

2020 Coach/Player Registration Checklist

All items must be turned in at the same time as a single packet. Incomplete packets will be returned.
Electronic submission of paperwork will not be accepted except for player additions and corrections.

All copies of forms, concussion awareness certificates and birth certificates must be legible and clearly show names and dates.

Before turning in your packet, review the following checklist and make sure you are submitting the proper paperwork. Packets that do not meet the conditions identified in the Coach/Player Registration Packet Guide will be returned without review.

Roster – Printed

- You must use the official 2020 roster provided on the KVBSA web site
- You must fill out using Microsoft Excel. (If you do not have Excel, contact Steve Sutton at steve.sutton@kvbsa.com for an alternative method for entering). Handwritten or alternative roster forms will not be accepted.
- Team name, league age and school district filled in.
- Lists all coaches and players for the upcoming season. A minimum of 2 coaches must be listed.
- All fields filled in for each person.
- Player birthdates match birth certificates.
- It is the first page of your packet?

Roster – Electronic

- The 2020 Roster Excel file has been emailed to steve.sutton@kvbsa.com. Must be sent before paperwork will be reviewed.

Coach/Manager Registration and Concussion Awareness Certificate

- Your packet contains a completed **and signed** Coach/Manager Registration form for each coach/manager on the roster.
- Your packet contains a copy of a certificate for each coach/manager on the roster confirming they successfully completed a concussion awareness program as set forth by the State of Michigan.
- These forms are sorted as specified in the guide – registration form for coach #1 followed by the certificate for coach #1. Then repeat for each coach.
- These forms immediately follow the printed roster in the packet.

Player Participation and Birth Certificate

- Your packet contains a completed **and signed** Player Participation form for each player on the roster.
- Your packet contains a copy of the birth certificate for each player on the roster. If a birth certificate is not available, passports or other legal documents showing a birth date are allowed.
- These forms are sorted as specified in the guide – player participation form for player #1 followed by the birth certificate for player #1. Then repeat for each player.
- These forms immediately follow the coach/manager registrations and concussion awareness certificates in the packet.

The Packet

- All forms placed in order in a large envelope or clipped together with a large binder clip.
- Envelope or first page of the packet clearly identifies the Team, Age Group, and Manager
- No staples or paper clips
- No other forms included other than those listed above and in the guide



Coach/Player Registration Packet Guide

Prior to playing your first game, you must submit the following items and receive approval confirming your paperwork is completed satisfactorily. Any games played prior to receiving approval will result in a forfeit loss and loss of the team's forfeit deposit.

All items must be turned in at the same time as a single packet. Incomplete packets will be returned. Electronic submission of paperwork will not be accepted except for player additions and corrections. All forms are available for download on the KVBSA website.

KVBSA 2015 Roster

Name _____
Age _____
City _____

Player Name	Position	Height	Weight	Age	Grade	Coach	Notes

An official 2020 KVBSA roster must be filled out completely and accurately. A printed copy of the roster must be included in your team paperwork packet. In addition, an electronic version in Excel format must be emailed to steve.sutton@kvbsa.com BEFORE your paperwork will be reviewed.

**Kingsington Valley Baseball and Softball Association
2015 Coach/Manager Registration Form**

Name _____ Date _____
Street Address _____ Team _____
City/Zip _____ Age Group _____
Email _____

I, as a manager or coach in the Kensington Valley Baseball and Softball Association (KVBSA), not for profit, and not-for-profit (NFP), and its incorporation in any province, territory, or country, hereby certify that the information on this form is true and correct and that I agree to abide by the rules and regulations set forth by the KVBSA.

I, as a manager or coach in the KVBSA, certify that all players participating on my team meet the age eligibility and other requirements for the age group identified above. Also, I agree to abide by the rules and conditions set forth by the KVBSA.

I further agree that I will comply with the requirements of Michigan's Concussion Awareness legislation. I will require all coaches and volunteers involved with my team to take the required online concussion awareness training. I will ensure all parents or guardians of children who participate in any KVBSA event to read and sign a parent/guardian Concussion Awareness Form which will remain on file with the KVBSA. I agree to abide by the rules and conditions set forth by the KVBSA.

