial body and submitted.
- No challenge on the questions of eligibility shall be considered after the conclusion of the meeting. However, should subsequent information indicate that ineligible players have been used, the Baseball Canada Executive will have the authority to investigate, and if necessary, take appropriate action to penalize the Provincial Governing Body, of the team concerned.
- The “travesty of the game” rule will be enforced by the Baseball Canada representative and the umpires at the event which will result in ejections – first to manager then to players.

1.6.1 Pre-Championship Meeting Sample Agenda

- (a) Review of Championship Rules & Regulations.
- (b) All Championship rules and procedures, special local field conditions, etc.
- (c) Eligibility of rosters, athletes, coaches (NCCP status), etc.
- (d) Championship schedule, and home/visitor determination.
- (e) Run limitations.
- (f) Protest procedures.
- (g) Team and player discipline
- (h) Travesty of the game
- (i) Extra Inning Game Procedure
- (j) Request all teams to report all offensive & defensive changes during the tournament.
- (k) Special ceremonies and events.
- (l) Closing ceremonies and awards
- (m) Question period.

It is important to note that any challenges to the eligibility of any participant must be made at the pre-championship meeting.

CEREMONIES

The Host shall be responsible for planning and delivering the following ceremonies:

- Opening Ceremonies
- Banquet
- Pre-Game Ceremonies (Round Robin and Medal Games)
- Post Game Ceremonies (Round Robin and Medal Games)
- Closing Ceremonies

All teams are expected to cooperate with the host committee in the implementation of these ceremonies.

MEDICAL SERVICES

The host shall coordinate the overall medical coverage and emergency services for the entire event. Following are the specific responsibilities of the host related to medical services:

- Coordinate first aid treatment at all facilities
- Determine which teams have medical personnel in attendance at the event
- Serve as liaison with individual teams training staffs
- Coordinate medical support system for specialty treatment needs
- Coordinate first aid system for volunteers and general public
- Arrange for ambulance and emergency personnel on call for all games
- Set up an emergency action plan at all facilities and events
- Prepare a risk management plan
- Contract local hospitals in case of emergency treatments
- Provide a doctor and dentist on call for all games
- Massage/physio not mandatory but recommended

GAME PROCEDURES

To ensure that games get started and end in an orderly fashion Baseball Canada has a standard set of procedures for the pre-game period. They are

3.8 Arrival Time

Teams shall arrive at the designated playing field at least forty-five minutes prior to the designated starting time of the game.

3.9 Infield/Outfield Warmups

The home team shall have access to the entire field 25 minutes prior to the designated start time for 10 minutes.

The visiting team shall have access to the entire field 15 minutes prior to the designated start time for 10 minutes.

The Baseball Canada Technical Officer may cancel infield/outfield warmups due to weather or other delays in the schedule.

3.10 Start Times

Scheduled starting time means the time indicated on the Championship schedule created prior to the start of play. Designated starting time means the time determined by the Baseball Canada Technical Officer in the event of delays because of inclement weather, lengthy preceding game(s), or other factors. When a previous game concludes less than 45 minutes before the start of another scheduled game, the Technical Officer will communicate the designated start time to both teams.

3.11 Lineups

The starting line-up, including a list of all available substitutes, shall be given to the official scorer at least thirty minutes prior to the start of the game. The list shall include the surname of each player, coach, and manager, with their usual first and last name and uniform number. The uniform number is to be listed to the left of each name and the playing position of the starting players is to be listed to the right of each name.

3.12 Communication of Pitcher Between Teams

45 minutes prior to the scheduled start time, team managers will indicate to each other if they plan to start a left-handed, right-handed, or ambidextrous pitcher.

3.13 Post-Game Procedures

At the conclusion of play, the teams shall line up in the home plate area for the traditional handshakes. Following the handshakes, upon the request of the Host Committee, which shall be given prior to the game, the teams shall line up on their respective baselines for the presentation of awards. Following any post-game ceremonies, teams shall vacate the dugouts in a timely manner to not delay any following games.

