

Suburban Friendship League
2416 Rosedown Drive
Reston, VA 20191-1620
March 4, 2010

Dear Club Representative:

This is the package that was discussed in our March 1, 2010, Email. The preseason meeting will be held at the North County Governmental Center in Reston on Friday, March 12, 2010, from 7 to 9 PM. Someone will be at the Center starting around 6:30 P.M. to answer any questions you may have on the electronic registration process or other SFL matters and we look forward to having another good meeting. We realize that much of the material we go over is repetitive, however, it is amazing how many times we are questioned during the season on material that is discussed at the meeting. If you need directions, please give me a call or check our Web Site (www.sflsoccer.org/meetdir.htm).

Enclosed in your package are the following items along with this letter:

- Team Registration Process To Be Used By Clubs,
- Process Used to Determine the Tournament Size and Teams Eligible to Be Considered for the Tournament
- proposed rules,
- listing of phone numbers for field conditions (see section V of the rules),
- proposed budget for the spring season, and
- financial statements for the 6 months ending December 31, 2010.

We have also adopted the following agenda for our meeting:

- Opening statement by SFL Commissioner
- Approval of weekend game dates (April 10/17, 24, May 1, 8, 15, 22, and June 5) – We will discuss how this will work for the games that may be played on April 10.
- Approval of tournament weekend (June 12/13)
- Establishment of registration and tournament fees
- Discussion of rules to be used for the fall season
- Acceptance of rules to be used for the fall season
- Approval of age group game times
- Other matters

KEY DATES

In our registration Email we provided the club, team, and field information from the previous season for you to use as a starting point as discussed below. We have also included a spread sheet that shows the fields for your club where the **STREET ADDRESS IS UNKNOWN**. Accordingly, if you do not see a field on the spread sheet, this means that we have the address and all you need to do is check the web site to make sure that it is correct (<http://www.sflsoccer.org/field.htm>) rather than provide the information again. If you no longer have the field or use it for SFL games, it is okay to leave the

address as unknown. If at all possible, please provide us the updated information as soon as possible by Email (sfl@sflsoccer.org) and **DO NOT** wait until March 15. Waiting until the last minute does not allow any time to correct mistakes that may be made by your club or the SFL. Also, pay particular attention to a team's age group and division information. Each season we have several clubs make mistakes in this area. The division structure is discussed below. Please note the requirements to provide the Master Player Roster (without uniform numbers) for all your players by March 15. This form replaces the Team Rosters that were provided to us in prior seasons for the division 2 Under 12 and 14 teams. The following are the key dates for team registrations, scheduling, and rosters:

<u>Date</u>	<u>Event</u>
March 12	Preseason meeting.
March 15	Deadline to provide club contacts, field information, and team numbers (including age group and division) and fields that should be used by each team. Accurate team contact information is not required at this time. If a team is dropped after this date, then the club will be assessed the registration fee for this team.
March 15	Master Player Roster that contains all registered players and team assignments for all the teams registered with the SFL (see discussion below).
March 27	Expected deadline for changes to team contact information. The SFL Club Representatives will be notified of the actual date as the actual date for the team contact information is better known. This is also the date when requests for using substitute roster forms must be received.
April 1	Spread sheet providing the tournament fields that can be supported by the club.
April 5	Game schedules finalized and package sent to the contractor for mailing.
April 16	Coaches provided approved rosters by SFL Club Representative. (If we start games on April 10, then this date will be April 9.)
April 17	First game weekend. (At the meeting we will discuss how some games may be played on April 10).
April 15	Initial Master Player Roster (with uniform numbers) sent to the SFL.
April 15	Last day to make changes to a team roster without approval of the applicable SFL Age Group Commissioner.
April 30	Final Master Player Roster sent to the SFL.

I would also like to emphasize the importance of having accurate information on the team contact's name, address, and phone number before the season packages are mailed out. Please make sure that we have any changes to names, addresses, and phone numbers as soon as they are known. Waiting to the

last minute to provide team contact's information only increases the likelihood of making mistakes. We also realize that some changes occur after the packages are mailed. However, please advise us of these as well since we often get requests for the new number.

PROCESS, PROCEDURES, AND FREQUENTLY ASKED QUESTIONS DOCUMENTS

We have developed several documents that are designed to better explain the SFL processes and procedures and expect to develop additional documents in the future. In addition, we have developed several Frequently Asked Questions documents that are designed to help answer questions you, the coaches, and the club officials may have concerning various topics. The following process and procedures documents have been developed and posted to the web site under SFL Documents (www.sflsoccer.org/sfldocs.htm).

