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# Tournament Documentation Preparation

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6/2/26



# Agenda

- Little League & District 19 Tournament Resources
- Little League International Tournament Affidavit Requirements & Process
- NJ State 7/8 Affidavit Requirements
- District 19 8-9 & Minors District Only Tournament Roster Requirements
- Questions

# Little League & District 19 Tournament Resources



## TOURNAMENT RESOURCES

2026 LITTLE LEAGUE® INTERNATIONAL TOURNAMENT

<https://www.littleleague.org/tournament-resources/>

### NJ District 19 Website -> Tournaments

<https://tshq.bluesombrero.com/Default.aspx?tabid=2014104>

The place for: District specific schedules, forms, & presentations

# Little League International Tournament Affidavit Requirements & Process



## **\* Watch the LLB Tournament Affidavit Webinar \***

LLB has made available a helpful webinar that you can watch on demand regarding the affidavit process. Follow the link below:

<https://www.littleleague.org/videos/2026-tournament-affidavit-webinar/>



# Tournament Documentation

- Player Verification Form & supporting material
  - Original Birth Certificate\*
  - Proof of Residency – Either:
    - Three acceptable proofs of residency dated between 2/1/25 & 2/1/26
    - School Enrollment Form
    - League Choice (Regulation IIa)
- Official LLB Affidavit & Map completed online
  - Any applicable waivers
  - Pitching record

Note: \* The original birth certificate must be presented for verification of new Player Verification Forms but will not be kept.





# Roster Expectations

- At least 12 Players that are healthy & available for your first game
- Players who are injured & unable to play at the start of the tournament should not be included on the affidavit. They can be added once they are approved by a doctor to play.
- Players who will be away or miss initial games for any reason should be supplemented by having  $> 12$  players on the roster.
- Little League is interested in providing all players with an opportunity. Unless you have a very small league, the district will not make an exception for roster sizes of  $< 12$  players.

# League Choice: Regulation II



REGULATIONS  
**Regulation II - League Boundaries**  




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**LEAGUE AGE 4 – 7 PLAYERS:**

**a.**



**1. - LEAGUE CHOICE:** Players league age seven (7) and under may register in any Little League program without respect to any geography-related eligibility or school enrollment eligibility requirements.

**NOTE:** Players registering under this option are fully eligible to participate in all aspects of league play, including International Tournament play, for the duration of their Little League careers provided they have continuous and unbroken participation within the specific league where initially registered and provided all other participation eligibility requirements have been met.

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<  **Little League Baseball** 

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REGULATIONS  
**Regulation II - League Boundaries**  





**a.**

**2.** - Players who have participated in the league without a break in participation since league age seven (7), OR the sibling of a player who is an active participant league age (7) or younger OR the sibling of an active player in the league who has participated in the league without a break in participation since league age seven (7), are eligible to continue participation in the league provided they maintain continuous and unbroken participation within the league and regular season play.

**NOTE 1:** This option only applies to players born on or after September 1, 2017 (Baseball) or January 1, 2017 (Softball).

**NOTE 2:** A player may only qualify based on a sibling who initially gained eligibility under Regulation II(a)(1) if that sibling is an active participant in the league for the current season.

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 **RULEBOOKS**  **BOOKMARKS**  **SEARCH**  **MORE**

# Player Verification Form



**LITTLE LEAGUE® BASEBALL AND SOFTBALL  
TOURNAMENT PLAYER VERIFICATION**

Date Requested \_\_\_\_\_ (check one)  BASEBALL  SOFTBALL  
 League Name \_\_\_\_\_ League ID# \_\_\_\_\_

**PLAYER INFORMATION AND DOCUMENTATION**

Player Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(must be name as shown on the birth documentation)

**TYPE OF AGE PROOF: (CHOOSE ONE)**  
 Board of Health/Registrar of Vital Statistics  Federal/Military  In-Lieu Statement (necessary document from all four groups)

