

# **bergen county charity classic.**

## **the heart of baseball. memorial day.**



### **SITE DIRECTOR REFERENCE SHEET**

#### **KEYS FOR SUCCESS:**

- Have printed schedule for all fields at your site
- Have printed copy of rules
- If you have a rules dispute that you or the umpire cannot resolve, immediately call the crew chief.
- Introduce yourself to all coaches so they know who you are
- If you need to leave the site please appoint someone
- Keep games on schedule
- Once the game starts it is in the umps hands
- At a minimum be on site during game changes
- Collect score sheets, verify from both teams, call in scores to the tournament command center
- Have a safety plan, local paramedic phone numbers
- If you have an injury or accident please call Command Center and report incident
- Since each field is playing host to 1 pool, try and track pool standings this will help in transition to playoff rounds
- Should we have questionable weather, check website first, and then call the command center.
- Have your volunteers scheduled
- Have DPW cut grass on Friday before the tournament starts
- Make sure you have chalk for lines and equipment to maintain fields before the weekend starts

#### **INFORMATION POINTS:**

- Tournament web site: [www.memorialbenefit.org](http://www.memorialbenefit.org)
- Command Center: 201-391-3111
- Tournament Crew Chief: Josh Lesser 201-566-2583
- Email scores: [scores@memorialbenefit.org](mailto:scores@memorialbenefit.org)