- Game Reports – This document contains the procedures that relate to reporting game scores, cards, and roster problems.
- Team Registration Process To Be Used By Clubs – This document is contained in this package.
- Process Used to Determine the Tournament Size and Teams Eligible to Be Considered for the Tournament – This document is contained in this package.

A web page has been developed to contain the Frequently Asked Questions documents (www.sflsoccer.org/faq.htm). The following documents have been posted to this page.

- General SFL Operations
- Email Problems With Verizon Email Addresses – If you have a Verizon Email address, you should read this document so that you will be assured of receiving Email from the SFL.
- Guide to Referees – Highlights the unique SFL rules that apply to referees.
- Regular Season Scheduling – Discusses how the SFL develops its regular season schedules and how teams reschedule regular season games. Several topics in this document may be useful to your registration activities.
- Reporting Game Results – Discusses issues relating to game reports and provides examples of how to submit game reports for a variety of situations.
- Rosters – Discusses issues relating to rosters, including the Master Player Roster, and provides examples for how to handle various roster issues that may arise on the field.
- Spread Sheet for Regular Season Field Availability – Discusses how to complete the spread sheet used to identify fields and field slots.

- Team Ranking – Discusses how the SFL ranks teams on the web site.
- Tournament – Discusses how the tournament is scheduled and conducted.

While we attempt to the information consistent in these documents with the rules, sometimes through unintentional oversight, some inconsistencies may occur. In these cases, the rules are used to resolve any inconsistencies. We would like you to spend some time with these documents and let us know what other topics should be included and questions that you would like included on these or any other documents. We would also like your views on how to make these documents more useful.

ELECTRONIC CLUB AND TEAM REGISTRATION

As noted in the registration Email that was sent to the SFL Club Representatives, Field Coordinators with Email, and Referees Coordinators with Email, we are using an electronic process to obtain our registration information. Attached to that Email were four Excel spread sheets.

- The spread sheet named ___CLUB.XLS (e.g., LMCLUB.XLS) contains the information on the club, SFL Club Rep., Age Group Representatives., Referee Coordinator, Field Coordinator, and other individuals that you desire to receive the season package mailings but are not coaches. This spread sheet must be returned by the registration dead line and contain accurate club contact information. Failure to provide accurate information by the deadline subjects your club at best to a penalty. It may also result in none of your teams being registered.
- The spread sheet named ___TEAM.XLS (e.g., LMTEAM.XLS) contains the information on teams and team contacts for your teams. Only the teams contained on this list that are received by the registration dead line will be considered registered. Any additions made after this date will be put on a waiting list and (1) may not be scheduled or (2) scheduled with other teams on the waiting list which means that they may be playing with teams that are not in their geographical location. It is not important to have accurate team contact information by the registration dead line. Therefore, you may use the existing team contact information as a place holder for that team even if you know that a change will be made but have not yet identified the new contact. The team contact information can be changed at a later date as discussed elsewhere in this letter. The registration process document contained in this package includes more information on this process.
- The spread sheet named ___FIELD.XLS (e.g., LMFIELD.XLS) is used to provide the field information that should be used for scheduling your teams. This spread sheet must also contain accurate information by the registration deadline. This spread sheet is only used for the regular season scheduling efforts. The spread sheets that contain the field information for makeup games is not due until requested by the SFL which is well after the season starts.
- The spread sheet named ___FIELDADD.XLS (e.g., LMFIELDADD.XLS) is used to obtain the street address for each field. We would like this information by the start of the season. The only fields shown on this listing are those with missing addresses. If we have all the addresses for the fields used by your club, then we did not attach a spread sheet requesting this information.

- The spread sheet named ____TOURFLD.XLS (e.g., LMTOURFLD.XLS) is used to obtain tournament fields that can be supported by the club. This spread sheet is due on April 1.

The Master Player Roster should be download directly from the web site. It can be found on the SFL Forms page (www.sflsoccer.org/sflforms.htm). Please use this form rather than the form you used last season. We noticed that some of the forms used last season were versions used in past seasons and did not have the edits that the current form has in it.

