

GAME CHANGE PROCEDURE



Use this process for non-weather schedule changes.

1

STEP 1

Locate the other coaches' contact information.

[CLICK HERE](#)

2

STEP 2

Start an email with both coaches and the correct club administrators.

Make sure to include original game date, time and location.

Work together to come up with 3 dates that work for both teams to reschedule.

3

STEP 3

Once 3 potential dates are agreed upon between coaches, the club administrator will work to reschedule the game to one of the three options and will then update the league schedule in GotSport.

IMPORTANT NOTES

- ALL GAME CHANGE REQUESTS NEED TO BE SUBMITTED AT LEAST 10 DAYS PRIOR TO THE SCHEDULED GAME. GAMES CAN NOT BE RESCHEDULED WITHIN 7 DAYS, THEY WILL BE MARKED AS A FORFEIT.

- WEATHER CANCELLATIONS WILL AUTOMATICALLY RESCHEDULED BY THE HOME TEAM'S CLUB ADMIN.