**RESIDENCY PROOF: (CHOOSE ONE OR MORE DOCUMENTS FROM EACH OF THE THREE GROUPS)**

**ADDRESS OF PARENT OR LEGAL GUARDIAN**  
 Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

<b>GROUP ONE</b>	<b>GROUP TWO</b>	<b>GROUP THREE</b>
<input type="checkbox"/> Driver's License	<input type="checkbox"/> Welfare/Child Care Records	<input type="checkbox"/> Voter's Registration
<input type="checkbox"/> School Records	<input type="checkbox"/> Federal Records (i.e., Federal Tax, Social Security, etc.)	<input type="checkbox"/> Utility Bills (i.e., gas, electric, water/sewer, phone, mobile phone, heating, waste disposal)
<input type="checkbox"/> Vehicle Records (i.e., registration, lease, etc.)	<input type="checkbox"/> State Records	<input type="checkbox"/> Financial Records (i.e., loan, credit, investments, etc.)
<input type="checkbox"/> Employment Records	<input type="checkbox"/> Local (Municipal) Records	<input type="checkbox"/> Medical Records
<input type="checkbox"/> Insurance Documents	<input type="checkbox"/> Support Payment Records	<input type="checkbox"/> Internet, Cable, or Satellite Records
	<input type="checkbox"/> Homeowner/Tenant Records	
	<input type="checkbox"/> Military Records	

- OR -

**SCHOOL ENROLLMENT PROOF: (CHOOSE ONE)**  
 Official/Certified school enrollment record dated prior to October 1 of current academic year  
 A Little League issued school attendance form completed by the school administrator, principal, or vice principal

**SCHOOL ADDRESS**  
 Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

- OR -

**PLAYER QUALIFIES VIA REGULATION II:**  
 This player or their sibling was an active participant this season and has been an active participant in this league since league age 7 or younger without a break in service.

Existing Waiver (if applicable):  1(d) Waiver  Charter Committee Waiver  
All residency/school attendance documentation must be attached to this form.

**VERIFICATION**

Parent or Legal Guardian Agreement: By my signature below, I certify that all the information provided for this Tournament Player Verification is true and correct and provides the necessary documentation required by Little League to verify league/tournament age and residence/school attendance eligibility. If the Charter/Tournament Committee subsequently finds that the information submitted as acceptable documentation regarding league/tournament age and residence/school attendance eligibility now shows that the previously submitted information/documentation was falsified, misrepresented, or insufficient then Little League Baseball®, Incorporated reserves the right to impose sanctions and/or penalties on all appropriate parties, including but not limited to players, coaches, tournament teams, league officials, and/or the league which could result in suspension and/or terminations with Little League Baseball, Incorporated.

Name (Printed) of Parent/Legal Guardian \_\_\_\_\_ Signature of Parent/Legal Guardian \_\_\_\_\_ Date \_\_\_\_\_

League President's Verification: I have reviewed and verified that the information presented here is true and correct and provides the necessary documentation required by Little League to verify league/tournament age and residence/school attendance eligibility. If the Charter/Tournament Committee subsequently finds that the information submitted as acceptable documentation regarding league/tournament age and residence/school attendance eligibility now shows that the previously submitted information/documentation was falsified, misrepresented, or insufficient then Little League Baseball, Incorporated reserves the right to impose sanctions and/or penalties on all appropriate parties, including but not limited to players, coaches, tournament teams, league officials, and/or the league which could result in suspensions and/or terminations with Little League Baseball, Incorporated.

Name (Printed) of League President \_\_\_\_\_ Signature of League President \_\_\_\_\_ Date \_\_\_\_\_

District Administrator's Review: I have reviewed the eligibility documentation and player's original birth certificate, and the information presented here, to the best of my knowledge, appears to be acceptable under Little League standards and guidelines.

