



PROSPECT PARK BASEBALL ASSOCIATION

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PROCEDURE FOR MAKING SCHEDULE CHANGES AND MAKEUPS

Any schedule change must be done by the coaches whose teams will be affected.

The process is:

1. The affected coaches must agree on at least two days/times.
2. One of the coaches emails president@ppba.info (cc'ing the other coach) with the request in order of preference. The email must include the following:

Division Name (if Cubs or Bantam, include the tier, North, East, etc):

Team 1 Name, Coach's Name, email address & cell phone number.

Team 2 Name, Coach's Name, email address & cell phone number.

Original Game that is being made up:

Day:

Date:

Time:

Field:

Rescheduling Choices:

1st Choice:

Day:

Date:

Time:

Field:

2nd Choice:

Day:

Date:

Time:

Field:

3. The President then checks to make sure the requests can be honored. The decision is emailed to the coaches and, if the game is rescheduled, with a cc to the umpires to make sure no umpire shows up at the original game and the rescheduled game is covered.

Please understand that it is first come, first served - which is why at least 2 alternate slots should be given.

We will schedule all fields as confirmed by the President. The on-line schedule will NOT be revised to reflect these updates.