

**City of Albuquerque Parks and Recreation**  
**2025 SPRING Softball**  
**Registration Check List**

**Note:** Each item listed below must be completed in order for your team to participate: Teams who do not turn in the required paperwork will not receive a schedule and will have to forfeit games. Paperwork must be turned in to the office – no email, fax or other electronic paperwork accepted.

- REGISTRATION FEES ARE NON-REFUNDABLE ONCE REGISTRATION CLOSSES.**
- Complete and turn in **TEAM REGISTRATION FORM** to the Jerry Cline Recreation and Tennis Center by **February 14, 5:30pm, 2025.**
- Pay the **\$495.00 TEAM FEE** at the Jerry Cline Tennis Center at the time you turn in your team registration form. Forms of payment accepted are: cash, check, credit card.
- Pay the **\$50.00 USSSA** sanction fee at <http://www.rctipif.org>. Please go through this website **ONLY** as all other website registrations are not valid for the City of Albuquerque. This fee is required once per year and covers spring, summer, fall seasons.
- Turn in original completed team roster with all signatures and ID numbers filled in, USSSA waiver of liability form, Code of Conduct Form signed by individual participants, and proof of USSSA Sanction Fee for 2025 by **February 27, 2025** to the Jerry Cline Recreation and Tennis Center. *All players must sign a new USSSA waiver and CABQ Code of Conduct each season.*
- Managers must attend the rules and conduct meeting at Jerry Cline on **February 26 or 27th, 2025 at 6:00PM.**