



DIAA 2022 Baseball and Softball Tournament Manual

TO: Member School Administrators and Athletic Directors; Baseball and Softball Coaches and Officials; and Members of the Media

Colleagues:

The 2022 Baseball and Softball State Tournament Manual provides you with detailed information concerning the organization and administration of these state championships.

The regulations and procedures contained in this manual are applicable only to the 2022 Spring State Tournaments and do not govern subsequent championships or to be binding on future committees.

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The Committees sincerely hope that each of the 2022 Spring State Championships will be a tremendous success in all respects.

For the most up to date tournament information, please visit the DIAA website, www.education.delaware.gov/diaa

Thank you,

DIAA Baseball and Softball Committees



General Information

Item 1. Authorization

- A. The Delaware Interscholastic Athletic Association authorized state tournament competition in softball (March 25, 1976), baseball (November 20, 1969) by voting for approval on the dates indicated.

Item 2. Management

- A. The tournaments will be managed by special committees appointed by the DIAA Chairperson and the Executive Director.
- B. The committees are authorized to resolve any situation not covered by the regulations in the General Information or specific information sections of this manual.
- C. Changes in tournament format or the criteria and procedures for selecting and seeding the participating teams/individuals are subject to the approval of the DIAA Board of Directors.

Item 3. Sponsorship

- A. DIAA will organize, conduct, and underwrite the costs of the tournaments and will receive all proceeds.
- B. All expenditures must be approved by the DIAA Executive Director.
 1. No vouchers will be approved unless an itemized statement of cost accompanies the request for payment.
 - a. Vouchers will not be processed until the financial ticket reconciliation information has been submitted and verified to the DIAA.
 2. No vouchers received after the end of the fiscal year (June 15, 2022) will be paid.

Item 4. Eligibility

- A. Eligibility rules as stipulated in DIAA Regulations will be strictly enforced.

Item 5. Contest Rules

- A. DIAA is affiliated with the National Federation of State High School Associations. The playing rules promulgated by the NFHS for baseball and softball, except as modified by the DIAA Board of Directors, will be in effect for all tournament contests.

Item 6. Ticket Sales & Ticketing Policies

- A. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
- B. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
- C. Fans MUST have a smartphone or mobile device to show and redeem purchased tickets for entry into DIAA Championship events.
- D. Fans should purchase tickets in advance of the championship events by visiting the link above.
- E. Children four (4) years and younger will be admitted without charge to all games and should have an accompanying free ticket through GoFan.
- F. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
- G. Any games played at non-DIAA member schools may incur an increased ticket price of \$1.00, at minimum.
- H. No refunds will be given for tickets purchased but not used.
- I. All tickets will be coded so as to admit the holder only to the game specified.
- J. Ticket prices as listed do not include any additional ticketing fees.
- K. No tournament passes will be sold.

Item 7. Sportsmanship and Spectator Conduct

- A. Member schools are required to conduct all of their athletic affairs in a spirit of good sportsmanship.
- B. The administrators, athletic directors, and coaches of the participating schools are expected to: actively promote good sportsmanship and appropriate crowd behavior, stress the importance of demonstrating respect for the contest officials and the opposing team, and emphasize the need for proper conduct by spectators at all venues. School administrators are expected to be proactive in preventing unsportsmanlike behavior and to deal with it promptly and decisively if it occurs at the contest.
- C. The coaches and athletes of the participating schools are expected to observe the highest standards of sportsmanship and ethical behavior.
- D. Spectator Guidelines and Conduct:

1. Drones, banners, flags, and **signs** are prohibited outdoors at all tournament contests. Other decorations that do not block spectator, press or team sightlines may be used with permission of and at the discretion of the Committee.
2. Streamers, confetti, and other paper debris are also prohibited.
3. Sirens, horns, bells, buzzers, whistles or any other artificial or mechanical noise-making devices are strictly forbidden at all **indoor** events.
4. The use of any noise making device that simulates game controls devices (whistles, air horns etc.) is strictly forbidden at **all** contests.
5. All cheers should stress the spirit of good sportsmanship. Use only positive cheers that encourage your team. Profane, derogatory or obscene chants and taunting will not be tolerated.
6. Behavior such as fans reading newspapers or turning their backs during player introductions, booing or heckling the contest officials, and being disrespectful to the opposing cheerleaders is unsportsmanlike behavior and is not to be tolerated at DIAA athletic events.
7. Face paint is permitted, but body paint is not. A shirt, top, etc. must be worn at all times.
8. Spectators must remain in the assigned seating section. Spectators are not permitted on the playing surface at any time.

Item 8. Soliciting, Promotional Activities, and Merchandising

- A. Soliciting and promotional activities; e.g., public address announcements, signs, banners, display or sign-up tables, and the distribution of printed materials are prohibited at all tournament playing sites without the consent of DIAA Executive Director.
- B. Only vendors authorized by DIAA Executive Director will be permitted to sell merchandise at tournament playing sites.

Item 9. Raffles and 50/50 Drawings

- A. Raffles, 50/50 drawings, and other games of chance are prohibited at all tournament playing sites without the consent of DIAA Executive Director.

Item 10. Bench and Sideline Personnel

- A. DIAA requires that all school personnel in the team bench area be in the sixth grade or older and approved as members of the official team party. This includes anyone acting as a ball-runner or team manager.

Item 11. Media Policy for State Tournament Events

- A. Media Email List: Media personnel wishing to receive press releases and information regarding DIAA events must submit their name, media outlet, phone number and email address to DIAA at diaa@doe.k12.de.us
- B. Tournament Media Credentials
 1. Media personnel wishing to cover DIAA events must request working credentials from the DIAA Office. DIAA credentials may also be valid for regular season events at the host school's discretion.
 2. DIAA will provide credentials to representatives of an accredited media organization recognized by DIAA for the sole purpose of providing access to cover a DIAA Tournament Event. Because of demand, credentials will be issued on a priority system. Facility size is a determining factor. All requests may not be honored. To request credentials, complete the form on the DIAA website (https://education.delaware.gov/diaa/diaa_for/media/). Accredited media organizations should have a tax ID number and submit this requested information by completing the media credentials request form.
 3. DIAA credentialing is for use solely in connection to news and editorial coverage of the event. Any non-editorial, commercial or other unauthorized use of any transmission, picture, film, videotape, audiotape, writing, drawing or other depiction of any game, game action, game information, player interview or other stadium activity, and any non-editorial or commercial use of the DIAA mark or logo is prohibited without prior specific approval of the DIAA Executive Director.
 4. The DIAA may deny or revoke credentials for noncompliance with DIAA policies; and for conduct for which there are reasonable grounds to believe violate state or federal law, or constitute a breach of professional ethics.
- C. Broadcasting/Photographing
 1. DIAA retains exclusive rights to the permission to broadcast and photograph all tournament games and no party may do so without the consent of the DIAA Executive Director. The DIAA must be contacted, in writing or by e-mail, for permission to cablecast, telecast, web cast (video stream) live or on a delayed basis, or photograph a State Tournament Event or any part of a State Tournament Event.
 2. Broadcast agreements are available upon request and will be awarded to those companies that meet DIAA State Tournament broadcast criteria. Questions or concerns can be directed to the DIAA Executive Director 302-857-3365.
 3. All broadcasting/photography must be in accordance with current NFHS Rules for that sport. All access to the field, course, and court area for the purposes of videotaping or photography will be conducted according to the current NFHS rules for that sport. Persons photographing or videotaping a State Tournament Event, and stations cable casting, telecasting, or webcasting (video streaming) a State Tournament Event must remain in the areas that have been designated for spectators, sports photographers, schools, cable/television stations, or Internet video broadcasters. If that

