



**US YOUTH SOCCER  
US YOUTH SOCCER NATIONAL PRESIDENTS CUP  
REGION IV PRESIDENTS CUP TOURNAMENT**

**TOURNAMENT FORMAT AND RULES**

**ELIGIBLE AGE GROUPS**

U13-U17 Boys and Girls

**STATE QUALIFIERS**

Each State Association will operate a qualifying event or competition that will provide a champion to represent them in each division to the Regional Presidents Cup Tournament. State Associations will notify the Region IV Presidents Cup Tournament Chairperson of their intent to participate in each age group by US Youth Soccer Workshops..

Teams will qualify for participation in the Region IV Presidents Cup Tournament in one of two ways:

- A. For US Youth Soccer States whose membership is 30,000 or fewer:
  - I) The Runner-up, or second place, team in the US Youth Soccer National Championship Series may represent the state at the Region IV Presidents Cup Tournament; or
  - II) Each State is free to designate any team except their USYSNC Champion, as their representative to the Region IV Presidents Cup Tournament.
- B. For US Youth Soccer States whose membership is 30,001 or more:
  - I) The winner of the competition level directly below US Youth Soccer (State Association) State Championship or Cup may represent the state at the Region IV Presidents Cup Tournament; or
  - II) Each State is free to designate any team except those that participated in USYSNC, as their representative to the Region IV Presidents Cup Tournament.

**TEAM ELIGIBILITY**

The Presidents Cup Tournament competition is a closed competition comprised of teams who are qualified by competition authorities through the Individual US Youth Soccer Regional Qualifiers; whose players are properly registered with US Youth Soccer through a State Association and who have qualified as described in the section above. All teams must comply with all of the following requirements:

- A. The team must be comprised of properly registered and rostered youth players as defined by US Youth Soccer;
- B. The team must be in good standing with its State Association and must be in compliance with, and has not violated, any of the bylaws and policies of US Youth Soccer;

- C. The winners of the Region IV Presidents Cup will compete at the US Youth Soccer National Presidents Cup.

### **ROSTERS**

The State will provide a Presidents Cup Tournament roster with no more than eighteen (18) players for U13 through U15 or twenty-two (22) players for U16 and U17 age groups for each of their participating teams. State Associations must supply a roster reflecting the players registered for the State level event which the Presidents Cup Tournament Committee can use to determine compliance with the following:

- A. Rosters MUST be legible and signed by the State Association Registrar;
- B. Players MUST be listed in alphabetical order, last name first;
- C. Jersey Numbers MUST be listed on the Roster;
- D. All players will have a uniquely numbered jersey that matches their number listed on the roster;
- E. No team shall be allowed more than 18/22 players on its roster respective to their age group; and
- F. Team bench personnel (maximum of four (4) people).

### **PLAYER/COACH PASSES**

Each player and team official listed on a team roster must carry the US Youth Soccer member pass with a current photograph of the player or team official, as the case may be. Passes must be signed by the appropriate official of the State Association and laminated prior to check in.

**NO PLAYER/COACHES PASS, NO PLAY, NO EXCEPTIONS!**

### **FORMAT OF COMPETITION**

The format of the competition will be determined upon the completion of team entries and posted upon the Region IV website.

### **INCLEMENT WEATHER**

In the event that inclement weather affects the competition, the Region IV Presidents Cup Tournament Committee reserves the right to make all decisions concerning this competition. The decisions of the Region IV Presidents Cup Tournament Committee are final, not subject to appeal.

### **GAME BALLS**

All games will be played using a size #5 ball supplied by the Region IV Presidents Cup Tournament Committee. In the unlikely event Region IV Presidents Cup Tournament Committee officials do not provide a ball, the referee will make a choice from balls offered by both teams.

### **GRACE PERIODS**

Teams not ready to play at the scheduled start time of any match shall be granted a ten (10) minute grace period. A minimum of seven (7) players constitutes a team.

