

## Correspondence to Teams from the EMSA Main Office

- All correspondence to the teams from the EMSA Main office will be sent via email.
- The EMSA Main 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 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 your emails, please ensure there is someone else on your roster who has access.