- area is not known to them, they must seek out a DIAA Tournament Committee member to be shown the designated area.
4. Persons cable casting, telecasting, photographing, videotaping, or webcasting (video streaming) a State Tournament Event shall not stand on any unsafe or potentially hazardous physical object or facility.
 5. Persons cable casting, telecasting, photographing, videotaping, or webcasting (video streaming) a State Tournament Event shall not interfere with the visibility and comfort of spectators, shall not present a safety hazard to spectators, and shall not disrupt, disturb, or interfere with the competition or with an individual competitor
- D. Photograph Reproduction
1. Credentialed media personnel may not sell photos and/or video from state tournaments, except by bona fide newspaper offices (or the official website of the newspapers).
 2. Spectators are permitted to photograph and/or video contests for personal use only. No image of any contest may be reproduced without the written consent of the student-athlete being photographed. Photographs and/or videos taken by spectators may not be sold.
 3. School personnel may photograph and/or video contests for school use only in publications such as yearbooks, school websites, school newsletters, etc. provided they have received permission from the DIAA Executive Director and school principal.
 4. Freelance photographers who are not affiliated with a bona fide media outlet will not be credentialed for state tournament contests.
 5. All other photography of DIAA tournament games is strictly for the purpose of news and editorial coverage of the event. No other photographs or any other visual material taken at a DIAA event may be sold without express written consent of the DIAA.
- E. Media Entrance: Members of the media must display current DIAA Media credentials to gain access to all State Tournament Events. Bags and equipment may be inspected for security purposes.
- F. Press Area: A designated press area will be made available for members of the media to view and report on State Tournament Events when available or possible. Members of the media should contact the site coordinator prior to an event for access to phone lines, Ethernet or wireless access. The DIAA will do its best to provide this when available.

Item 12. Video by Spectators

- A. Spectators are permitted to video contest for personal use only. The reproduction, distribution and sale of spectator video is prohibited without the consent of DIAA Executive Director
- B. Videos may be used in accordance with current NFHS Rules for that sport.
- C. Spectators will be allowed to video a game in their seat provided they use hand held camcorders and do not block the view of other spectators or interfere with the game. Tripods are only permitted in the top row of the bleachers.
- D. Neither DIAA nor the host site will be liable for theft or damage to spectator videotaping equipment or injury due to the use of such equipment.
- E. The host site is not obligated to provide power for spectator videotaping equipment.

Item 13. Prohibiting the Use of Drones (Unmanned Aircraft Systems or UAS's)

- A. Unless granted special permission by the DIAA Executive Director, the use of drones (UAS), for any purpose, is not permitted at any DIAA State Tournament Event. This prohibition applies to all fields of play, courts, arena, mats, gym floor or pool, and covers a ban on the entire facility being used as part of the DIAA event, including the spectator stands and parking areas.

Item 14. Transportation Reimbursement, Parking and Spectator Buses

- A. Each participating school may be reimbursed at a rate of 75¢ per mile for one bus. Reimbursements will be made only for actual mileage traveled; no reimbursement will be made for band and spectator buses or for team meals and lodging. The school must submit a voucher to DIAA to be reimbursed for transportation. DIAA will not process any vouchers DIAA receives after the end of the fiscal year (June 15, 2022).

Item 15. Comments and Recommendations

- A. The committees are genuinely interested in the comments and/or recommendations of member schools concerning all aspects of the tournaments. Please submit any comments and/or suggestions in writing to the appropriate committee chairperson.

DIAA 2021-2022 Baseball Committee Members

Committee Member Name	Affiliation	Title
Mike Hart, Chair	DAAD	Executive Director
Tom Beddow	St. Elizabeth High School	Athletic Trainer
Tom Disharoon	DIAA	NFHS Baseball State Interpreter
Dr. Matt Donovan	Sussex Tech High School	Principal
Chris Eddy	Charter Sch. of Willmington	Athletic Director
George Eilers	Polytech	AD/Coach
Sam Williams	DUA	Official
Stan Plastek	IBUA	Official
Bob Cilento	Public Member	
Mel Gardner	Public Member	
Jim Long	Public Member	
Jim Mc Farland	Public Member	
Jim Hudson	Public Member	
Nick Brannan	Milford High School	Athletic Director
Dr. Bradley Layfield	DIAA Board of Directors	Chairman

2022 DIAA Baseball Tournament Manual

Item 1. Tournament Field

- A. The 2022 tournament field will consist of twenty-four (24) teams:
 1. The Champions of following Conference/Flight/Divisions - Blue Hen Flight A, Blue Hen Flight B, Henlopen North, Henlopen South, Diamond State Conference, the Independent Conference, as selected by that Conference's criteria.
 2. Eighteen (18) at-large teams, selected by the criteria found in Item 1.D (below).
- B. Eligible Teams:
 1. All teams must meet the criteria established by DIAA Regulation 1006.2.4 to be eligible for tournament consideration.
 2. A team must have a winning percentage of .500 or higher at the varsity level.
 3. Teams may play a maximum of eighteen (18) games in the regular season. A team must play a minimum of sixteen (16) varsity games. All opponents must have 14 games minimum at the varsity level in order to be counted in the index.
 4. Team schedules will 'lock down' on Wednesday, April 6th, 2022. No games can be added after this date. Team index will be determined by the number of games scheduled for the season at that date. IE: If the schedule has eighteen games, the index is based on eighteen games. If the schedule has seventeen games, the index is based on seventeen games. If a game is canceled on May 21 due to unplayable conditions that are beyond reasonable control, the tournament committee chairperson and DIAA has to be contacted (Mike Hart (H) 998-7390, (C) 743-5236, diaa@doe.k12.de.us) If the game is approved as dropped, the team index is based on one less games.
- C. Conference/Flight/Division Champions' automatic berths will be determined by the following qualifying criteria:
 1. Conference/Flight/Division must consist of five participating schools to receive an automatic berth. If a Conference/Flight/Division has fewer than five participating teams, the teams are still eligible for an at-large berth.
 2. The champion must possess a .500 winning percentage record or better.
 3. The champion must be in the top 50% of all eligible teams in the state tournament field.

