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**The Hammond Sportsplex and Community Center** understands that occasionally, games may need to be rescheduled. This new policy specifically addresses the inconvenience caused to a team when the opposing team does not show up for a game, and payment, rosters and waivers for each team. In order to ensure all teams, get to play their scheduled games for the session, we will be implementing game change/cancellations policy. There have been several instances in the past where teams have arrived to their scheduled game with a full squad, only to discover their opponent has not shown up, or with too few players to play the game. As a result of such situations, the following policies will be implemented.

* Credit card info must be provided to the Hammond Sportsplex and Community Center the day of registration. A teams will not be on the schedule without this information.
* If you know you your team will be shorthanded, you are encouraged to contact the League Coordinator, Carlos Alvarez to facilitate a “Reschedule” for your game.
* “Reschedules” will be considered if a MINIUM of 48 hours’ notice prior to the originally scheduled game is received by the League Coordinator.
* The League Coordinator will provide dates and times available when “Reschedules” can be played.
* The team requesting the “Reschedule” will be charged a $20 rescheduling fee.
* With a minimum of 48 hours prior to kickoff notice, a team may choose to “CANCEL” a game.
* A CANCELED game will NOT be rescheduled and will be billed $30 to (credited to the opponent for loss of game) and recorded in the standings as a 0-4 LOSS for the CANCELLING teams.
* If an opponent CANCELS a game by providing the League Coordinator with a minimum of 48 hours’ notice, the non-cancelling team will be credited $30 to their account for future team’s fees, for loss of game and a 1-0WIN will be recorded for the non-cancelling team.
* If a team does not show to a game with a minimum of 5 players, or contact the league Coordinator regarding the need to RESCHEDULE or CANCEL the game, a minimum of 48 hours prior to kickoff, the game will be called a FORFEIT.
* All FORFEITED games will be billed to the FORFEITING teams at 60 9$30 for the referee and $30 to the opponent for loss of games) and be recorded in the standings as a 0-1 LOSS for the FORFEITING team.
* In the case of a FORFEIT the non-forfeiting opponent will be credited with a 1-0 WIN and a $30 credit will be added to their team account for the loss of game.
* Any RESCHEDULES, CANCELLATIONS or FORFEITS will automatically be charged to the credit card on file.
* Any teams accounts that are not paid in FULL (zero balance) by the end of the season (8 weeks), the balance on the account may be charged to the credit card on file.

**Hammond Sporstplex and Community Center Administration**