



Team Officials Manual – Full Field Soccer

To All Team Officials

On behalf of the Board of Directors, I welcome each of you to another season with the Lower Island Soccer Association. We are in our third year of operation as a new Association that includes all youth age girls and boys within the district.

While you must call the plays on the field, we can help you with your administration duties by including in this Team Officials Manual answers to some of the most commonly asked questions. We also provide on our newly updated Web Site, (www.lowerislandsoccer.com), the full LISA Administration Manual. This manual covers our programs and rules in more detail.

Please become acquainted with the contents of this Manual. A belief that all clubs, teams, and team officials will follow these rules in a fair and equitable manner will greatly reduce conflicts that can arise in inter-club play. It will also insure that all team officials, players and other volunteers are fully protected with medical and liability insurance.

Regards

Tim Satterford
President

Mailing Address:

Lower Island Soccer Office
101-1246 Esquimalt Road
Victoria, B.C. V9A-3N8
Ph: 382-7489 Fax: 382-7480
Email: lowerislandsoccer@telus.net

Lower Island Board of Directors
Ph: 479-2374 Fax: 479-7541
Email: lowerislandsoccer@shaw.ca

Chapter and Rule Numbering System

The Administration Manual is being divided into 12 Chapters. Each chapter relates to a specific area of interest, for instance, Chapter 3 relates to the Rules and Regulations for full field soccer. Chapter 7 relates to the Registration process and so on.

The Rules in a Chapter are numbered in the hundreds. For example, Rule 700 relates to registration items. Each specific rule is given a 700 number (701, 702, etc).

This Team Officials Manual, in most cases, gives only a summary of some of the rules. For the full wording of the rule please refer to the appropriate section of the administration manual.

Index To Manual

Abandoned Games, Outcomes	6
Appeals and Protests	4
Coaching Certification, General	8
Coaching Course Costs	8
Coaching from the Sidelines, Rules	5
Code of Ethics, Team Officials	7
Certification Courses, General	8
Cup Returns Dates and Penalties	7
Determining League Winners	4
Dispensated Teams	3
Discipline Hearings	7
Discipline, General	6
Discipline, Penalties to Players, Coaches and Clubs	6
Discipline, Red and Yellow Cards	6
Discipline, Team Official Responsibility	5
Field Standards	4
Game Starting Time and Length	5
Harassment Policy and Procedure	7
Identification Cards	2
Illegal Players, Playing of	6
Injured Players, Playing Rules	4
Ineligible Players, Playing of	6
Injuries, Medical Claims	9
Insurance Claims and Certificates of Insurance (for Clubs)	9
Game Abandonment, Outcomes	5
Guest Players	3
Medical Forms	8
Mailing Address, LISA	7
NCCP Course Equivalents	8
Penalties for False Registration	6
Performance Bonds, Metro, Select and League	5
Player Pickup (Guest Players)	3
Poaching of Players	2
Promotion and Relegation of Teams	3
Protests and Appeals	4
Registration of Players	2
Relegation and Promotion of Teams	3
Risk Management Forms	7
Score Reporting, League and Cup	3
Standings, League	4
Team Colours	4
Team List, Sample	12
Team Lists, General Rules	2



Team Officials Manual – Full Field Soccer

Rule 703 Registration of Players

1. All players must be properly registered with a club before they may participate in any soccer event.
2. For players whose registration has expired, only those who are properly registered with a club will be covered by the BCSA insurance during out-of-season (spring and summer) tryouts, practice or play. It is important for players to register early, it not only protects them, and it greatly assists every club in forming teams for the new season.
3. All players and team officials must be officially affiliated with a team before they are eligible to participate in league or cup play.
4. If players are registering after the season has begun, the registration forms must be submitted to the club registrar. This registration must be completed:
 - (a) One (1) day before participation in a league game, or;
 - (b) Seven (7) days before participation in a cup game and, further, in order to be eligible to play in cup play, a player must have participated in at least one “regular season” LISA scheduled league game.
5. Players may only play league or cup games on the team to which they have been properly registered (they cannot be “borrowed” by other teams)
6. BCSA Transfers: The deadline for club and LISA approved movement of players between teams is October 15. After that date all transfers must take place by means of a BCSA transfer form.
7. Teams are only allowed three transfers. This means that if a team has three players who are from outside the club boundaries, and who have not been granted a LISA exemption, that team couldn’t accept a player from another team, even an internal club transfer after October 15. Teams should try to save at least some of their three transfer positions for mid-season emergencies. Remember that it is the Head Coach’s responsibility to ensure that all players are eligible for his/her team. If there is any doubt - CHECK.