D. At-Large teams will be selected according to their team index as determined by the procedure in 2.B

Item 2. Tournament Seeding

A. Team Reports

1. All schools must accurately complete and post the team report on the school's website4sports site by 6 PM on May 21, 2022, which is the last day of regular season competition for baseball.
2. Schools that play out-of-state opponents MUST report that school's contact information on their websites4sports site by May 2, 2022.
3. No team will be considered for the state tournament if these deadlines are not met.

B. Index Calculation: Team indexes are calculated according to the following procedure:

1. Award three points for each win.
2. Award one bonus point for each game played against an opponent whose winning percentage during their regular season is .500 or higher, regardless of which team won.
3. Award one additional bonus point for each game played against an opponent whose winning percentage during their regular season is .700 or higher, regardless of which team won.
4. Divide the total points accumulated by the number of games scheduled.

C. Tie-breaking criteria: If two or more teams are tied for any seed, the following tie-breaking criteria will be used in the order listed. Once a team is removed from the tie, the tie-breaker criteria will be reapplied to the teams that are still tied

1. Head-to-head competition. If three or more teams are tied, they must all have played each other.
2. Records against common opponents.
3. Number of opponents with .700 or better records.
4. Number of opponents with .500 or better records.
5. If teams are still tied, the Baseball Committee will decide based on criteria that they establish before starting the tie breaking procedure for these tied teams.

D. Seeding System

1. The point index as described in Item 2. B will be used to seed the tournament.
2. The eight teams with the highest point indices will be seeded #1-8 and will receive a bye in the first round.
3. If a team is unable to participate in the tournament for any reason and announces its intentions before the committee selects the field, that team will be replaced by the next best team as determined by the at-large selection process. If a school withdraws after the field has been selected, its team will not be replaced and its scheduled opponent will receive a bye into the next round of play.
 - 3.1. A school may be subject to disciplinary action by the DIAA Board of Directors if its team withdraws after the first-round pairings have been established.

Item 3. Tournament Dates

A. The 2022 DIAA Baseball Tournament will be held on the following dates:

Round	Date
Round One	May 26 th
Round Two	May 28 th
Quarter Finals	May 31 st
Semi Finals	June 2 nd
Finals	June 4 th

The rain date for these rounds will be the next day.

Item 4. Tournament Sites

- A. First, Second and Quarterfinal round games will be played at a site secured by the higher seeded team and approved by the tournament committee. The higher seeded team will be responsible for Game Management of the site.
- B. Semifinal and Championship games will be played at Frawley Stadium.
- C. The higher seeded team will be designated as the home team throughout the tournament, and will occupy the dugout that is designated at that site for the home team.
- D. The team that has traveled the furthest distance will take infield practice last.

Item 5. Starting Times

A. All games will start at times as determined by the committee.

Item 6. Official Program

- A. At the discretion of the DIAA Executive Director, if DIAA prepares an official tournament program which contains team pictures, team rosters, tournament pairings and other related information, the host site should display DIAA QR code signs around the facility so fans can access the program which will be available digitally. No printed programs will be printed or sold.
- B. Team Photograph, Roster and Program Information - Team information for the tournament program must be on the school's website4sports site by May 2, 2022. The team photo must be a digital print of no less than 300 DPI in a jpeg or tfi format. Electronic submission is required; hard copies will not be accepted.
 1. Schools should assume that their team is going to make the tournament and submit a roster and team photo by the date listed by May 2, 2022. Program information must be submitted by this due date for consideration of any complimentary coaches tickets.

Item 7. Admission Policies

- A. Paid Admission
 1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
 2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
 3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
 4. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 6, page 2.
 5. Ticket Prices
 - i. Student (grades K-12) and adult admission will be \$5 for 1st round, 2nd round, and quarterfinal games;
 - ii. \$10 for semifinal and final games.
 6. These ticket prices do not include any additional fees.
 7. Any games played at non-DIAA member schools may incur an increased ticket price of \$1.00, at minimum.
 8. Children four (4) years and younger will be admitted without charge to all games.
 9. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
 10. Tickets purchased but unused will not be refunded.
- B. Complimentary Admission
 1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. The official school party is defined as players, coaches, managers, scorers/statisticians, and athletic trainer(s). All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
 - i. A maximum of 24 players in uniform are permitted as part of the official school party. The school party will not exceed 32 people.
 - ii. All members of the school party must be in the sixth grade or older. It is recommended that they be of high school age.
 - iii. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
 - iv. One (1) bus driver will be admitted free of charge upon presentation of identification as the team's driver.
- C. Each school may request two complimentary coaches tickets to be used for the first, second, and quarterfinal rounds. Schools will submit their complimentary coaches pass requests through [this form](#). Requests sent via email will not be honored. Only coaches listed on the school's official school roster (per website4sports) will be eligible to receive complimentary admission. Coach admission requests must be submitted by 4pm on Monday, May 2, 2022. Walk up coach pass requests at tournament games will not be honored. No complimentary coach admission will be honored at any DIAA semifinal or championship games. Due to the on-going COVID-19 health pandemic and game operations restrictions, this coaches pass policy may be modified at any time. A complimentary coaches admission list will be sent to host sites by DIAA to indicate complimentary admissions prior to the opening respective sport tournament round. Coaches who do not submit the team photo and information requested in Item 6 (above) by the deadline will not receive passes.
- D. Media representatives who are covering the tournament will be admitted upon presentation of current and official 2021-2022 DIAA media credentials.
 1. Media/photographers may stand where permitted by game manager, site director, and DIAA.
 2. Press box seating (if available) may be available to members of the media per DIAA discretion and if space is available.

Item 8. Game Manager

- A. A member of the Committee will be appointed to serve as the Game Manager. He/she will serve as a liaison between the Committee, the host school, DIAA and the participating schools. It is the Game Manager's responsibility to ensure compliance with the policies and procedures established by the DIAA Baseball Committee. He/she will have the specific responsibilities listed below:
 1. Provide the following items:
 - a. Home team will keep the official book and it should be kept electronically.

- b. Game balls that are provided by DIAA.
- 2. Verify Trainer availability.
- 3. Copy of completed game results must be sent electronically to Mel Gardner wpbbcoach@aol.com and to diaa@doe.k12.de.us within 24 hours of the game ending.
- 4. Collect the score book and balls after the game has been completed.
- 5. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, notify the injured party's athletic director, committee chair and the Executive Director as soon as possible.
- 6. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.

