

**Game Day Procedures**

**Game Sheets:**

Teams will use their GotSoccer team accounts to print game cards before the game. To print:

1. Log into the team account on www.gotsoccer.com

2. Click on the league name, (MSPSP Fall 2014 Scheduling Event) under Event Applications.

3. Click on the Schedule tab

4. Click on the PDF icon next to the game number.

5. When the PDF is opened the game report will appear. It will be time stamped and will contain

score call in information.

6. Print one (1) copy of the game report and bring it to your match

**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. Pay the referee fees (each team pays half).

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 are to

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.

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 send to address indicated in NOTES section on game card.

4. The winning team (or the home team in cases of a draw) must report the score in GotSoccer (see

instructions below. All match scores must be reported to GotSoccer using the phone number

located on your team game sheet within **48 hours** of the date of the game.

Call-in Instructions:

1. Phone-In Scores: (number located on game report)

2. Update Game Record press 1

3. Event ID: (located on game report) followed by #

4. PIN: (located on game report) followed by #

5. Enter game number (located on game report) followed by #

6. Enter scores press 1

**Game Report:**

Both teams are responsible for mailing in their own game report. The address is provided in the instruction box on the report.

**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 **MUST** submit a “Game Reschedule Request Form”, found at www.msdsl.com,

under “Forms” no matter the circumstances of the game cancellation.