



## **VALLEY MUNICIPAL SPORTS OFFICE**

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### **REGULATIONS GOVERNING PLAY FOR MUNICIPAL SPORTS BASKETBALL**

***Municipal Sports games are to be played according to High School Federation rules with the exception of the following Municipal Sports rules. The League Director has the authority to rule on any subject not specifically covered in the rule book.***

#### **A. GAME FEES:**

1. Each team is responsible for bringing **EXACT CHANGE** and paying the full fee of **\$52.50 to the scorekeeper PRIOR to the game: \$40.00 per Referee, \$25.00 to Scorekeeper**. No change shall be given. If a team is not prepared to pay the full fee in exact change prior to the game, then a forfeit shall be declared. No receipt will be provided for the official's fees. However, the scorekeeper's score sheet can be used if team managers need to produce/show proof of payment.
2. **"One Person" Refereed Games:** A game is determined as a "One Person" Refereed Game at 10 minutes into the first half. Should the game be a "one person" refereed game, the scorekeeper shall refund **\$20.00 per team** at the end of the game.
3. **Forfeit:** Should a forfeit occur, no fees will be collected for that game. The Valley Municipal Sports Office will pay officials from the forfeiting team's bond account. In this event, the forfeiting team must replenish their bond within 48 hours of the forfeited game. **If not paid, additional forfeits may be incurred, resulting in additional fees and/or expulsion from the league.**

#### **B. GAME TIME:**

1. Regulation game consists of two (2), 20 minute running halves. Half-time is 5 minutes. The clock stops for all timeouts and during the last two minutes of the 2nd half on every whistle.
2. **MERCY RULE:** If a team is ahead by 10 points or more with two minutes remaining in the game, the clock continues to run (except for official and team timeouts). Clock runs if a made free-throw gives a team a 10 point lead.
4. **TIMEOUTS:** Teams are allowed three (3) timeouts per game; a maximum of two (2) timeouts per half. Each team is given one (1) timeout for the first overtime period. **Timeouts not used during regulation time do not carry over into overtime.** No timeouts in sudden death period.
5. **OVERTIME:** The first overtime is a two (2) minute stop-time period. The second overtime is "sudden death", with the first team to score one or more points declared the winner without any time-clock running, and without any timeouts.

**C. ADMINISTRATIVE POLICIES:**

1. **CLOSED GYM:** If your gym is closed on your team's scheduled game time and date, your team must wait 30 minutes before leaving. Unfortunately, sometimes our office is not notified of closures. If the game does not have a bearing on first place, it will not be made-up.
2. **NO SCOREKEEPER (timer/scorer):** If the timer/scorer fails to appear, teams are to provide a timer/scorer and report the game results (scores) to the Sports Office the next morning via telephone: (818) 756-8073 or e-mail: [basketball.munisports@lacity.org](mailto:basketball.munisports@lacity.org). Official game time will be kept by referees.
3. **3-POINTERS:** The 3-Point Field Goal will be used if arc is marked on the court.
4. **SMOKING:** There is **ABSOLUTELY** no smoking of any kind on school grounds and/or on City Recreation Facilities (including outside areas). Managers assume full responsibility for their players and spectators. Any violation of this rule will result in immediate removal from the grounds and possible suspension from the league and/or the site.
5. **JEWELRY:** Jewelry shall not be worn during the game. *Exception:* flat wedding bands, religious emblems and medical alert medals may be taped - no protrusions. All other jewelry must be removed prior to the game.
6. **GAME BALL:** Each team is responsible for providing a ball for warm-up and/or the game. The home team shall provide the game ball. In the event of a disagreement, the officials will designate the game ball.
7. **SCOREKEEPING:** The score book is the official score - not the scoreboard.

**D. MUNICIPAL RULES:**

1. The minimum age shall be 18 years old to play.
2. Women are permitted to play on all teams.
3. A team may begin a game with a minimum of four (4) rostered players.
4. **GRACE PERIOD:** Teams are allowed one 5 minute grace period for all games (5 minutes from scheduled game start time). The grace period is only allowed in order to reach a minimum of four (4) rostered players to begin the game. **PENALTY:** deduction of one (1) timeout.
5. **FREE-THROWS:** Players may enter the lane "on the release".
6. **DISQUALIFIED PLAYER:** A disqualified player is barred from further participation in the game for committing their **fifth (5<sup>th</sup>) foul (personal or technical)**, two (2) technical fouls, or a flagrant foul.
7. **SUBSTITUTIONS:** The High School rule restricting substitutions during free throws is not in effect.
8. **UNIFORMS:**
  - a. A legal uniform consists of a same-colored jersey/uniform with permanent **screened numbers on front and back**. Numbers must be the same number on front & back of the jersey in colors distinguishably different from the color of the jersey. **Scrimmage vests or pinnies are not legal uniforms.**
    - (1) Taped, marker, or painted numbers are not allowed. **PERMANENT, SCREENED NUMBERS ONLY.**
    - (2) The High School number restriction will not be in effect. Any single or double digit number is legal.
    - (3) Minimum size numbers are 6" on back and 3" on the front.
    - (4) **DUPLICATE NUMBERS:** Duplicate numbers will result in a technical foul in each game the duplicate numbered jerseys are worn.