Item 9. Responsibilities of Host School

- A. Member schools agree to host events for the tournament.
- B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA's Executive Director prior to the start of the event.
 - 1. Support personnel may include:
 - a. Ticket redeemer(s);
 - b. Ticket support(s);
 - c. Security (an individual who monitors the crowd but is not a law enforcement officer);
 - d. Scoreboard Operator/Announcer; and
 - e. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.
- C. The Site Director's responsibilities include:
 - 1. Set up the field and bench areas according to current NFHS specifications.
 - a. The field should be lined according to current NFHS specifications.
 - 2. Provide parking facilities for buses and spectators.
 - 3. If possible, provide seating arrangements for spectators.
 - 4. Contact the Game Manager and DIAA three hours prior to game time if the field is not in playable condition.
 - 5. Be in attendance and work closely with the Game Manager and DIAA.
 - 6. Clear with the Game Manager matters of policy or procedure.
 - 7. Provide an official scorer unless a person is assigned by the Baseball Committee.
 - 8. Charge admission until the end of the fifth inning.
 - 9. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
 - 10. Review the emergency action plan with the appropriate personnel.
 - 11. Any additional responsibilities as determined by the host school and DIAA.
- D. The host school must consult with the DIAA office concerning security and police personnel.
 - 1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
 - 2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
- E. The host school is responsible for complying with the DIAA's ticketing administration and financial reconciliation procedures. Host schools are responsible for submitting the pre and post event financial reconciliation documents to the DIAA Office by the next business day before or after the event concludes. All tournament documentation should be emailed to diaa.finance@doe.k12.de.us
- F. Public Address System
 - 1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer. Every effort should be made to have an announcer familiar with baseball.
 - 2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
 - a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager or the Executive Director.
 - b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
 - c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.

Item 10. Responsibilities of Participating Schools

- A. Each team's School/Athletic Administration is responsible for assisting DIAA in safeguarding the playing field before, during and especially after all tournament games.
- B. Teams should not arrive at the game site more than 60 minutes prior to game time.
 - a. A school administrator and/or athletic director must be in attendance at tournament games, and upon entry should notify the Game Manager as to where they will be located during the contest.
 - b. The school administrator/AD in attendance is responsible for assisting the committee with enforcement of good sportsmanship conduct per DIAA Regulation 1007 Sportsmanship.

- C. Only team members listed on the official team roster and submitted to DIAA upon request to DIAA Executive Director are permitted to participate in DIAA boys lacrosse tournament contest(s).
 - 1. If there are any changes to the official tournament roster at anytime during the tournament after it's been submitted to the Executive Director upon request, it is the head coach's responsibility to report those changes of the official tournament roster to the DIAA Executive Director and Committee Chair.

Item 11. Umpires

- A. Two umpires will be assigned to games in the first and second rounds. Three umpires will be assigned for the quarterfinal rounds. Four umpires will be assigned for the semifinals and finals.
- B. Officials' Fees: Officials assigned to the 2022 Baseball State Tournament will be paid according to DIAA Regulation 1009 8.4 Fees for Officiating Contests and Competitions.
- C. The Interstate Baseball Umpires' Association and the Delaware Umpires' Association will officiate all tournament games. The Delaware Umpires' Association will assign all umpires for the Championship game in even years, and the Interstate Baseball Umpires Association will assign all umpires for the Championship game in odd years.

Item 12. Dressing Rooms and Facilities

- A. Participating teams should arrive dressed in their uniforms for all games as locker rooms will not be available at the site. Teams are responsible for securing their own valuables.

Item 13. Awards

- A. The following awards will be provided:
 - 1. Team: Trophies for the Champion and Runner-Up Teams.
 - 2. Individual: Gold medallions (24) will be presented to the champions and silver medallions (24) will be presented to the runners-up.
 - 3. No awards other than those authorized by the committee will be presented at any time during the tournament

Item 14. Pitching Limitations

- A. The Pitch Limit Policy approved by the DIAA Board of Directors for the 2022 season is in effect for the 2022 Baseball State Tournament.
 - 1. Pitch Limits:

Pitches Thrown	Rest Period
1-25	None (no days)
26-50	1 day
51-80	2 days
81-105	3 days

- 2. There is a 105 pitch limit in any one day. The pitcher may finish the batter if the 105 pitch count is reached during the at bat.
- 3. A maximum of 205 pitches may be thrown in a 7 day period. The pitcher may finish the batter if the cumulative 205 weekly pitch count is reached during the at bat.
- 4. A player is ineligible to pitch in the second game of a double header if during the first game he does any one of the following:
 - a. Throws 25-39 pitches in two (2) consecutive innings, and/or
 - b. Throws more than 40 pitches in any one inning
- 5. The pitcher starting the second game of a double header will be held to the 105 pitch limit. Any pitches thrown during the first game will be counted towards this 105 pitch limit for the day.

Item 15. Warm-up Time

- A. Each team will be permitted fifteen (15) minutes of on field warm-up time to be used at the discretion of the coach. Restrictions may be placed upon this time by the Leaser of the Site being used.
 - 1. The first field-use warm-up period will begin 40 minutes before the start of the game. The second field-use warm-up period will begin 25 minutes before the start of the game and the remaining 10 minutes will be used for the pre-game conference and to groom the field.
 - 2. The visiting team will have the last 15 minutes of on field warm-up time.
 - 3. The non field-use warm-up period will begin one and a half hours before the start of the game and is limited to stretching, running, and throwing.
 - 4. Restrictions concerning the location or type of warm-up may be imposed by the Game Manager if field conditions or host site management require such action.
 - 5. If batting cages are available at the site, each team will have the opportunity to use them for 10 minutes during the other

team's on-field warm-up period on the field. Batting cages will not be available at Frawley Stadium.

Item 16. Contest Procedures, Equipment and Facilities

- A. All tournament games will be scheduled for seven innings, and played to the full seven innings, except if the ten-run rule is enacted, per NFHS 2022 Baseball Rules.
- B. Coaches must comply with all uniform rules per 2022 NFHS Baseball Rules.
- C. The next player scheduled to bat will be in the on-deck circle.
- D. There will be no protests as all disputes will be resolved by the umpires at the game site.
- E. The DIAA suspended game rule will be in effect for all tournament games.
- F. The Game Manager will decide, depending on weather and field conditions, if a game should be started. After the game has begun, the umpire in chief will be in charge.
- G. The ten-run "mercy rule" will be in effect for all tournament games (NFHS Rule 4-2-2).
- H. Special Events
 1. The national anthem will be played prior to all games unless it is the second game of a double header.
 2. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game at the DIAA's discretion.
 3. The opening ceremonies may include the following:
 - a. introduction of players, coaches, administrators, and game officials
 - b. National anthem.
 - c. Introduction of DIAA Chairperson.
 - d. Introduction of Executive Director and DIAA Committee members.
 - e. Introduction of other special guests.
 4. The committee is authorized to modify the pre-game and post-game activities however it deems appropriate.

