



NVTBL

How to Enter Home Field

Instructions

If your team has a home field that it would like NVTBL to use when scheduling your games, you can enter that information by following the attached instructions.

#1 – During the registration process, you clicked the box that indicated your team would provide its own field. When you login, you will see a red box called “ENTER FIELD INFO”. See below -

Welcome: Reston Warriors 12U

COACHES CORNER **TEAM ADMINISTRATION** REQUESTS ACCOUNTING SCHED

- Edit Team Information
- Team Roster
- Team Availability
- Activities
- News Items
- Scheduling Notes
- Approve Schedule
- Practice Requests
- Game Requests
- PCA Registrations
- Parent Registrations
- Email Parents

Monday Only team
ne
Register HERE for a Tournament

Update Scheduling Preferences
Players Registered: 0
Update Roster Information

Providing Home Field: **Enter Field Info**

Incomplete 1 steps still to be completed (use field)

#2 – After you click on the box, you will see the following screen. Unless it is a brand new field, your field will most likely already be in our database. Select the first option below before entering a new field into the second area. If you don't see your field under the first selection, choose OPTION 2 to enter the new field.

Reston Warriors 12U Home Field

Select EITHER a previously registered Field: Browns Chapel #1 70ft

OR

Before entering a new field name, please carefully check the above list of fields that were previously registered. Another team in your league may have already registered the field, or the field may have been registered in a past season.

Enter a new Home Field name:

#3 – If you choose OPTION 1 – there will be some information that is grayed out. If you are entering a new field, you will need to complete all sections.

FIELD AVAILABILITY – please select the box that represents the days you will have the field for HOME GAMES. NVTBL does not need your Practice Field times entered in our system.

FIELD PERMIT – Complete the open boxes.

1. Field Availability

- Weekdays and Weekends
- Sundays only
- Weekends only
- Weekdays only

2. Field Permit

Permit Holder

What organization or youth league possesses the official Permit for this field:

[Click Here if you are the Contact Person who holds the Field Permit](#)

Name of the Contact Person who holds the Permit:

Contact Person's Phone Number:

Contact Person's Email:

Permit Issuer

If not a private field, what county or city is the Permit Issuer for this field?

#4 –

DATES - The system will default to dates that reflect the current season. If your field is only available for a set period of time, please adjust these numbers to what your permit reflects.

AVAILABLE TIMES – The system will default to times as shown below. Please change these to what your permit reflects.

FIELD ADDRESS – If this area is greyed out, you cannot change the info. If it is blank, please complete the address for your field.

3. Dates

First Available Date: (example: 4/20/2013)

Last Available Date: (example: 4/20/2013)

4. Available Times

Weekday Times. From: TO:

Weekend Times. From: TO:

5. Field Address

Street:

City:

State:

Zip:

#5 –

PITCHING/BASE DIMENSIONS – Please select any of the distances that work for this field.

NOTES – Enter information that will help NVTBL understand the specifics of this field.

Hit SAVE when you are finished. NVTBL staff will approve the field as quickly as possible.

If multiple teams share a home field, teams may need to contact NVTBL to have the field manually added to their team.

6. Pitching/Base Dimensions

Check any of the following that are supported by this field:

- 46/60
- 46/65
- 50/70
- 60/90

7. Notes

Some examples of notes would be:

- List other teams that are permitted to use this field as a home field,
- Emergency contact if you are not available,
- Weather hotline,
- Additional days of field availability,
- Any specific date restrictions (in addition to Items 1 and 3 above) that make the field unavailable.

Save

Cancel