

All Stars – Designated Team Parent Checklist

Congratulations on your upcoming All Stars Season, one of the best Little League experiences you and your player will participate in! Team Parents play a critical role in ensuring things go smoothly and everyone has fun. Please use this checklist as a guide to prepare for the weeks ahead.

Player Packet Forms

Players are eligible to play with that league only if they reside, or the physical location of the school where they attend classes is, within the boundaries provided to, and approved by, Little League International. To confirm eligibility, several documents are required. The league will send an email to selected players parents to let them know about the following documents that are needed. Team Parents will collect and compile the following documents and provide to our Player Agent. The documents outlined below are compiled into “Player Packets” in an official “team binder”. If documents are not provided by the deadline established, players become ineligible.

1. [Tournament Player Verification Form](#)
 - o Must be from current year
 - o Previous years' forms can be used if there has been no change to residence or school
2. Player’s Original Birth Certificate
 - o Provide a hard copy original and one copy of the player’s original birth certificate
 - o If a player has an approved Tournament Player Verification Form from a previous year AND their address used for verification has not changed you do not need to provide the original birth certificate. If anything has changed you must have the original birth certificate.
 - o These are returned to parents after our District One representative reviews the team binder. If returned, please keep a copy in the binder.
3. School Enrollment Verification **or** Proof of Residency
 - o As outlined in [Residency & School Attendance Eligibility Checklist](#), **choose one option**:
 1. School Enrollment Verification
 - o This is the easiest option; and we suggest you use this verification method.
 - o Complete the [School Enrollment Verification](#) and have it signed by the school’s School Administrator, Principal, or Vice Principal.
 - o If the player participated in All Stars last year, and the player hasn’t changed schools, you can use the previous year’s form.

OR

 2. Proof of Residency
 - o The family must provide **one piece of documentation from each of the three groups**. The dates on the documentation must be 2/1/2024-2/1/2025 anything dated prior to or after those dates will not be accepted.
 - o Group #1: driver’s license, school records, vehicle records, employment records or insurance documents
 - o Group #2: welfare/childcare records, federal records, state records, local records, support payment records, homeowner or tenant or military records
 - o Group #3: voter’s registration, utility bills, financial records, medical records or internet, cable, or satellite records

4. [Model Release Form \(photo release\)](#)
 - o This is a photo release form - must be from current year
5. [Medical Release Form](#)
 - o Must be from current year - can be the same one used in a current year inter-league tournament
 - o Place this form backwards at the back of the packet so it is visible

Manager / Coach Packets

All teams can have 3 coaches (1 Manager and 2 assistant coaches). All managers/coaches must provide the following 4 certificates for each All Stars season. If you submitted for the regular season, please just re-submit:

1. [Concussion Training Certificate](#)
 - o Required every year.
 - o Certificate must have a completion date within 12 months of the tournament ending date.
 - o Log-in to your account to get a certificate
2. [Sudden Cardiac Arrest Training Certificate](#)
 - o Required every 3 years
 - o Certificate must have completion date within last 3 years
 - o Log-in to your account to get a certificate
3. [Abuse Awareness for Adults Certificate](#)
 - o Must be completed annually
 - o Log-in to your account to get certificate
4. [Diamond Leaders Training Certificate](#)
 - o Only required once – can have any date on certificate
 - o Log-in to your account to get certificate

Team Binder

Team binders must contain the following documents. Team Parents only need to collect and provide #1 - #3:

1. Player Packet / Forms (listed on page 1)
2. Manager Packet / Forms (listed on page 2)
3. Team Contact Information Sheet (page 4)
 - o Needs to contain the names, emails, and phone numbers for the team's manager, up to 2 coaches and two team volunteers (people willing to keep score & pitch counts).
 - o Provide two copies - one to turn in at binder checks and one to keep in the team binder.
 - o Team Parent provides this document
2. Team Affidavit
 - o MCLL will provide this document (available in the Little League Data Center)
3. League Map
 - o This is a map that plots all player's places of residency or school
 - o MCLL will provide this document (available in the Little League Data Center)
4. Tournament Charter Proof
 - o MCLL will provide this document (available in the Little League Data Center)
5. League Proof of Insurance
 - o MCLL will provide this document (available in the Little League Data Center)
6. [Little League Baseball Bat Rules](#)
 - o MCLL will provide this document

Helpful Information

Uniforms & Little League Patches

- Jerseys and hats will be provided before tournaments begin
- All Stars uniforms must have official [Little League International patches](#) attached to jerseys
 - MCLL will provide patches to Designated Team Parent
- Parents must attach patches to their player's uniform:
 - 3" below left shoulder seam on raglan sleeve
 - 1" below left shoulder seam on set-in sleeve
 - If sleeveless, the patch should be placed over the left breast

Player Pennants

- MCLL provides custom pennants that are hung on the backstop at games

All Stars Celebration

- MCLL hosts All Star Celebrations to kick off the All Stars season
- Parents from the teams are asked to help

Snack Wagon / Nut Hut

- Designated Team Parent organizes a portable snack option (i.e., wagon of healthy snacks/drinks).
- Teams meet before games to get energized
- Cost should be split between parents

Fun Stuff

- Chalk Car Windows - Teams like to get together and decorate car windows with chalk markers
- Teams typically get together and have a BBQs/party before games start and throughout the tournaments

District One Tournaments

- Mill Creek Little League participates in the Washington [District One Tournaments](#) (click for times/brackets)

State Tournaments

- Teams that win District Tournaments, advance to play in the [Washington State Little League Tournament](#)
- If teams have a good chance of winning at Districts, and travel would be required to participate in the State tournaments, we recommend that the team makes hotel reservations asap. Teams coordinate and pay for their own hotel accommodations.
- 11U play ends at the State level (they don't participate in regional tournaments or the LL World Series)

Regional Tournament

Teams (12U and up) that win the State Tournament, advance to play in the [Northwest Regional Tournament](#) in San Bernardino, CA.

Little League World Series

Teams that win Regionals, advance to play in the [Little League World Series](#) in Williamsport, PA (baseball) or Greenville, NC (softball).



Mill Creek Little League

All Stars Team Contact Information Sheet

Please provide the names, emails, and phone numbers for the team's manager, up to 2 coaches and two team volunteers (people willing to keep score & pitch counts). Provide two copies - one to turn in at binder checks and one to keep in the team binder.

Manager Name	Email	Phone Number
Coach Name	Email	Phone Number
Coach Name	Email	Phone Number
Scorekeeper / Pitch Counter	Email	Phone Number
Scorekeeper / Pitch Counter	Email	Phone Number