# Game Day Procedures

## Match Cards:
Teams will use their GotSoccer team accounts to print match cards before the game.
   1.  Here is the link:
https://gotsport.zendesk.com/hc/en-us/articles/360052832054-How-to-Print-a-Match-Card
In order to print off Roster and Pass cards
2. Here is the link:
https://gotsport.zendesk.com/hc/en-us/articles/360053455954-Printing-Roster-Player-Cards-For-An-Event-Roster-Team-


**Please double-check ALL game reports to make sure the below information is provided accurately:**
☐ Age Group
☐ Gender
☐ Division
☐ Game date
☐ Game Time
☐ Game Number
☐ Opponent
☐ Field Location
☐ Player Uniform Number (if not inputted into GotSoccer)
☐ Name of Head Coach, Assistant Coach and Manger (if not inputted into GotSoccer)

**NOTE ON THE GAME REPORT ANY PLAYERS OR TEAM OFFICAL SITTING OUT RED/YELLOW CARDS, TEAM DISCIPLINE OR INJURY NEXT TO THEIR NAME. SUSPENSIONS NOT NOTED ON THE GAME REPORT WILL NOT BE CONSIDERED SERVED.**
**It is the responsibility of your team to track and sit out all appropriate players for red cards and yellow card accumulation.**

## Before the Game:
1. If Referees ask for money please remind them they are paid through Go Pay. They can contact their ref assignor if they are still not sure but do not pay the refs cash at the fields.
2. Discuss with the referee any rules that may differ from other leagues. Games must be played according to the MSDSL PROGRAM RULES AND REGULATIONS.
3. If the game is forfeited due to one of the teams not showing up for the game, referee fees will be paid.
**Referees get paid in full even if the game is cancelled at the game site.**

## After the Game:
1. Have the referee complete the game report indicating goals and cards. PLEASE MAKE SURE REFEREE DOES NOT TAKE GAME SHEET.
2. Each coach is to review the game report for its accuracy (goals scored and cards issued) and sign in the appropriate area.
3. After both teams have reviewed and signed, please log into your Got Sport team account and upload the game sheet. Go to https://system.gotsport.com/org_event/events/24925. and on top of page click SCORING INPUT tab and when it asks for PIN place in 1234. You will need to place in the game number, the score and then under the team names you will see UPLOAD GAME SHEET. I DO NOT INPUT THE GAME SCORES. THAT IS THE RESPONSIBILTY OF THE WINNING TEAM AND IN CASE OF A TIE THE HOME TEAM. ALL WINNING TEAMS AND IN CASE OF A TIE ARE REQUIRED TO UPLOAD YOUR GAME SHEETS.
4. You have 72 hours to upload and report score or you will be locked out and will need to reach out to me at avanhouten20@gmail.com

**For Field Closings**
If ALL the fields at a park or school are closed by a city/school official, please notify the other team and all referee assignors (including regional assignors) of the closure ASAP. This game is treated as a game canceled by weather,so a game reschedule will be granted. Remember, if referees go to the field you will have to pay them their full referee fees.

***ALL** Game Reschedules : Once match is rescheduled you must reach out to avanhouten20@gmail.com with updated information and to eshrews@gmail.com so we can input new game information and reschedule for referees.