8. Players must have prior permission from their team to play an exhibition match or in a tournament on a team other than with their registered team.

Rule 706 Identification (ID) Cards

1. By unanimous agreement of the district clubs, all players and officials that participate in league or cup play **within** the Lower Island need not possess nor produce ID cards **except** for the following players and team officials:
 - a) Select league teams in regular season and cup play;
 - b) Provincial “A” or “B” or “C” teams in cup play against any team from outside the Lower Island;
 - c) Teams participating in the Island Invitational Cup;
 - d) At a tournament or other competition where ID cards are deemed mandatory by the sponsor.
2. Preparation of the cards shall be the responsibility of the Club Registrar responsible for the team in need of the cards. The District will provide blank stock, however, the district registrar must give final approval to the completed cards.

Rule 307 Submission of Game Team Lists at League and Cup Games

As ID cards are not being used in most in-district games, game team lists are vitally important. They must be fully completed in duplicate and handed to the game official at or before half time at every league or cup game. Please refer to the example provided at the end of this document.

Rule 701 (3) Poaching

Any team, which through its responsible officers or representatives (e.g. parents, scouts) attempts to induce a registered player of a team under the jurisdiction of the LISA to:

- a) leave his or her team before completion of the team’s league or cup commitments, or
 - b) leave his or her home club to join another club as a transfer player,
- shall be deemed to have committed an offence and shall be dealt with by the board.



Team Officials Manual – Full Field Soccer

Rule 317 Exhibition Matches and Tournaments (Provincial and International)

1. Except in the case of games played against teams from within the same club, all teams must notify the Lower Island Soccer Office of any exhibition match that is scheduled to be played locally or out of district. Failure to make such notification may nullify any insurance coverage and may result in disciplinary action.
2. All teams intending to participate in a tournament outside of the Lower Island district must receive prior permission from the LISA. Permission may also be required from BCSA or CSA depending on the destination of the team. There are a number of conditions and time-lines that must be met with respect to these “travel applications”. An outline of the rules is available from the LISA.

Rule 317 Guest Players

1. Definitions
 - a) Open period is that period between the end of the last league or cup game and the start of the new season
 - b) Closed period is that period from the beginning of league play until the last cup game.
2. A player registered to a team may participate as a guest player on another registered team in a sanctioned tournament or exhibition match during the closed period however, the player shall first:
 - a) seek and be in possession of a written release from his or her registered team prior to such participation, and must,
 - b) give first priority to his or her registered team at games and practices
3. Prohibition: A team may not pick up guest players for regular season games and may only do so for Provincial cup finals in July under very strict circumstances (Ref. Chapter 10, Rule 1017)
4. Open Period: Players may tryout for a new club or district team or be a guest in a tournament with an existing club or district team during the open period. No permission is required, however, team officials picking up players shall ensure any guest is properly registered. Unregistered players may not participate.

Rule 718 Dispensated Teams

1. **District Dispensated** teams are metro (girls) or select (boys) teams that, with the prior approval of the BCSA, are formed each season to compete in divisions of U12 and U13 that do not have a regular season metro or select team.
2. District Dispensated teams may be formed by the district during the course of the regular season from players actively participating on club teams, however:
 - a) No player will be eligible to join a dispensated team if their club teams become “cup tied” for either “A”, “B” or “C” cup.
 - c) During the course of the regular season all players on dispensated teams must give their first commitment to their regular season team in games, practices or other events.
3. **Club Dispensated** teams are formed within a club in girls U12 in order to compete against other clubs for an opportunity to compete in the Provincial “B” Cup finals. Clubs are responsible for forming these teams.

Rule 719 Private (Travel) or Development Teams

If a team official or parent is contemplating forming a private (travel) team or a development team for play in the regular or off-season, they must comply with Rule 318 (Chapter 3). The rule outlines the conditions under which such team may be sanctioned to play in exhibition matches or in sanctioned tournaments.

