



February 22, 2023

Dear New Softball Team Manager:

Welcome to the Kaukauna Recreation Department, and thank you for considering the sponsorship of an adult softball team. Please find attached (or online if you're accessing this letter on our website) an informational flyer regarding the upcoming Kaukauna Recreation Department 2023 Adult Softball League season. On it you should find all the information you need to successfully register your team for the upcoming season, but should you have any questions, please don't hesitate to contact me at 920-766-6376 or jeff@kaukauna-wi.org.

Please note that as a new team you have to wait until last year's teams have had an opportunity to register. On Monday, March 6 registration will be opened up to new teams to fill any available spots. Each night has a maximum number of teams that will be allowed to register. Registration is first-come; first served, so be prepared. Registration will be closed March 24.

A Mandatory Managers' Meeting has been scheduled for **April 24; 6:30 pm, the Community Room of the SPaR Building at 207 Reaume Avenue**. Managers or a designee are required to attend. Schedules will be available to the managers in attendance the managers' meeting, and will not be available online until ALL managers from the division have met with the Program Manager.

Discussion at the managers' meeting could produce new rules! The current rules are available online at www.cityofkaukauna.com. It is the responsibility of the team manager to inform all of his players of the rules and ensure that the rules are followed.

I look forward to seeing you at the Bayorgeon Fields this summer!

Sincerely,

Jeffrey L. Malloy
Program Manager