Name (Print) of District Administrator \_\_\_\_\_ Signature of District Administrator \_\_\_\_\_ Date \_\_\_\_\_

NOTE: This form and attached original documentation must be retained by the player's parent or legal guardian as well as a copy retained by the local league. It is recommended that the District Administrator also maintain a copy.

- Required for each player
- Supporting Material:
  - Original Birth Certificate\*
  - Select - Proof of Residency – Either:
    - Three acceptable proofs of residency dated between 2/1/25 & 2/1/26
    - School Enrollment Form (req'd for players who attend school in boundary but live outside)
  - The address on the affidavit depends on the type used: home or school
  - Form must be signed by parent & President before presenting w/ affidavit
  - League Choice: Player qualifies under Regulation II. This player or their sibling was an active participant this season and has been an active participant in this league since league age 7 or younger without a break in service.



# Residency Proof

- Three acceptable proofs of residency dated between 2/1/25 & 2/1/26
- **Documents outside of these dates CANNOT be accepted!**
- Only one from each Group!

**RESIDENCY PROOF: (CHOOSE ONE OR MORE DOCUMENTS FROM EACH OF THE THREE GROUPS)**

**ADDRESS OF PARENT OR LEGAL GUARDIAN**


Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

<b>GROUP ONE</b>	<b>GROUP TWO</b>	<b>GROUP THREE</b>
<input type="checkbox"/> Driver's License	<input type="checkbox"/> Welfare/Child Care Records	<input type="checkbox"/> Voter's Registration
<input type="checkbox"/> School Records	<input type="checkbox"/> Federal Records (i.e., Federal Tax, Social Security, etc.)	<input type="checkbox"/> Utility Bills (i.e., gas, electric, water/sewer, phone, mobile phone, heating, waste disposal)
<input type="checkbox"/> Vehicle Records (i.e., registration, lease, etc.)	<input type="checkbox"/> State Records	<input type="checkbox"/> Financial Records (i.e., loan, credit, investments, etc.)
<input type="checkbox"/> Employment Records	<input type="checkbox"/> Local (Municipal) Records	<input type="checkbox"/> Medical Records
<input type="checkbox"/> Insurance Documents	<input type="checkbox"/> Support Payment Records	<input type="checkbox"/> Internet, Cable, or Satellite Records
	<input type="checkbox"/> Homeowner/Tenant Records	
	<input type="checkbox"/> Military Records	

# School Enrollment Form



- Must be completed by school official
- Required for players attending school in your boundaries but living outside of them
- Make sure to do this while school is still in session!

 **Little League® Baseball and Softball**  
**School Enrollment Form**

The District and the Local League will maintain this form and supporting documentation in their files. Completion of this form is only required ONCE during a participant's career, unless the school enrollment changes. A II[d] waiver would then be required.

To Be Filled Out By Parent/Legal Guardian  
Date: \_\_\_\_\_

League Name: \_\_\_\_\_ League ID#: \_\_\_\_\_

Player/Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

<b>Division:</b> (Check One)	<input type="checkbox"/> Baseball	<b>Level:</b> (Check One)	<input type="checkbox"/> Tee Ball	<input type="checkbox"/> LL (Majors)	<input type="checkbox"/> Junior
	<input type="checkbox"/> Softball		<input type="checkbox"/> Minors	<input type="checkbox"/> Intermediate	<input type="checkbox"/> Senior

Parent/Guardian Address: \_\_\_\_\_  
[Street] [City/State] [Zip]

\_\_\_\_\_  
[Print Name of Parent/Legal Guardian] [Signature of Parent/Legal Guardian] [Date]

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**To be filled out by School Administrator, Principal, or Vice Principal**

I, \_\_\_\_\_ of \_\_\_\_\_ School, located at  
\_\_\_\_\_,  
\_\_\_\_\_, hereby verify that  
\_\_\_\_\_,  
\_\_\_\_\_ has enrolled and is attending the above named school for the \_\_\_\_\_  
\_\_\_\_\_ academic year prior to October 1, of the current academic year.

