

CPYSL COACH GUIDELINES_FALL 2018

THE DEADLINE FOR THE SCHEDULING OF TBA GAMES AND ALL OTHER LEAGUE SANCTIONED GAME CHANGE REQUESTS IS OCTOBER 1, 2018.

ALL GAME RESCHEDULES MUST BE COMPLETED THROUGH CPYSL'S GAME CHANGE SYSTEM BY OCTOBER 1, 2018.

GENERAL

GOAL DIFFERENTIAL RULE

DIVISIONS 2 & BELOW IN AGE GROUPS U12 & BELOW

In an effort to avoid an excessive goal differential in the final score of a game, CPYSL is implementing a Goal Differential Rule beginning with the Fall 2018 season for divisions 2 & below in age groups U12 & below. If team "A" is ahead by 5 or more goals, team "A" will remove a player from the field. If the goal differential becomes less than 5 goals, team "A" may add a player back to the field. The coach of team "B" can decide if they do not want team "A" to remove a player.

U09 & U10 7 v 7 Example: If team "A" is ahead by 5 or more goals, team "A" will remove a player from the field, resulting in a 6 v 7 player count. If the goal differential becomes less than 5 goals, team "A" may add a player to the field, resulting in a 7 v 7 player count.

U11 & U12 9 v 9 Example: If team "A" is ahead by 5 or more goals, team "A" will remove a player from the field, resulting in an 8 v 9 player count. If the goal differential becomes less than 5 goals, team "A" may add a player to the field, resulting in a 9 v 9 player count.

CLUB PASS PLAYERS: CPYSL no longer utilizes secondary players in its U09-U14 age groups. Instead, CPYSL utilizes Club Pass players. A Club Pass player is a primary player from within your own club that is borrowed by another "age appropriate" team within your own club to assist a team that may be in need of a player for a game. The Club Pass player will borrow their primary pass from their primary team and then return their pass to their primary team. The Club Pass player's name should be hand-written on the game day roster copies and League Game Report Card.

- U09-U12 teams – 2 Club Pass players permitted per game *
- U13-U14 teams – 3 Club Pass players permitted per game *
- U15-U19 teams – this age group is permitted to have 2 secondary players on their roster. For each game, this age group is permitted to use a combination of their 2 secondary players and 2 Club Pass players or 4 Club Pass players *

*** Club passes players do not have to be the same players each week.**

FIELDS: All field maintenance, including grass mowing, field marking, net installation, and ground repair, must be completed one hour prior to the first game scheduled at that location. Goals MUST be anchored and secured. Fields must be the proper size for the age group playing and goal size must be in accordance with US Youth recommendations.

PLAYERS: All participating players must be warmed up and prepared for equipment check inspection by the referee at least fifteen (15) minutes prior to a scheduled game. The referee may declare the game a forfeit when one of the teams is more than 15 minutes late for the start of the game. When a jersey conflict occurs, the Home Team must resolve the difference by changing jerseys, or by another means suitable to the referee.

TEAMS: U09 & U10 teams play 7v7; U11 & U12 teams play 9v9; U13-U19 teams play 11v11.

COACHES/TEAM MANAGERS: The “CPYSL League Game Report Card” must be completed and available for inspection by the referee fifteen (15) minutes prior to the start of the game. ***FAILURE TO COMPLETE THE LEAGUE REPORT CARD WILL RESULT IN A \$25 FINE.*** The referee fees must be paid in **EXACT CASH** to the head referee before the start of the game. Coaches **MUST** carry their papers with them at all games: coach passes, player passes, 3 copies of the team’s EPYSA roster, and their league report card. The referees will ask the coaches to line up the players with their passes in hand and will check the pass against the player. If the game is delayed by coaches being non-compliant to this policy, sanctions may occur and the game time may be shortened. Any player without a pass will have to sign-in on the team’s EPYSA roster and will be checked for their registration status by CPYSL’s registrar.

BALL: The home team shall provide a game ball suitable to the referee. If a suitable ball is not available from the home team, the visiting team will be asked to provide a game ball.

