



Please review and adhere to the following field close-up procedures to ensure our facilities are maintained properly for all teams.

## Field Close-Up Responsibilities (Last Game of the Day):

### Who is Responsible?

- **When WL plays WL:** The **away team** is responsible for closing up the field.
  - **When WL hosts an outside team:** WL is responsible for closing up the field **regardless of coin flip.**
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## Checklist for Closing Up the Field

### ✓ Scoreboard:

- iPads for the scoreboards belong in the closet behind concessions so they can be available even if concessions are closed. Be sure to turn off the scoreboard and controller and return the controller to the closet behind concessions at the end of the game.

### ✓ Bases and Mound:

- Fields Bridge: Return all bases and the portable mound to the **storage shed, not the dugouts.**  
Oppenlander & Rosemont: Return mound to the **storage shed.**

### ✓ Dugouts:

- Ensure all equipment is removed.
- Lock up the dugouts if applicable.
- Pick up any water bottles, trash, or gear left behind.

### ✓ Trash:

- Empty any overflowing trash bins into the large dumpsters, if needed.