

JPL SOFTBALL 2025 REGISTRATION AND PAYMENT INSTRUCTIONS

Required Forms

Team Registration form (roster spreadsheet), **Team Fee Deposit form** (proof of payment), and **Player Waiver forms** (release of liability) can be downloaded from the links at the bottom of the JPL Softball home page at <http://jplsoftball.org/>.

Spring B League

All steps except d) must be completed by **TBD**

- a) Fill out and sign the **Team Fee Deposit form** with "B League" checked. Then take this form to the Caltech Credit Union and present it to the teller at the time of deposit. Deposit your **Team Fee** (in the form of check, cash, or credit union transfer) into the JPL Softball Program's account as listed on the form. Have your **Team Fee Deposit form** stamped by the CU teller as proof of payment. Retain the original stamped proof-of-payment for your records. Send a scanned copy of your stamped **Team Fee Deposit form** to Tony Greicius (Anthony.Greicius-116962@jpl.nasa.gov) to Sam Dolinar (Sam.Dolinar@jpl.nasa.gov).
- b) Fill out a **Team Registration form** as an Excel **spreadsheet**, using color-coding described in the "Instructions" worksheet tab. Send the completed **spreadsheet** to Tony Greicius (Anthony.Greicius-116962@jpl.nasa.gov).
- c) Send your signed **Player Waiver forms** (release of liability) accompanied by your **Team Registration spreadsheet** to Tony Greicius (Anthony.Greicius-116962@jpl.nasa.gov).
- d) Collect additional signed **Player Waiver forms** during the season, and send them to Tony Greicius (Anthony.Greicius-116962@jpl.nasa.gov) as you receive them.

Season starts week of **TBD**. Games will be played on **TBD** days of the week.

Team Fee is **\$TBD** for the Spring season.

C League

All steps except d) must be completed by **Monday March 24**

- a) Fill out and sign the **Team Fee Deposit form** with "C League" checked. Then take this form to the Caltech Credit Union and present it to the teller at the time of deposit. Deposit your **Team Fee** (in the form of check, cash, or credit union transfer) into the JPL Softball Program's account as listed on the form. Have your **Team Fee Deposit form** stamped by the CU teller as proof of payment. Retain the original stamped proof-of-payment for your records. Send a scanned copy of your stamped **Team Fee Deposit form** to Charlie Kaczinski (Charles.J.Kaczinski@jpl.nasa.gov) and to Sam Dolinar (Sam.Dolinar@jpl.nasa.gov).
- b) Fill out a **Team Registration form** as an Excel **spreadsheet**, using color-coding described in the "Instructions" worksheet tab. Send the completed **spreadsheet** to Charlie Kaczinski (Charles.J.Kaczinski@jpl.nasa.gov).
- c) Send your signed **Player Waiver forms** (release of liability) accompanied by your **Team Registration spreadsheet** to Tony Greicius (Anthony.Greicius-116962@jpl.nasa.gov).
- d) Collect additional signed **Player Waiver forms** during the season, and send them to Tony Greicius (Anthony.Greicius-116962@jpl.nasa.gov) as you receive them.

Season goes for 20 weeks starting **April 14**. Games will be played on Mondays-Wednesdays.

Team Fee is **\$795** per team for the full season (11 teams).