

**“Rising-Star” Tournaments Book Organization – Unsanctioned Tournaments 7s, 8s, 9s
Rev 5.11.2026**

- I. Collect a copy of the player’s birth certificate for each player
- II. Collect a medical release from the parents/guardians for each player
- III. Collect current Diamond Leader, concussion, abuse awareness, sudden cardiac certificates for manager and coaches.
- IV. Print a profile page from your website for each player to include their address, contact info and player’s date of birth.
- V. Print a team roster.
- VI. Obtain 1st page (declarations) of League Insurance (which can be printed from the data center if needed).
- VII. Get a 3-ring binder and some dividers (enough for each player and to separate the different sections of the affidavit (approximately 18). It is also helpful to have plastic sheet protectors/page pockets to place player pages in and their supporting documentation. Having sheet protectors also eliminates the need for a 3-hole punch. Make sure the binder is labeled with the league name and the respective All-Star division.
 - A. Page 1 – Team Roster
 - B. Next pages should be individual players alphabetically – Profile page, birth certificate, medical release.
 - C. Using a separate labeled divider for coaching staff - Include all Certifications: Diamond Leader, concussion, abuse awareness, sudden cardiac in the back of the binder. Check what is needed and frequency here:
<https://cad63llb.org/content/32125/Required-Trainings>
 - D. Using a separate labeled divided -Include a copy of the 1st page of the League Insurance (declarations page) as the last page in the back of the binder.

Make sure to include several pitch count logs in your binder which can be found on the District 63 Website under rules & forms: <https://cad63llb.org/downloads>