

## **Equipment Inventory Procedures**

During the baseball post-season months of September, October and November, Officers, Directors and Managers shall conduct an inventory of baseball team equipment and baseball field equipment. This inventory will take stock of all equipment to determine what each baseball team has for equipment at the end of the season. Field equipment will be inventoried during this time as well.

The inventory is qualified as the following:

- New
- Good
- Satisfactory
- To Be Replaced

Items that need to be replaced in order to complete each team's equipment and field equipment for the following baseball season will be included in each Director's budget.

Inventories must be completed for the December FYAA meeting. Orders for equipment needed, based on these inventories, will be submitted in each Director's budget at the January FYAA meeting for FYAA membership approval.