We have included explanations on each of the spread sheets to help clarify the data that is needed and welcome any suggestions that would improve their usefulness to you. Although these sheets contain the information from last season and you may change the data to reflect your changes. However, **PLEASE DO NOT CHANGE THE ORDER OF THE COLUMNS IN THESE SPREADSHEETS.**

If you would like a blank form, all 6 forms can be obtained from our web site under SFL Forms. The following contains specific information relating to these spread sheets.

Special Note: If you are an AOL user, you will need to save your changes under a different file name before you send them back to us. In the past, for some reason, AOL does not pick up the revised file.

Club and Team Contact Information

We realize that if an individual is both a coach and a club official, that their name will appear on the club and team spreadsheets. We also recognize that the same individual may appear more than once on either one or both of these spreadsheets. This is okay. When the data base is loaded with this information, it eliminates the duplicates. However, it is critical, that the names be shown on both spreadsheets so that the data base knows of the duplicate roles that an individual may hold. The following are the rules that govern these “duplicates”:

- If a person is coaching more than one team in different age groups, then make sure that the same standard team name is used for both teams. For example, if a person in McLean is coaching an Under 14 Boys team and an Under 16 Girls team, then the standard team name for both teams should be the same, e.g., McLean 1.
- If a person is coaching more than one team in the same age group, then make sure that you tell us this in an Email so we can make sure that we correctly process the information. Normally we have no more than one or two people that meet this condition.
- If a person holds more than one club role, then duplicate the name information for each role. For example, if the same individual is the SFL Club Representative and Under 12 Boys Club Representative, then the name information will be repeated for each role. If this person is also a coach, then the name information will be duplicated on the ____TEAM.XLS spreadsheet.

Each club is required to provide/confirm the name, address, and phone information for the Club, SFL Club Representative, Age Group Representative for each age group that is entered in the SFL. In addition, the Referee Coordinator, and Field Coordinator for the club must also be provided/confirmed. Only one name may be shown for each of these roles. If other individuals should also receive our normal mailings for these individuals, then they should be shown as "Other". For example, some clubs have more than one person who handles field assignments. The primary person should be shown under the "Field" role and secondary person should be shown under "Other". An easy way to ensure that all the field people get any Emails relating to fields, is to include their Email address with the one provided to the individual shown as the Field Coordinator (the same applies to the Referee Coordinator). SFL Club Representatives automatically get a copy of these Emails.

Field Spread Sheets

Three field spread sheets are provided. The primary field spread sheet, ____FIELD.XLS (e.g., LMFIELD.XLS), contains the information we use to schedule games on your fields. We realize that it is somewhat complicated. Hopefully, the following will make it a little easier to understand:

- **Field Name** – The name of the game field, e.g., Baron Cameron 1, Baron Cameron 2, etc.
- **First Time Slot (Saturday)** – The first game time available on that field when that field is normally used for Saturday games, e.g, 8:30, 1:00 PM, etc.. Games will not be scheduled before 8:30 AM and the first time slot should normally be 9:00 or later.
- **Games Must End By (Saturday)** – If the field is not available the entire day, then the time that the last game must end, e.g., 3:00 PM. If the game field is available the entire day, then enter 6:00 PM. (Do not worry, we will not schedule games after dark.)
- **First Time Slot (Sunday)** – The first game time available on that field when that field is normally used for Sunday games, e.g, 1:00 PM, etc.. Games will not be scheduled before 12:30 PM and the first time slot should normally be 1:00 PM or later. If the field is not normally used for Sunday games, i.e., only used for makeups, then use the defaults shown or leave the times blank. In other words, if your club normally plays its regular season home games on Saturday, then use the default values or make the fields blank. Another spread sheet is used to capture the Sunday makeup game slots and the makeup slot information is not due until requested by the SFL.
- **Games Must End By (Sunday)** – If the field is not available the entire day, then the time that the last game must end, e.g., 3:00 PM. If the game field is available the entire day, then enter 6:00 PM. (Do not worry, we will not schedule games after dark.)
- **Time slot minutes – Under 14 and Below** – The number of minutes that should be used for games played by the Under 14s and Below. (It is okay to make these consistent with the Under 16s and 19s.)