PROTEST PROCEDURES

There are times when teams may feel that the umpires may have made a mistake in the application of the rules. In league play, there is time to process an appeal or protest but in a championship tournament, there is no such time nor is there the opportunity to play the game over or replay part of it. Therefore, the game is stopped to allow the protest to be handled immediately.

The process for handling a protest is outlined in the Rules & Regulations document.

REGISTRATION/ACCREDITATION

The host committee might require all participants to be accredited upon arrival. Teams must comply with the needs of the host committee.

TEAM SERVICES

Teams are required to participate in all event activities including the following:

- Opening ceremonies
- Sponsor activities
- Event promotions
- Skills competitions or special events

The host must have plans to have the teams participate in these and any other event-related activities. This includes local transportation as required.

The Host shall provide for the following:

- Access to equipment repairs
- Itineraries for special events
- Having a representative of the Host committee to meet the team/delegation upon arrival and escort them to the accreditation area
- Information packages
- Gift packages (optional)

Team Information Packages

Baseball Canada requires that hosts provide the following information to the teams:

- Copy of tournament rules and regulations, and the schedule
- Transportation schedule to venues and
- Area map including restaurants, emergency centres, playing facilities, accommodations and local points of interest
- First aid and medical information
- Laundry and equipment repair services
- Press releases
- Phone list of important numbers
- Opening and closing ceremony information
- Hospitality
- Dressing room assignments and policies
- Special Events

SECURITY

As mentioned earlier, teams must follow the instructions of event security staff at all times.

TICKETING

Requests for tickets should be addressed to the host committee.

Teams should note that banquet tickets often sell out early. Family or friends that wish to attend the banquet should attempt to reserve their tickets prior to departure for the event.

AWARDS

Baseball Canada provides gold, silver and bronze medals for the top three teams.

In addition, Baseball Canada through its sponsors and suppliers shall provide additional awards:

- offensive player (Rawlings)
- defensive player (Mizuno)

The Host committee is responsible to select a committee to determine award winners from local knowledgeable baseball people.

Decisions on awards are final.

DEALING WITH THE MEDIA

Baseball Canada expects and requires all participants to channel criticism in proper channels. Outbursts to the media are not considered proper channels. Criticism of the umpires or of the host committee is unacceptable conduct and will be dealt with by the Baseball Canada Rep.

REPORTING PROBLEMS

Minor problems can be reported to the host committee directly.

Major problems or minor problems not addressed by the host committee should be referred to the Baseball Canada Rep. The Rep may request that the problem be submitted in writing.

PART SIX:

AFTER THE CHAMPIONSHIP

POST-EVENT EVALUATION

TRAVEL HOME

DEPARTURE DEADLINE

After the Championship

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

POST-EVENT EVALUATION

To help both Baseball Canada and the host committee improve the championship, should you be asked to complete an evaluation or survey, please do so. Only by getting feedback from the participants can the events be improved in a way to please those who compete.

You may be provided with a single evaluation form for your entire team or a form for individual members of your team. Attempt to get as close to 100% involvement of your entire team in either case, to maximize the feedback.

TRAVEL HOME

As with travel to the event, your team will be taken to the airport (if applicable) by the host, at which time your team is “on its own” to return home.

If your team traveled by bus, you may depart the host city once all your commitments to the host have been met. Please note that this includes any closing ceremonies or banquet unless the host advises you otherwise.

DEPARTURE DEADLINE

If your team is traveling on a scheduled flight, train or bus, you cannot schedule your return trip to depart the host airport until the Tuesday after the event, as Monday is the rain day. If you wish to stay past the Tuesday you will have to make special arrangements with the host.