Rule 303 Promotion and Relegation

1. The board may, for just cause, move a team from one section of play to another.
2. Their home club will be consulted prior to the final decision being made to move a team.

Rule 305 Outstanding Games (refer to the section)

Rule 306 Score Reporting and Game Cancellations (U12 – U18)

1. League Games: The “home team” must report the game score or notice of a game cancellation by 5:00 p.m. on the day the League game was played or due to be played.



Team Officials Manual – Full Field Soccer

2. Cup Games: The “winning team” must report the game score or notice of a game not being played by 5:00 p.m. on the day the cup game was played or due to be played.
3. If for any reason the game is not played the Division Score Recorder must be notified.
4. Team officials shall not postpone, cancel or reschedule a game without the prior approval of their division scheduler.
5. Failure to report scores or cancelled games by the reporting deadline will result in a \$10.00 fine being assessed against the guilty team’s club.

Rule 308 Game Protests (U12 – U18)

1. Any team that desires to protest the outcome of a game must:
 - a) Give written notice to the LISA within 48 hours of the match having been completed;
 - b) Have the protest signed by the coach or manager of the team;
 - c) Attach a \$100.00 protest fee payable to the LISA;
 - d) If the protest is upheld the fee will be returned
 - e) If the protest is not upheld the fee will be retained by the LISA
2. Protests will only be considered on the grounds of misinterpretation of the FIFA laws of the game, on the eligibility of players or on breaches of the Competition Rules and Regulations.
3. In dealing with any protest, the Association may take into consideration the possession by the protesting team of any prior knowledge that, if properly used, might have obviated the protest.
4. Any protest that is not upheld by the LISA may be appealed to the BCSA by submitting a written request within four (4) days of having received notification from the LISA that the protest was not upheld:
 - a) The appeal must fully outline the reasons for the appeal;
 - b) It must be signed by the coach or manager;
 - c) A cheque in the amount of \$250.00, payable to the BCSA, must be attached;
 - d) If the appeal is upheld the fee will be returned;

- e) If the appeal is not upheld the fee will be retained by the BCSA;
- f) To insure compliance with the timelines, you may fax notice of the appeal being sent by mail or courier (a postmark will serve to provide notice the appeal was filed on time).

Rule 304 Determining League Winners

For a complete explanation of the methods for determining league winners, section standings, the playing of tiebreaker matches and split sections, please refer to Chapter 3.

Rule 304.5 Published League Standings

League standings will be published on a regular basis on the LISA Web Site. Team officials should keep a record of all game scores in which they have participated and make periodic checks to ensure the correct results are being posted. If a difference is noted, this should be immediately brought to the attention of your division score recorder.

Rule 309 Field Standards and Team Colours

1. The “home” team is responsible for obtaining and preparing the field of play. While field standards are periodically of concern, the game official is the final authority as to whether the conditions at the time and place of the game are adequate
2. Teams must wear their team colours in all league and cup games. In the event of a team having the same or similar colours, the “home team” must change colours.

Rule 312 Injured Players

Subject to the **final authority** of the **game official**:

1. No player shall be allowed to play in any regular scheduled game with an injury which could be aggravated by playing or which constitutes a danger to others;
2. No player wearing a cast or splint that constitutes a potential danger to other players shall be permitted to play in any regular scheduled game;
3. Protective orthopaedic devices (a device used to protect a previously injured area that has since healed) or prosthetic devices may be worn provided that:



Team Officials Manual – Full Field Soccer

- a) The device is properly fitted and approved by a physician;
- b) There is no protruding metal;
- c) A letter from the physician, stating that the player’s involvement is permitted, is in possession of the player or team official.

- 5. It is a team’s official’s responsibility to contact the opposition well in advance (days, not hours) of a scheduled game in order to make sure both teams are aware of the particulars relating to the game. It does not matter who (visitor or home) initiates the call. If field availability is in question, contact should be made sooner rather than later.

In the above cases and without restriction, the game official may apply the official rules of the game in a manner that he or she determines appropriate.

Rule 313.3 Failure to Show for a Scheduled Game.

- 1. A club may be assessed an \$80.00 fine for each time one of its teams fails to show for a scheduled league, district cup, island cup or provincial cup game, unless there is reasonable cause acceptable to the LISA.

