



# Minor Field Maintenance Checklist

**PREGAME PREP (HOME TEAM):** Should be completed at least 30 minutes before game time.

**Inspect field for debris/foreign objects:** check conditions of fences, backstops, bases, and warning tracks. Be sure to check for dangerous holes or bumps on the field.

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| 1 | Water and tamp batter's box if necessary.   |
| 2 | Drag and rake infield, batter's box.  |
| 3 | Use batter's box template to mark batter's box. Lay flush and even with the side of home plate.   |
| 4 | Mark infield and outfield Foul Lines with 2" chalk lines. Run stringer all the way to the foul pole, especially if the outfield lines are messed up. Put 1 <sup>st</sup> and 3 <sup>rd</sup> bases in temporarily to be sure the stringer lines up on the outside edge of the base. Remove the bases as you pass by with the chalk. Take your time and make it a straight line. |
| 5 | Set bases in place. Dig-out post holders with tool. Make sure bases lay level on the ground.  |
| 6 | Return chalker, stringer, templates, rakes etc. to the equipment shed.  |
| 7 | Setup scoreboard and control box if someone is available to run.  |
| 8 | Unlock concession stand and get money box from safe.  |
| 9 | Unlock bathroom doors   |

## POSTGAME (VISITORS TEAM)

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|----|---|
| 1  | Put bases in the equipment shed unless there is a game afterwards.  |
| 2  | Clean up dugouts and bleacher areas.  |
| 3  | Fill holes in batter's box if needed.   |
| 4  | Rake infield.   |
| 5  | Empty trash cans in concession stand and bathrooms.   |
| 6  | Clean bathrooms   |
| 7  | Verify concession sales and complete envelope. Deposit envelope in roll top safe at major concession stand. |
| 8  | Put money box in safe.  |
| 9  | Turn off scoreboard and audio equipment   |
| 10 | Lock equipment shed, concession stand and restroom doors  |