- Time slot minutes – Under 16 and Under 19 – The number of minutes that should be used for games played by the Under 16s and Under 19s. (It is okay to make these consistent with the Under 14s).
- Game Schedule Order – The order that should be used to schedule games on a field, e.g., Under 19 Boys, then Under 14 Boys, then Under 14 Girls, etc. A value should be entered even if a given age group does not play on the field. Leaving the default value is okay and will provide your desired results even if it is a lower number. For example, if a field is only used for Under 16 Boys and Under 19 Boys, using the default values is fine and will provide your desired result since the Under 16 Boys have a lower number than the other Under 19 Boys. On the other hand, if you want the Under 19 Boys scheduled first, simply swapping the default values will also ensure that the Under 19 Boys are scheduled before the Under 16 Boys even though other age groups with lower numbers are shown on the form.

The second spread sheet, ____FIELDADD.XLS (e.g., LMFIELDADD.XLS, is used to provide the street addresses for your fields where we do not have addresses. Fields with addresses are omitted from this spread sheet. If you want to check and make sure that we are using the correct address, then you may go to the web site and check the address on the fields page (www.sflsoccer.org/field.htm). We would like this spread sheet returned by the start of the season.

Finally, the tournament spread sheet, ____TOURFLD.XLS (e.g., LMTOURFLD.XLS, is used to capture the tournament fields that can be supported by your club. The Process Used to Determine the Tournament Size and Teams Eligible to Be Considered for the Tournament document contained in this package provides additional information concerning this spread sheet. This spread sheet is due on September 1.

AGE GROUP DIVISIONS

Last season the assignment of teams to divisions worked better. However, some confusion still existed. The following is the guidance that should be used in assigning teams to divisions. If you have questions, then contact the applicable SFL Age Group Commissioner. The names, phone numbers, and Email addresses are in the draft rules that are attached to this letter. **A special requirement pertains to assigning teams to division 2 in the Under 12 and Under 14 age groups.**

Under 12 Game Format

Please remember that all Under 12 teams will be playing 8 v 8 regardless of division.

Divisions for Under 12s and Under 14s

Using the information for the Spring 2008 season, we have automatically moved the division 1 teams to the next age group, (i.e., Under 12s to Under 14s and Under 14s to Under 16s) and division 2 teams to division 1 since this is what happens to the majority of the teams. You are free to adjust these divisions and age groups based on the actual content of the teams. For example, a Spring Under 14 division 1

team maybe returning in the fall as an Under 14 division 1 team because the coach did not move up and all the players meet the age requirements for Under 14.

Division 1 is for the better teams who meet the division 2 age criteria and those with players at the top end of the age group (Under 12 or Under 14). Therefore, if you have a younger team (Under 11 or Under 13) which is very good, then you should move them to division 1 rather than place/leave them in division 2. **(SKILL LEVEL DOES NOT AFFECT THE PLACEMENT OF TEAMS WITH PLAYERS THAT MEET THE DIVISION 1 AGE CRITERIA.)** The goal of the SFL is to have competitive soccer rather than to see who can win by the biggest margin and a number of clubs follow the practice of moving a team up a division. Division 2 is for teams whose players are at the bottom end of the age group (Under 11 or Under 13). If you have any questions on what division applies to a given player, then the necessary information is contained on our Web Site under Age Group Calculator (<http://www.sflsoccer.org/agegrp.htm>). We also have an Age Group Calculator on that web page that you can use to determine the age group for a given player. You may ask the appropriate SFL Age Group Commissioner for a waiver from these age requirements **BEFORE** the season begins. Any waiver requests should be submitted soon as possible. However, do not assume that a waiver will be granted.

The following are the guidelines that have been used in prior seasons by the SFL Age Group Commissioners:

- Players must play in the age group dictated by their birthday unless medical reasons dictate otherwise. For example, a player meeting the Under 14 age criteria cannot play in the Under 12 age group even if that person missed the Under 12 birth date cutoff by one day. If you believe that person should be placed in a younger age group because of medical reasons, then you need to review the rules very carefully since they outline the procedures that will be used to evaluate such requests. These include having a statement from a doctor and a formal club board recommendation that such a waiver should be granted.
- Players meeting the division 1 age criteria are generally not allowed to play on division 2 teams for a given age group. The SFL Age Group Commissioners have made exceptions when it makes sense and should not affect the team's competitive abilities. For example, in the Under 12s, the SFL Age Group Commissioners have allowed one or two players who meet the division 1 age criteria to play on division 2 teams. However, if a team has 4 or 5 such players, then the team is moved to division 1. Please remember that a number of division 1 teams contain a mixture of Under 11s/12s or Under 13s/14s. **Any players meeting the division 1 age criteria that the club desires to be placed on a division 2 team must (1) be approved by August 15 by the appropriate SFL Age Group Commissioner and (2) must appear on the proper team's initial division 2 roster that is required to be filed by the team registration by those dates.**

