



MANITOBA SOCCER ASSOCIATION POLICIES AND ADMINISTRATIVE PROCEDURES



GAME RESCHEDULING POLICY

STATEMENT

The Game Reschedule Policy applies to all league games for which the Manitoba Soccer Association (MSA) assigns match officials for League. This policy is effective as of the 2018/19 indoor season. Only after the MSA has approved the game reschedule request may a League reschedule a game.

ADMINISTRATIVE PROCEDURES

- 1) Submission of the “Request to Reschedule a League Game” form:
 - a) The league that desires the rescheduling of one of their League games must complete and sign the “Request to Reschedule a League Game” form;
 - b) It is the responsibility of the League to ensure field availability;
 - c) The League must submit the Request to Reschedule a League Game Form to the MSA in person or as an attachment in an email sent to mbsoccer@manitobasoccer.ca. The MSA will not accept any game reschedule requests submitted directly to the MSA by a team; and
 - d) The deadlines for submission of the completed “Request to Reschedule a League Game” form by the League to the MSA are as follows:
 - i) If the MSA receives the completed form a minimum of 10 working days in advance of the start of the originally scheduled game, there is no rescheduling fee
 - ii) If the MSA receives the completed form not more than nine working days in advance of the start of the originally scheduled game and not less than 72 hours in advance of the start of the originally scheduled game, not including holidays, there is a non-refundable rescheduling fee of \$125; and
 - iii) The MSA will not consider any “Request to Reschedule a League Game” forms submitted less than 72 hours prior to the start of the originally scheduled game, not including holidays.





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- 2) Requests for rescheduling will be denied when:
 - a) Proposed reschedule date conflicts with an MSA-approved event;
 - b) The game in question has already been rescheduled; or
 - c) Referee availability exceeds allowable amount of appointments that day by the League.
- 3) Games will be rescheduled and without penalty in the following circumstances:
 - a) The Referee, at his/her discretion, postpones the game due to inclement weather or unplayable field conditions; or
 - b) Fields are closed by a park official responsible for the operation and maintenance of the field with authority to close the field to soccer.
- 4) Status of Request to Reschedule a League Game:
 - a) MSA will confirm receipt of all forms that are submitted by the respective League;
 - b) When a request is denied, the League will be notified by email to the respective League within 72 hours of receipt, not including holidays; and
 - c) A confirmation via email, together with an invoice for any applicable fee, will be sent by MSA to the respective League once the game has been approved and rescheduled accordingly.

APPROVED BY: Manitoba Soccer Association Board of Directors

DATE OF APPROVAL: November 14, 2018