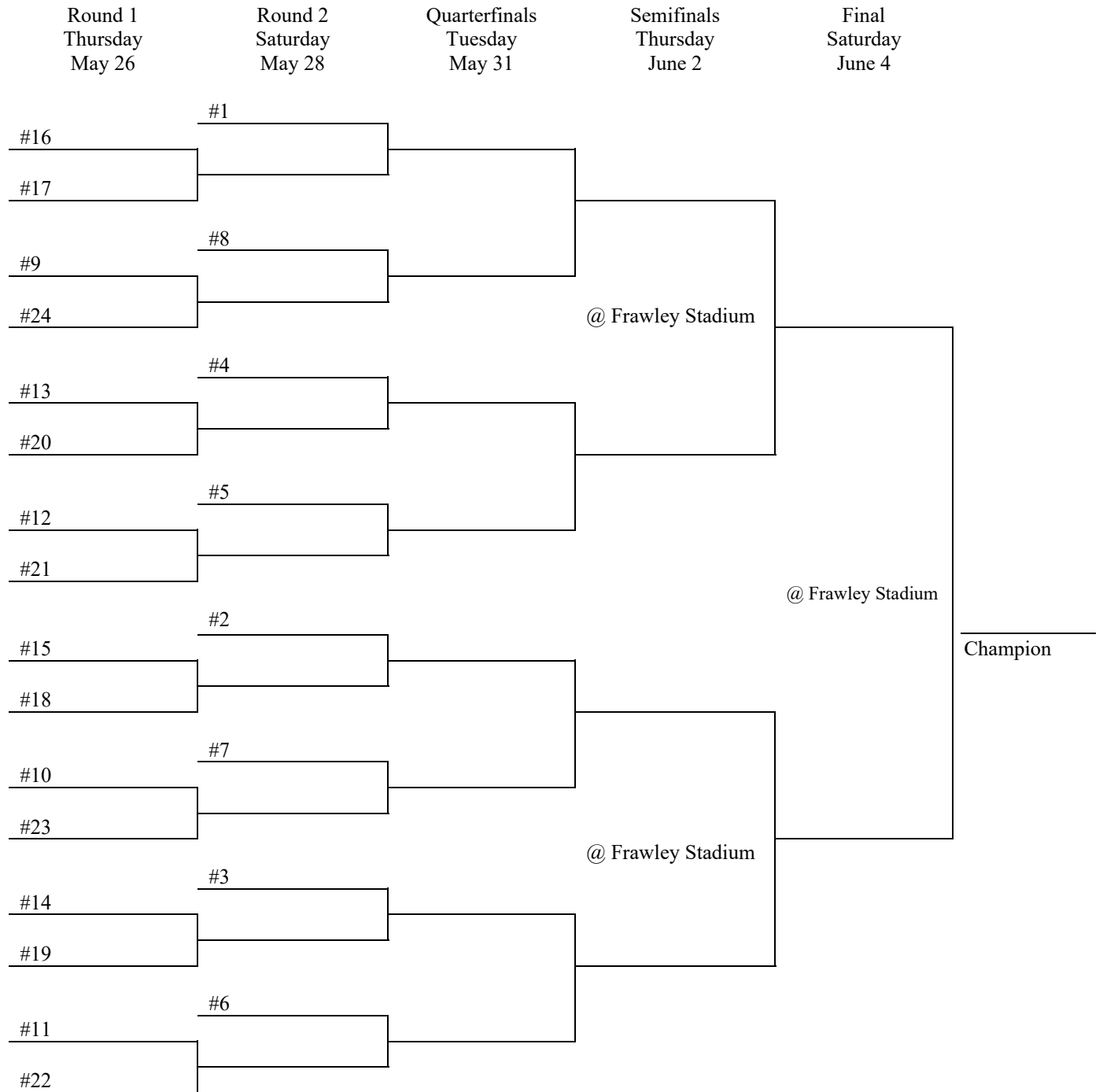
Item 17. Suspended Game

- A. Any game suspended from play due to circumstances that prevent the full seven innings to be played, will be resumed from the point of suspension as soon as conditions permit. The game will then be played until the full seven innings are completed by rule, or until the ten run rule comes into effect.
- B. Both Head Coaches and all Umpires are to meet under cover if necessary to ensure that ALL scorebooks have the same information, and that both teams and the umpires agree as to what the current situation is at the time of suspension. The Game Manager should be present during this meeting also.

Item 18. Site Selection Procedures:

- A. The Baseball Committee may use any of the following criteria and procedures at their and DIAA's sole discretion to select game sites for the 2022 tournament:
 1. The field should be regulated as per the 2022 NFHS Baseball Rules Book.
 2. NFHS guidelines will be followed with an emphasis on SAFETY. The committee will evaluate fields according to a set of criteria, which may include but are not be limited to, the following considerations:
 - a. The foul lines should not be burned into the field resulting in excessive ruts and/or large burned-in areas.
 - b. The height of the outfield grass should be short without excessive clumps and/or bare areas. The field should be free of holes which would create unsafe playing conditions.
 - c. The field must be marked as per the 2022 NFHS Baseball Rules Book.
 3. The back stop must be in good condition without sharp edges or holes.
 4. The dead ball areas should be well marked and/or roped off.
 5. Parking facilities and spectator areas will be taken into consideration. Bleachers should be available for spectators.
 6. Ticket sales are required during all rounds of the tournament and DIAA's ticketing policies and ticketing administration will be in effect.
 - a. Entrance to the spectator areas should be controlled so as to facilitate ticket sales
 7. The entire site should lend itself to good crowd control

2022 DIAA BASEBALL STATE TOURNAMENT



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DIAA Softball Committee Members

Committee Member Name	Affiliation	Title
Greg Shivery, Chair	Newark Charter	Athletic Director/Coach
Diane Carden	DIAA	NFHS Softball State Interpreter
Deb Hauth	DSUA Softball	Official
Susan Heiss	Ursuline Academy	Athletic Director
Bud Hitchens	Public Member	Retired
John Marvel	Sussex Tech High School	Coach
Dave Morrow	Hodgson Vo-Tech High School	Coach
Michelle Niblet	Delmar High School	Coach
Karen Pritt	Public Member	Retired
Jeff Ransom	Wilmington Friends School	Athletic Director
David Swift	DSUA Softball	Official
Dr. Eileen Voltz	Charter School Wilm	Coach
John Wells	Sussex Central HS	Coach

2022 DIAA Softball Tournament Manual

Item 1. Tournament Field

- A. The tournament field will consist of 24 teams:
 1. The 24 team tournament field will be selected by the index and criteria found in Item 2.B (below).
- B. Eligible Teams:
 1. All teams must meet the criteria established by DIAA Regulation 1006.2.4 to be eligible for tournament consideration.
 2. A team must play a minimum of thirteen (13) varsity games. In order to be considered a varsity opponent, an opposing team must play a minimum of 13 games at the varsity level.
 3.
 - a. Team schedules will 'lock down' on April 6, 2022. Any changes to a team's schedule must be approved by the softball committee chair and DIAA. Email Donna Polk at donna.polk@doe.k12.de.us with a request and reason for a change. All games must be completed by May 14, 2022 which is the last date of competition. Games played after that date will not be included in the at-large selection procedure