- b. **AFTER THE FIRST WEEK OF PLAY, ALL PLAYERS MUST HAVE A LEGAL UNIFORM (no penalty for first week).**

**PENALTY:**

- (1) A player technical foul will be assessed and 2 points will be added to the opponent's score for each illegally uniformed player. Technical fouls count toward each player's two Technical Fouls towards disqualification, five fouls towards disqualification, and team fouls towards bonus. The same penalty applies in the case of late arriving player(s) out of uniform when the player enters the game.
- (2) Technical fouls shall be administered prior to the start of the game. If both teams receive technical fouls then the team with fewer infractions will get the ball at half court. Otherwise, a jump ball will determine possession.

**PROGRESSIVE PENALTIES:**

**After the first week of games, if...**

- (1) Four or more players on a team do not have a legal uniform for 2 different games;
- (2) Or the number of individual uniform infractions on a team exceeds 10;

**....then the points per infraction will double to 4 points per illegal uniform for the remainder of the season.**

- (3) Four or more players on a team do not have a legal uniform for 4 different games;
- (4) Or the number of individual uniform infractions on a team exceeds 20;

**....then the points per infraction will double again to 8 points per illegal uniform for the remainder of the season.**

- c. **UNDERSHIRTS:** High School Rules: An undershirt may be worn under a jersey that is the same or similar color as jersey/uniform.
- d. **SAME COLOR UNIFORMS:** If both teams appear with the same colored uniforms, the home team (designated on the right side of the schedule) will wear white (or light color uniform). For the team that is forced to change uniform: Rules 8a, 8b, and 8c applies to the original uniform color only.
9. **SCORE-OUT RULE:** This rule limits the number of points a player will be permitted to score. Any point(s) the player scores after reaching the limit will result in **no** score, and the ball being turned over to the opponent. If the player is fouled (non-shooting), he may designate a shooter to shoot his free throw(s) - i.e. bonus situations. **Once a player "scores-out", player will not be awarded a free throw on shooting fouls.**
- Each individual player who "scores-out" three times in a season will be reduced by 5 points for the next two scored-out games, then reduced by 10 points for the remainder of the season.
- a. "C+" Division = 25 points per player
- b. "C" Division = 20 points per player
- COMBINED DIVISIONS:** In combined C/C+ divisions, the C+ division score-out rule will be in effect. In a C+/B league, NO score-out rule will be in effect.

10. **MAJOR VIOLATIONS:** Unsportsmanlike acts will be dealt with in the following manner: violation of any/all of these rules will result in a technical foul, disqualification from the game(s), and/or suspension from the league.
- No player shall, at any time, lay hands upon, push, shove, strike, or threaten an official, timer/scorer, or any player.
  - No player shall be guilty of an abusive verbal attack upon any player, official, timer/scorer, or spectator.
  - No player shall be guilty of using unnecessarily rough tactics in the play of the game against the body and/or person of an opposing player.
  - No player shall use profane, obscene, or vulgar language in any manner, at any time.
  - No player shall appear at the game in an intoxicated condition. Drinking of alcoholic beverages, or being in the possession of any alcoholic beverages, at any time at any school or park gym is strictly prohibited.
- Note: Sports Office reserves the right to issue an **administrative suspension** to any player with a pattern of violations of the code of conduct. Any/all teams/players on the suspended player list applying for reinstatement will be required to submit a written request for a Board Review.
11. **LEAGUE STANDINGS:** League standings & playoff seeding shall be determined on a point system. In case of a tie, seeding will be determined in the following order: head-to-head record between tied teams, fewest points allowed between tied teams, fewest points allowed in all games, fewest number of forfeits, coin flip.
- POINT SYSTEM:**  
WIN = 2 Points \*(See Roster Penalty-pg. 5, F-4d)  
LOSS = 0 Points  
FORFEIT = minus 1 Point
  - FORFEITS:** All forfeit bond monies must be replaced at the Valley Municipal Sports Office within 48 hours of the forfeited game. Failure to comply may result in additional fees and/or expulsion from the league. Any refundable bond balance will be returned upon receipt of written request only. Refunds take 10-12 weeks for processing.
  - It is the responsibility of team managers to check the weekly scores and standings on the City's website. Any discrepancies must be disputed before the next league game.
12. **CHAMPIONSHIPS:**
- Playoffs to determine **League Champion** shall be held for the top 4 teams in each individual league. Semifinal and final games may be held on the same night, which may require teams to pay game fees for 2 games. League Championship does not make a team automatically eligible to receive Tournament entry.
  - Tournament Championship** shall be based on Citywide Tournament Play. Tournament participation is by invitation only; may include all league teams within a division level; requires a minimum of eight (8) entries per division level; is single elimination; requires a separate fee; and is separate from regular League Play.

