



## NEW! Game Sheet Procedure

### **EMSA has moved away from the traditional game book game sheets and is now implementing an electronic game sheet download instead!**

- There will now only be one “master” game sheet per game (1 piece of paper) and the HOME team will be responsible for logging into the EMSA Portal and printing off the “master” game sheet for each home game. The Away team does NOT need to print a game sheet. Both teams information will be on the same game sheet. If the home team forgets the game sheet then the home team will default the game and an administration fee of \$100.00 will be issued to the team. For emergency cases, there will be a blank game sheet available for download on the EMSA website. We recommend, printing off a few copies and keeping them with your game supplies.

- The following information will be auto-populated for both teams on the “master game sheet” by the EMSA Portal system:

- Date
- Game Time
- Field
- Division
- Home Team Name
- Away Team Name
- All Player’s Names (First & Last) and I.D. #'s

- For the player Jersey number’s:

Coaches need to log into their EMSA Portal account only once prior to the season beginning and add their player’s jersey numbers next to the player’s names. Once this is done, the player’s jersey numbers will auto populate for all future games.

- Teams will still need to handwrite in the following information onto their game sheet:

- Team Officials names and I.D. card numbers (EMSA currently does not limit the amount of team officials that can be on a roster so we cannot auto-populate this section as we don’t know who will be on the bench for each game).
- Bench Attendant name (if applicable)
- Ref Liaison name
- Team Official Signature
- Trialist Names and Jersey Numbers (if applicable)



## NEW! Game Sheet Procedure

### Game Day Game Sheet Procedure:

- The Home Team will be responsible for printing off one (1) copy of the master game sheet. If they do not have the master game sheet with them at the game it results in a default loss for their team and a \$100 administration fee. If needed blank game sheets will be available for download and use.
- Home team will need to write the following information onto the master game sheet in their section:
  - Team Officials names and I.D. card numbers (EMSA currently does not limit the amount of team officials that can be on a roster so we cannot auto-populate this section as we don't know who will be on the bench for each game).
  - Bench Attendant name (if applicable)
  - Ref Liaison name
  - Team Official Signature
  - Trialist Names and Jersey Numbers (if applicable)
  - Any players who are not present at the game but are listed on the game sheet need to be crossed off
- When the home team arrives to the field they pass the master game sheet to the away team.
- The away team will need to write the following information onto the master game sheet in their section:
  - Team Officials names and I.D. card numbers (EMSA currently does not limit the amount of team officials that can be on a roster so we cannot auto-populate this section as we don't know who will be on the bench for each game).
  - Bench Attendant name (if applicable)
  - Ref Liaison name
  - Team Official Signature
  - Trialist Names and Jersey Numbers (if applicable)
  - Any players who are not present at the game but are listed on the game sheet need to be crossed off
- Once the away team has completed their portion of the game sheet, they hand it back to the home team.
- If there are any players missing off the game sheet, teams can handwrite their names and info in. However, ensure they are on your roster first before playing them.
- The home team then presents the game sheet to the referee PRIOR to kick off .
- At the end of the game, the referee will keep the master game sheet and any other forms and hand it into the EMSA office.
- There will be no carbon copies of the game sheets so if either of the teams or the referees would like a copy of their game sheet, they will have to take a photo of it with their cell phone or other device.
- For rescheduled games, the home team will need to reprint the game sheet from the new date that the game is scheduled for once it has been rescheduled and confirmed in the EMSA Portal.

### **Incomplete Game Sheets:**

Please ensure your team's section of the master game sheet is completely filled out as required. Otherwise, administration fees are issued for incomplete game sheets.