



GAME CHANGE INSTRUCTIONS

1. Call or text Operations Director **FIRST**.
2. Arrange with opposing Head Coach new date, time & location.
3. Check field availability with your field coordinator and reserve your field.
4. Submit **GAME CHANGE REQUEST**.
5. Wait for final confirmation from GBYLA Operations **PRIOR** to notifying your team.

CANCELATION NOTIFICATION DEADLINE	<ul style="list-style-type: none"> • Call or text Operations Director in the am, if possible. Minimum four (4) hours prior to game start time for all weather related cancelations.
IMMEDIATE ACTION	<ul style="list-style-type: none"> • Notify Operations Director • Notify Opposing Coach • Notify Team
RESCHEDULE GAME	<ul style="list-style-type: none"> • Arrange with opposing coach new game date & time • Confirm field availability with field coordinator & reserve field. • Submit Game Change Request to GBYLA • Await final confirmation from GBYLA prior to notifying team.
PENALTIES	<ul style="list-style-type: none"> • Non notification of canceled games will result in full payment of officials and trainer (if applicable) fees. Amount will be deducted from your Community/Team Add on withholding.