Appendices

Appendix A: Important Contacts

Baseball Canada and Provincial Baseball Associations

Baseball Canada Championship Hosts

Appendix B: Sample Host Committee

Appendix C: Baseball Canada Discipline & Complaints Policy

Appendix D: Rules

Appendix E: Baseball Canada Sever Weather Policy

APPENDIX A:

Important Contacts

 Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)
BASEBALL CANADA

2212 Gladwin Cres, Suite A7
Ottawa, ON
K1B 5N1

Phone: 613-748-5606
Fax: 613-748-5767

E-mail: info@baseball.ca
Home Page: www.baseball.ca

PROVINCIAL BASEBALL ASSOCIATIONS**BASEBALL B.C.**

#310 – 15225 104th Ave
Surrey, BC, V3R-6Y8

Phone: 604-586-3310
Fax: 604-586-3311

E-mail: info1@baseball.bc.ca
Home Page: www.baseball.bc.ca

BASEBALL ALBERTA

Percy Page Centre
11759 Groat Road
Edmonton, AB T5M 3K6

Phone: 780-427-8943
Fax: 780-427-9032

E-mail: sheenbromley@baseballalberta.com
Home Page: www.baseballalberta.com

SASKATCHEWAN BASEBALL ASSOCIATION

1870 Lorne Street
Regina, SK S4P 2L7

Phone: 306-780-9237
Fax: 306-352-3669

E-mail: mike@baseballsask.ca
Home Page: www.saskbaseball.ca

BASEBALL MANITOBA

145 Pacific Avenue
Winnipeg, MB R3C 4M2

Phone: 204-925-5763
Fax: 204-925-5792

E-mail: baseball.info@sportmanitoba.ca
Home Page: www.baseballmanitoba.ca

BASEBALL ONTARIO

#104- 6-425 Hespeler Road
Cambridge, ON N1R 8J6

Phone: 519-740-3900
Fax: 519-740-6311

E-mail: baseball@baseballontario.com
Home Page: www.baseballontario.com

BASEBALL QUEBEC

766 Boulevard Lacordaire
Montreal, QC H1S 2A7

Phone: 514-252-3075
Fax: 514-252-3134

E-mail: info@baseballquebec.qc.ca
Home Page: www.baseballquebec.com

BASEBALL NEW BRUNSWICK

900 Hanwell Road Unit 13
Fredericton, NB E3B 6A3

Phone: 506-267-2064
Fax: 506-451-1325

E-mail: brittany@baseballnb.ca
Home Page: www.baseballnb.ca

BASEBALL NOVA SCOTIA

5516 Spring Garden Rd
Halifax, NS B3J 1G6

Phone: 902-425-5450 Ext.355
Fax: 902-425-5606

E-mail: baseball@sportnovascotia.ca
Home Page: www.baseballnovascotia.com

BASEBALL P.E.I.

