

IMPORTANT NOTES from the League Management Team:

1. **Player check-in:** It is the responsibility of the referee to utilize the photo match card to check in each team. We have been made aware of several scenarios to start the spring where players were not checked in. One we are currently investigating where a team crossed out a player and added another, this player scored thus affecting the outcome. But we have no idea if it was a registered player because there was no check in completed.
2. **Completed match card:** It is the responsibility of the referee to completely fill out and provide the home team with the match card post-game. Again, we have had many games where referees won't turn over the match card or complete it. This is imperative for the league when it comes to accurate scoring, disciplinary actions, etc.
3. **Coach Misconduct:** if a coach does something worthy of a Caution or Send-Off please show them the cards, if you don't and still include in your match report, it makes it hard for the league to sanction.

Some Important Notes from the USOfficials Team:

1. Payments
  - a. You must be setup for Direct Payment with USOfficials to be paid for these games, (Directions at the bottom of this email)
  - b. NO CASH AT FIELD - ALL GAMES PAY BY DIRECT PAYMENT.
    - i. If a club offers you cash DO NOT ACCEPT and notify me so we can contact the Club to ensure this doesn't happen - this creates a significant burden on the league's resources, our resources, and frustrates clubs directors.
  - c. **NOTE: USOfficials has changed PAYMENT SYSTEMs as of January 31<sup>st</sup> 2024, if you have not done so already you must give us your information again**
    - i. [DIRECT PAYMENT DOCUMENT HERE](#)
2. Reports are due in USOFFICIALS by 9PM local time on match day - **this includes assistant referees reports**,
  - a. These reports are also required for payment .
  - b. If you have an issue with reporting, please contact me.
    - i. [DIRECT PAYMENT DOCUMENT HERE](#)
3. Substitutions:
  - a. Unlimited re-entry is allowed, the only limitation is each team only has 3 MOMENTS to stop the game for a Sub - PER HALF (up to 6 total per game not including half-time)
4. WEATHER CANCELLATIONS
  - a. If there is INCLEMENT WEATHER expected in your area, please check the following document before leaving for the fields
  - b. [NAL Field Closures](#)