



INFORMATION BULLETIN

Bulletin #: I-2025-040

Date: September 22, 2025

To: Member Associations
Independent Teams

CC: Board of Directors
District Coordinators, DUICs, and PUIC
Staff

From: Diane St-Denis, Executive Director

Subject: Tournaments and Out of Province Travel

With the 2026 season fast approaching, Softball BC would like to remind our members about the process for hosting a tournament, as well as the requirements when hosting an international team or travelling outside of Canada to participate in a tournament.

Hosting a Tournament

As per [Article 17](#) in the Softball BC Handbook, all softball tournaments hosted by Softball BC teams and/or associations and held within the Province of BC, must be sanctioned by Softball BC for membership benefits to stand.

- a) Before submitting an application to host a tournament, please review the mandatory rules and regulations outlined in [Article 17](#).
- b) Next, complete the [Softball BC Tournament Sanction Application Form](#) available on our website.
- c) Your tournament details will be listed on the Softball BC website.
- d) After the tournament concludes, the [Softball BC Tournament Result Form](#), available on our website, must be completed.

Note: Please be aware that the Annual Tournament Coordination meeting, hosted by Lavaughn Larson and Tracy Oye, is scheduled for later in November. You may want to consider delaying your submission until after the meeting to avoid submitting information twice, which could result in incorrect information being published on our website.

Hosting Non-Softball BC Registered Teams (including International Teams)

Read the [Softball BC Hosting International Teams or Non-Softball BC Members FAQ](#) to understand the importance of ensuring your opponent has liability coverage and what steps you need to take to ensure you are covered by the Softball BC Commercial General Liability Policy.



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Insurance and International Travel

Read the [Softball BC International Travel FAQ](#) to understand the importance of liability insurance when travelling abroad.

Softball BC offers liability coverage for teams wishing to purchase a CGL Extension for travel to the USA; however, purchasing this coverage directly through Softball BC is optional, not mandatory.

How to apply for liability coverage.

1. Complete the [Softball BC Request for CGL Extension for Travel to the USA](#) if you wish to request a Commercial General Liability (CGL) Extension for travel to the USA. Requests for other international travel must be done via email to the Softball BC office (info@softball.bc.ca).
2. Please allow 15 business days to receive a quote from the Softball BC office.
3. Commercial General Liability coverage is NOT emergency travel medical insurance. Please check with your current extended benefits provider (if applicable) whether your benefits plan provides travel medical insurance, or seek optional emergency medical coverage from a third party.

Reminder: Teams are no longer required to notify Softball BC when travelling outside the province.

MESSAGE FROM THE PROVINCIAL UMPIRE-IN-CHIEF REGARDING UMPIRE SCHEDULING FOR TOURNAMENTS

As you begin planning for the 2026 season, we would like to share some important considerations regarding umpire scheduling to help ensure your tournament runs smoothly and is adequately supported.

While 889 umpires were registered this year, approximately 600 of them are also active players and under the age of 18. As a result, their availability is often limited on weekends when they are participating in games. With this in mind, we are working to strategically allocate our umpire resources while also fostering opportunities for mentorship and the development of newer officials.

We recommend that each tournament set aside a **budget for umpire travel costs** as a contingency. As a guideline, this may range from **\$500–\$1,000**, depending on location, tournament size, the number of umpires in the region, and the level of play.

Whenever possible, combining tournament categories allows us to pair experienced umpires with those in training, strengthening both the quality and consistency of officiating across the province. We also encourage the sharing of umpires between districts to support their growth and development, while helping ensure that tournaments are staffed with officials who are appropriately qualified for the age category and classification.



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Recommended Age Category Combinations

Please consult your District Umpire-in-Chief for the **maximum number of teams and diamonds per tournament** to ensure there are enough umpires available. Depending on the number of diamonds and scheduled game times, there should be a minimum of **three full-time umpires per diamond** for the duration of the event. To support more efficient scheduling and stronger coverage, we recommend the following category groupings:

- U13A and U17A
- U15A and U19A
- U13B and U15B
- U17B and U19B
- C classifications – may be combined or run separately, depending on expected team numbers and format

We appreciate your cooperation in aligning with these recommendations to help ensure a positive and successful experience for both participants and officials. If you have any questions or would like to discuss specific circumstances, we would encourage you to reach out to your District Umpire-in-Chief.

Please do not hesitate to contact the office at info@softball.bc.ca or (604) 371-0302 if you require further information.