### **HOME TEAM – VISITING TEAM**

The team listed first in each pairing is the home team. The visiting team will have their choice of jersey colors. If in the opinion of the referee there is a conflict, the home team shall change jerseys.

### **TECHNICAL AREA**

Players and team personnel will be in the technical area on one side of the field. A maximum of four (4) people can represent the team officials, (i.e. coach, assistant coach, manager, trainer). Parents and spectators will be on the opposite side of the field from the technical area. Team officials must display their identification passes as provided by the Region IV Presidents Cup Tournament Committee.

## **UNIFORMS**

Each player must wear an official uniform with a six inch minimum size number on the back of the shirt. Duplicate numbers are NOT permitted. Teams MUST bring an alternate jersey with a six-inch minimum size number (which is the same as their primary jersey number) on the back. **No jewelry may be worn during a match (allowances for medical alert bracelets and necklaces as approved by the referee.) Goalkeeper jerseys are not required to have a number.**

## **SCORING AND TIE BREAKERS**

The standings of teams during the round robin portion of play are based upon the number of points earned in qualifying games.

### **Teams earn points as follows:**

- A. Three (3) points for a win (including forfeits)
- B. One (1) point for a tie, and
- C. No (0) points for a loss

## **TIE BREAKERS**

In the event where two or more teams have accumulated an equal number of points within any group and are tied on the basis of points earned at the conclusion of Round Robin play, the team's placement will be determined in accordance with the following sequential criteria. Tiebreakers will be considered in order until the tie is broken, then restarted to break the remaining tie. This tie-breaking procedure shall be used if necessary to determine 1st and 2nd place standings within a flight, as well as determining the best 3rd place teams:

1. Head to head results
2. Winner of the most games
3. Cumulative goal differential between goals scored and goals allowed in all games played within the team's flight. Maximum difference allowed is four (4) goals per game. For example, if the score was 8-3, the calculation would be +3 goals for the winning team, -3 goals for the losing team. If the score was 6-4, the calculation would be +2 goals for the winning team and -2 goals for the losing team.
4. Least goals allowed in all games played within the team's flight.
5. Kicks from the penalty mark at a time determined by the Region IV Presidents Cup Tournament Committee will occur within 40 minutes of the conclusion of the last match played in the group.

If more than two teams are tied at the end of the preliminary round, the tie-breaking criteria will be used in the order shown, beginning at #2, to either advance or eliminate one team. The remaining teams will then be compared, beginning with #2 to determine the final placement.

## **TIES**

**After round robin play, any game with a tie at the conclusion of the regulation period** will be broken first by the completion of two equal overtime periods following the FIFA Laws of the Game. U13-U14 overtime periods will run for ten (10) minutes each. U15-U17 overtime periods will consist of 15 minutes each. Matches which remain tied at the conclusion of the overtime periods will be determined by kicks from the Penalty Mark using the 11 players on the field at the conclusion of the second overtime and following the FIFA Laws of the Game.

## **RULES OF PLAY**

Except as otherwise provided herein, the rules of US Youth Soccer and the FIFA "Laws of the Game" shall apply.

- A. Substitution - Unlimited substitutions shall be allowed during any stoppage of play except Corner Kicks and Penalty Kicks.
- B. Discipline - Players receiving a red card in any game shall be automatically suspended for the next game. Their player cards will be retained in the Tournament Office and may be picked up by the

Coach at the completion of the suspension. The Region IV Presidents Cup Tournament Committee will review all dismissals and additional penalties or suspensions may be assessed. Coaches will receive a minimum of a 2 game suspension. See Suspension Guidelines for minimum game suspensions.