GAMES:

FALL SEASON	SPRING SEASON
U09-U12 – play on Saturdays	U09-U12 – play on Saturdays
U13 & U14 – play on <u>Sundays</u>	U13 & U14 – play on <u>Saturdays</u>
U15-U19 – play on Sundays	U15-U19 – play on Sundays

First games on Saturday begin at 10:00 AM **UNLESS** the two teams scheduled to play are within 10 miles from one another, then the game defaults to 9:00 AM. First games on Sunday will begin at 1:00 PM. **SUNDAY GAME CHANGE RESCHEDULES MUST BE REQUESTED FOR 1:00, 3:00 OR 4:30 PM.**

TEAM CONTACTS: In case of inclement weather, it is the responsibility of the Home Team to contact the visiting team. Only announcements of entire League cancellation will be posted on the CPYSL Weather Line (697-1002).

CONDUCT: Coaching staffs are responsible for the conduct of their players and fans.

THE HOME TEAM, INCLUDING ITS COACHES AND SPECTATORS, MUST BE ON THE SAME SIDE OF THE FIELD. THE OPPOSING TEAM, INCLUDING ITS COACHES AND SPECTATORS, MUST BE ON THE OPPOSITE SIDE OF THE FIELD FROM THE HOME TEAM.

This is the responsibility of the Home Team Club and Coaches. If this is not logistically possible, the referee will assign areas for each team and their spectators. If, in the opinion of the referee, order cannot be maintained, spectators may be asked to leave the field area. Upon receipt of the Referees’ Game Report, the CPYSL President, appropriate Vice President or

Games Commissioner will make recommendations to the CPYSL Board if any further action against individuals, teams and/or clubs involved is required. If the CPYSL board deems it necessary to call a disciplinary hearing, all parties involved are expected to attend the hearing if attendance is requested. Failure to do so may result in the entire team and/or club receiving a suspension and/or be deemed in bad standing with CPYSL.

REFEREE COMPENSATION FOR DIVISION GAMES

1. Each team is responsible for one half of the referee fees. The referee is to be paid in **EXACT CASH** prior to the start of the game. When a three-person referee system is utilized (U12 Pre. & Div. 1 & older), the center referee is paid the full fee and they will pay the assistant referees.
2. **If either coach does not pay the referee, the game will not be played.** The referee will submit a game report to the league stating the facts and the offending team will be liable for payment of all referee fees and the associated fines.
3. If both teams do not show up, the referee will submit a game report to the league and the teams will be charged for the referees' fees and fined for a forfeit.
4. If a single team does not show up, no payment should be made to referee by the team present. The referee will submit a game report to the league stating the facts and the offending team will be responsible for the total referees' fees and fined for a forfeit.
5. If, in the opinion of the referee, the field is unplayable due to weather, the game will be postponed and no payment should be made to the referee.
6. If the referee feels the field is unplayable for any other reason, the game will be postponed and no payment should be made to the referee. The referee will submit a game report to the league and the Home Team will be charged for the referees' fees and fined for a forfeit.

7. Referees Fees:

<u>Age</u>	<u>Total</u>	<u>Half Fee Per Team</u>
U9/10	\$35	\$17.50
U11	\$44	\$22.00
U12 (Pre & 1)	\$108* (3 per.sys \$44-\$32-\$32)	\$54.00*
U12 (2, 3, 4)	\$44	\$22.00
U13/14	\$123* (3 per.sys \$51-\$36-\$36)	\$61.50*
U15/16	\$139* (3 per.sys \$59-\$40-\$40)	\$69.50*
U17/19	\$157* (3 per.sys \$65-\$46-\$46)	\$78.50*

* If an assistant referee does not show up, deduct \$32 for U12 (Pre & 1), \$36 for U13/14, \$40 for U15/16 and \$46 for U17/19 per assistant referee (example: for U19 game, if only two referees show up, teams pay \$65 + \$46 = \$111/2 teams = \$54.50 each team).

8. Game lengths:

<u>Age</u>	<u>Time Per Half</u>
U9/10	25 minute halves
U11/12	30 minute halves
U13/14	35 minute halves
U15/16	40 minute halves
U17/19	45 minute halves

VOLUNTEER REFEREES

1. ALL games must be played whether or not a referee shows up. In the event that a referee is not present, a volunteer, agreed upon by both coaches, is to be utilized as the referee. There is a fine for not playing a game.
2. If a volunteer referee is used, cash payment should be made before the game according to the policy stated above.
3. The volunteer referee should review League Game Report Cards from each coach prior to the start of the game and keep card in possession during game. The volunteer referee should complete and sign the League Report card (indicating volunteer "V" next to signature) and return to coaches after the game. (See directions below).
4. The volunteer referee should complete a VOLUNTEER REFEREE REPORT*, available for Download on the CPYSL website or use a plain piece of paper to make a report. The following must be included in the report: league, game number, age group, division, date, location, kick-off & end time, final score, referee's name and address, condition of field, were player passes checked, player and coach conduct, injuries, cards issued including the offending player's jersey number, noting the misconduct. Submit report to CPYSL office.

