

1. Application

Policy memo describes payment only for those games in which SCUSC pays the fees (does not include FSL, other leagues using SCUSC fields as a neutral site, or any other game the teams pay the referees directly).

2. Policies applicable to all games

48 hour notice of game cancellation: Very important. If a game needs to be canceled or re-scheduled, coaches must notify Justin Lauer – Referee Assignor – at least 48 hours prior to the game time or the referees will be paid for the game!

No Pay No Referee: Referees will not work the game unless payment is made prior to the start of the game.

3. Saturday Games

Referees should receive payment from the appropriate field concession stand. Referees will be required to sign the Club payment log to acknowledge receipt of fees.

4. Games during the week or on Sunday

Since the concession stands are generally not open on these days, the following procedure shall be used:

Home Team Coach: Home Team coaches are responsible for picking up and signing for referee pay on Saturday for any Sunday games or upcoming games on nights during the week. Home Team coaches can delegate the responsibility. Home team coaches will be responsible to pay the referees directly.

Pick Up and Sign Out Referee Pay: Home team coaches (or their delegate) must sign for the pay envelope using the referee payment log book found in each concession stand. The concession stand manager will oversee this and hand out the envelopes once signed for in the log book.

Referee Pay Envelopes: Envelopes with the referee fees will be in the appropriate concession stand on the Saturday immediately prior to the Sunday games. Saturday is the only day for pick up (we do not keep money in the concession stands for security reasons). For example, for a game on Sunday March 1st, the envelopes will be in the concession on Saturday, February 28th. Home team coaches should ensure they make arrangements to pick up the envelopes while the concession stand is open. For Wickham, the concession stand is usually only open from 9:00 – 12:00 am on Saturdays. For Viera, the concession stand is usually only open 8:30 am – 2:30 pm on Saturdays.

Game Number Lookup: Please refer to the Master Game Schedule found on the SCUSC web site to determine the game number. Each game is assigned a unique game number. The referee pay envelopes will have the game number, date, venue, time, teams on the front to identify the game.

Game Cancellation: If a Sunday game is canceled or re-scheduled coaches should keep the referee pay envelopes and either pay the referees on the re-schedule date or turn in the money to the club if the game is canceled. Coaches can turn in the envelope to any board member during the season or to the concession stand managers.

Saturday Cancellations: If the fields/concessions stands are closed on the Saturday prior to the Sunday game, special arrangements will be made by the club on a case by case basis.