**Presidio Checklist**

**Before Game**

1. $$ To pay ***home*** game referees.
2. Distribute driving directions of game field to team.
3. Print Presidio Game Roster in triplicate on carbonless paper via the print icon/third from left (available 4 days prior to game). Instructions can be found on the presidio home page at [**www.presidio.affinitysoccer.com**](http://www.presidio.affinitysoccer.com)
4. One copy of Referee Receipt form for each game.
5. Carry Cal-south ID cards to all games, AYSO registration forms and birth certificates (Team binder)

**Game Reminders**

**Referee payment for Home Games**

1. Have all three referees sign 2014 Payment Receipt Form at the beginning of all home games only.
2. Make sure center referee has 2014-15 Cal south badge before paying ref fees.
3. Pay the center referee total ref fee according to schedule before the home game for the exact number of refs that are there for that game 1CR, +/- 2AR (center ref will distribute monies to side ref). Do not pay for three refs if only two are present!

**Directly after game**

1. Record score of game on Gaming Roster!!!!
2. Referee to sign triplicate carbonless Gaming Roster: one copy for our team records, second goes to other coach and third goes to the referee. Home team gives the carbon copy to the ref. (Make the carbon copies regardless if we are home or away in case the other team forgets theirs).
3. Pick up all Cal south ID cards for players if the ref has them.

**At Home: Post Game instruction**

1. Forward “Referee Receipt” as pdf from home games only to Pam at p.reichert@cox.net after each game.
2. Keep copy of Game Roster for each game for the season in case of question regarding scores.
3. Report Game Scores to <http://cysa.affinitysoccer.com> according to the Scoring Game Instructions found on the presidio home page. (Initially set up your account with CORIS per instructions). Remember to “save stats” after you have finished entering data.