*LINK FOR VOLUNTEER REFEREE REPORT:

http://www.cpyssl.net/Downloads/downloadfolder/dwld_53527469_VOLREFREP.pdf

LEAGUE GAME REPORT CARDS

1. The Roster list on the back of League Report Card, MUST be filled in prior to the first game of season. The roster list MUST be kept up to date as roster changes are made during season.
2. Information related to the current day's game must be in the form of the approved roster. If a team doesn't have a printed EPYSA roster for their team, they must fill out a line-up on whatever paper they can obtain and it must match the League Report Card. The League Report Card MUST be filled out prior to giving it to the referee with all the requested information.
3. Failure to do so may result in a fine and/or forfeit.
4. League Report Card, referee fees, 3 copies of the team's EPYSA roster, and player & coach passes MUST be presented to the referee prior to the start of the game.
5. Club Pass player's name should be hand-written on the game day roster copies and League Game Report Card.
6. Referee will review League Report Card to determine if there are suspensions and will keep the card during game. ***Be sure to obtain your card from the referee at the end of the game.***
7. The referee will record the final score, note any red or yellow cards by listing the player's jersey number, sign, and return to the coach or team official. If a RED CARD is issued, the referee WILL retain the coach/player pass to turn in at the CPYSL office.
8. If the League Report Card is lost or destroyed, the coach must contact the league office for a replacement. League staff, based upon reports submitted to league by the referees, will complete a new card.
9. If a coach reports to a game without a League Report Card, the following procedure will be followed:
 - a. submit a copy your roster to referee that has been initialed by each player participating in the game and signed by the coach.
 - b. after the game, obtain a copy of your roster, signed by the referee, indicating the final score, cautions, and red cards.
 - c. prior to next game, take original League Report Card to CPYSL office to have it completed and certified based upon game report submitted by referee.

10. Coaches found to be illegally playing a suspended player will be sanctioned by CPYSL after a review of the referee report.

11. At completion of season, submit your League Game Report Card to your club's registrar who will collect all cards for their club to turn in at the CPYSL office by Nov. 30, 2018.

Cards must be mailed to or dropped off at the CPYSL office. Cards will not be accepted via email. There is a \$25.00 fee assessed for each card not turned in at the office.

REPORTING SCORES

All scores must be entered on our website at www.cpyssl.net or called in to the CPYSL office by both teams by 10:00 PM on the day the game was played. When calling in scores to the CPYSL office, follow the answering system menu to assure proper credit. There are directions on the line once you access the menu. Report score in the following format: DATE OF GAME, AGE, SEX, DIVISION, HOME TEAM WITH SCORE, and AWAY TEAM WITH SCORE. DID YOU HAVE A REFEREE?

Example: "Today's date, Under 13 Boys, Division 1, Redland Rippers 4, Dillsburg Kickers 2. Referee, yes (or no)."

If there was a problem with your game, DO NOT report it with your score. Contact your club officials with any issues and they will address the situation with CPYSL.

Any coach or team manager who makes the deliberate action of placing the wrong score on the web page will be sanctioned after the first time. Second time the person reporting a deliberate false report will be suspended and the Club sanctioned. If there is a deliberate report of a referee no show/giving false information about the opposing team of the referee, the coach and Club will be sanctioned. It is a Club's responsibility to assure that the correct information is given to the League; the coach is always responsible for the action of any team agent. Attempts to falsify information to the League will not be tolerated. If it is found to be an attempt to falsify information, the Club may be suspended from the League.

CANCELLATIONS, POSTPONEMENTS AND END OF SEASON

ENTIRE DAY OR WEEKEND POSTPONEMENT OR CANCELLATION

Only the CPYSL President or appointed delegate can cancel or postpone a league schedule for a day or weekend due to severe weather or other special circumstances such as a travel advisory announcement. When this occurs, a message will be placed on the weather line of the CPYSL office phone at (717) 697-1002. Coaches should reschedule these games as quickly as possible using the online game change request system and guidelines described herein.

