

2/28/2018 Additional Information for Teams with a Self Schedule Game

1. Self Scheduling with your Opponent

All Self Schedule games are currently marked as March 1st on the schedule. The contact list for teams who have a self schedule game is linked below. Please contact your opponent to work out a date, time and location. **This game must be played by no later than Sunday, April 29th**. The first team listed is considered the home team. If you are not sure who to contact to schedule fields, start with your club's field scheduling contact. After that, you can contact parks or schools directly. If there are any field rental costs, both teams should split those rental fees.

[Contact List for Self Schedule Games](#)

2. How to Schedule Referees and Notify Ohio South of your Game Date

Once you and your opponent have agreed on a date, time and location, the home team should submit the referee request form linked below. No outside referee assignors may be used. You must use this form to schedule referees. **The referee request form must be submitted no later than Friday, March 16th so make sure you start contacting your opponent right away to get the game and field scheduled.**

[Referee request form](#) *For type of game on the form, please select Presidents Cup Self Schedule.

Once the referee request form has been submitted, both the referee assignor and Ohio South will receive a copy of the request form submitted. Ohio South will update the game information posted on the website schedule with the information you submitted on the referee request form within 2 business days. Once you have submitted the referee request form, please note that there will be no reschedules allowed outside of weather cancellations and/or field closures.

3. Verifying Referees are Scheduled

To verify that referees are scheduled for your game, please check the Ref Schedule under the League Admin section of the link below. This is a good way for BOTH teams to double check that your request was received by the ref assignor and that refs have been assigned to your game. Requests are usually posted to the referee site within 24-48 hours of being submitted, so check the system early to make sure it was received. Every form submitted gets sent to the ref assignor through email so it might get caught in spam or just might not make it through cyber space. This verification process will keep you from showing up to your game without any refs present! 😊

[Referee Game Verification](#)

4. Referee Game Report

Instructions were given in the previous email on how the event roster would be submitted. We will email both teams the referee game report for your self-schedule game. Both teams should print out the

referee game report and bring to the game. One copy will be given to the referees (the second copy is just a backup in case a team forgets or if one gets ruined due to rain etc). The referee will compare all player cards against the approved players on the referee game report, mark the game active players, and record the score. **Make sure you bring all player and coach cards to the game.** The winning team (or home team if the game results in a tie) will be responsible for collecting the signed referee report from the referee and scanning it to office@osysa.com within 24 hours.

5. Payment of Referees for the Self Schedule Game

The home team will be responsible for initially paying the referee fees for the self schedule game. After your game has been played, please send an email to office@osysa.com with the club, team or individual's name that should appear on the check as well as the mailing address we should send the reimbursement check to. We will mail the check within 7-10 business days.

Referee Fees are Outlined Below: Please have exact cash for each referee.

U12 (2006) Total is \$100.00 For each referee, this will be \$40.00/\$30.00/\$30.00

U13/U14 (2004 and 2005) Total is \$118.00. For each referee, this amount will be \$46.00/\$36.00/\$36.00

U15 (2003) Total is \$136.00. For each referee, this amount will be \$52.00/\$42.00/\$42.00

If you have any questions on these Self schedule game procedures, please contact the Ohio South office at 513-576-9555 or office@osysa.com.

6. What if my game gets cancelled at the last minute due to weather?

It is your responsibility to contact the ref assignor by **Phone and Email** if your game is cancelled/rescheduled within 24 hours of game time. Their contact info is below.

Cincinnati Ref Assignor: Bob Holwadel Phone: 513-305-0407 Email: bholwadel@fuse.net

Dayton Ref Assignor: Robert Hope Phone: 937-423-4673 Email: Dayton.soccer@roadrunner.com

Columbus Ref Assignor: Keith Emerson Phone: 614-353-3404 Email: kemerson03@gmail.com