

MANAGER'S HANDBOOK  
2017-2018 ADASL Season

This handbook is a guide for Player Registration procedures and Game-Day responsibilities. It is not intended to replace or supersede the ADASL Constitution and By-Laws.

PLAYER REGISTRATION PROCESS:

**Players must be registered Prior to GAME-DAY** to be eligible to play. A player is considered registered only when **all** 4 steps described below are successfully completed in the Affinity site.

1. Player is registered in the Affinity Website using the Team Manager's Unique User Name and Password.
2. Each player should be registered with their home address and email address
3. Clear head shot photo of the player is uploaded to the site.
4. The Manager pays the player registration fee and the transaction fee via a credit card.

Multiple players can be registered under a single transaction.

GAME-DAY RESPONSIBILITIES

**Field** - The HOME team **shall** have the field properly marked, **shall** have corner flags erected and nets on the goals.

**Uniforms** - All players except goalkeepers shall wear identical jerseys, each with a distinguishable number on it and they shall wear like-colored shorts. (In the event of a conflict the HOME team shall change.)

Line-up sheets/Player passes:

Each manager shall present prior to the scheduled kickoff 4 copies printed out from the Affinity site. Only players printed out from the Affinity site will be allowed to play. Managers will be allowed to handwrite their jersey numbers on the printed game roster. It is the responsibility of each manager to insure that the officials and opposing manager has their current correct game roster.

2. Each player shall have a current, valid ADASL player ID presented to the official prior to the participating in the game. Players that have been registered, but have not received their permanent player ID, can use a Temp Pass with their head shot photo stapled to the Pass. No use of Driver's License, or other photo ID, that cannot be turned in to the League is allowed.

**PLAYERS** - A minimum of eight (8) properly uniformed players (including shin guards) are required to start a game. Once started, a team may continue with seven (7) players.

NOTE: Violation of any of the above Game-Day responsibilities shall result in a forfeit by the non-complying team.

## Mgr's Handbook-2

**SCORES** - The managers of all teams must notify the league admin of the score of their game via phone or email, the day of the game.

## Discipline and Protest

**EJECTIONS** - Managers must report all ejections on their team within 24 hours to the D&P Chairman via email. A player may not play again without a ruling. Not emailing in ejections may result in D&P action against the manager.

**PROTESTS** - Protests must be emailed within 48 hours to the D & P Chairmen, League Exec. Committee, League Administrator and other parties (teams) involved. A \$5.00 protest fee must be paid to league.

## Fees

### Player registration fees

	<u>Major</u>	<u>Summer</u>
New player (new to ADASL since 9/1)	\$55.00	\$25.00
Transfer (between teams)	\$15.00	\$15.00
Replacement pass (lost/damaged)	\$2.00	\$2.00
Old player*-within seasonal year	\$10.00	\$10.00
Professional player-	\$30.00 in addition to above	

\*Must be same team, otherwise this is a transfer.

### Team registration fees

League administration: \$300.00

### Referee fees

Referee	\$85.00
Each linesman	\$55.00
Referee fund	\$25.00
Total per game	\$220.00
<u>Total per team/per game</u>	<u>\$110.00</u>

Perrin Cup Fee: \$125.00

**GSP field use fees** \$125.00/game

**IMPORTANT**: For good public relations, and usage requirements at most fields, **NO ALCOHOLIC BEVERAGES** are allowed at the playing site and all trash should be cleaned up after the match.