40 Enman Crescent
Charlottetown, PEI C1E 1E6

Phone: 902- 368-4203
Fax: 902-368-4548

E-mail: baseball@sportpei.pe.ca
Home Page: www.baseballpei.com

BASEBALL NEWFOUNDLAND

1296A Kenmount Road
Paradise, NL A1L 1N3

Phone: 709- 576-3401 Ext. 315
Fax: 709- 699-5733

E-mail: baseballnl@sportnl.ca
Home Page: www.sport.ca/nlbaseball

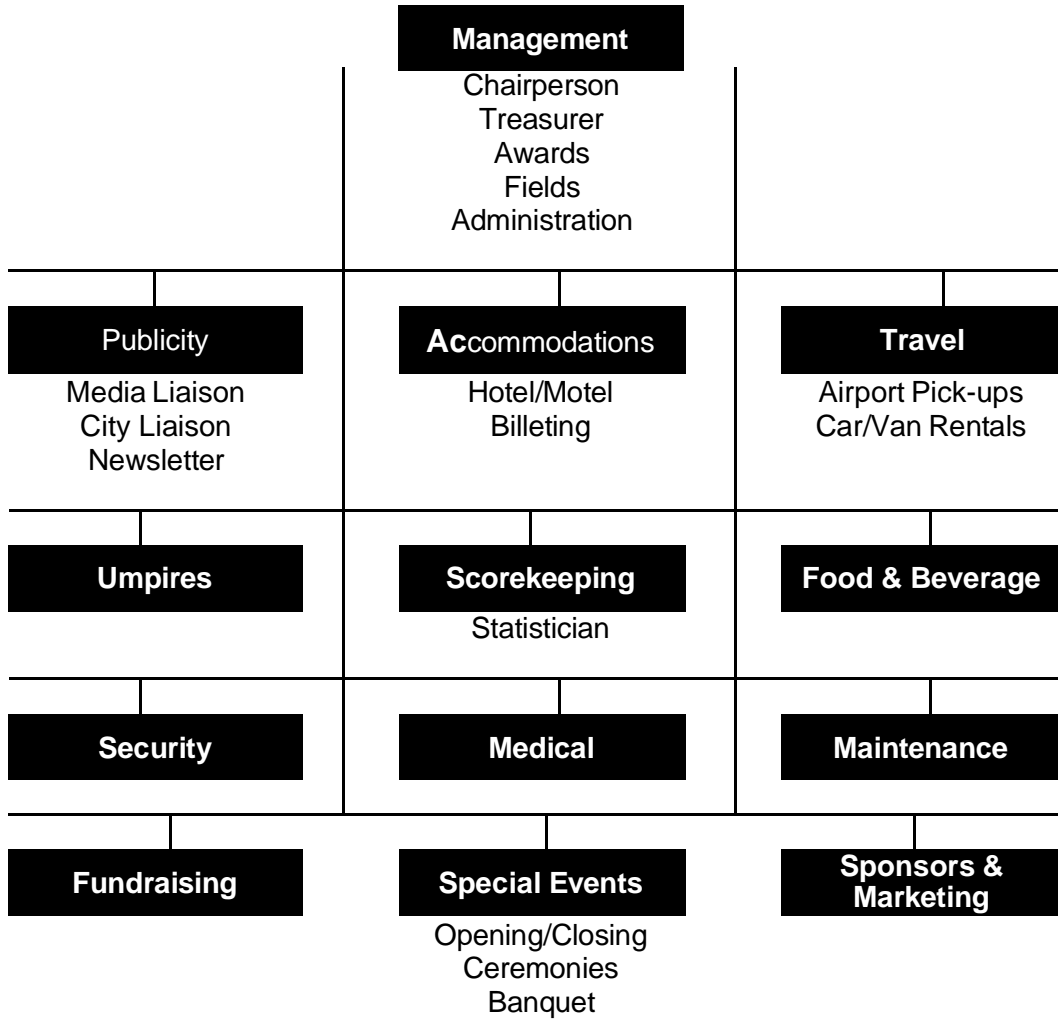
Appendix A: Important Contacts (continued)

Baseball Canada Cup	Cas and Warren Pielak rbcc23@sasktel.net 306-536-5340
Baseball Canada 13U Championship - National	Brent Peltola brentpeltola@woodstockminorbaseball.com OR Ron Burns ronburns@woodstockminorbaseball.com
Baseball Canada - Ray Carter Cup 15U Championship	Éric Richer raycartercup2023@gmail.com
Baseball Canada 18U Championship	Jodie Cooper jodie.cooper@RRCWB.ca 780-791-0070
Baseball Canada 21U Women Championship	Women : Mark Healy markphealy@gmail.com 709-685-0727
Baseball Canada 22U Men Championship	Men : Mike Garlinski mikegarlinski@gmail.com 204-795-2598
Baseball Canada's Women's Championship	Derrick Chapman dlchapman1986@gmail.com
Baseball Canada Men's Championship	Holly LaPierre hollylapierre@outlook.com 902-237-7400
Baseball Canada 16U Girls Championship	Tanner Doiron tanner@summerside.ca 902-439-3624

Appendix B:

Sample Host Committee Organization

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)



Appendix C:***Baseball Canada Discipline & Complaints Policy***

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

Baseball Canada Discipline & Complaints Policy -

<https://baseball.ca/uploads/files/Baseball%20Canada%20-%20Discipline%20%26%20Complaints%20Policy.pdf>

