

## Sedgwick County Soccer Association (SCSA) Reschedule Procedures

SCSA Board of Directors has approved use of SCSA Southlakes Soccer complex for rescheduled league games. Criteria for the rescheduled games are as listed.

- It is not required the opposing team agrees with the reschedule. Therefore, the rescheduled form must show both teams approval before SCSA will reschedule a game. Approval may be shown by a signature on the form or email stating the opposing coach agrees.
- If the opposing team does not agree to the reschedule, the game will be played on the original date, time and field.
- A request for a rescheduled game must be received in the SCSA Office a minimum of **10 calendar days** prior to the original scheduled game date to be rescheduled. **NO EXCEPTIONS!**
- Communication between teams must go through the Head Coach and/or Manager only. No exceptions.
- There is a **\$25 reschedule fee** to be paid by the Initiating Team when the Rescheduled form is submitted to SCSA.
- Rescheduled games are available only during regularly scheduled Saturday and Sunday league season. Limited to no more than 2 rescheduled games in a season.
- 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.

**Requested rescheduled games:** Steps to request a rescheduled league game:

1. The Initiating Team, team requesting reschedule, must contact the opposing team Head Coach and/or manager. Coach and/or team contact information is found at the SCSA website.
2. Both coaches must mutually agree on an available reschedule date and timeframe before a rescheduled date will be considered. **Do not** send the rescheduled request form until both teams agree on a date. It is the Originating Team's responsibility to contact the Opposing Team, not SCSA.
3. Once a rescheduled date is mutually agreed upon by both coaches, **BOTH** teams must complete and sign the Reschedule Form completely and submit to SCSA. ([scsasoccer.com](http://scsasoccer.com) – Forms/Documents).
  - a. Upon receipt of completed rescheduled form including opposing team agreement, SCSA will record the rescheduled game as 0-0 tie until actual game score is received.
  - b. If Initiating team submits a rescheduled form without opposing team's approval, SCSA will record original game score as 0-3 loss to Initiating Team until completed rescheduled game form is received by SCSA.
  - c. The second date and timeframe (am, pm or any) should be completed to offer a second option and save time if a field is not available for the first choice.
  - d. The form is to be submitted by email ([scsasoccer@sbcglobal.net](mailto:scsasoccer@sbcglobal.net)), fax (316-729-1801) or in person to the SCSA Office at 8629 W. Central, Suite 3. Wichita, KS 67212. If email, include both Head Coaches and SCSA on the email to document agreement.
  - e. Payment of the \$25 reschedule fee is required at time of submission. Fee may be paid by credit card with a \$1.00 convenience fee added.
4. SCSA will verify the requested date, time and a field are available.
  - a. If request is approved as submitted, SCSA will confirm the request with both teams by email, listing the date, time and field assigned.
  - b. If the first date, time and/or field is not available, SCSA will review the second date and time requested.
  - c. No other rescheduled attempts will be honored. Future rescheduled games would be moved to a friendly once SCSA is unable to reschedule after the second attempt or one of the teams has had two (2) previously rescheduled games.

5. Teams may move the original game to a friendly which is a mutually agreed upon date, time and location. Location will not be on SCSA fields and referees will be paid by the Initiating Team. Final score of friendly will be reported as the original game score upon notification to the SCSA office.

6. Rescheduled games will be posted to the SCSA website, [scsasoccer.com](http://scsasoccer.com) – Schedules – Rescheduled games as time allows. Changes will not be made to the Master Schedule.

**Weather related rescheduled games:**

Scheduled games cancelled by weather are generally moved to the rainout date scheduled each season. SCSA will not recognize a conflict on the rainout weekend.

1. Rained out games will be played on the rainout weekend on the same field and time as original scheduled game.
2. If Initiating team is unable to play the rescheduled rainout game, it is the Initiating team's responsibility to reschedule the game with the opposing team following the standard reschedule procedures.
3. If opposing team does not agree to a reschedule or a mutual date is not found, the initiating team will receive a 0-3 forfeit as final game score. No forfeit fine assessed if the originally scheduled game is a result of a weather cancellation.
4. Teams may move the original game to a friendly which is a mutually agreed upon date, time and location. Location will not be on SCSA fields and referees will be paid by the Initiating Team. Final score of friendly will be reported as the original game score upon notification to the SCSA office.
5. Weeknight games are rescheduled only if regular league weekends are not available. Weeknight games must be approved in advance before being confirmed with the opposing coach/team. Availability of referees and field staff will remain the priority over completed rescheduled games.
6. If rescheduled games are not able to be played due to time or referee availability, the final score will be shown as not played.