

Completing Match Cards

- Only black or blue ball point pens are to be used when filling out match cards. No felt tip or roller pens can be used because they will run if they become wet. No white out or correction fluid is to be used on a match card either.
- The front of the match card is to be filled in with date, Age group, Division, ground and Clubs names.
- In the case of mini teams the colour of the team is to be marked on the inside of the match card adjacent to your Club's name.
- Surname only (NO FIRST NAMES OR INITIALS) to be recorded on the inside of the match cards.
- Mark your reserves. Make sure the card indicates no more than the max number of players with the rest being reserves.
- Ensure every players registration number is recorded. Don't forget to include the dash eg 94-444.
- If a mistake is made and the incorrect name has gone against a shirt number - there is no need to cross out players name and registration details - just cross out the 'shirt number' and change it to the appropriate number - this will mean less crossing out on the card and all the details should remain legible.
- Please make sure the manager/coach signs the match card after checking the score and any offences entered by the referee are correct. Be aware that a score is not recorded for U6, U7, U8 or U9 but the match card still needs to be signed.
- No coaches/managers/secretaries are to write anything in the comments section on the back of the match cards. If there is need to report something it is to be done through the Secretary of the Club and forwarded to the Secretary, LCC through the Association office.
- If you borrow a player from another team the original team details must be recorded next to the player ie Smith (U13/3).
- Please be aware of rule 205.4 and 205.6 (of MDSFA Bi-Laws) regarding players playing in higher age/division, reserve players or serving suspensions.
- The club needs to know of any red cards received as we have to contact the Judiciary Chairman. Please ensure managers/coaches know the procedure to follow if this happens ie contact number, time to call, appeals process etc. **If you have a player sent off you must notify the Secretary before 6.30pm on SUNDAY with the players name, rego number, team and offence code.**