Playing Division	Day	Girls Playing Time	Boys Playing Time	Game Length & Ball Size
U12	Saturday	Girls Super 8	11:00 am	2 X 30 min. #4
U13	Saturday	12:30 pm	11:00 am	2 X 35 min. #4
U14	Saturday	12:30 pm	12:30 pm	2 X 40 min. #5
U15	Saturday	2:15 pm	2:15 pm	2 X 40 min. #5
U16	Saturday	2:15 pm	2:15 pm	2 X 45 min. #5
U17	Sunday	10:00 am	10:00 am	2 X 45 min. #5
U18	Sunday	10:00 am	10:00 am	2 X 45 min. #5

Rule 313.3 Change in Game Times

- 1. Subject to the provisions of this section team officials cannot postpone, cancel or reschedule games for any reason unless approved in advance by the LISA score recorder in charge of the division.
- 3. If the “home club” can not supply a field for a league game in order to start at its scheduled time and the visiting club can supply a field for the scheduled date and time, the game must be played at the “visiting” clubs field. However, this arrangement must be made by 8 p.m. on the Thursday preceding any game scheduled for the weekend.
- 4. If a field is available to play a game outside of its scheduled start time both teams must be in agreement to the change in start time. Teams and clubs shall try and show some flexibility with respect to minor adjustments in game start times.

Rule 316 Performance Bonds

- 1. The LISA must post a \$1000.00 performance bond for the selects and a \$400 bond for the metro teams before the beginning of the regular season;
- 2. All U18 Boys League teams must post a \$500.00 bond before the start of the regular season;
- 3. The Lower Island board may, for just cause, place any team, player, team official, or spectator on a performance bond before or during the course of the regular season.

Chapter 10 - BC Cup Rules (U12 – U18)

BC Cup rules are published and distributed in Chapter 10. In order to avoid misunderstandings and possible game protests, team officials should make themselves familiar with these rules.



Team Officials Manual – Full Field Soccer

Chapter 11 - Other Cup Rules (U12 – U18)

The rules will be published in Chapter 11 prior to the beginning of any cup play (e.g. District Cup, etc.)

Discipline

1. Team officials are responsible not only for the players on their team but also for the behaviour of their team spectators. Any team official or manager, who, passively condones or actively encourages violence or offensive behavior on the part of players or parents, can expect games to get out of hand. Game officials across the district are encouraged to deal promptly with such behavior, however, the reality of the game situation dictates that in most instances it is the team official who should be the first to act when his or her players and parents are out of line. Violence and offensive behavior will only be controlled when team officials take direct action to control such behavior.
2. Coaching from the sidelines – giving directions to one's own team on points of strategy, position and matters of discipline – is permitted, providing:
 - a) Neither mechanical or electric devices are used;
 - b) The tone of voice is informative and not a harangue;
 - c) Each team official, substitute, or player is to remain within the “technical area” (1 meter behind the touch-line, and within 1 meter of the half line and not more than 1 meter from the end of the bench or equipment area);
 - d) No team official, substitute, or player is to make derogatory remarks or gestures to the referees, other players, substitutes or spectators;
 - e) No team official, substitute, or player is to use profanity;
 - f) No team official, substitute, or player is to incite, in any manner, disruptive behaviour of any kind;

Rule 315 Game Abandonment

1. If a game has been abandoned by the referee due to the actions of a team official, player, spectator or a combination thereof of either one or both teams, **NO REPLAY WILL BE GRANTED**, unless the Board determines that special circumstances dictate otherwise.

2. Subject to final consideration by the Board, if at the time of abandonment:
 - a) One team caused the abandonment and the opposing team was ahead, the score at the time of abandonment will be the final score;
 - b) The team causing the abandonment is ahead, the game shall be considered forfeited and a score of 1-0 shall be recorded in favour of the opposing team;
 - c) One team caused the abandonment and the score is tied, the game shall be considered forfeited and a score of 1-0 in favour of the opposing team shall be awarded;
 - d) It has been determined that both teams caused the abandonment, then both teams will be given a loss (zero points to both teams);
3. The board retains the final authority to consider the circumstances and determine whether a game will be replayed or how the points may be awarded.