GAME CANCELLATIONS (Day of Game)

1. Up to three hours prior to the scheduled game time (6:00 AM for a 9:00 AM game), **ONLY** those that have been provided with CPYSL Admin. Rights by their club (ie. President, Field Assignor, etc.) can CLOSE a venue for unplayable field conditions. This must be done by the Club Admin. logging in to the CPYSL system and changing the status for their HOME venue from OPEN to CLOSED. Closing a venue closes ALL fields at the venue. Changing the venue

status to CLOSED will prompt the CPYSL system to automatically notify the home team, away team, referee assignor, scheduled referees, and the league office via email and text message. **As a courtesy, the team of the canceling club should still reach out to the opposing team to ensure that the venue closure information was received.** Within three hours of the game, only the referee can cancel a game for unplayable field conditions and that will be done at the field. Coaches can never cancel the game. If this occurs, both teams may be subject to forfeit fees and fines as determined by referee report.

2. The canceled game must be rescheduled in accordance with the game change guidelines.
3. If a game must be rescheduled, the request must be submitted through the CPYSL website by 11:30 AM the Monday before the scheduled date to provide appropriate time to notify referee assignor and scheduled referees.

FORFEITS

In the event that you must forfeit a game, log in to CPYSL, go to your schedule, click on the game to be forfeited, click on the FORFEIT icon at the top of the page, follow the instructions, and submit. Teams submitting a forfeit to the CPYSL office **72 plus hours prior to the scheduled match** will be assessed a \$100 forfeit fine. Teams submitting a forfeit to the CPYSL office **within 72 hours of the scheduled match** will be assessed a \$100 forfeit fine plus ALL associated referee fees per the Fine and Fee Matrix posted on the CPYSL website.

GAME STOPPAGE PRIOR TO COMPLETION

1. Referee stoppage due to weather related conditions e.g. lightning, severe rain, deterioration of field: game postponement of 30 minutes, if circumstances do not change so the game can be restarted, the game will be rescheduled unless already in second half.
2. If game is in second half, score stands as is.
3. Teams falling below the minimum number of players for a game will result in forfeiture of the game: seven (7) for 11v11, six (6) for 9v9, and five (5) for 7v7.

END OF SEASON

The season is officially over seven days after the last regularly scheduled game. All TBAs, rescheduled and make-up games must be played within this time frame to be counted in the league standings. The Board can make exceptions due to extenuating circumstances. Games NOT played are subject to fines for forfeit.

GAME CHANGE GUIDELINES

NO NON-WEATHER RELATED GAME CHANGES AFTER OCTOBER 1, 2018.

It is the responsibility of the coaches to know and understand the guidelines regarding requests for changes to scheduled league games and games designated as TBAs (To Be Announced). Being unfamiliar with these Guidelines will not be accepted as an excuse for not following the rules and guidelines. It is CPYSL's intention that all games be played. If a game is listed as a TBA or canceled for any reason, the game must be rescheduled and played within the guidelines. No non-weather related game changes after OCTOBER 1, 2018.

Game change requests must be requested by Team "A" and agreed on by Team "B" by 11:30 AM the Monday PRIOR TO scheduled game.

The team requesting the change should submit the game change request in the CPYSL website. Each team is permitted to request three game changes PRIOR TO OCTOBER 1, 2018. Each team will be granted ONE FREE game change request. The second game change request is \$35. The third game change request is \$100.

Game change requests for State Cup games, unplayable field conditions, TBAs scheduled by the league, and emergency situations are not assessed a fee but are subject to approval.

Emergency situations do NOT include: too few players, an unavailable coach, etc. Any and all violations of these rules and guidelines will result in the forfeits/fines established by the CPYSL.

RESCHEDULING GAMES AND SCHEDULING TBA'S

The requesting coach (Coach A) needs to reach out to the opposing coach (Coach B) to inform Coach B that they are interested in changing a game. This includes changing a scheduled game to a TBA.

Once Coach A discusses the change with Coach B, Coach A can initiate the game change request in the CPYSL game change system by logging in to the CPYSL system and clicking on the time of the game they wish to change on their schedule. Then, click on the calendar in the upper right hand corner of the game page and complete the change request form. The form must be filled out completely.

After Coach A has completed the change request form, notification of the change request form will be sent to Coach B for their approval. Although notification will be sent via email to Coach B, due to spam filters, CPYSL STRONGLY encourages Coach A to call Coach B to let them know the change request form is ready for their approval. Coach B will need to login to their CPYSL team page and certify that they agree to the change request.