Item 2. Tournament Seeding

- A. Team Reports: All schools must accurately complete and post the team report on the school's website4sports site by 6 PM on May 14, 2022, which is the last day of regular season competition for softball.
- B. Index Calculation: Team index is determined by the following procedure:
 1. Calculate the total number of wins and losses for the team's opponents.
 2. Convert to win/lose percentage. Double.
 3. Add the team's win/loss percentage
 4. Divide by three.
- C. If two or more teams are tied for any seed, the following tie-breaking criteria will be used in the order listed. Once a team is removed from the tie, the tie-breaker criteria will be reapplied to the teams that are still tied

1. head-to-head competition during the regular season
 2. record against common opponents
 3. carry out an index (past thousands) until the tie is broken.
- D. Seeding System
1. The point index as described in Item 2. B will be used to seed the tournament.
- E. If a school chooses not to participate in the tournament, the committee will take the following action:
- a. If a school announces its intentions before the committee meets to select the tournament field, its team will be replaced by the next best team as determined by the win/loss index system used to select the at-large teams.
 - b. If a school withdraws after the field has been selected, its team will not be replaced and its scheduled opponent will receive a bye into the next round of play. A school may be subject to disciplinary action by the DIAA Board of Directors if its team withdraws after the first-round pairings have been established.

Item 3. Tournament Dates

- A. The 2022 DIAA Softball Tournament will be held on the following dates below. These dates are subject to change if site availability is a problem, or due to circumstances beyond the control of the Committee.

Round	Date
Round One	May 17
Round Two	May 19
Quarter Finals	May 21
Semi Finals	May 25
Finals	May 29

Item 4. Tournament Sites

- A. The Tournament Committee and DIAA will make the final decision to determine the playing sites throughout the tournament and will be announced at the softball seeding meeting.
- B. If a field is in poor condition, it may be deemed unsuitable for tournament play even though it was used during the regular season. Alternate sites will be determined by the Committee and DIAA.
- C. The Committee considers the following criteria when selecting a host site:
1. Must have livestream capability,
 2. Field meets specified requirements per NFHS Softball Rules,
 3. Meet the minimum event staff coverage,
 4. security of site,
 5. parking availability,
 6. spectator capacity for seating will be also be considered.

Item 5. Starting Times

- A. Starting times for all games will be determined by the committee and announced at the seeding meeting.
- B. The committee will not accept requests for referred or alternate starting times unless there is a conflict with a participating school’s senior prom, Baccalaureate, or graduation ceremony.

Item 6. Official Program

- A. At the discretion of the DIAA Executive Director, if DIAA prepares an official tournament program which contains team pictures, team rosters, tournament pairings and other related information, the host site should display DIAA QR code signs around the facility so fans can access the program which will be available digitally. No printed programs will be printed or sold.
- B. Team Photograph, Roster and Program Information - Team information for the tournament program must be on the school’s website4sports site by May 2, 2022. The team photo must be a digital print of no less than 300 DPI in a jpeg or tfi format. Electronic submission is required; hard copies will not be accepted.
1. Schools should assume that their team is going to make the tournament and submit a roster and team photo by the date listed by May 2, 2022. Program information must be submitted by this due date for consideration of any complimentary coaches tickets.

Item 7. Admission Policies

- A. Paid Admission
1. All tickets will be purchased through GoFan, DIAA’s official ticketing partner, unless otherwise noted.
 2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>

3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
 4. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 6, page 2.
 5. Ticket Prices
 - i. Student (grades K-12) and adult admission will be \$5 for 1st round, 2nd round, and quarterfinal games;
 - ii. \$6 for semifinals
 - iii. \$10 for finals
 6. These ticket prices do not include any additional fees.
 7. Any games played at non-DIAA member schools may incur an increased ticket price of \$1.00, at minimum.
 8. Children four (4) years and younger will be admitted without charge to all games.
 9. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
 10. Tickets purchased but unused will not be refunded.
- B. Complimentary Admission
1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. The official school party is defined as players, coaches, managers, scorers/statisticians, and athletic trainer(s). All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
 - i. A maximum of 20 players in uniform are permitted as part of the official school party. The school party will not exceed 28 people.
 - ii. All members of the school party must be in the sixth grade or older. It is recommended that they be of high school age.
 - iii. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
 - iv. One (1) bus driver will be admitted free of charge upon presentation of identification as the team's driver.
- C. Each school may request two complimentary coaches tickets to be used for the first, second, and quarterfinal rounds. Schools will submit their complimentary coaches pass requests through [this form](#). Requests sent via email will not be honored. Only coaches listed on the school's official school roster (per website4sports) will be eligible to receive complimentary admission. Coach admission requests must be submitted by 4pm on Monday, May 2, 2022. Walk up coach pass requests at tournament games will not be honored. No complimentary coach admission will be honored at any DIAA semifinal or championship games. Due to the on-going COVID-19 health pandemic and game operations restrictions, this coaches pass policy may be modified at any time. A complimentary coaches admission list will be sent to host sites by DIAA to indicate complimentary admissions prior to the opening respective sport tournament round. Coaches who do not submit the team photo and information requested in Item 6 (above) by the deadline will not receive passes.
- D. Media representatives who are covering the tournament will be admitted upon presentation of current and official 2021-2022 DIAA media credentials.
1. Media/photographers may stand where permitted by game manager, site director, and DIAA.
 2. Press box seating (if available) may be available to members of the media per DIAA discretion and if space is available.

Item 8. Game Manager

- A. A member of the committee will be appointed to serve as the Game Manager. He/she will serve as a liaison between the committee, the host school, and the participating schools. He/she will be responsible for ensuring compliance with the policies and procedures established by the DIAA Softball Committee. The Game Manager will have the specific responsibilities listed below.
 1. Provide the following items:
 - a. Official score book.
 - b. Game balls.
 2. Collect the score book and balls after the game has been completed.
 3. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, notify the injured party's athletic director, committee chair and the Executive Director as soon as possible.
 5. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.