If link is broken you can find all discipline and Safe Sport related documents on Baseball Canada's Safe Sport page: <https://baseball.ca/safesport>

BASEBALL CANADA INCIDENT REPORT

Date and time of incident: _____

Name of writer: _____ Position: _____

Location of incident: _____

This incident is a: _____minor infraction _____major infraction

Individual(s) involved in the incident:

Objective description of the incident (please be concise, accurate and non-judgmental):

Names of individuals who observed the incident: _____

Disciplinary action that was taken (if applicable): _____

Signature of writer: _____

Date: _____

Appendix D:
Rules

Baseball Canada contact: Kelsey McIntosh, Director of National Programs (kmcintosh@baseball.ca)

2024 RULES & REGULATIONS FOR
BASEBALL CANADA CHAMPIONSHIPS

Baseball Canada Rules & Regulations:

<https://baseball.ca/uploads/files/2024%20Rules/2024%20Rules%20%26%20Regulations%20for%20Baseball%20Canada%20Championships%20-%20EN.pdf>


If any links are broken all files can be found on Baseball Canada's Championship page:

<https://baseball.ca/baseball-canada-championships>

Appendix E:
Baseball Canada Severe Weather Policy


BASEBALL CANADA SEVERE WEATHER POLICY

**BASEBALL CANADA'S POLICY ON SEVERE WEATHER DURING
NATIONAL CHAMPIONSHIPS**



RESPONSIBILITIES

THE BASEBALL CANADA REPRESENTATIVE, IN COLLABORATION WITH THE UMPIRE SUPERVISORS AND THE UMPIRE CREW, ARE RESPONSIBLE FOR STOPPING A GAME WHEN SEVERE WEATHER HITS.




THUNDER ROARS = STOP

WHEN THUNDER ROARS, THE GAME WILL BE STOPPED. PLAYERS, COACHES, UMPIRES AND FANS SHOULD SEEK PROPER SHELTER.


<http://www.ec.gc.ca/foudre-lightning/>

**STORM
SHELTER**




FIND ADEQUATE SHELTER

PROPER SHELTER DOES NOT INCLUDE THE DUGOUT. ANY FREQUENTLY USED BUILDING IS CONSIDERED SAFE. ANY VEHICLE WITH A HARD METAL ROOF AND ROLLED-UP WINDOWS CAN PROVIDE A MEASURE OF SAFETY.



RESUMING THE ACTION

AT BASEBALL CANADA EVENTS, THE BASEBALL CANADA REP AND UMPIRES WILL WAIT AT LEAST THIRTY (30) MINUTES AFTER THE LAST SOUND OF THUNDER BEFORE RETURNING TO THE FIELD AND RESUMING THE GAME.



GET EDUCATED

THE CANADIAN LIGHTNING DANGER MAP, DESIGNED BY ENVIRONMENT CANADA IS AVAILABLE FOR REVIEW PRIOR OR DURING ANY EVENTS.

https://weather.gc.ca/lightning/index_e.html

FOR MORE INFORMATION VISIT US AT WWW.BASEBALL.CA

Appendix F:
Baseball Canada Heat Safety Guideline

AVOIDING AND PREVENTING HEAT RELATED INJURIES WHILE PLAYING BASEBALL



Guidelines

- 1** Avoid dehydration and make sure you pre-hydrate
 

2hrs before	→	500 ml
1 hr before	→	250 ml
During (Every 15 mins)	→	125-250 ml
Immediately After	→	500 ml
1 hr after	→	500 ml of chocolate milk
- 2** You should drink at least 500 ml for every 9 kg of body weight
- 3** Drinking carbohydrate/electrolyte fluids may be beneficial in avoiding heat trauma
- 4** Wearing light breathable clothing is advised.
- 5** Officials should be very cautious in authorizing games and practices in environments where the temperature plus humidity combined are 35 C and over. Unlimited substitution is recommended during games as is frequent fluid breaks

Signs


Flushed face


Hyperventilation


Headache


Poor coordination



BASEBALL
C A N A D A

Canada 