Manager/Coach Signature _____ Date _____
Print Name _____



A Coach/Manager Registration Form must be completed and signed by each coach/manager of the team. All coaches/managers must appear on the official KVBSA roster. In addition, each coach/manager must provide proof they completed a concussion awareness course as specified by the State of Michigan.

**Kingsington Valley Baseball and Softball Association
2016 Player Participation Form**

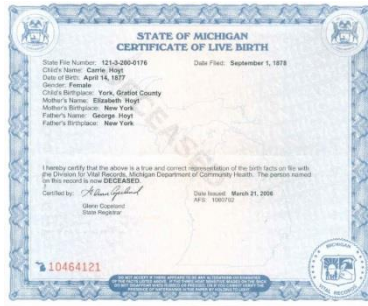
Player Information:
Name _____ Team _____
Street Address _____ Age Group _____
City/Zip _____ Player's Age on April 30, 2015 _____
Home Phone _____
Date of Birth _____
Parent/Guardian Information: Name _____
Home Phone _____ Date _____
Email _____
Parent/Guardian Signature _____ Date _____

I agree to play baseball during the 2015 season for the team and agree as stated above. I agree to follow the regulations and rules of the Kensington Valley Baseball and Softball Association (KVBSA) and any leagues and tournaments. I agree that I will play and receive compensation whether it is direct or indirect.

I understand that I am participating in a competitive sport that involves the use of force and can cause injuries. Individual and indirect injuries from sports to the head, eye, ear, nose, throat, mouth, face, neck, teeth, and other parts of the face and neck. Concussions may not be limited to a person's head but may also affect the neck, spine, and other parts of the body.

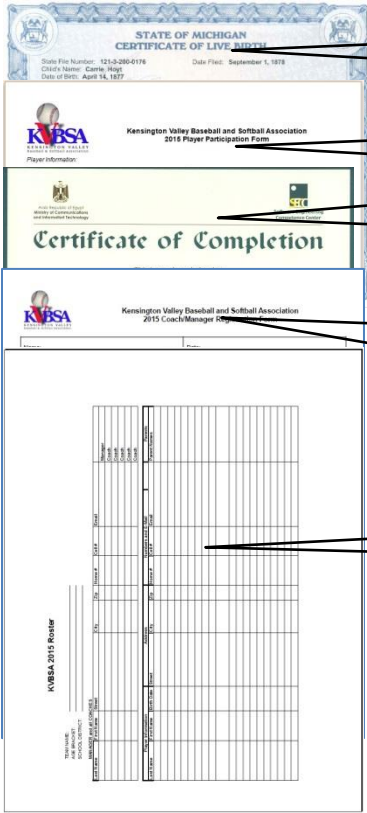
I understand that I am participating in a competitive sport that involves the use of force and can cause injuries. Individual and indirect injuries from sports to the head, eye, ear, nose, throat, mouth, face, neck, teeth, and other parts of the face and neck. Concussions may not be limited to a person's head but may also affect the neck, spine, and other parts of the body.

I understand that I am participating in a competitive sport that involves the use of force and can cause injuries. Individual and indirect injuries from sports to the head, eye, ear, nose, throat, mouth, face, neck, teeth, and other parts of the face and neck. Concussions may not be limited to a person's head but may also affect the neck, spine, and other parts of the body.



A Player Participation Form must be completed and signed by each player/guardian. A copy of the player's birth certificate must be provided. SSN should be blacked out. Every player listed on the roster must have a participation form and birth certificate in your team packet.





5. Player 1's Birth Certificate. Copies only. No originals!

Alternate participation form and birth certificates for each player.

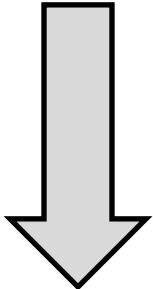
4. Player 1's signed Player Participation Form.

3. Coach #1's proof of completion of a concussion awareness course

Alternate registration form and certificates for each coach.

2. Coach #1's signed Registration Form.

1. Place printed roster on top



6. Place the items in a large envelope or secure with a binder clip. Please do not staple or use a binder.



OR