Discipline (Red and Yellow Cards) (BCSA)

1. Every team official and player is subject to the BCSA and LISA rules regarding discipline. These rules include:
 - a) **Red Cards**: after receiving a red card, a player must sit out the next league or cup game. The suspension cannot be served in an exhibition match, in tournament play or at a cancelled game and
 - b) **Yellow Cards**:
 - i) **Two** yellow cards received in a match are the same as a red card.
 - ii) **Three** yellow cards in separate games. The LISA discipline committee will notify the player to appear before a discipline hearing.

Ineligible and Illegal Players (BCSA)

1. Any player or team official who knowingly participates in a game while “ineligible” (e.g. under suspension) or a player who is “illegal” (e.g. registered to another team or not registered) shall be subject to a minimum six-month penalty and other penalties as outlined in this section that may apply.



Team Officials Manual – Full Field Soccer

- Any team official who knowingly plays a player who is “ineligible” (e.g. under suspension) or “illegal” (e.g. registered with another team or not registered) shall be assessed a six-month suspension and other penalties as outlined in this section that may apply.
- Contravention of Rule 5 (Player Registration) or Rule 23 (Zoning), with intent to deceive, shall be reported to the association and shall be subject to the following disciplinary action:

1 st Lifetime Offence	1 year suspension
2 nd Lifetime Offence	3 year suspension
3 rd Lifetime Offence	5 year suspension
- Clubs, Leagues or Districts that have provided false information at the time of registration, release or changed any information on a registration form without the consent of the person being registered shall be subject to the following penalty:

1 st Lifetime Offence	\$ 500.00 fine
2 nd Lifetime Offence	\$1,000.00 fine
3 rd Lifetime Offence	\$2,000.00 fine
- A player proven to be registered under false pretenses shall be deemed to be ineligible and the team and club will forfeit all of the games in which the ineligible player played and the club shall be subject to a minimum \$500.00 fine.

Discipline Hearings

- The LISA discipline committee meets on the FIRST AND THIRD TUESDAY of every month from September through April. Players or team officials who are required to appear will be notified by means of a notice circulated to every club during the week prior to the discipline meeting.
- Any player or game official who is required to appear before the committee must either appear in person by 6:00 p.m. on the day of the meeting, or send written notice to the committee that he or she will allow the meeting to be conducted in his or her absence.
- Any player or game official that fails to appear before the committee will be placed on an immediate suspension until he or she appears before the committee.
- Either a team official or a parent must accompany every youth player attending a discipline hearing.

- Within three days following every discipline meeting a notice of the results of the meeting will be forwarded to every club.
- The LISA discipline committee will distribute a cumulative list of the names of players that have been carded and team officials that have been ejected or suspended during the course of the season. Clubs will be asked to review situations where specific teams appear to be the subject of an inordinate amount of discipline.

Chapter 2 - Risk Management Forms

All team officials (including part-time trainers) are required to complete the risk management forms supplied by their Club. Failure to properly complete the forms will lead to suspension as a team official.

Chapter 2 - Harassment Policy and Procedure

“There will be no tolerance of harassment within the jurisdiction of the Lower Island Soccer Association.”

Every team official is to become familiar with the district harassment policy.

Team Officials Code of Ethics

Every team official is expected to abide by the coach’s code of ethics as published by the Coaches Association of British Columbia.

Cup Return Policy

- All cups being held by teams and clubs must be returned by the time of the District Reps meeting scheduled for December of each year.
- Clubs failing to have collected and returned cups by the following deadline will be subject to the following penalties:

December Reps Meeting	\$10.00
January Reps Meeting a further	\$20.00
February Reps Meeting a further	\$25.00

The District will thereafter arrange to purchase and engrave a new trophy. A further \$50.00 will be added to the above penalties to help offset the cost being incurred by the district.



Team Officials Manual – Full Field Soccer

Coaching Training and Certification A Summary

Coach’s training falls into two general categories – formal certification and general non-certification programs. The route to choose will depend upon the personal goals of the individual coach.

