

## REFEREE PROCEDURES

### Before Match:

- Arrive at field location no later than 30 Minutes prior to Kick Off time
- Identify the Field Marshall or person in charge of the field
- Identify the Assistant Referees assigned to your crew for the match
- Insure that you and your crew are properly dressed when you step onto the field
- Inspect the field; make sure goals are anchored; if not, you cannot start the match
- Introduce yourself to the coaches in a professional manner
- Obtain pre-filled 3 part Game Report from home team, Got Soccer Game Cards, add names of Field Marshall, Players serving suspension; Field Conditions; and Referee Crew Information.
- Collect Game Fees from home team.
  - U/9-U/10Center \$ 30 NO Assistant Referees
  - U/11-U/12Center \$ 35 assistant \$15
  - U/13-U/14Center \$ 45 assistant \$20
  - U/15-U/19Center \$ 50 assistant \$25
- Remind coaches of water Hydration policy.
- Check teams in; Home first; check the players and coaches on the Got Soccer Game Card.
  - Put check mark next to all participants**
  - All players must be listed on pre-printed game card**
  - For coaches not listed on the game card that has a pass, referee must write name on game card.**
- **ALL PLAYERS AND COACHES MUST HAVE LAMINATED, PICTURED, PASSES.**
- Only at the pre-game check in can coaches challenge player eligibility. Referee will note this on the game report, and USA will review. Players can participate, but teams understand that they may have consequences later.
- Players who are red lined, may participate only if the coach gives an explanation that is written on the game report.
- Confirm maximum player game time roster size: U9-10 / 12; U11-12 / 14; U13-19 / 18
- Referee will contact assignor if there are any questions.

### During Match:

- Conduct your game in a professional manner
- Referee crew must control players, coaches, and technical area.
- Ejected players remain on the bench under the supervision of the coaches, since they are minors, unless they are released into the custody of guardians by the coach.
- Ejected coaches must leave the complex, and have no more communication with the team while the match is in progress.

### After Match:

- Complete game report, i.e. scores, sends offs, serious injuries, any other unusual incidents.
- Obtain coaches signatures and provide them with a copy of the game report; the yellow copy to the winning team and the pink to the losing team; if a tie, the pink goes to the home team
- Retain white copy of game report, and Got Soccer game card.
- Leave field together as a crew; Ask for Field Marshall escort, if necessary
- Log into referee Got Soccer account, select game and submit report. **In the “Incident’s Section “list players serving suspensions, and details on injuries or other serious incidents.**
- All coaches who are ejected must be listed under players red carded. You will have to write in the name, and since the coaches’ name is not in the drop down box, it must be typed in, proceeded by the word coach, such as “Coach John Smith”.
- Complete online report. Make sure that the information on the online report matches what you wrote on the hard copy (Paper) report; Retain a complete copy for your records
- Game cards must be submitted to USA. Referee must indicate players and coaches who were checked in to participate, and also those checked in as serving suspensions. The forms are be scanned and sent to [usagamereports@gmail.com](mailto:usagamereports@gmail.com)., Cell phone pictures can also be used. Please put the game number in the subject line. If scanning or digital photographs is not possible, then fax to 1-866-279-4329.
- Retain all other hard copies (Paper) reports on file.  
If Got Soccer assistance is required, contact Linda Lathrop at [llathro1@gmail.com](mailto:llathro1@gmail.com).