- C. Tournament Management - All questions relating to the qualifications of competitors, to interpretation of the rules, or any dispute or protest concerning the Region IV Presidents Cup Tournament competitions, shall be referred to the Region IV Presidents Cup Tournament Committee. All decisions of the Committee are final.
- D. Unfinished Games – Unfinished games, due to any cause, will be replayed from the start, provided that neither team is at fault and play has not begun in the second half. If play is stopped after completion of the first half, and cannot be resumed as determined by the Region IV Presidents Cup Tournament Committee, and provided neither team is at fault, the Region IV Presidents Cup Tournament Committee may deem the game completed. Should play be stopped at any time due to one of the teams being adjudged at fault, it shall be at the discretion of the Region IV Presidents Cup Tournament Committee as to whether the game is to be replayed, stand as is, or declared a forfeit.

**DURATION OF GAMES**

Age Group	Game Length	Overtime Periods *
Under 17	Two 45 min. halves	Two 15 min. halves
Under 16	Two 40 min. halves	Two 15 min. halves
Under 15	Two 40 min. halves	Two 15 min. halves
Under 14	Two 35 min. halves	Two 10 min. halves
Under 13	Two 35 min. halves	Two 10 min. halves
		* (No overtime in Round Robin Play)

We may adjust the format according to the number of teams entered.

**SCHEDULING OF GAMES**

The Region IV Presidents Cup Tournament Committee is responsible for developing the schedule of games. The Local Organizing Committee may be asked to provide information on field size, location, and availability to assist in the scheduling process.

Preliminary schedule will be developed in May upon final receipt of initial entries submitted by states.

Final schedule will be posted to the Region IV web page.

If teams withdraw prior to 14 days of the start of the tournament, wildcards can be used as replacement teams.

If teams withdraw within 14 days of the start of the tournament, teams may not be replaced. Scheduled opponents could receive a “bye game” during the preliminary round.

Within the limits imposed by these rules and guidelines and by uncontrollable external conditions, the schedule is developed in an objective manner with no favoritism shown to specific teams or state associations.

**WILDCARD RULES**

Wildcard teams will be used in any age group where it is necessary to fill the brackets. The wildcard draw will be held on the same date as the bracket draw.

The format for filling out the wildcard matrix will be developed by the Region IV Presidents Cup Tournament Committee. When a wildcard team is needed, the first state listed for that age group will be notified. If they decline, the next state is contacted, and so on until a wildcard team is selected.

A state cannot have a wildcard team selected unless they already have a team entered in that age group. All wildcard teams must compete in the same age group in which they participated during state play. No state may have a second wildcard team in the same age group until all other state associations have declined their wildcard selection.

### **OFFICIAL GAME CARDS**

The game cards filled out by the referees are the official records of the tournament and are retained by the Region IV Presidents Cup Tournament Committee. The format and content of the cards are established by the Region IV Presidents Cup Tournament Committee and the RRA, in consultation with the National Presidents Cup Committee.

### **EXPANDED ROSTERS FOR U16-U17**

Up to twenty-two (22) players are allowed on a team roster for U16 and U17 teams. Only eighteen (18) players are allowed to be game active. Game active players are to be identified on the game roster given to the officials prior to the start of play. Players who are not game active may remain on the team bench, but cannot be in team uniforms.

### **FAILURE TO APPEAR OR PERFORM**

Teams who withdraw from the regional tournament after May 15th shall forfeit their entry fee and will be fined an additional \$1,000.00. The money collected in fines may be dispersed to the replacing wildcard team to help defray expenses incurred by attending the regional tournament.

Based on circumstances involved, the tournament committee may levy a fine of \$500.00 per game for all games forfeited during the regional tournament. This fine may be dispersed to any team(s) adversely affected by the forfeiture(s).

All fines will be assessed to the team's state association and must be paid within 30 days of the completion of the regional tournament. The regional tournament committee shall have the authority to assess an additional penalty and/or refuse entry to any team from a state association with unpaid fines at the time of entry the following year.

Assessment of fines and penalties is the responsibility of the Region IV Presidents Cup Tournament Committee.

