**DISTRICT ONLY – AFFIDAVIT PREPARATION INSTRUCTIONS**

**DO NOT USE THESE INSTRUCTIONS FOR INTERNATIONAL ALL-STAR AFFIDAVITS**

GIVE THIS PACKET TO THE PERSON WHO WILL BE PREPARING THE DISTRICT ONLY TOURNAMENT AFFIDAVITS. Please follow the instructions precisely. Do not bring or send a book that you know will not pass.

**GENERAL INSTRUCTIONS:**

* All documentation relating to each tournament team must be organized in a 3-ring binder.
* Binders will be checked and verified and then given back to the League President.
* The Team Manager is responsible for taking the binder to each game and turning it into the tournament director at the start of each game.

There are 3 basic sections to the Tournament Affidavit book.

1. Affidavit/Roster Section
2. Player Section
3. Manager and Coach Section

As in prior years, for District Only Tournaments, no Boundary Maps or Residency Documentation is required.

**AFFIDAVIT SECTION:**

A specialized “Texas District 13 Little League” Eligibility Affidavit has been developed for the district only tournament teams.

* Every blank must be completed. Do not skip any information.
* Players must be entered from oldest to youngest.
* Only computer generated affidavits will be accepted. Handwritten will be NOT accepted.
* Print single sided and staple.
* Affidavit must be signed by the manager and league president.
* Place in the left front copy of the binder.

**BINDER ORGANIZATION**

**OUTSIDE COVER:** Clearly mark the League name and Division of play on the front of the notebook. EX. \_\_\_\_ League, District Tournament, 9u Year Old Baseball

Make sure you are naming the binder with the appropriate name of the tournament.

EX. 8U Coach Pitch Softball (the district does not have a “Pee Wee” Tournament

**LEFT INSIDE POCKET:** Place the computer generated copy of the affidavit in the left inside pocket.

* This must be signed by the League President and Manager.
* Copied single sided and stapled

**BINDER RINGS:**

**PLAYER SECTION:**

* In the front of the sheet protector, place the player’s Medical Release Form
* Repeat the process for every player–You should have one sheet protector for every member on the team.
* Put the player’s sheet protector in order of oldest to youngest. Player number 1 on the affidavit should match the player in the first sheet protector of the binder.

**MANAGER/COACH SECTION:**

Each manager and coach listed on the Affidavit will have Two (2) sheet protectors. Four items are required for each manager and coach: a copy of the completed background check, copy of driver’s license or other government-issued identification, a copy of the complete Diamond Leader program certificate, and a copy of the complete Abuse Awareness for Adults program certificate.

* In the front of the sheet protector place the completed JDP Background Check. Then behind the Background Check, place a photo copy of their Driver’s License.
* In the second sheet protector, place the completed certificate for the Diamond Leader Course. Then behind the completed certificate for the Diamond Leader Course, place the completed Abuse Awareness course
* Repeat the process for all managers and coaches. Each Coach should have 2 protectors each.
* The manager sheet protector should be first, followed by the coaches. They should be in order as listed on the affidavit.

**ORDER OF THE BINDER:**

* Outside cover
	+ Prepared cover with league name and division of play
* Front inside pocket
	+ Computer generated affidavit in the front left binder pocket.
* In the binder rings
	+ Player sheet protector
		- Medical Release form
	+ Manager/Coach sheet protector
		- First sheet protector
			* JDP background print out
			* A copy of their drivers’ license or other government issued ID behind background check.
		- Second sheet protector
			* Diamond Leader certificate
			* Abuse Awareness certificate

**A separate set of instructions will be provided for International All-Star Affidavit books. DO NOT use these instructions for International All-Star affidavits, as the requirements differ significantly.**

**SEE AFFIDAVIT BELOW**

**Texas District 13 Little League**

**Special Games Tournament Team Eligibility Affidavit**

**Baseball and Softball**

**Minimum roster size requirement: 9U BB= 10 PW CP= 10**

| **Name of League** |  |
| --- | --- |
| **Division of Play** (check one) | **☐** | **9 Year Old Baseball** |
| **☐** | **Baseball- 7/8 Year Old Coach Pitch** |
| **☐** | **Softball- 7/8 Year Old Coach Pitch** |
| **Number of players on team** |  |
| **Manager’s Name** |  |
| **Cell Phone** |  |
| **Coach #1 Name** |  |
| **Cell Phone** |  |
| **Coach #2 Name** |  |
| **Cell Phone** |  |
| **Coach #3 Name (PW CP only)** |  |
| **Cell Phone** |  |

By my signature below, I certify that the players have met residency requirements and have met the minimum participation requirements to be eligible for tournament play (as defined by Little League Baseball, Incorporated).

| **League President’s Signature** |  |
| --- | --- |
| **Manager’s Signature** |  |

**Texas District 13 Little League**

**Special Games Tournament Team Eligibility Affidavit**

**Baseball and Softball**

**List the players in order from oldest to youngest.**

|  | **Player name** | **Date of Birth** |
| --- | --- | --- |
| **1.** |  |  |
| **2.** |  |  |
| **3.** |  |  |
| **4.** |  |  |
| **5.** |  |  |
| **6.** |  |  |
| **7.** |  |  |
| **8.** |  |  |
| **9.** |  |  |
| **10.** |  |  |
| **11.** |  |  |
| **12.** |  |  |
| **13.** |  |  |