Once Coach A has submitted their request and Coach B has certified their approval of the request, the change request will be directed to the CPYSL office staff for their FINAL approval of the game change. FINAL approval is not automatic...all games change requests are finalized manually by office staff after it is determined that there are no field conflicts.

IMPORTANT! Coach A's request and Coach B's approval must reach the office at least FIVE DAYS PRIOR to the originally scheduled game. The game change system will automatically REJECT any change request submitted less than five days prior to the originally scheduled game.

1. If utilizing your ONE FREE game change request to attend a sanctioned tournament, that CPYSL game will need to be rescheduled. Once the coach has applied to the tournament, and contacted the opposing coach, the coach requesting the change should complete the necessary form online. Coaches should NOT wait until their acceptance letter is received to request the game change. No game changes after OCTOBER 1, 2018.
2. All league games conflicting with State Cup games must be rescheduled as soon as the State Cup game date is known and at least by 11:30 AM the Monday PRIOR TO the league game.
3. All weather-related game changes, due to unplayable field conditions, must be rescheduled within seven (7) calendar days.
4. If two coaches cannot agree to a new date and time within seven (7) calendar days of a request for rescheduling, then the request must be submitted to the CPYSL office and the Games Commissioner will decide on a new date and time and game must be played.

5. The Home Team must submit the game change request form for all TBA games scheduled by the league or games canceled due to unplayable fields.
6. For changes due to State Cup Games, the requesting team must submit the request form.
7. There will be no fee for changes due to State Cups, unplayable field conditions, or the scheduling of TBA games scheduled by the League.
8. The Referee Assignor will only accept online game changes, and make the necessary referee assignments, based on the request of the Games Commissioner.

UNPLAYABLE FIELD CONDITIONS

If a referee arrives at a field for a game and finds the field unplayable, the following procedure shall be followed:

1. The home team coach will be notified of the problem.
2. The problem will be noted in the game report.
3. If the referee feels the safety of the players is not at risk, the referee may continue the game.
4. If the referee feels the safety of the players could be at risk, the referee may attempt to move the game to another field, if available, or may choose to cancel the game.
5. When the CPYSL office receives the referee's game report, a fine may be levied on the home team in accordance with the fine schedule established by the CPYSL.
6. This rule applies to fields, which exhibit any of the following conditions:
 - A. not properly lined or lines not visible
 - B. grass not cut
 - C. missing nets and corner flags
 - D. goals not secure
 - E. any other unsafe condition
7. If coach feels field is not safe or playable, their concern must be reported in writing to the CPYSL office within three days post game.

COACHES ON GAME DAYS

There must be two carded coaches for each team at every match. In the event that a coach is dismissed from a match, there must be another carded coach present for the match to proceed. If a CARDED coach is not present, the match will be ended and the forfeit and all associated fees will be placed on the offending team.

COACH, PARENT, SPECTATOR MISCONDUCT RESULTING IN DISMISSAL

Coaches and parents are expected to conduct themselves in a professional manner and should set an example for the youth playing in CPYSL. Coaches are responsible for the actions of the parents, and spectators of the players on their team. Coaches, parents, and spectators are to abide by the guidelines set-forth by the league. For coaches, parents, and spectators choosing to ignore the rules and regulations, and find themselves dismissed from a match, the following suspensions will be **issued to the coach**.

1. Dismissal, 1st Offense
 - a. ONE (1) game suspension
 - b. If the coach returns to the field/game after being dismissed, TWO (2) additional games will

be added to their suspension. (this includes any problems AFTER the game, dismissed coaches should not approach referees after the game)

2. Dismissal, 2nd Offense
 - a. THREE (3) game suspension
 - b. If the coach returns to the field/game after being dismissed, TWO (2) additional games will be added to their suspension. (this includes any problems AFTER the game, dismissed coaches should not approach referees after the game)
3. Dismissal, 3rd Offense
 - a. EIGHT (8) game suspension
 - b. If the coach returns to the field/game after being dismissed, TWO (2) additional games will be added to their suspension. (this includes any problems AFTER the game, dismissed coaches should not approach referees after the game)

In order for a coach to fulfill their entire suspension, the suspensions will carry-over from one season to the next.

For coaches with multiple teams, the suspension applies to their coaching duties for ALL teams, not just the team for which the suspension was received.

Any coach having already received THREE Dismissals, will be “grandfathered-in”. However, if they receive ONE additional Dismissal, they will no longer be welcome to coach in CPYSL.

