

Ripken Baseball Tournaments

Manager's Checklist

We look forward to hosting you and your team at a Ripken Baseball Tournament. Our organization strives to give each team a truly memorable experience. The list below of important reminders will assist in your preparation for the event. Please feel free to contact our staff at 888-RIPKEN1 (747-5361) if you have any questions. FAX # - 410-558-6719

Have you sent the following to Ripken Baseball?

- _____ Final payment (**Due 30 days prior to the event**)
- _____ Official online roster form – found on our website with the “Tournament Calendar”
 - ◆ Rosters are due at least two weeks prior to the tournament
- _____ Insurance Certificate for your team
 - ◆ “Ripken Baseball Camps and Clinics, LLC” and “Ripken Baseball Academy” must be listed as the certificate holder.
- _____ Birth Certificates – Fax, email or mail these to our office at least two weeks prior to the tournament.

Have you read all of the Rules and Procedures?

-All of the following information can be downloaded from our website – www.ripkentournaments.com

- _____ Tournament Schedule– will be posted 2 weeks prior to the tournament (*Subject to change*)
- _____ General Tournament Information
- _____ Tournament Rules
- _____ Pitching Limit Chart
- _____ Pre-Game Schedule
- _____ Ripken Baseball Academy Map
- _____ Post-Game Report (*must be completed, signed by **both** managers, and handed in at the conclusion of each game*)

Important information to relay the parents and fans that will be attending:

- ◆ Give them a copy of the ‘General Tournament Information’ or ask them to view it from our web-site
- ◆ Map of Ripken Baseball Academy (*located on the website*)
- ◆ Parking information (*Available at the left side of Long Drive – No driving/parking on the access roads that lead to the fields*)
- ◆ Anyone that displays unsportsmanlike conduct towards any umpire, coach, player, or fan will be ejected from the facility and may not be allowed to return for the duration of the tournament.
- ◆ **TOBACCO & ALCOHOL PRODUCTS ARE PROHIBITED ON OUR COMPLEX**
- ◆ Water and cups will be provided at each game field
- ◆ Concessions will be located at the Ripken Baseball Academy from approximately 10am-5pm
 - Concessions at satellite fields are not guaranteed, this includes Ripken Stadium, Aberdeen High, HCC, Stancill Park
- ◆ All tournament facilities are closed prior to the beginning of the tournament
- ◆ All fields are off-limits except for scheduled games
- ◆ Each individual is responsible for removing all items brought onto the complex (*especially trash*)
- ◆ Foul balls need to be returned
- ◆ Parents and fans should bring portable chairs with them to the Ripken Baseball Academy fields
- ◆ **Pets are not permitted at the Ripken Baseball Complex or any other satellite facilities**

Help us maintain the excellent quality of our facility and playing fields by:

- ◆ Removing all trash from the dugout after each game
- ◆ Reminding your parents, players, and fans to pick up all of their trash around the field after each game
- ◆ Warm-up / play catch in the outfield only (*not on the foul territory near your bench*)
 - Pitchers may warm-up on the warning track or in the bullpens before and during the game
- ◆ Do not hit fungos on the game fields
- ◆ Do not hit any balls into the fencing or walls