



Calgary District Lacrosse Association Game Reporting Procedures

The CDLA requires the following information to effectively process game results, update the standings and process any required disciplinary actions in a timely manner. After each game is completed, please ensure the following procedures are followed:

1. The WINNING team reports game results. In the event of a tie, the home team reports the game results.

2. The following information needs to be emailed within 12 hours of game completion to: results@calgarylacrosse.com.

- Email message 'subject' must be game number.
- Scan and attach game sheet to message - or - fax to 403-770-8150.
- Include the following information in your email message.
 - a. Game Number
 - b. Game Date
 - c. Game Time and Location
 - d. The division and team you represent (ie: Bantam B - HN1) along with your name and daytime phone number (In case we need to get a hold of you).
 - e. The game score reflecting both the home team and visiting team total score.
 - f. Did both scheduled referees attend the game?
 - g. If a scheduled referee(s) did not attend the game, which team provided a back-up referee(s) - the visiting team or the home team?
 - h. Were any major penalties assessed? If yes, scan and email the game sheet to results@calgarylacrosse.com or fax the game sheet to 403-770-8150 immediately.

3. Within 48 hours of game completion please mail the original white copy of the game sheet to:

Calgary District Lacrosse Association
Suite 139
5, 8720 Macleod Trail S.E.
Calgary, Alberta
T2H 0M4

****Note – at the beginning of the year, make up a few pre-stamped, pre-addressed envelopes, and drop the game sheet in a mail box on your way home from the game*****

phone: 403-668-1757
fax: 403-770-8150
email: results@calgarylacrosse.com

Please note:

If any major penalties were assessed, the game sheet **MUST** be emailed or faxed into Calgary District Lacrosse Association immediately. This is so the discipline committee can review and report on any applicable incidents in a timely manner.

We appreciate your cooperation in following these procedures for the reporting of game results. Please feel free to call the Calgary District Lacrosse Association office at 403-668-1757 if you have any questions.