### **AWARDS**

Region IV provides awards for teams finishing first (1<sup>st</sup>) and second (2<sup>nd</sup>) in each age bracket of the Regional Presidents Cup Tournament:

## CREENTIALING PROCEDURES

### CREENTIAL INSTRUCTIONS TO STATES

Registration and credential instructions and information will be prepared and mailed to all State Presidents Cup Tournament Chairs and State Administrators well in advance of the tournament according to the deadlines dates established.

### DUTIES OF STATE ASSOCIATIONS

Each State Association shall appoint or designate an individual as its State Presidents Cup Tournament Representative to be responsible for the proper registration and eligibility of its players and teams. Each State Youth Association will be held responsible via its State Presidents Cup Tournament Representative or designee for certifying the credentials of its teams and players, and to provide all necessary forms. Failure to comply with all rules and procedures can lead to disciplinary action.

### DUTIES OF STATE PRESIDENTS CUP TOURNAMENT REPRESENTATIVE

Each State Presidents Cup Tournament Representative shall be responsible for the proper submission of documents to the Region IV Presidents Cup Tournament Chairman, or his designee, in a timely manner.

The State Presidents Cup Tournament Representative shall be responsible for all communications regarding the Region IV Presidents Cup Tournament competitions to the coaches and/or team officials from that State Youth Association. This responsibility includes communication and liaison between the Region IV Presidents Cup Tournament Chairman, the local tournament chairman, and the team officials for that State during their actual tenure at the tournament.

The Presidents Cup Tournament Representative is responsible for distributing the US Youth Soccer Rules to each coach or team official. Each State Presidents Cup Tournament Representative shall be responsible for the behavior of the teams, coaches, and team officials from their State Association during the competition.

The State Presidents Cup Tournament Representative will be notified when their state is awarded a wild card team. It is their responsibility to accept and provide the team name or decline the wild card within forty-eight (48) hours so another state may be notified.

### CREENTIAL INSTRUCTIONS FOR THE STATE TOURNAMENT REPRESENTATIVE

It is the responsibility of each State Presidents Cup Tournament Representative to make sure that US Youth Soccer Rules pertaining to eligibility of teams and players have been met.

States hold the primary responsibility on eligibility of players and teams upon submission of rosters. All documentation should be checked several times by different individuals to make sure all data is correct.

Only players listed on the Official Roster will be allowed to participate in the Regional Competition. The State Presidents Cup Tournament Representative must have submitted the Official Roster plus seven (7) white copies of that roster.

The following items must be included in binder form for each team participating in the Regional Competition as part of the Credentials Process:

- A. The Original and **Seven (7)** photo static copies of rosters that comply in every detail with the section titled "Rosters" below. **Note:** The credentialing committee will keep the original plus the seven copies.
- B. An official US Youth Soccer Member Pass laminated, presented in alphabetical order, including Coaches passes located behind the player passes, as described in the section titled "Player/Coach Passes" below.

- C. Local contact information form to be provided at Check-In with correct cell phone, hotel information, and return travel information for each team and will be kept on file with the Region IV Presidents Cup Tournament Committee to facilitate contact.

Medical Release Forms signed by the parent or the guardian of the child are necessary for the child to travel and compete. These do not need to be available for review at check-in, but must be carried at all times.

States will be notified as to the scheduled time for check-in. Check schedule as published on Region IV Presidents Cup Tournament Credentials Web page. Time may vary if multiple sites are used.

The Credentials Chairman should be notified in advance if a state representative is unable to appear during the given time so that alternate arrangements can be made. Any state representative not appearing during the given time for check-in without prior alternate arrangements will be deemed as no show for the competition.