This student has been enrolled as of \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
[Signature] [Date] Title (School Administrator, Principal, or Vice Principal)

If the Charter/Tournament Committee subsequently finds that the information submitted as acceptable documentation regarding school enrollment/attendance now shows that the previously submitted information/documentation was falsified, misrepresented or insufficient, then Little League Baseball, Incorporated reserves the right to impose sanctions and/or penalties on all appropriate parties, including but not limited to players, coaches, league officials, and/or the league which could result in suspension and/or terminations with Little League Baseball, Incorporated.

Last Updated: 4/24/2023



# Re-using Player Verification Forms

Player Verification Forms (PVF) only need to be approved once if retained for the career of the player unless:

- The player moves and the 3 proofs of residence were used; Complete a new PVF along with the 3 proofs of the new residence.
- The player changes schools and the School Enrollment Form was used in the past; Complete a new PVF & bring along with the new signed School Enrollment Form & the old approved PVF & supporting material.

**Best Practice:** Keep the signed player verification package stapled together for the current season and future use. Birth certificate copies are not required after the original is approved.



# The Affidavit Process



All affidavits must be completed via the LLB Data Center

Note: League Presidents and Player Agents can create and edit Tournament Affidavits by default. Additionally, anyone may be granted the “Manage Tournament Affidavits” permission by the League President by editing his/her officer record.

Little League® Data Center

League Name & ID#

<b>Charter Status</b>	<b>Tournament Status</b> ?
✓ Approved	✓ Enrolled <b>Manage Affidavits</b>

League Resources

**Change Chartered Teams**  
The deadline for leagues to update their 2018 Charter Applications was June 1, 2018. Please submit any requests for regular-season team number changes to Bonnie Wheeland at [bwheeland@LittleLeague.org](mailto:bwheeland@LittleLeague.org). Requests will be reviewed on a case-by-case basis.

**Change Tournament Team Counts** Available until 8/1/2018

Download Official Logos

# Creating or Editing Affidavits



[Home](#) / [Tournament Affidavits](#)

## Tournament Affidavits

Your league's current tournament affidavits for the 2019 season are listed below. To start a new affidavit, click the Start New Tournament Affidavit button. A tournament affidavit must be completed for each team enrolled in the International Tournament.

Please [click here](#) for a list of frequently asked Tournament Affidavit management questions.

### Your League's Tournament Affidavits

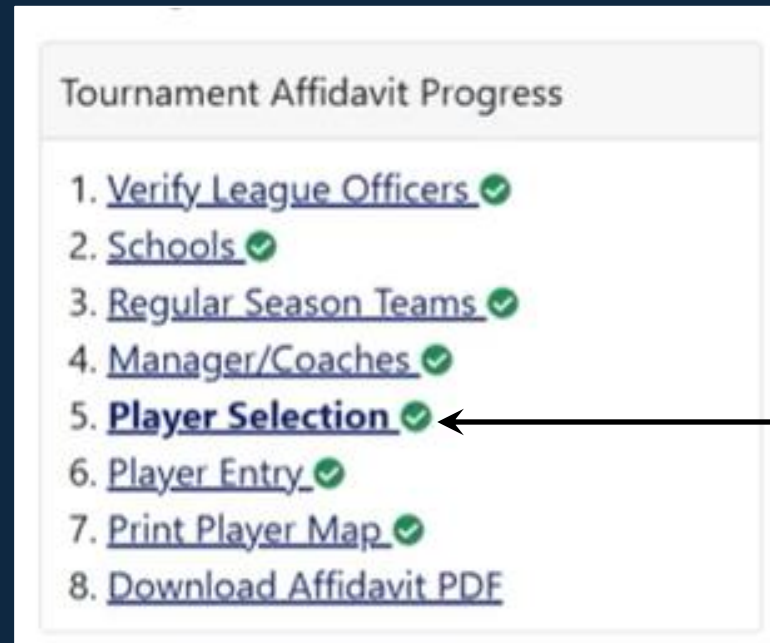
[+ Start New Tournament Affidavit](#)