Note: We will make every effort to make league awards available to championship teams on site following the final game. Awards will otherwise be available to be picked up at the Sports Office by a team representative. Runner-up teams do not receive a trophy.

13. **OFFICIAL PROTEST:** A formal written protest must be received by the Valley Sports Office, prior to 4:00p.m., no later than the second working day following the day of the game involved, accompanied by the \$25.00 protest fee. Judgment calls cannot be protested. Protest must be lodged with the official(s) and scorekeeper at the next dead ball. If the protest is upheld, the game is resumed from the point of protest (if necessary). The scorekeeper will note the time remaining, score, possession, and fouls when the protest is lodged. Protest must be reported to an official prior to leaving the facility.

**E. ELIGIBILITY OF INDIVIDUALS:**

1. **ROSTER LIMIT:** Maximum of twelve (12) players allowed on roster. Teams registered in different divisions may not exceed a maximum of three (3) duplicate players on those teams. Individual players are restricted to play within two (2) adjoining skill level classifications. Adjoining classifications are: C and C+, C+ and B, B and B+
2. **All players are required to have an acceptable photo I.D. (with signature) at all games, and must produce it upon request.** If eligibility cannot be determined immediately, the game is played as a legal game, under protest.
  - a. A manager may request an I.D. check of an opposing team player, up to the start of the 2nd half. Limit: Two players.
  - b. The player(s) involved must present photo I.D. to the scorekeeper, league representative and/or game official(s) prior to the completion of the game. Failure to comply with this request will cause the game to be forfeited.
  - c. In the case of late-comers, I.D. may be requested when a player signs the official scorecard.

**F. TEAM ROSTERS - ROSTER DEADLINE - LEGAL ROSTER:**

1. Completed, legible team rosters and Waiver Release forms are **due prior to the start of the 3<sup>rd</sup> week of games.** A late roster is defined as one that is date-stamped in the Sports Office after the deadline.
2. The Official Team Roster and Waiver Release Form **must be signed by all team members and coaches.** Only complete, original rosters are accepted. Rosters, waivers & "Add-Drop" forms may not be turned in to scorekeepers.
3. It is the responsibility of the manager to verify that the Sports Office has received the roster **and that the roster on file is accurate.** (818) 756-8073.
4. A team without a legal roster on file:
  - a. Loses all eligibility protests filed against the team after the 3<sup>rd</sup> week of games and will be given a forfeit;
  - b. Cannot file an eligibility protest against another team;
  - c. **Will only be given one point for a win from week 4 on until a legal roster is submitted.** Once a legal roster is submitted, teams will receive two points per win starting with the next game.
5. **Late rosters will not be accepted after the 6<sup>th</sup> week of games.** Those teams without a roster on file by the 6<sup>th</sup> week of games will only receive one point per win for the remainder of the season **and are not eligible for league awards, playoffs, and/or City-Wide Tournaments;**

**G. ADDING PLAYERS TO THE ROSTER:**

1. "Add-Drop" deadline is prior to the 6<sup>th</sup> week of games.



2. Only rostered players may sit on the bench and participate in league games. Newly added players may not participate in league games until their original, signed "Add-Drop" form is date-stamped in the Sports Office.  
**PENALTY:** All games played by a player who is not on the original roster or an Add/Drop form will be forfeited. Forfeit = -1 point.
3. All participating players, including substitutes, must sign the official score sheet (Waiver and Release and Code of Conduct) BEFORE they enter the game.  
**PENALTY:** Technical foul.
4. **ELIGIBILITY:** Players must have played in half (50%) of league games to qualify for playoffs and city tournament competition.
5. Any player playing or registering under an assumed name will jeopardize the team he/she plays for, and shall be suspended.
6. **SUSPENDED PLAYERS:** If a suspended player participates in a game, that game will automatically be forfeited. Forfeit = -1 point. The player will be placed on the permanent suspended players list and may submit a written request for a Board Review and reinstatement.
7. **ROSTER CHECK:** A protest concerning the use of non-rostered players, or players playing out of classification, must be entered with the official(s) prior to the start of the second half. The player(s) being protested must be named.
  - a. A formal protest, in writing, accompanied by the \$25.00 protest fee must be received by the Valley Sports Office, prior to 4:00 p.m., no later than the second working day following the day of the game involved.
  - b. Any player signing the score sheet will be considered as having entered the game.