Item 9. Responsibilities of Host School

- A. Member schools agree to host events for the tournament.
- B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA's Executive Director prior to the start of the event.
 1. Support personnel may include:
 - a. Ticket redeemer(s);
 - b. Ticket support(s);

- c. Security (an individual who monitors the crowd but is not a law enforcement officer);
 - d. Scoreboard Operator/Announcer; and
 - e. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.
- C. The Site Director's responsibilities include:
- 1. Set up the field and bench areas according to current NFHS specifications.
 - a. The field should be lined according to current NFHS specifications.
 - 2. Provide parking facilities for buses and spectators.
 - 3. If possible, provide seating arrangements for spectators.
 - 4. Contact the Game Manager and DIAA three hours prior to game time if the field is not in playable condition.
 - 5. Be in attendance and work closely with the Game Manager and DIAA.
 - 6. Clear with the Game Manager matters of policy or procedure.
 - 7. Provide an official scorer unless a person is assigned by the Baseball Committee.
 - 8. Charge admission until the end of the fifth inning.
 - 9. Ensure that the complimentary admission policy for all schools is followed (Item 7)
 - 10. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
 - 11. Review the emergency action plan with the appropriate personnel.
 - 12. Any additional responsibilities as determined by the host school and DIAA.
- D. The host school must consult with the DIAA office concerning security and police personnel.
- 1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
 - 2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
- E. The host school is responsible for complying with the DIAA's ticketing administration and financial reconciliation procedures. Host schools are responsible for submitting the pre and post event financial reconciliation documents to the DIAA Office by the next business day before or after the event concludes. All tournament documentation should be emailed to diaa.finance@doe.k12.de.us
- F. Public Address System
- 1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer. Every effort should be made to have an announcer familiar with softball.
 - 2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
 - a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager or the Executive Director.
 - b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
 - c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.

Item 10. Responsibilities of Participating Schools

- A. Each team's School/Athletic Administration is responsible for assisting DIAA in safeguarding the playing field before, during and especially after all tournament games.
- B. Teams should not arrive at the game site more than 60 minutes prior to game time.
 - a. A school administrator and/or athletic director must be in attendance at tournament games, and upon entry should notify the Game Manager as to where they will be located during the contest.
 - b. The school administrator/AD in attendance is responsible for assisting the committee with enforcement of good sportsmanship conduct per DIAA Regulation 1007 Sportsmanship.
- C. Only team members listed on the official team roster and submitted to DIAA upon request to DIAA Executive Director are permitted to participate in DIAA state tournament contest(s).
 - 1. If there are any changes to the official tournament roster at any time during the tournament after it's been submitted to the Executive Director upon request, it is the head coach's responsibility to report those changes of the official tournament roster to the DIAA Executive Director and Committee Chair.

Item 11. Umpires

- A. Two umpires will be assigned to games in the first and second rounds. Three umpires will be assigned for the quarterfinal rounds and on. No alternates will be provided.
- B. Officials' Fees: Officials assigned to the 2022 Softball State Tournament will be paid according to DIAA Regulation 1009 8.4 Fees for Officiating Contests and Competitions.
- C. The Delaware Softball Umpires Association and the Delaware Umpires' Association will provide umpires for all tournament games. The Delaware Softball Umpires' Association will work the championship game in odd years and the Delaware Umpires' Association will work the championship game in even years.
 - 1. Each association must supply the chairperson with a list of umpires eligible to work the tournament by Thursday,

May 12th.

2. The umpires assigned to the games at the semifinal and finals round will be selected from the umpires ranked #1 - #6 on the composite list. The plate umpire in the finals must be in the top three on the composite list. A composite list is a list of qualified and ranked umpires from coaches and the umpiring associations.
 3. The Softball Committee will review and approve all umpire assignments. Any changes in the aforementioned assignments must be approved by the chairperson of the softball committee and DIAA.
- D. An official scorer will be designated by the Site Director and/or tournament committee. He/she will sit at the official scorer's table, which will be located behind the backstop or in another suitable area as determined by the umpires and tournament committee. Only the official scorer and designated committee members may sit at scorer's table. The official scorer may occupy the dugout if approved by the Softball Committee.

Item 12. Dressing Rooms and Facilities

- A. Participating teams should arrive dressed in their uniforms for all games as locker rooms may not be available at all sites. Teams are responsible for securing their own valuables.

Item 13. Contest Procedures, Equipment and Facilities

A. Game Balls and Scorebooks

1. DIAA will provide game balls and the official score book for all tournament games.
 - a. Participating schools must provide scorebooks for their own scorers.
 - b. The *Dudley* SB12L Softball will be the official ball for all tournament games. Three new balls will be provided for each game with the winning team being awarded a game ball.

B. Field Usage

1. No team will be permitted to practice on a field that will be used as a neutral site during the tournament, unless it is that school's homeschool field.

C. Special Events

1. No school will be permitted to conduct its own program of special events.
2. No school will be permitted to bring its band or other musical group. School bands will not be allowed to perform even if the members of the band provide their own transportation and purchase tickets for the game.
3. The national anthem will be played prior to all games unless it is the second game of a double header.
4. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game at the DIAA's discretion.
3. The pregame ceremonies may include:
 - a. National Anthem
 - b. Introduction of team members, coaches, and umpires.
 - c. Other VIPs in attendance will be recognized by asking them to stand momentarily at their seats.
3. The Committee is authorized to modify the pregame or postgame activities however it deems appropriate.

Item 14. Awards

- A. The following awards will be presented by DIAA:
1. Team: Trophies will be present to the Champion and Runner-Up Teams.
 2. Individual: Gold medallions (20) will be presented to the champions and silver medallions (20) will be presented to the runners-up.
 3. No awards other than those authorized by the committee will be presented at any time during the tournament.

Item 15. Player Bench Occupants and Bench Assignments

- A. In all games prior to the championship, the higher seeded team will occupy the same dugout or player bench that it (or the home team at that site) occupied during the regular season.
- B. In the final round games, the higher seeded team will occupy the third base dugout or player bench.
- C. During the 15-minute pre-game warm-up and throughout the game, a maximum of 20 team members in uniforms and a maximum of 28 members of the official school party will be permitted on the field or in the player bench area. However, those individuals will be restricted to board approved coaches, players, managers, statisticians, trainers, and administrators.

Item 16. Home Team

- A. The home team in all rounds of the tournament will be the higher seeded team.

Item 17. Warm-up

- A. Each team is limited to a 15-minute warm-up on the field prior to the scheduled start of the game. The home team will be assigned the first 15-minute warm-up period, which will begin 45 minutes before the scheduled starting time. The final 15

minutes will be used to groom the field, team introductions and the National Anthem.

Item 18. Safety

- A. If the softball field is not enclosed by a fence, restraining ropes should be placed parallel to and a minimum of five yards from the foul lines for the semi final and championship games.

