

# DISTRICT III

## PLAYOFF GAME MANAGER CHECKLIST

To: Soccer Game Managers

From: Alfred R. Isopi, Soccer Chairman

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Thank you for hosting 2012 District III Boys' & Girls' Soccer. Preliminary and first round games will be played at the site of the better seeded team. There should be no rental fee charged for the site. The District will pay for a game manager.

1. The only passes accepted are a Gold District III pass and a Gold Lifetime District III pass.
2. I will contact you with the schools that are playing at your site and the names of the officials.
3. Contact the competing schools prior to the playing date to confirm times, uniforms, and special needs.
4. Try to play the games, if at all possible. If you must postpone, call me as early as you can. You will need to notify teams and workers. I will notify officials.
5. The team in the top half of the bracket is home team (light colored uniform); the bottom of bracket is visitor (dark colored uniform). Both teams must supply two line runners. Each team is entitled to five (5) complimentary admissions to be used for Administrators. A form will be sent to each school which must be filled out and sent to the host school.
6. Conduct a pre-game meeting with Principals and Officials. Principals (or designees) are to remain in the team area during the game. They are responsible to assist with crowd control.
7. Have a trainer at the game and an ambulance on call or on site. The Trainer can be from one of the teams involved. Have an adult in charge of sending in substitutes.
8. Call scores to me immediately after the last game is finished. You may leave it on my voice mail at home or call my cell phone. You do not need to contact the media.
9. No artificial noise makers, whistles, horns etc. are permitted at District III events. Stationary signs that are not negative, derogatory or offensive are permitted at District III events.
10. Since a winner must be determined the games will go to Penalty Kicks after the two 15 minute sudden victory periods of overtime.
11. In the preliminary and first round the home team will furnish the game balls. After the first round, the game balls will be provided by District III.

### Financial Management of District Games

Ticket prices are \$6.00 for adults and \$4.00 for students (K-12) for all rounds of the tournament.

<u>Payment schedule</u>	Certified Athletic Trainers (ATC)
Officials \$78 (all rounds)	\$50 single game
Game Manger \$60 single game	\$80 double header
\$120 doubleheader	\$100 triple header
\$150 triple header	
All other help Prevailing rate	

1. All officials, the game manager, and anyone receiving over \$100 must be paid by a check from the District III office. This could take several weeks.
2. The profits from your site must be deposited in a M&T Bank within 24 hours of the event. (A sample Deposit slip will be sent to you)
3. Be sure to get the address, SSN and signature of game help that will be paid later.
4. Please use District III financial forms that are enclosed with this mailing. Send the paperwork to Bob Baker as listed on the forms no later than one week after the event. Also a copy should be sent to Alfred Isopi, 536 Joyce Road, Camp Hill, PA 17011. Make copies for your records.