

MAYSA League MANAGER CHEAT SHEET

GAME DAY

The Home team contacts the opposing team the day before a game to confirm date, time, field and team colors. If the colors are similar, the home team wears alternate jerseys.

What do we have with us on game day?

1. An 'WYSA Official roster' with jersey numbers listed (from club). Official roster should be a photo roster for teams playing in upper Tiers.
2. Current Risk Management passes for all Team Staff in all Tiers. Passes are required for all adults on the team-side at a game.
3. Referee fees as applicable, payable by home team.

On game day the Home team must provide:

- *alternative jerseys if necessary
- *properly inflated game ball
(game ball sizes: U6-U8=size 3, U9-U12=size 4, U13+ = size 5)

***Referee Fees:** MAYSA league games all ref fees are paid by home team (fees below)
***fees are due to referee *before* start of game**

Player Registrations/Transfers

All players must be registered with your club before participating. Please contact your Registrar with any questions regarding adding players.

Players are registered for the entire playing year, 8/1 to 7/31. Some transfers are permitted between Fall+Spring. Contact your Club Registrar for more information about transfers between clubs. **Competitive** players transferring between different clubs must submit a WYSA transfer form on www.wiyouthsoccer.com.

Game Cancellations

MAYSA does not cancel games due to weather!

***Coaches should make a determination as to whether recent or current field conditions warrant cancellation of a game in sufficient time prior to the match to notify opponent and referees, giving consideration to the travel time of the opponent. If a decision is made to cancel, the home team must notify whomever assigns referees for their games (MAYSA or Club assignors) at least 2 hours prior to the match to allow the assignor time to notify the referee(s).**

*** Even if the match is held, the referee reserves the right to cancel a game at the field due to weather or field conditions. Once the game has started, the decision to stop play rests solely with the referee. If the game is called prior to half time, the game is to be re-played in its entirety. If the game is called at halftime or any point thereafter, the game is considered a complete game and the final score stands.**

REFEREE INFO

MAYSA League Fees
(home team pays full fee):

U9-U10: \$22/\$16/\$16
U11-U12: \$34/\$24/\$24
U13-U14: \$46/\$34/\$34
U15-U16: \$58/\$42/\$42
U17+: \$68/\$48/\$48

- One envelope per Official works best!
PAID BY HOME TEAM DUE BEFORE GAME
- Please contact your club referee coordinator for any questions on referee signing.

Questions? Contact Linda: lhuttenhoff@maysa.org

SCORES

The HOME team is responsible for reporting scores. Know your game number (from schedule) before entering.



Go to <http://maysa.demosphere.com/PhoneItIn/>

1. Enter Pin # (9030)
2. Enter the game # (from schedule)
3. Check that the correct game is displayed, then confirm.
4. Enter the score for each team, then confirm.

PLAYER PASS CARDS AND WYSA OFFICIAL PHOTO ROSTERS

USYS Player Pass Cards are required for USYS National League teams. Some tournaments (especially out of state) may also require player passes for other teams. Player pass cards should be laminated, and must include photos. Please refer to tournament rules/requirements well ahead of time to determine if player passes are required.

WYSA State League and MAYSA League, Tier 1 & Tier 2 no longer require player cards. Teams in these leagues must have on official WYSA district authorized photo roster. For these teams, every player must have birthdate verified by MAYSA and have a photo uploaded for the roster.

MAYSA Tier 3 & 4 and 9U/10U Rec leagues require an official WYSA club/district authorized roster, but do not require age verification or photos for these teams.

USYS National league teams receive cards automatically. If any other teams/players requires a player pass for a tournament or other competition, please contact your club to have them request cards from MAYSA**

**Please do this as soon as you know you need the passes as MAYSA cannot guarantee an immediate turnaround.

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Coach/Manager Pass

•All team staff **must** have a Risk Management Pass through Wisconsin Youth Soccer Association (WYSA) and SafeSport certificate to be on the team side during games. As of Fall 2018, this requirement extends to all team staff designated on the official team roster (including coaches, managers, and assistants), and all adults associated with teams and players in a club. Information on these requirements can be found at: www.wiyouthsoccer.com/member-services/risk-management/ or contact you club for more information.

•Every coach should also have the level of certificate or license appropriate for the team he/she coaches. The certificates/licenses indicate a level of training. Please see www.wiyouthsoccer.com for requirements and current class offerings. (Under 'Coaching')

Club Pass Policy

The club pass is designated as an **intra club** pass. Club passing allows players within the same club to be used on other age-appropriate teams during league games and tournament play. All players club passing to a competitive game must have a copy of their WYSA district authorized official photo roster to present at the game. Players passing onto a USYS national league team must have a USYS player pass provided by MAYSA.

For the complete text on this policy (updated Aug 2013) please visit the WYSA website under Policies. Club passing is generally permitted in most tournaments —please contact the tournament for more information.

Max roster size:

U6-U8: 12

U9-U10: 14

U11-U12: 16

U13-U18: 22 (only 18 may 'suit up' on game day)

Each team **must** provide the referee with an approved WYSA 'Official Roster' with jersey #s written in.

Teams receive a roster from their Club at the beginning of the season. Contact your club's registrar if you need a roster at any time.

Be sure to make plenty of copies for the season and give ref a copy each game!!

rosters

field info

◦ A field coordinator has been designated by each soccer club. The field coordinator maintains the schedule for the club fields. The field coordinator may also limit games or practices on the field if it is deemed unsafe or unplayable.

◦ Games take precedence over practices. Fields cannot be reserved for practices or scrimmages.—first come, first served.

◦ If you have questions about a field, please contact the soc-

If your team is planning to play in one or more tournaments during the season, be sure to plan ahead and organize your materials to make registering and check-in at the event a smooth, easy process.

For a listing of upcoming MAYSA tournaments see:

www.maysa.org

General Tournament Info:

In general, you will need to have the following items with you at check-in for an event (be sure to check the specific requests from any event you plan to attend):

- approved WYSA official roster
- player passes (if required by Tournament)
- liability waivers/medical release forms
- permission to travel form from WYSA (if out-of-state tourney)
- emergency contact for manager/coach during the event
- guest player form (if using guest players from other clubs) (available through WYSA)

Schedule changes

Once the schedules are final, there are very few times that games should be rescheduled. See the MAYSA website for details (under League Rules and Game Day formats):

- Field conditions (by City or Club field coordinators)
- On field weather (by Referee)
- State Cup conflicts

If rescheduling, home and away coaches, field coordinator, and referee assignor (MAYSA or Club) must be involved. MAYSA should be notified of all reschedules (usually by the Club Field Coordinator at the end of the rescheduling process.)

Contact MAYSA:

Allison Rafferty, Registration & Communication, arafferty@maysa.org ext. 301

Chris Lay, Executive Director, clay@maysa.org ext. 302

Linda Huttenhoff, Referee and Scheduling Coordinator, lhuttenhoff@maysa.org ext. 303

Monica Silverwood, Director of Business Services, msilverwood@maysa.org ext. 304

Tre Hansen, Reddan Park Manager, hansentre608@gmail.com



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