Item 19. Suspended Game Rule

- A. The DIAA suspended game rule will be in effect for both regular season and state tournament play. The rule states that a game called for any reason when a winner cannot be determined or a game called at any time for mechanical failure (e.g. artificial lights, water systems, etc.) will be treated as a suspended game. Such a game will be continued from the point of interruption, with the lineups and batting orders for both teams exactly the same as at the time of suspension subject to the rules of the game. A brief explanation of the rule is as follows:
 - 1. If a game is stopped prior to the completion of 4 1/2 innings, it is a suspended game and will be resumed from the point of interruption.
 - 2. If a game is stopped after 4 1/2 innings or in the bottom of the 5th inning and the home team is ahead, it is a completed game and the home team is declared the winner. If the score is tied or the visiting team is ahead, it is a suspended game and will be resumed from the point of interruption.
 - 3. If a game is stopped after 5 or 6 complete innings and either team is ahead, it is a completed game and that team is declared the winner. If the score is tied, it is a suspended game and will be resumed from the point of interruption.
 - 4. If a game is stopped in the top of the 6th inning, after 5 1/2 innings, in the top of the 7th inning, or after 6 1/2 innings, the score reverts back to the last completed inning. If either team was ahead, it is a completed game and that team is declared the winner. If the score was tied, it is a suspended game and will be resumed from the point of interruption.
 - 5. If a game is stopped in the bottom of the 6th or 7th inning, the score reverts back to the last completed inning unless the home team scored to tie or take the lead in the bottom of the incomplete inning. If so, the score remains as it was when the game was discontinued. In either case, it is a suspended game if the score was tied and will be resumed from the point of interruption.

Item 20. “Mercy Rule”

- A. A ten-run “mercy rule” after five innings is in effect for ALL rounds of play including the Championship game.

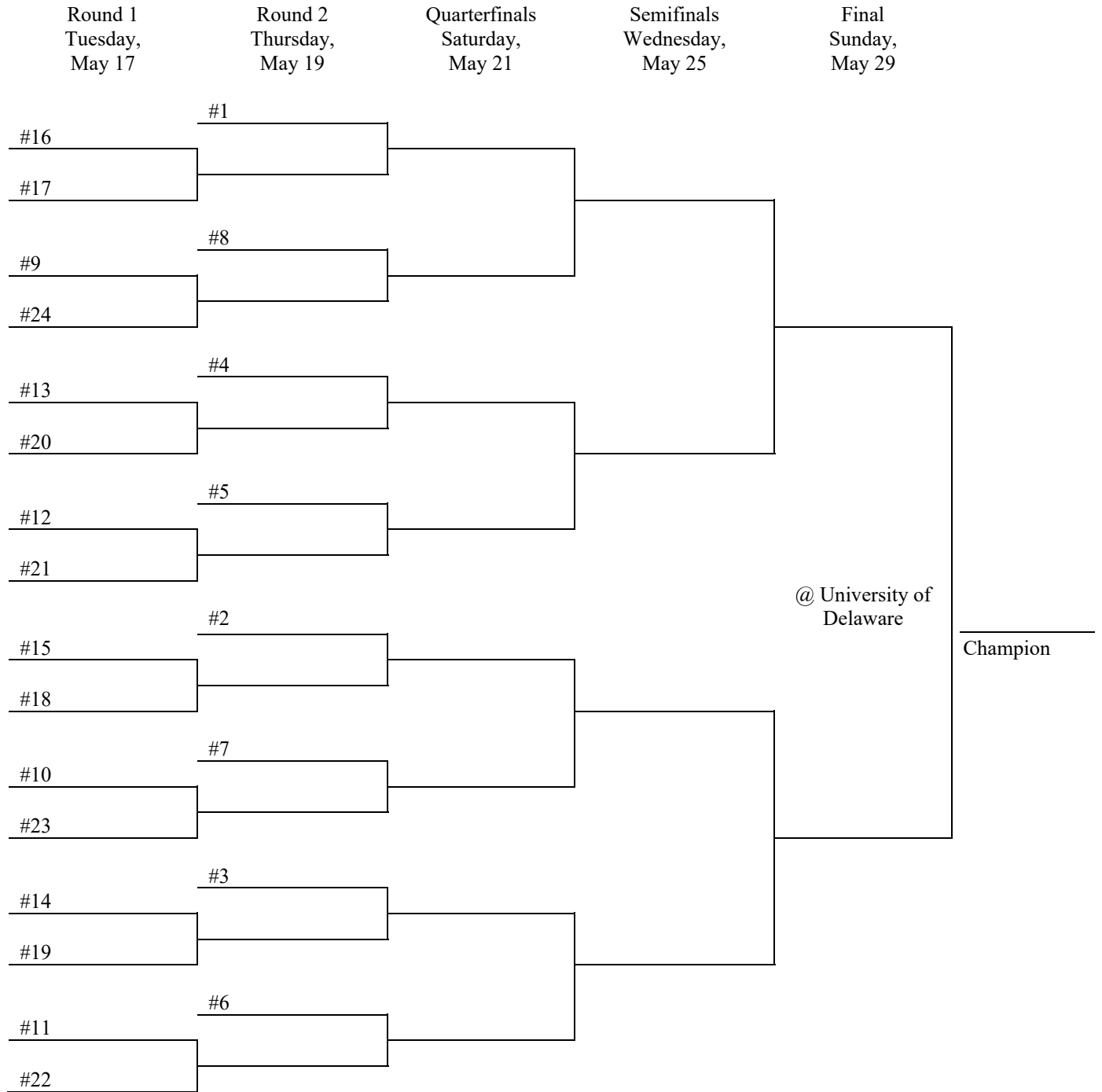
Item 21. Tie - Breaking Procedure

- A. The tie-breaking procedure, which was approved by the DIAA Board of Directors for regular season play, will be in effect for the first three rounds of the state tournament. This is the use of the International Tie-Breaker procedure beginning in the top of the tenth inning. There will be no tie-breaking procedure used in the finals.

Item 22. Site Selection Procedures

- A. The field should be regulated as per the 2022 NFHS Softball Rules Book, except regularly used home fields that meet the tournament committees’ approval.
- B. NFHS guidelines will be followed with an emphasis on safety. The committee will evaluate fields according to a set of criteria, which will include but not be limited to, the following considerations:
 - 1. The foul lines should not be burned into the field resulting in excessive ruts and/or large burned-in areas.
 - 2. The height of the outfield grass should be short without excessive clumps and/or bare areas. The field should be free of holes which would create unsafe playing conditions.
 - 3. The field must be marked as per the 2022 NFHS Softball Rules Book.
 - 4. The infield should be skinned.
 - 5. The outfield should be contained by a fence reaching from foul pole to foul pole. The outfield distances to the fence shall meet the criteria established by the NFHS Softball Rules Book.
- C. The back stop must be in good condition without sharp edges or holes.
- D. The dead ball areas should be well marked and/or roped off.
- E. Parking facilities and spectator areas will be taken into consideration. Bleachers should be available for spectators.
- F. Ticket sales are required during all rounds of the tournament and DIAA’s ticketing policies and ticketing administration will be in effect.
 - a. Entrance to the spectator areas should be controlled so as to facilitate ticket sales
- G. The entire site should lend itself to good crowd control

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