



## Wichita Regional Soccer Association Reschedule Procedures

Updated: 3/27/23

### Reschedule form & instructions:

1. Initiating team is required to contact the opposing team manager and/or head coach before completion of reschedule form and pay the \$25.00 fee.
  - a. **Do not** complete the rescheduled request form until both teams agree on a date. If the opposing team does not agree to the reschedule, the game will be played on original date, time, and field.
  - b. An email to WRSA or specific WRSA staff member from a team requesting a reschedule will not be accepted as a reschedule request.
2. Once the coaches agree on a mutual date, both teams need to complete the Reschedule request. No action will be taken by WRSA Office until a completed reschedule request is received from both teams. Completed is defined by including the original game number, game date, time, and field along with 1-2 agreed upon rescheduled dates.
  - a. Reschedule form is found at [www.strykersportscomplex.com](http://www.strykersportscomplex.com) - Coaches - Reschedule Request.
  - b. Rescheduled dates must match before WRSA will consider the request. No action will be taken by WRSA until rescheduled information matches.
  - c. Recommend Initiating team completes Reschedule form and forwards to their opponent to ensure agreement and forms match.
3. A request for a rescheduled game must be received in the WRSA Office a minimum of **10 calendar days** prior to the original scheduled game date, or 10 calendar days prior to next league weekend, whichever is sooner. **NO EXCEPTIONS!**
  - a. WRSA sets the 10-calendar day deadline to allow time to verify and assign game officials, therefore the **deadline is set at 5 pm Wednesday of the 10 days prior to the next league weekend**. Games on Friday or Sunday fall within the same 10-day Wednesday deadline as Saturday games.
  - b. Deadlines for each league weekend are listed within the online reschedule form.
  - c. Communication between teams must go through the Head Coach and/or Manager only.
  - d. BOTH teams must complete the online form by stated deadline to ensure both teams are notified promptly to the team officials included in Got Sport for the team.
4. Upon receiving the completed reschedule request from both teams, WRSA Office will confirm via email the new date, time, and field based on what team officials are entered into Got Sport.
  - a. Manager and/or Head Coach will be responsible to notify the team's players and parents.
  - b. Stryker fields and times will be assigned based on availability.
  - c. Rescheduled games are available during regularly scheduled league season only.
  - d. Rescheduled games will show on your Got Sport team schedule.
5. It is not required that the opposing team agree with the reschedule request. Reschedules create issues for teams, players, and families.

- a. Review your initial conflict form closely at registration to avoid unnecessary reschedules.
- b. If opposing team does not agree to a reschedule or mutual date is not found, the initiating team will receive a 0-3 forfeit as final game score.

#### **Deadlines & Notifications:**

6. Teams failing to notify the office or no-show for the original or confirmed rescheduled game will be charged a forfeit fine of \$50.00 and receive the 0-3 final score. If the forfeit is the last game of the season, the team will not be allowed to register in a new WRSA league until the fine is satisfied.
7. Teams may move the original game to a friendly which is a mutually agreed upon date, time, location, and use of referees.
  - a. Location of the friendly can be played any location that the two teams agree upon. If both teams would like to play the game at Stryker, the team requesting the friendly is responsible to contact Stryker to rent a field. Field usage at Stryker for a friendly is not free of charge.
  - b. Field rental and referees, if used, will be paid by the Initiating Team.
  - c. Final score of friendly should be reported to the WRSA League office. The friendly game score, upon notification to the WRSA office, will be recorded if played on or before the last date of league play.
8. Late cancellation of a WRSA league game is defined as
  - a. If BEFORE the 10 business days before the originally scheduled league game, follow the reschedule procedures to find an approved alternative date.
  - b. If within the 10 business days before the originally scheduled league game but before the Friday at noon, WRSA will no longer reschedule the game.
    - i. At the time of cancellation, WRSA will record the game as a forfeit (0-3 score) by the initiating team. The score is updated once the teams play a friendly.
    - ii. Both teams may play the game as a friendly. Once played, the teams should report the friendly score to the WRSA office to have the score recorded in the final standings if the friendly or reschedule is played prior to the last game of the league.
    - iii. Any game cancelled on Friday at 12:00 noon or later before the originally scheduled game, will have the following actions taken:
      - Cancelled game is recorded as a 0-3 forfeit for the initiating team.
      - \$50.00 forfeit fine will be assessed for late cancellation.
      - The \$50.00 forfeit fine must be paid before the initiating team's next league game or referees will not be assigned and next team game may also result in forfeit.
9. Removing or pulling your team off the field will immediately result in a 3-0 forfeit. A \$50 fine will be imposed on the head coach and the game will not be rescheduled. All remaining games will be forfeited until the fine is paid.