



# Game Sheet Submission & Scoring Games on the EMSA Website

## **Game SHEET Submission:**

For the indoor season, the referee will keep both team's game sheets/trialist forms and the referee will submit it to the EMSA office on the teams' behalf. There are no carbon copies of the game sheets so if you would like to have a copy of the game sheets for yourself, please take a photo with your phone. Teams do not need to submit game sheets to EMSA during the indoor season.

## **Game SCORE Submission Instructions:**

The home team will be required to log into the EMSA Soccer Portal and enter the game score by 1pm the day after the game. Only coaches, assistant coaches and managers who are registered on the team's Portal roster can be scorekeepers. Please refer to your coach handbook or the EMSA website under season information for detailed instructions on how to use the EMSA Portal for scoring games.

## **Incomplete Game Sheets:**

Please ensure your team's game sheet is completely filled out as required. Otherwise, administration fees are issued for incomplete game sheets. Please see the Game Sheet Procedure on the EMSA website or in your team official handbook to know what areas of the game sheet are required to be filled in manually by the team officials prior to game start.

## **Administration Fees:**

Please be aware of the following administration fees which are issued to the team officials should the above tasks not be completed:

<b>Offense</b>	<b>Fee Amount</b>
Incomplete Game Sheet	\$50.00
Failure to Score Game Results by 1pm	\$75.00