## Gunners Soccer Club ALL COACHE & MANAGERS

## MATCH CARD - INSTRUCTIONS

## PLEASE USE CORRECT TEAM ABBREVIATIONS:

- <u>GSC</u> (do not write 'Gunners' or GUN) see attached (\$3 Fine for every incorrect code)
- Our Ground is <u>BENSLEY RD</u> (Playing away leave it for Home Team to complete)
- Ensure date is entered on front of card (\$3 Fine for every incorrect date)
- Ensure Team is entered and Division eg. U10 (Div) 1; or AAL (Div) 3; or U7 (Div) Green; (\$3 Fine for every incorrect Team abbreviation)
- Only write the players <u>SURNAME</u> (no initials) and <u>FFA Numbers</u> on the card. If 2 x players have same surname Do NOT write initials next to them the FFA # separates them. (\$3 *Fine for every incorrect Name & No:*)
- Let the opposition fill out their own Team names etc.
- Use only Blue or Black Biro Pens <u>no felt tip pens or pencil</u>.
- Ensure any players serving suspension are listed in the Stood Down section with FFA #
- Ensure you sign the card and verify the score, yellow & red cards at the end of the game.
- Red Cards: Any player who receives a straight RED card must appear at a judiciary hearing. With this, the Secretary must be notified by 6pm on the night of the offence. You must supply the players name, FFA number and offence code eg. R3, R4, R7. Failure to report these offences will prolong the judicial process.

The club must keep a record of red and yellow cards as a cross reference to Macarthur. With this, please email the players team, name, FFA number and the offence details to: gunnerssc@hotmail.com

If playing a Home Game at another ground (due to Washout, catch up, etc). The host club will keep the Match Card and submit it to Macarthur. <u>BUT</u>, you will need to send the result to the club via email so that the result can be entered into the foxsportspulse online system. Please send your email immediately after the game or by 6pm on Sunday to: <u>gunnerssc@hotmail.com</u>.