

REFEREE PROCEDURES

Before the Match • Easy Reference Guide

ARRIVAL & REFEREE CREW

- Arrive at the field **no later than 30 minutes before scheduled kickoff**.
- Identify the **Field Marshal or person in charge of the field**.
- Identify the **Assistant Referees (ARs)** assigned to your crew.
- Make sure you and your crew are **properly dressed** before stepping onto the field.

FIELD SAFETY CHECK

Inspect the field and confirm that the goals are properly anchored.

SAFETY REQUIREMENT

If the goals are not properly anchored, the match CANNOT start until the safety issue is corrected.

COACHES & GAME REPORT

- Introduce yourself to the coaches in a **professional manner**.
- Obtain the official **GotSport Game Report**.
- Add or verify: **Field Marshal name, players serving suspensions, field conditions, and referee crew information**.
- Remind coaches of the **water/hydration policy**.

REFEREE FEES — COLLECT FROM HOME TEAM

Age Group	Center	Assistant Referees	Total
U9–U10	\$55	No ARs	\$55
U11–U12	\$60	\$40 × 2	\$140
U13–U14	\$70	\$45 × 2	\$160
U15–U19	\$80	\$50 × 2	\$180

TEAM CHECK-IN

Check in the **HOME TEAM first**, followed by the away team. Verify all participating players and coaches against the GotSport Game Report.

- ✓ Place a **check mark next to every participant** who is present and checked in.

PLAYERS — NO WRITE-INS

ALL PLAYERS MUST BE LISTED ON THE PRE-PRINTED GOTSPORT GAME REPORT. NO HANDWRITTEN PLAYERS ARE ALLOWED.

COACHES — GAME REPORT REQUIREMENTS

All coaches should be listed on the official **Game Report** to help ensure required **background screening and SafeSport requirements** have been met.

A coach not listed on the Game Report may not participate as a coach **except under the stand-in coach exception**.

STAND-IN COACH EXCEPTION

If the team's listed coach is **not available**, a stand-in coach may be added **ONLY** if the stand-in coach presents a **current, valid coach's pass**. The referee must verify the pass and **clearly print the stand-in coach's name on the Game Report**.

COACH REQUIREMENT — IMPORTANT

NO LISTED COACH + NO VALID STAND-IN COACH = NO AUTHORIZED COACH

A person without a current, valid coach's pass may NOT serve as a stand-in coach or be on the team sideline in a coaching capacity.