### **CHECKLIST FOR STATE PRESIDENTS CUP TOURNAMENT REPRESENTATIVES**

According to the US Youth Soccer Rules indicated, the signature of the State Youth Commissioner or President, or their designee, on a Tournament Roster, testifies that the following items have been verified:

Rule 224	Player Eligibility
Rule 241	Player Passes and Rosters

By May 15<sup>th</sup>, each State Presidents Cup Tournament Representative must file Official ROSTERS with the Region IV Tournament Assistant Director. Prior to submitting team rosters to the Regional Credentials Chairperson, the State Presidents Cup Tournament Representative should go through the following checklist for each team:

1. All players' names and information must be **TYPED**. (NO NICKNAMES) First and last names are acceptable and preferred;
2. A player must be properly registered and rostered in accordance with the rules of US Youth Soccer and the State Association;
3. Each player on the roster has been registered with the State Youth Association on the approved US Youth Soccer form;
4. **ALL PLAYERS** on a team must be listed on the roster. A team's roster is frozen when a team checks in for the Regional Presidents Cup Tournament or the State Associations published freeze date, whichever comes first. However, a team must have on its roster at that time, **at least a 65% +1 continuity of players from the State Qualifying Tournament Roster to the Regional President's Cup Tournament Roster if the state does not have a freeze date. Thereafter, no changes to the roster will be permitted.**;
5. All players listed on the US National Presidents Cup Championship Roster form display:
  - The name as shown on proof of age document
  - Correct birth date for player
  - Jersey number and alternate jersey number
  - Player's position
  - Player's year of graduation
6. Roster must have listed:
  - name of State Association
  - name of team, age group of team, gender of team
  - names/addresses/phone numbers of coaches, team managers, trainers
  - If you use back of roster for additional data, you must copy all data on all roster copies.
  - team uniform colors for shirts/shorts/socks plus alternate uniform colors
  - Wild Card teams must display a WC or the words Wild Card in the upper right hand corner of the roster.
7. The roster must be signed by the State Youth Association Commissioner/President or their designee and the team coach attesting all documentation is correct and true.

### **PLAYER AND ADMINISTRATOR PASSES**

Each coach shall have a US Youth Soccer Member Card clearly marked "COACH PASS" which will contain the same data as on the player member card, expect date of birth. Coach Pass **must be outlined in red on the front and back of the card.**

Each player shall have been issued a US Youth Soccer member card with the following typed information:

- Player name
- Team name
- Team age group (U13/14/15/16/17)
- Team gender (B for Boys, G for Girls; or M for Male, F for Female)
- Birth date of player (02/26/95)
- State Association name
- Current photo of player (head/shoulder, face on) Must be minimum of 1 ¼ x 1 ¼ inch picture. Typically school or drivers license size.
- Signatures of State Youth Commissioner or designee.
- Wild Card teams must display WC on front of pass. WC can be done with a Sharpie pen or some type of marker.

ALL cards must be completely laminated in plastic. No open sides or ends.

ALL cards must be hole punched in **upper left-hand corner.**

ALL cards must be placed on an open lock ring.

ALL cards must be in roster order on the ring.

All player and coaches passes of teams entered in the regional competition. Each team is limited to four (4) team coaches/managers on bench side. Club Coaches must have a pass for **each team** he/she is associated with and this pass will be counted as one of the four allowed on the bench. A member card can be issued for one (1) state coach or medical personnel per state; and will be counted as part of four officials on bench. State Commissioner/President or a State Representative can be bench side for any of their teams, provided they hold an official pass. The State Commissioner or President, or a State Representative will not count as part of the team's coaching staff.

## TOURNAMENT DISCIPLINARY PROCEDURE AND APPEAL PROCESS

### **DISCIPLINARY PROCEDURE**

1. Referee send-off reports are reviewed by members of the regional staff, known as the Conduct Committee.
2. The Conduct Committee will assess the appropriate penalties based upon published minimum guidelines.
3. The Conduct Committee will record their findings at the tournament headquarters.
4. **No appeals will be allowed if the suspensions are within the published minimum guidelines.**
5. The Conduct Committee has the authority to impose more severe penalties if they feel it is warranted.
6. Coaches/Players will be notified as soon as possible of any extended penalties. The Regional Tournament Committee will notify the state representative, whose responsibility it will be to notify the player or coach.
7. If a valid appeal is lodged, the Regional Tournament Protest & Appeals Committee will hear the appeal. The P&A Committee will be chaired by the Regional Deputy Director. Members of the P&A Committee will be randomly selected from state representatives.

