Kalamunda Districts Hockey Club

Procedure for Match Reporting to Hockey WA – 2008

Each Week

1. Each team is responsible for providing a match report book (duplicate booklet) for each match played.

2. Each team must complete a match report recording;
- The result of the match played
- A list of players for the team (first name and surname)
- Details of misconduct cards
- Details of goalscorers
- Details of player roles (goalkeepers = GK, permit players = P, asterix players = *) (multiple codes can be entered)
- Names and club/hockey WA ID numbers of the umpires who officiated
- Details of any injuries to players, coaches or trainers recorded in the comments section.

3. In the event of a forfeit, no team list should be entered.

4. Each team must enter the team match details into HockeyNet by **9am of the second business day after the match**. Team match details are;
- Player names (first name and surname)
- Player shirt numbers
- Misconduct cards received by individual players
- Goalscorers
- Player roles (goalkeepers = GK, permit players = P, asterix players = *)
- Umpire's names and Hockey WA ID numbers
- Details of any injuries to players, coaches or trainers recorded in the comments section.

Penalties: Failure to enter the details on time will incur a $25 fine to the club.
Incorrect or incomplete match sheets will incur a $25 fine to the club.

If You Are the Home Team

1. **[Not required for Junior teams]** The 'Home Team' is responsible for providing the result to Hockey WA by SMS text to **0402 768 288** or email results@hockeywa.org.au within 30 minutes from the conclusion of the match. **Penalty: Failure to lodge the result on time will incur a $25 fine to the club.**

2. **[All teams]** The results of the match must be entered into HockeyNet by **11 am of the next business day after the match**. **Penalty: Failure to enter the result on time will incur a $25 fine to the club.**

Match Records

The original match report sheet must be retained. In the event of a protest against the information entered into HockeyNet, the original match report will be requested by Hockey WA. The report sheet must be received by Hockey WA within 7 days of the request.

Penalty: Failure to comply will result in a $25 fine to the club and the loss of 0.1 points per day imposed on the team.