

# **NH Sportsplex Policies and Procedures**

1. Using a non-registered player will result in a forfeited game.
2. Starting with session III of 2011, all adult league players are required to purchase a player card. Player cards cost \$5 and last one year.
3. Player cards will be collected from each player by the game referee before the start of the game, and returned at the end of the game. If a person forgets their player card on a given night, a temporary pass must be obtained from the League Program Manager in order to play. No player is allowed to play in a game if they have not submitted either a player card or a temporary pass to the ref.
4. Any violations of the Fouls and Misconduct portion of the rules will require the ref to turn the player card over to the league Program Manager until the penalty is fulfilled.
5. All adult players on a team must wear like colored shirts with different numbers. Teams can buy their own shirts and wear them in the league, or they can order the shirts through the NH Sportsplex.
6. For leagues requiring a team fee:
  - a. On the first night of the session team captains must arrive 30 minutes prior to their game time to check the status of their team registration. At that time, each captain will be informed of their team's balance and waiver status. It is their responsibility to collect the remaining balance and have all players sign the electronic waiver before the start of their game.
  - b. Team fee means team fee. If a player drops out or gets injured it will be up to the team to reimburse the individuals fee if it decides to do so.
  - c. Before the start of game two in the second week of the session, the remaining balance must be paid in full. Any team not paid in full will NOT play game 2 of the session.
  - d. In order to play, a substitute must come to the office before the game, sign a waiver and pick up a temporary player card pass that must be given to the referee before the game.
7. For leagues that require individual player fees:
  - a. The risk of injury is on the player's part. Policy states that a maximum 50% of the fee will be refundable. All refund requests are at the discretion of management.
  - b. Individual player who has not paid in full will not be permitted to play until payment in full is made.
  - c. A team's roster is limited to 12 players. While double rostering is allowed, a player is required to pay for every team they play on (keepers are the only exception to this rule).

- d. Non-rostered substitute players can play for a fee of \$10 per game. In order to play, a substitute must come to the office before the game, sign a waiver, pay their fee, and pick up a temporary player card pass that must be given to the referee before the game.
  - e. A substitute player may play in 4 or less games without being added to the roster. Once a substitute player attempts to play in their 5th game, they must be added to the roster and pay the full league fee in full before they can start that game. They will also be required to purchase a player card before the start of the 5<sup>th</sup> game.
  - f. Rostered substitute players can sub for another team without paying the \$10 in 4 or fewer games. Once the substitute player plays in their 5<sup>th</sup> game for the same team, they must be added to that team's roster and pay another full individual league fee.
8. The deadline to register for a league or class will be 5 days prior to the first game or class.
  9. The schedule will be posted at least 2 days prior to the first game or class.
  10. Schedule request changes will be made on a best efforts basis. Teams allowing their players to double roster do so at their own risk.
  11. No schedule change request will be considered after the second game of the session.
  12. In order to accommodate the 8 game session, the NH Sportsplex reserves the right to schedule a double header if the situation calls for it. No discounts, credits, or refunds will be issued because of a double header.
  13. Bench area: rostered team players, 1 rostered head coach, and 2 rostered assistant coaches. Non-compliant teams will be asked to correct the problem or be assessed a penalty. Penalties include a 2-minute penalty, or the team will play shorthanded for the entire 2-minutes regardless of the score.
  14. The coach/captain has the responsibility to make sure players are dressed and equipped properly. The coach/captain shall control the actions of their players at all times, and assist the official in controlling the match.
  15. Any coach, captain or player who is abusive either verbally or physically to anyone anywhere on the property of NH Sportsplex shall have their player card confiscated and asked to leave the property at once. This includes fighting. The incident will be reviewed and reported to the NHSA. After the review is complete, penalties such as game, season, or complete suspension will be decided by facility and league management.
  16. The referee's decisions are final, and cannot be overturned by NHSP staff.
  17. In the case of an on field incident requiring additional disciplinary action by NH Sportsplex management, decisions and penalties will be based on the referee's written report only.

## Equipment

1. Uniform shirts with unlike numbers on the back will be worn by all leagues and divisions.
2. No jewelry allowed.
3. Flat soled, turf, or non-metal tipped cleats are permitted on the turf fields.
4. Shin guards are required.
5. Mouth guards are recommended.

## Field Rental Rules

1. All field rentals are required to have signed our Rental Agreement before the rental takes place.
2. A 25% deposit of the total amount due is required to hold the time.
3. The balance of the total rental amount is due THE FIRST DAY of your rental. This is required unless prior arrangements have been made with the General Manager.
4. All field rental will end five (5) minutes before the ending hour in order to accommodate the next group using the field starting on the hour. Groups not leaving the field at the specified time will be invoiced for any extra time spent on the field.
5. All goals that are moved for your rental will be replaced before your rental time ends. If goals have to be replaced by Sportsplex staff the time delay to the next rental or league will be invoiced to you.