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| **Approved by: PSO Board of Directors** | **Review Period**: every 3 years |
| **Date of Approval**: November 20, 2024 | **Next Review Period**: November 2027 |

**Purpose**

Baseball Manitoba is committed to providing leadership and support to associations for the development of baseball and inspiring a passion for the game.

**Policy Statement**

Baseball Manitoba’s Management Committee is responsible to define all regional boundaries within the province. In the event that there is a request to re-define those boundaries, the following process has been implemented to ensure the integrity of the sport is maintained.

**Procedure**

1. Any association wishing to change regions must submit their request in writing no later than October 1st, in the calendar year prior to the planned change, and must have been in good standing with Baseball Manitoba the prior season.
2. All requests must be made in writing on the Transfer Request form (appendix) and include the following:
	1. Reason for requesting the transfer and any supporting rationale for the request.
	2. Name of the region requesting to transfer to.
	3. Number of players anticipated to be registered for baseball in that association.
	4. List of members on the local baseball association board.
	5. A copy of the meeting minutes, showing support for the transfer request by way of a motion that has been carried.
	6. Letter of support from the region the association is requesting to transfer.
3. Baseball Manitoba will be responsible to
	1. Review the request and determine whether or not to proceed with the request.
	2. If it is determined that there is valid reason to proceed, Baseball Manitoba will

take the request to the Management Committee for further discussion and voting.

1. The Management Committee will take into consideration:
	1. The location of the association within the current region (ie: is it bordering the requested region vs. in the middle of its current region).
	2. Any previous transfers of this association.
	3. The number of current members that would be moving and the affect that would have on the current association.
	4. Registration parity & competitive balance amongst all Baseball Manitoba regions.
	5. Community Engagement with the current membership
	6. The current region’s position related to the request.

*Note: The current region will be provided formal notice of the request and given the opportunity to provide their position.*

1. Baseball Manitoba’s Management Committee will have the final decision on the transfer request. All affected associations will be notified of the decision by letter no later than December 1st of the year in which the request was received.

*See Transfer Request Form*