Tournament Division	Affidavit ID				
Little League Baseball® - 9 to 11 Year Old	2019-122-21712	<a href="#">Edit</a>	<a href="#">Download PDF</a>	<a href="#">View Player Map</a>	<a href="#">Delete</a>
Little League Baseball® - Senior League	2019-151-18307	<a href="#">Edit</a>	<a href="#">Download PDF</a>	<a href="#">View Player Map</a>	<a href="#">Delete</a>

# The Affidavit Process & Steps



All affidavits must be completed via the LLB Data Center



If you use SportsConnect, you can easily select players from the system.





# Affidavit Pages

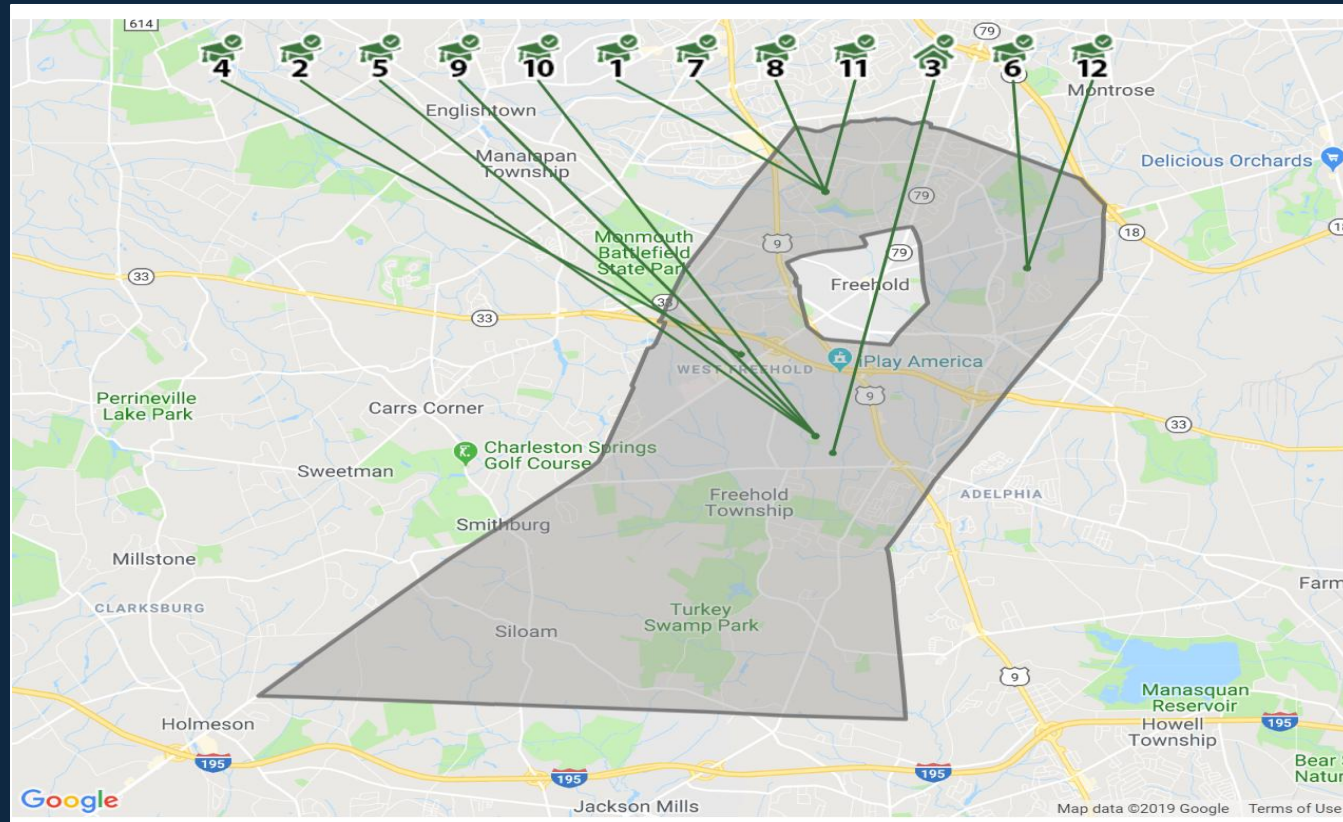
- Signature Pages
- Team, Manager/Coach & Player Information
  - Address must match the type of residency documentation used: Home or School
  - Waiver Section used when appropriate

