

NEW TEAM CHECKLIST

1. MSWHL League Application
Update each time a player/coach is added or subtracted.
*Do not play any games until MSWHL League President confirms Application approved by Board.
2. Ice Contract with Arena for Home games-Budget per player
3. Team Jerseys Home/Away
Team owns-Ask for deposit
Individual Player ownership-Costs more to order specialized logo jerseys
4. 2 Referees scheduled for Home games—Fees \$30.00 dollars each
*Team responsible for scheduling
5. 1 Game Clock Timekeeper scheduled for Home Games—Fee \$10.00 dollars
*Team responsible for scheduling
6. USA Hockey Confirmations for every player and coach
7. USA Hockey Confirmations to assigned MAHA District Registrar
Contact your assigned registrar to see if prefers email or hard copy
District Registrar will create USA Hockey Team Roster
Arrange pick up of proposed roster
8. Signatures on USA Team Roster by every player/coach
Make a copy for your records before snail mail the original
9. Receive Official USA Hockey Team Roster that includes Registrar circle stamp, signature, and date.
10. Email or snail mail copy of Official USA Hockey Team Roster to MSWHL League president prior to first game.
*Do not play any games until MSWHL League President confirms receipt.
11. Read USA Hockey 2009-11 Official Rules and Casebook
Read USA Hockey Off-Ice Officiating Manual 6th Edition
Read MAHA Bylaws and Rules & Regulations 2010
Read MSWHL Handbook 2010-2011
12. Scoresheets-Need 1 for every home game and recommended to create team Labels in order of jersey number. Will need 1 label for original scoresheet, yellow, and pink copy.