In ascending order, the tiers or levels through which a coach may seek official certification are:

Community Coach Certificate

Community Coach Youth (20 units)
(6-14 age group)

Community Coach Senior (20 units)
(14 years and older)

“B” Licence Certification

Part 1 Provincial Course (40 units)

Part 2 National Course (40 units)

“A” Licence Certification

National Course (120 units)

Community coaches who are new to the system or have never taken any formal coaches training and who desire to gain official certification must complete both Community Coach Certification programs (Youth then Senior). Coaches not concerned about receiving official certification may opt to take a coaching course offered at the District level.

National Team and Professional Players, or those who possess other qualifications are provided with the opportunity to apply for direct entry to the “B” Licence program.

Coaching Teams a Higher Levels

There is a requirement that coaches who desire to coach select or metro teams or other youth teams attending Provincial or National competitions shall possess a Community Coach Certificate or higher. Provision is made for persons who have previously qualified under the NCCP program or who currently possess a “C” Licence. “A” and “B” licences are not affected.

Prior Certification

Coaches who have completed certification under the NCCP Programs (e.g. Level 1, 2 or 3 -Technical and Practical) or who possess a Class “C” Licence will retain those qualifications. They will continue to be recognized for purposes of coaching select or metro teams or when taking other teams to Provincial or National Competitions. However, in order to progress to a “B” Licence, pre-test screening is required and for current “C” Licence holders, this opportunity will expire on December 1, 2004.

Non-Certification Coaching Programs

Coaches who are first time coaches (e.g. parents coaching a mini team) or those who coach or assist at older age levels and who do not wish to seek formal certification in order to coach at Provincial or National competitions, may opt to take a non-certification courses.

Non-certification courses will be tailored to the needs of individuals at specific age levels and will usually be shorter in duration. They will also be offered at times suitable to the course participants (e.g. evenings or part of weekend). These courses will be provided by District assigned coaches. The Technical Committee is currently working on the content of these programs.

Mini Coaching Courses Specific to age groups from U6 - U11

Senior Coaching Course (11 aside)
Specific to age groups from U12 – U18

Course Registration Fees (Certification Courses)

Registration fees for Certification programs are set by the BCSA and are payable, through the District, to the BCSA. The BCSA will assign instructors to each of the courses from a list of BCSA qualified instructors.

Community Coach Youth	\$120.00 per person
Community Coach Senior	\$100.00 per person
	(courses include manual)
“A” and “B” Licence	Contact BCSA

A minimum of 15 persons must be registered for each Community Coach course and the District/Club hosting the course is responsible to provide a lecture room,



Team Officials Manual – Full Field Soccer

soccer field, balls and other on-field training aids (cones, goals, nets, corner flags etc.).

Non-Certification Courses: the Technical Committee is currently developing recommendations for course content and cost.

Arranging for Courses

The District Technical Administrator will contact each club and will make the necessary arrangements for all courses. The Administrator will make all necessary arrangements with the BCSA Technical Co-ordinator. Clubs wishing to assign coaches to a course will determine how many coaches they wish to send and will reserve the appropriate number of slots. They may name the coaches at their leisure, however, after the course has been confirmed with the BCSA (21 days prior to the course), the Club will be responsible for payment for the agreed upon number of course positions. Whenever possible, the number of participants per course will be limited to 15 – 20 in order to ensure the greatest opportunity for participation by registrants.

Team Officials Certification Courses

Please contact either your club's technical director or:

Lower Island Soccer Office
Executive Director
Tel: 382-7489 Fax: 382-7480
Email: lowerislandsoccer@telus.net

General Mailing Address:

Lower Island Soccer Association
101-1246 Esquimalt Rd.,
Victoria, B.C. V9A-3N8

Player Training and Identification Programs

For a full description of the programs please refer to Chapter 8 of the Administration Manual.

Insurance Coverage

Injuries and Medical Forms

Insurance forms are available on the LISA Web Site (www.lowerislandsoccer.com)

1. All registered team members are covered by BCSA insurance. In the event a registered participant is injured during the course of participation in sanctioned soccer, the team official or manager must submit written details of the incident to their home club if an insurance claim is to be pursued. This may be done on an insurance claim form however written details will suffice. The details are then approval by the members club for forwarding to the LISA.
6. All registered members are covered by insurance when participating in **authorized** play both in the "open" and "closed" portion of the season.
3. "Authorized" means that the individual is authorized to be participating in an event that is approved or sanctioned by the district or province as the case may be.
4. The BCSA insurance policy will cover many items that are not covered or in excess of the injured persons regular medical or dental insurance.

