



SOFTBALL PLAYERS ASSOCIATION

“a fun & rewarding place to play”

925 W. State Highway 152
Mustang OK 73064



Attention: Tournament Directors

All players that do not have current and valid SPA Player cards in their possession **MUST** complete a Player Exception Form **PRIOR** to participating in **ANY** SPA event.

This letter describes new exception policies for SPA. For 10 years some players have filled out player exception forms and played in multiple tournaments each year without ever properly obtaining an SPA player's card. SPA feels that these new policies are the best way to ensure that all players are registered with proper documentation. It is not fair to the players that are abiding by the rules and getting their players card in a timely manner for us to continue to allow this practice. **It is very important for all tournament directors to submit all tournament paper work within one week to make this policy effective, and that this process be reviewed at all Tournament Manager's Meetings.**

Before accepting a Player Exception form from any player, make sure that every line has been filled out, and that it is all legible.

This new form has been updated and improved. **SPA now requires that \$25.00 be collected** from any player who (1) has not applied for a player's card or (2) who's player card is expired. This \$25.00 will be applied toward that player's registration, however, he/she must remit the balance of the registration fee and all forms and documentation required for a player's card within 15 days.

On the bottom of the form is a receipt that must be completed, torn off, and given to the player. On both the receipt and the exception form there are lines that must show the balance that is due. You or the staff doing the check in must fill out the bottom part of the form so that you can ensure the correct amount is written on those lines. For example, a 5 year player's card is \$50.00 and to play in the tournament with an exception, he/she must put down \$25.00. That amount will be applied to their players registration/card, the remaining \$25.00 is what will be shown on the balance due lines on the bottom of the form, and the receipt.

When the money is collected mark the appropriate box to indicate either cash or check, then staple the actual cash or check to the exception form to be sent to the National Office. Whoever took the money must sign the form as well as the tournament director.

Under no circumstance is a Player Registration to be accepted in full at any SPA tournament. This causes a lot of confusion at the tournaments and the National Office. This new Player exception form will force the player to take care of the registration after the tournament, and make it easier for the National Office to track who has not followed up to get their players card.

If an SPA Players card has already been applied for, the player still needs to fill out the exception form, but **will not** be charged the \$25.00 to play.

If the player has a valid SPA card but did not bring it, he/she will be required to fill out the player exception form, but **will not** be charged the \$25.00 to play. You should explain to them that the player must still send a copy of their valid player's card to the office within 15 days of the tournament completion. Explain to them that the National Office will receive these forms from every tournament and that they are carefully tracked. If the National Office does not receive the copy of their card within the 15 day period they could face suspension.

If a player falsely states that he/she has forgotten their card or that they had already applied for a card and the National Office confirms they are not registered or that their card has expired, an additional \$25.00 fine and suspension may be enforced.

Feel free to call or email the National Office if you have any questions about this form.

Ridge Hooks

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