### **PROTESTS AND APPEALS PROCEDURE**

1. All questions relating to the qualifications of competitors, to interpretation of the rules, or any dispute or protest concerning the Region IV Presidents Cup Tournament, shall be brought to the Region IV Presidents Cup Tournament Committee who will refer it to the Tournament P&A Committee whose decision will be final and binding.
2. To be valid and eligible for consideration, each protest must be orally lodged by a Team Official who is a direct participant of the game. Protests must be lodged with the referee and the opposing coach at the game site prior to leaving the game site or entering onto another field of play, within fifteen (15) minutes after the end of the game. The oral protest must be noted on the game report at the conclusion of the match.

If the protest or appeal involves a suspension, it must be filed with the P&A Committee by 11:00 AM on the day following the game involving the suspension. If the protest or appeal is based on a game on the final day of the tournament, the protest or appeal must be received by the Regional Deputy Director within seven (7) days of the end of the tournament. The Tournament P&A Committee will be convened by conference call to hear the issue.

3. Each protest must be filed in writing with the Region IV Presidents Cup Tournament Committee within two (2) hours after the completion of the game being protested, accompanied by:
  - a. a fee of \$100.00 cash, cashier's check or money order (No Personal Checks),
  - b. Five (5) written copies of the protest, which must include full particulars of the grounds on which the protest is lodged;
  - c. Five (5) written copies of any and all information to be presented by witnesses.
4. Any protest relating to the grounds, goal posts, bars, or other appurtenances of the game shall be entertained only if a written objection has been lodged with the referee and the opposing coach **prior to** the start of the game.
5. The Chairman of the Tournament P&A Committee shall notify teams or players of the committee's findings. Notification shall be via the state representative if the coach or player cannot be contacted.
6. A plea of ignorance of the rules of this competition is not sufficient grounds for protest or appeal.
7. The judgment decision of a game official cannot be protested.
8. Only participants involved in the match in question can submit a protest or an appeal.

Once the Region IV Presidents Cup Tournament Committee has ruled there will be **no appeal** of that decision.

## **SUSPENSION GUIDELINES**

The Conduct Committee shall act on all disciplinary matters and shall have discretionary powers in determining disciplinary action applied to team personnel and players. Game suspensions listed below are to be regarded as minimums for the charged offenses. Depending on the findings of the Conduct Committee, penalties may be increased according to the gravity of the infringements.

When sent off the field of play and shown the red card for infringement of the "laws of the game," players and substitutes shall be disciplined by additional game suspensions as follows:

### **Serious Foul Play**

Examples include, but are not necessarily limited to, intentionally impeding an opponent denying an obvious goal-scoring opportunity, denying an obvious goal-scoring opportunity by handling the ball.

**All age groups: Suspension of a minimum of one (1) game.**

Examples include, but are not necessarily limited to, tripping, holding, unlawfully charging or pushing an opponent denying an obvious goal-scoring opportunity; intentionally tripping, holding, pushing, unlawfully charging or tackling an opponent from behind or charging in a dangerous and violent manner.

**All age groups: Suspension of a minimum of one (1) game.**

### **Foul, Insulting, or Abusive Language**

Examples include, but are not necessarily limited to, words uttered in frustration and, in the referee's opinion, loud enough to be heard outside the field of play; words or actions directed towards any person.

**All age groups: Suspension of a minimum of one (1) game.**

### **Second Cautionable Offense**

Second Yellow card after a previous yellow card in same game.

**All age groups: Suspension for a minimum of one (1) game.**

### **Violent Conduct**

Examples include, but are not necessarily limited to, spitting, or other unseemly act, on or at another person; kicking, striking or attempting to strike another player, team official or spectator, unlawfully entering the field of play during an altercation.