General Liability Policy

- a) Limit \$5,000,000
- b) Directors and Officers (Wrongful Acts and Omissions) Liability Limit \$5,000,000 (includes Provincial/District/Club Directors)
- c) Insured – The Association and Affiliated Clubs and Teams.
- d) Additional Insured – Officers, Directors, Coaches, Managers, Officials, Members, Volunteers and Employees.
- e) Sponsors, Government Departments and Municipalities can be added at no extra cost.
- f) Participant coverage is included in addition to third party exposure.
- g) All appropriate riders included such as Cross Liability, Non-Owned Automobile, Tenants Legal, etc.
- h) World-Wide Coverage
*Deductable-\$500.00



Team Officials Manual – Full Field Soccer

Accident Policy ACC6022

- a) Accidental Death and Dismemberment \$25,000.00
- b) Permanent Total Disability Limit \$50,000.00
- c) Accident Reimbursement Limit \$25,000.00
Costs not insured by Provincial Medical Plan
Including Medical Braces, Ambulance, Excess
Physio, Prescription drugs for the Injury, etc.
- d) Dental Accident Limit \$10,000.00
- e) Fracture Indemnity From \$50. To \$500
Treatment under (c) and (d) must be completed
Within 52 weeks from the date of each accident

Physiotherapy limited to \$30.00 per visit with a maximum of \$300. Per accident

Out of Country Travel (sanctioned tournaments only).

Description of coverage contained herein is not complete and reference must be made to actual terms and conditions of the applicable policy forms.

Additional Questions may be directed to All Sport Insurance:

107-1367 West Broadway
Vancouver, B.C. V6H-4A9
Phone: (604) 737-3018
Fax (604) 737-3076

CERTIFICATE OF INSURANCE

Clubs needing a certificate of insurance as periodically requested by their city or municipality should contact All Sport. They will provide the appropriate documentation direct to the city or municipality (provide a Fax number and name to whom it is to be returned).

LISA Contact List

Please refer to the Web Site for the contact numbers of the Board of Directors.



Team Officials Manual – Full Field Soccer

Sample Team List – Must Be Done In Duplicate

**Salt Spring Blue Devils
U14Gold**

Opposition: Juan de Fuca Del Rays

Date: September 20, 2003 11:00 AM

Field Location: Adam Kerr
These sample forms contain only fictitious names and details.

Players

Abbott,	Susan	#3
Ackland	Vanessa	#2
Brooke	April	#17
Calvin	Shelly	#4
Duncan	Naomi	#5
Ferguson	Annie	#11
Goward	Stephanie	#10
Hewson	Olivia	#7
Hanke	Shelby	#15 (EW)
Ingram	Sally	#14
Kelly	Emily	#22
Longpre	Tanya	21
Morgan	Jocelyn	#9
Nicols	Bo	#8
Paul	Carissa	#6
Williams	Abby	#12

Team Officials

Head Coach Williams, Elizabeth
~~Ass't Coach Goward, Bill (EW)~~
 Manager Calvin, Tim

Signed _____ Elizabeth Williams

**Salt Spring Blue Devils
U14Gold**

Opposition: Juan de Fuca Del Rays

Date: September 7, 2003 11:00 AM

Field Location: Adam Kerr
These sample forms contain only fictitious names and details.

Players

Abbott	Susan	#3
Ackland	Vanessa	#2
Brooke	April	#17
Calvin	Shelly	#4
Duncan	Naomi	#5
Ferguson	Annie	#11
Goward	Stephanie	#10
Hewson	Olivia	#7
Hanke	Shelby	#15 (EW)
Ingram	Sally	#14
Kelly	Emily	#22
Longpre	Tanya	21
Morgan	Jocelyn	#9
Nicols	Bo	#8
Paul	Carissa	#6
Williams	Abby	#12

Team Officials

Head Coach: Williams, Elizabeth
~~Ass't Coach Goward, Bill (EW)~~
 Manager Calvin, Tim

Signed _____ Elizabeth Williams

On this team list Hanke is under suspension for a red card in the previous game and the Assistant Coach, Bill Goward, is also under suspension.

Note: All names and other information contained on these lists are fictitious.