



## Correspondence to Teams from the EMSA Office

All correspondence to the teams from the EMSA office will be sent via email.

The EMSA office will use the contact information/email addresses that your Zone/Club has entered into the EMSA Portal and has been attached to your roster. If the person is not attached to your roster, they will not receive any emails.

Teams are responsible for checking their emails frequently for updates, schedule changes, rescheduled games, notices, etc.

If your email address changes, please ensure you let your Zone/Club know to update your address in the EMSA Portal otherwise you will not receive any emails. If you are leaving for vacation and do not have access to email please ensure you inform the EMSA office of an alternate contact to use.