



Game Reschedule Procedure:

RULES:

1. 72 hours notice must be given prior to event.
2. Legitimate reasons for rescheduling: (these events must deplete the roster by 30%)
 - A. School Function
 - B. Religious Function

PROCEDURE FOR HOME GAMES:

1. Contact opposing Coach ASAP
 - A. Notify of the need to reschedule.
 - B. Identify several possible options.
2. Contact Charlie Duvall 248-672-4141 or CDuvall@cw3sa.org (Field Scheduler)
 - A. Notify of the cancelled game to be rescheduled.
 - A. Day/Date/Time
 - B. Location (field)
 - C. Opponent: Club/Team/Age Group/Coach/Phone number.
 - D. WSSL Game ID#
 - E. Reason for change
 - B. Field Scheduler will check the options above against field schedule.
 - i. Repeat above steps until one works.
 - ii. Request that the opponent check their schedule to host game and CW3 would pay for referees.
3. Confirm rescheduled match with opponent
4. If opponent does not agree start back at step 2 with new dates and times that will work for the opposing coach.

PROCEDURE FOR AWAY MATCHES:

1. Contact opposing coach ASAP with issue and request a reschedule. Have possible options available. Work with opposing coach to find a mutually agreeable arrangement. Allow them time to find an opening with their referee and field schedulers. Set a time/day to contact them for an update.
2. Once an arrangement has been made, KEEP IT and contact Charlie Duvall 248-672-4141 (Field Scheduler) with change information.
3. If opponent is unwilling to reschedule or does not follow through in a timely manner, contact Steve Vangel at 248-842-2930 to request WSSL intervention.*
 - This step can only be utilized if the reschedule meets WSSL requirements.