PERSISTENT TEAM/PLAYER MISCONDUCT

The CPYSL conducts two seasons of play annually. The CPYSL Board of Directors defines the length and number of games. Teams will be assessed penalty points for all yellow and red cards. This policy governs all points earned by a team, in a given season of CPYSL League games. Points will be awarded as follows:

- Points: 1 point for each Caution (Yellow card)
3 points for each Send-off (Red card)
3 points for a second Caution (Yellow card) in one game against the same player

Coach/Club representative is responsible to keep track of accumulated points and initiate corrective measures. There is no tolerance for bad behavior by players, parents or coaches.

POLICY:

CPYSL’s respective VP of Boys or Girls may place teams obtaining six (6) or more points on probation after review of the team's infractions. The team will be issued a written warning indicating their probationary status.

Exceptions: CPYSL’s President and appropriate VP may request a hearing after six (6) or more points to review the game reports and determine if additional sanctions or discipline are warranted based on the conduct of the team.

Teams obtaining nine (9) or more points MAY be required to appear before the CPYSL Executive Committee. The team's coach, all rostered players, and Club President must attend the

hearing. In some cases, the parents MAY be required to attend.

Teams obtaining ten (10) or more points are prohibited from winning their division.

Teams obtaining thirteen (13) or more points will be expelled from the season competition, are required to forfeit all remaining games, pay fines and forfeit fees assessed, and return their player passes and stamped roster to the CPYSL registrar within five days from points received. The team coach and assistant coaches will be placed on probation for one year. Coaches on probation whose teams earn nine or more points during the next season will be suspended for the following year. There may be sanctions placed on the club due to teams running points.

A player who receives one send-off shall be suspended for a minimum of one game. Then player pass will be sent to the CPYSL office for consideration of any additional sanctioning.

A player who, in a given registration year, accumulates three (3) cautions shall be suspended for one (1) game. The second accumulation of three (3) individual cautions within the same registration year shall result in additional suspension equivalent to two (2) games. Further misconduct on the part of the individual during the same seasonal year shall be sufficient cause for the A.G. to consider additional penalties of increased severity. In each case, action against the individual is automatically initiated by the referee's game report. (Excerpt from Section VII, E of the Arbitration Rules)

Definition: Season – A Season is the CPYSL scheduled period of play for the Fall or Spring.
Year – One registration year beginning Fall 2017 through the end of Spring 2018.

ROSTER CHANGES

This policy does not apply to LEAGUE ONLY ROSTERS.

Once a team's roster has been approved, CPYSL requires an EPYSA Player Status form (PS-1) be submitted for releases, transfers, and secondary addition requests. Coaches must contact their Club Registrar for roster changes. Club Registrars can find the procedures for roster changes in the CPYSL Registrar Handbook posted in the Download section of the website.

Rosters will FREEZE for the CPYSL Spring 2018 season on Monday, October 1, 2018.

CPYSL has defined the following roster sizes: The maximum number of players on U9 & U10 rosters will be twelve (12); the maximum number of players on U11 & U12 rosters will be sixteen (16); the maximum number of players on U13 will be 18; the maximum number of players on U14-U19 rosters will remain at twenty-two (18 permitted on game day line-up).

BASIC RULES OF REGISTRATION

- A. Intramural Players are NOT permitted to play on a travel team unless added by the completion of proper documents.
- B. Un-registered players are NOT permitted to play on any team. If in doubt, call the Registrar.
- C. Un-rostered players are NOT permitted to play on any team. If in doubt, call the Registrar.
- D. If an ineligible player participates in games, those games may be declared forfeits, the team's

club will be fined, and the coach may be required to meet with the CPYSL Review Board.

- E. If you play a team and believe that an ineligible player may have been used, **CONTACT YOUR CLUB** and they will submit your concern to the CPYSL Registrar to check the opponent's roster: supply a copy of opponent's line up sheet with note.

CPYSL OFFICE HOURS

The CPYSL office is open during the following hours*:

- Monday 8:00 AM–12:00 PM
- Wednesday 2:00 PM–5:00 PM
- Thursday 11:00 PM–2:00 PM
- Friday 8:00 AM–12:00 PM

* Check the Calendar posted on the website for possible staff-scheduled days-off.

There is a plastic container on the porch, outside the CPYSL office door, where paperwork may be left or it can be mailed to the office at 4075 Lisburn Road, Mechanicsburg, PA 17055-6704. You are encouraged to contact the Registrar via email at office@cpysl.net .