

Hello Team Manager,

Thank you very much for signing up your team(s) in our **2024 Winter Adult Men's Basketball League**. I'm happy to welcome you and your team(s) to our upcoming season.

If we haven't already met, please allow me to introduce myself. My name is Payton Funk. I am the Program Manager of Adult Sports & Youth Volleyball for JC Parks. I look forward to working with you. The purpose of this letter is to provide you with quality information, so you are well informed and well-prepared as a Team Manager. I have broken it down into the various topics below:

### **League Website Information:**

I usually send out this letter after you have already registered your team, so I assume you have already received all the info. you need from our league website (linked above). If not, please refer to it or let me know if you have questions.

### **Registered Teams:**

You can see a list of Registered Teams that have also signed up to play in this league at the link above.

### **Payment:**

You have already registered your team, but payment is a separate and second step. If you still need to pay the team fee, please call our front desk at 573-634-6482 or come by The Linc at 1299 Lafayette Street, Jefferson City, MO 65101. You must complete this step to secure your early discount (if applicable) and spot in our league. If you have already paid, thank you very much.

### **Team Rosters:**

You have already registered your team, but you must also submit your team roster including yourself as the team managers and all players. To do this, please visit: [teamsideline.com/Jefferson city](https://teamsideline.com/Jefferson%20city). Sign in using the same email address you used to register your team. Then find your team and add members of your roster one at a time. You will only need to submit each player's name and email address. After you have added players to your rosters, players will receive an automatic email from Team Sideline to register. Players will also check a box to agree to our Waiver and Release of Liability. This is mandatory for all Team Managers and players. Rosters are frozen when they are due. Players CANNOT play for more than one team in the same division. Game Schedules/Conflicts/Special

### **Requests:**

Game schedules will be released as soon as possible after the final registration deadline at [teamsideline.com/Jefferson city](https://teamsideline.com/Jefferson%20city). This usually takes at least 2-4 weeks. If you have any new schedule conflicts or special requests that you did not submit with your team registration, please email me ASAP. The game schedule is much easier to change before it is published, rather than after. I will try to accommodate all requests but can't make any guarantees.

### **Cancellations:**

In case of inclement weather, please sign up to receive text alerts from JC Parks via TeamSideline. An email will also be sent to Team Managers & players. I will also post all cancellations at: [jcparks.com/cancellations](https://jcparks.com/cancellations). We usually decide on cancellations at about 3:00 PM. Please do not contact us regarding this. It only slows down the process. I will notify everyone as soon as possible. League Rules Complete league rules are on our league website. Please take the time to become very familiar with the league rules for your age division. Score/Standings & Awards: Score and standings are kept for all age divisions at [teamsideline.com/Jefferson city](https://teamsideline.com/Jefferson%20city), along with the game schedules. All league champs will receive Champion T-shirts at the end of the season.

### **Facility Supervisors:**

A Facility Supervisor will be on-site at The Linc. The Facility Supervisors wear bright-colored shirts with the JC Parks logo so you can spot them easily. If you need any assistance, please ask them. Please report all emergencies, accidents, incidents, etc. to them ASAP.

### **Team Uniforms:**

Teams do need to wear uniforms for this league. All Players must have the appropriate footwear (Basketball or Tennis shoes). Players will not be allowed to play barefoot or in socks only. No players will be permitted to play in street shoes of any type. Players are asked to carry, not wear, their game shoes in the gym. Dirty and/ or muddy shoes are not permitted.

### **Jewelry:**

For player safety, jewelry, such as earrings, necklaces, bracelets, etc. are not allowed while playing.

### **Sportsmanship:**

Everyone must always use good sportsmanship and conduct themselves in a professional and respectful manner. This includes all Team Managers, players, and fans. Team Managers are responsible for the behavior of everyone associated with their team. We have a zero-

tolerance policy and will not tolerate poor sportsmanship from anyone. Consequences will include ejections, suspensions, removal from the league and any means necessary to ensure the participants have a safe, fun, and enjoyable experience

**Questions:**

I hope this information has been helpful and has answered all your questions. Please let me know if you have additional questions or need assistance at any time.

**Thanks:**

Thanks again for participating in our league and thank you for your time and efforts as we all work together to provide a safe, fun, and enjoyable experience for all in our community.

Sincerely, Payton Funk JC Parks Program Manager of Adult Sports & Youth Volleyball 573-634-6563 Pfunk@jeffersoncitymo.gov