**All age groups: Suspension of a minimum of two (2) games.**

Pushing in an act of aggression, kicking, spitting at, striking or attempting to strike a referee, assistant referee, or fourth official.

**All age groups: Suspension of a minimum of one (1) year with review by the Board of Presidents Cup regarding possible further disciplinary action.**

### **Goal Celebrations**

Players will receive a yellow card for removing their jersey as part of a goal celebration. Removing the jersey includes covering the head and pulling the jersey over the head as well as complete removal of the shirt. A player whose jersey removal reveals text or pictures on an undershirt or on the skin must be dealt with in accordance with what is shown:

- A red card is shown if the material is insulting, abusive, or offensive
- A yellow card is shown if the material is unsporting

Any player, substitute or team official who refuses the referee's request for their name, or gives a false name while the referee is gathering data to report on an infringement of the "laws of the game" involving them, shall have one game added to the suspension that would normally be levied by the Conduct Committee.

In specific situations, the Conduct Committee may place an individual on probation, in addition to the suspension, for a period of time not to exceed the length of the suspension. The probationary period is to be served immediately following the suspension period and is intended to monitor an individual's degree of reformation. Should an individual on probation be sent off the field of play and shown the red card during the probationary period, the original suspension and probation shall be re-applied and no appeal will be heard.

**Coaches and assistant coaches sent off the field of play for infringement of the "laws of the game" shall have one (1) game added to the suspension that would normally be levied against a player for a similar infringement.**

"Club" coaches or coaches listed on multiple rosters who are suspended will serve their suspension during the next scheduled games involving the team they were coaching at the time of their suspension. If that team is no longer participating in the Presidents Cup, coaches will serve their suspensions with the next team they are coaching in the Presidents Cup.

Coaches who are serving suspensions cannot participate in any game activities related to the team from which they were suspended. Coaches are prohibited from participating in any pre-game activities and must remain out of the game site during matches from which they are suspended. The use of cell phones for team contact is specifically prohibited.

Players who are serving suspensions may sit on the team bench during the game(s) from which they have been suspended. They must wear non-uniform apparel and must conduct themselves in an appropriate manner. Misbehavior may result in removal from the team area at the request of tournament officials and additional sanctions are possible.

## **CAUTIONS AND EJECTIONS TRACKING PROCEDURES**

### **The Game Card**

The official game card is filled out by the referee and turned in to the scorekeeper. The scorekeeper will check the game card for any and all send-offs and cautions. Each infraction will be entered into the computer program using game number, player name, player jersey number, state association, and reference code for infraction given by the referee. Information will be verified by the scorekeeper.

Each send-off must be supported by a separate referee report. The player pass card will be attached to the official game card. Any report of infractions must be substantiated by the referee report or it will not be reported to the state association.

### **Game Card Review**

The game card is reviewed by the Region IV Presidents Cup Tournament Committee for nature of infractions to determine the number of game suspensions according to published guidelines.

Player pass card is pulled from game card and placed in a hold file which is kept by either the Region IV Presidents Cup Tournament Committee or the Credentials Chair until such time as the suspension has been served.

Player pass cards for participants whose suspensions are served during the tournament shall be picked up at Tournament Headquarters no sooner than one hour after the conclusion of the final game for which the player has sat out. Pass cards for participants with outstanding suspensions not served during the regional tournament must be picked up before the completion of the tournament. A disciplinary report will be sent to the state association and the National Tournament Committee for any outstanding suspensions not served.

**Documentation**

A copy of each game card and referee send-off report is made, along with a copy of the player pass. The Region IV Presidents Cup Tournament Committee will hold this data for a period of one (1) year.

A letter of notification will be sent to the state association listing any player(s) or team administrators whom may have outstanding suspensions that need to be served at the national or state level.

States are to provide the Region IV Presidents Cup Tournament Committee with verification of compliance at credential check-in of any open suspensions from State qualifying tournament play that needs to be served in the first game of the regional tournament.