

By-Laws Required Checklist

Each league shall be governed by a written set of by-laws, the provisions of which shall be executed by a Board of Directors. A copy of the most up-to-date by-laws (and constitution, if applicable) must be on file with the Athletics Office.

The below items are required to be included in your league's official by-laws. **Please place a check mark next to each item confirming that it is included in your league's official by-laws.**

- The league shall have a written policy that governs the application, screening and selection of all managers, coaches, coordinators and volunteers. The leagues may consider a volunteer's tenure, certification or other factors in assigning managers, coaches, coordinators and volunteers.
- The league shall have written policies and procedures regarding dealing with disciplining players and coaches.
- The league shall have written policies acknowledgement that the following is furnished in writing to all parents and coaches at registration.
 - Written policies and procedures regarding dealing with disciplining players and coaches.
 - Written policies and procedures regarding dealing with disciplining parents, spectators and other non-players or coaches.
- The league shall have a written policy on their dedication to sportsmanship and sportsmanlike conduct.

By populating and signing below, I am confirming that the above items have been individual confirmed via check mark as part of your league's by-laws submitted by your league to Parks & Recreation Reservation Team.

League Name

League President Signature

Date

North Port Parks & Recreation

By-Laws Checklist

Reservation Office Use Only

Date Received: _____

Date Entered: _____

Initials: _____