

SWAC Baseball Tournament Host Guidelines and Best Practices

The following host guidelines are applicable to baseball sectional and state tournaments. The following guidelines are taken from the [SWAC Manual](#) with additional suggestions for best practices to ensure a smoothly run tournament. For further clarification and specifics regarding these and other duties and guidelines, refer to the [SWAC Manual](#). By agreeing to host either a sectional or state tournament, you are indicating that you have read, understood, and can abide by these guidelines.

Facility Information

- Minimum of 2 fields for tournaments with 6 or more teams
- Working lights on all fields to meet recreation standards
- Fields with proper dimensions per the age group
 - 8 & Under: 60 foot base paths
 - 10 & Under: 46 foot pitcher's mound (dirt or portable) and 60 foot base paths
 - 12 & Under: 46 foot pitcher's mound (dirt or portable) and 60 foot base paths
 - 12 & Under (50/70): 50 foot pitcher's mound (dirt or portable) and 70 foot base paths
 - 14 & Under: 54 foot pitcher's mound (dirt or portable) and 80 foot base paths
 - 15 & Under: High school rules
- All fields should be properly fenced, designating the areas of play
- Facilities should have adequate parking
- Facilities should have restrooms available
- It is recommended that facilities have concessions available

- Contact booking agent for umpire booking.
- Create Tournament Bracket once you receive team information from Baseball Coordinator.
- Send SWAC Packet to all teams. See **Article 10.2** for more information.
- Check Birth Certificates for illegal players once received. (Cutoff date is May 1 of current year)
- Keep Birth Certificates and Rosters in a three ring binder during the tournament.
- Schedule Staff to work tournament (Scorekeepers & two for Admissions, if applicable)
- Set up Admissions table with signage for entry fee and tournament bracket. Refer to **Article 6.3** in SWAC Manual for designated admissions fees.
- Make sure each dugout has a cooler with Ice Water.
- Make sure you have scorebooks and baseballs.
- Get sound equipment for music, national anthem, and player introduction on Championship Sunday.
- Do Awards Ceremony which include passing out of medals to first and second place teams.
- Send complete bracket with scores and winners to baseball coordinator and NCRPA.
- Send Tournament Report to baseball coordinator and NCRPA.
- Complete Reimbursement for Officials form and Fines form (if necessary) and submit to NCRPA within two weeks of tournament.

Review and refer to **Section 11.0** for all rules and regulations regarding SWAC Baseball tournaments.