#### H. **TEAM DROPPING OUT OF THE LEAGUE:**

Game(s) played by a team that drops out of a league prior to the 3<sup>rd</sup> week of games will not be counted in the standings. All fees paid will be retained by the Valley Sports Office.

#### I. **INDIVIDUAL AND TEAM CONDUCT:**

Only rostered players, managers, and one (1) coach may sit on the team bench. Only one (1) manager, assistant manager, or coach may act as the "game representative". The designated 'game representative' must be declared at each game and is the only person that can 'coach' from the bench, ask the referees/scorekeepers for clarification, information, etc. It is expected that individuals and teams will conduct themselves in a sportsmanlike manner toward their opponents, officials and the timer-scorer.

Failure to do so will result in the following:

1. **OFFICIAL'S FORFEIT:** Each official has the authority to forfeit the game for unsportsmanlike conduct or failure to abide by the official's decision. If the official's order is not obeyed, he/she may also remove a player from a game. This is a judgment decision by the official and cannot be protested.
2. **EJECTED PLAYERS:** Any player that is ejected from a game or receives two unsportsmanlike technical fouls, will receive a minimum one (1) game suspension for the next scheduled game. Suspension begins from the time of ejection and the player must leave the facility/premises immediately. **The player may not remain on grounds nor return to the gym until the suspension is lifted. Failure to abide may result in game forfeit and/or a longer suspension.** Suspended players may not attend games.

NOTE: Should players from both teams be ejected at the same time, the player(s) from the visiting team shall exit the facility first, followed by the home team player(s) who will sit on the bench until instructed to proceed. The time interim will be at the official's discretion.

3. **EJECTED MANAGERS/COACHES:** In addition to serving the minimum one (1) game suspension, ejected managers and coaches must submit a written request for reinstatement before they can participate in the league again.
4. **TECHNICAL FOULS:** All technical fouls will carry a penalty of two (2) free throws. Technical fouls count toward team foul total and individual player's personal fouls.
  - a. All bench technical fouls are charged to the offender.
  - b. **COOLING-OFF PERIOD:** For all conduct-related/unsportsmanlike technical fouls, offender must immediately substitute out of the game and **sit quietly** on the bench for two (2) minutes of game time. **The two (2) minutes starts when the player is seated on the bench and is quiet.** Exception: players are ejected after 2<sup>nd</sup> technical foul.
  - c. Any player who receives their third technical foul in a season (different dates) will be suspended on their next game.
5. **EXPELLED TEAMS:** Any team expelled from a league may not register in any Municipal Sports Program again. Additionally, no more than three rostered players from the expelled team (who are eligible to play) may play on or join an existing team and/or form a new team to play.

**J. CLASSIFICATION:**

In order to make leagues competitive, the Municipal Sports Office has established guidelines for teams to follow when selecting players to play in specific classifications. The Valley Municipal Sports Directors reserve the right to make the final determination in regards to players playing in classifications below their ability level.

**GUIDELINES FOR CLASSIFICATION:**

- "B+" Exceptional:** Exceptionally skilled teams should have at least four (4) or more players with college experience, capable of slam-dunking and/or scoring 20+ points. Players should be able to run fast breaks, hit open shots while guarded, and have strong defensive skills. There is no "Score-Out" rule in this division.
- "B" Very Good:** No more than 3 players with college or high school varsity experience and/or capable of scoring 15 points per game. Players have very good playing skill and defensive abilities, and are capable of playing a running game. There is no "Score-Out" rule in this division.
- "C+" Average:** No ex-college players under the age of 30 years old. Players should be able to play team ball with limited turnovers. No more than one player capable of consistently scoring 20 points per game, and have average defensive abilities. **"Score-Out" rule in effect (25 points).**
- "C" Recreational:** No ex-college or high school varsity players under the age of 30 years old. Players who love to play, but have limited experience, limited/no ability to play above the rim, no more than one player with the ability to consistently score more than 15 points per game. Play is sometimes "playground" style and recreational. **"Score-Out" rule in effect (20 points).**

**NOTE:** Classifications are subject to change at the discretion of the Municipal Sports Director(s). Any teams that are deemed to be misclassified are subject to reclassification. A new team can be formed from an existing team using up to 4 players, but may only play in the same or higher classification.