

# GAME SHEETS

**Game Sheets** are a legal record of the game played and must be filled out completely and correctly. We recommend that one Team Official take responsibility for the team's game sheets to ensure consistency and accuracy. Fines will be issued for incomplete sheets.

A Team Official creates the **Game Sheet** under Team Management in their SOSA League Management account.

## Pre-season set-up:

- Activate the team account. Must be done by the Head Coach. All Team Officials then activate their own accounts, updating their qualifications and OS number.
- Competitive - Enter a Team Roster, including player name, date of birth, OS #, and jersey number.
- Development - The Club adds players to a Club roster for teams to select players from.
- Contact information for all Team Officials must be complete

## During the season:

- Create and print three copies of the **game sheet** weekly
- Each team official present at the game **MUST** sign the sheets
- Strike off the name of any team official or player not at the game
- Check that the sheet is complete with scorers and final scores at the top. Both Competitive and Development teams must have this, even though Development teams do not publish the scores and scorers.
- Keep one copy of each team's sheet
- Call-Up players' names will be printed on the sheet after they are approved by the Club and *only* their number may be handwritten *(Please give your Club as much notice as possible to get your Call-Up players approved.)*
- Names of players or team officials or their OS numbers may **NOT** be handwritten on a game sheet. If there is a good reason for this to be necessary, please make a note on the game sheet or email the League Manager.
- Teams do not need to submit copies of the **Game Sheets**. Referees do this on Ref Centre. Teams complete the post-game Report on the LMS.