4.	Harrison, William Henry	Team Code	11	Initials
	250 Mabel St Mifflinburg, PA 17844, US	B		
		Games Played	<input type="checkbox"/> Reg II(d)	Date App.
04/01/2014	Residence or School Inside Map? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	12	<input type="checkbox"/> Sibling Participation <input type="checkbox"/> Charter Committee	

- Player Replacement Page
- Pitch Count (BB) or Innings Chart (SB)
- Player Verification Forms



# The Map



This boundary map is optimized for printing. Click to open an interactive version of the map. [↗](#)

#	Player	Address	Type	In/Out	Waiver
1	[REDACTED] FREEHOLD TOWNSHIP LL (#2301903)	47 Jeanne Brennan Drive Freehold, NJ 07728	School	In	

## Players Using Other Eligibility Methods

#	Player	Eligibility Method
5	Lincoln, Abraham MIFFLINBURG AREA LL (#2381312)	Sibling Participation

# Adding a Player to Affidavit



- When adding a player to an affidavit that was previously approved, the East Region must be notified before the player can be approved at the District level.
- This includes a player who was previously approved on a different affidavit.
- There are NO EXCEPTIONS.
- Game day approval will not be possible.



# 8-9 & Minors District Only Roster



- Completed for the 8-9 or Minors District Only Tournaments
- President certifies players & info. No additional supporting documentation is required.
- Form must be signed by President & provided to the District in advance.
- Roster & Pitching Log sheet must be attached & brought to each game.
- Links to both documents can be found on the District 19 Website.

**D19 Little League District Only  
Tournament Roster for 2026**

<b>Date:</b>	Click to enter date	<b>Division:</b>	Division
<b>League Name:</b>	League Name	<b>President Name:</b>	hh
<b>League ID:</b>	League ID	<b>President Signature:</b>	

#	Name	DOB	Age	Street Address	Regular Season Team
1	Name	MM/DD/YY	##	Street	Team
2	Name	MM/DD/YY	##	Street	Team
3	Name	MM/DD/YY	##	Street	Team
4	Name	MM/DD/YY	##	Street	Team
5	Name	MM/DD/YY	##	Street	Team
6	Name	MM/DD/YY	##	Street	Team
7	Name	MM/DD/YY	##	Street	Team
8	Name	MM/DD/YY	##	Street	Team
9	Name	MM/DD/YY	##	Street	Team
10	Name	MM/DD/YY	##	Street	Team
11	Name	MM/DD/YY	##	Street	Team
12	Name	MM/DD/YY	##	Street	Team
13	Name	MM/DD/YY	##	Street	Team
14	Name	MM/DD/YY	##	Street	Team

**Replacement Players:**

#	Name	DOB	Age	Street Address	Regular Season Team
1	Name	MM/DD/YY	##	Street	Team
2	Name	MM/DD/YY	##	Street	Team
3	Name	MM/DD/YY	##	Street	Team
4	Name	MM/DD/YY	##	Street	Team
5	Name	MM/DD/YY	##	Street	Team

**Staff:**

Role	Name	Phone	Email
Manager	Name	Phone	Email
Coach	Name	Phone	Email
Coach	Name	Phone	Email

Fill in all fields, then save a copy to be shared with the appropriate tournament officials.

# Questions