Under 16 and Under 19 Age Groups

The divisions for Under 16 Boys, Under 16 Girls, and Under 19 Boys are based on skill level with the better teams placed in division 1. The Under 16 Boys, Under 16 Girls, and Under 19 Boys SFL Age

Group Commissioners reviewed the results from the fall season and made adjustments to the spring division assignments based on how a team did in the fall. A club may move any team from division 2 to division 1. However, a change from division 1 to division 2 must be approved by the applicable SFL Age Group Commissioner. Basically, the Under 16 Boys, Under 16 Girls, and Under 19 Boys are expected to have the about same number of teams in each division. We do not have a sufficient number of teams to break the Under 19 Girls into divisions.

MASTER PLAYER ROSTER

As noted in the registration process document, **the SFL Club Representative must submit a preliminary Master Player Roster (SFL Form 4E) to the SFL (sfl@sflsoccer.org) March 15. This roster is not required to contain the uniform numbers of the players.** The purpose of this requirement is to help ensure that (1) an adequate number of players have been registered to support the teams registered by the SFL and (2) the teams are scheduled in the proper age groups and, in the case of the Under 12s and 14s, division. In the past, clubs have “guessed” on the breakout of their teams and then found that they did not have enough players to support the teams registered to the Under 12 and Under 14 teams that were registered as division 2 teams. Roster data may no longer be submitted to the SFL using SFL Form 2e or substitute roster forms, though these forms are still used for the individual team rosters provided to coaches. More importantly, the Master Player roster simplifies the roster submission process since it is submitted to the SFL (sfl@sflsoccer.org) on three dates – March 15, April 15, and April 30 if any changes were made after April 15. This replaces the former requirement of providing team rosters to the applicable SFL Age Group Commissioners directly and providing them whenever changes were made. The Master Player Roster can be downloaded from the SFL Forms page (www.sflsoccer.org/sflforms.htm).

Notes: We made some changes to the form used last season to improve the data integrity features. Please use the new form. If you want to use the information contained in last season’s form, then you can cut and paste the values from the old form to the new form. **IF YOU HAVE ANY QUESTIONS ON HOW TO ONLY PASTE THE VALUES, THEN LET US KNOW.**

If you see red cells in your completed form, then an error has been made. These errors must be corrected before the form is submitted to the SFL. If you have any questions on why an error is being shown, then send us an Email.

The Master Player Roster requires the following information for each player – age group, division, team name, uniform number, name, and birth date. The SFL recognizes during the team registration process, reliable information is not normally available for (1) the player’s uniform number and (2) the actual team assignment for a given player. Therefore, (1) **uniform numbers are not required on the August 15 submissions** and (2) clubs may use “artificial” team assignments for the Master Rosters provided on August 15. For example, assume a club has 45 Under 14 Boys players and wants to register two (2) division 1 teams and one (1) division 2 team. The club may list the players eligible for the division 2 team as those assigned to the division 2 team and then split the remaining players between the division 1 teams by simply listing the names in alphabetical or some other order. It is recognized that these team assignments may not reflect the actual team assignments, e.g., some of the players shown on the division

2 team in the example above may be actually assigned to a division 1 team and players shown on one division 1 team may be actually assigned to the other division 1 team.

Although uniform numbers are not required on the Master Player Rosters provided on August 15, uniform numbers are required for subsequent roster submissions after August 31 for the spring season. Please remember that if a club does not provide the Master Player Roster by August 15, then the teams registered prior to that date will not be scheduled and will be considered dropped for registration fee purposes. Furthermore, if the number of players shown on the Master Player Roster is considered by the SFL Administrator to be inadequate to support the number of registered teams, then the SFL Administrator will work with the applicable SFL Age Group Commissioners to determine the number of teams that can be supported, and the remaining teams will be moved to the waiting list. The registration process document contained in this package has additional information about this subject including the fees associated with failing to follow these requirements.

RULE CHANGES

Based on a review of the suggestions received and operations of last season, the SFL Commissioners are not recommending any rule changes for this season. However, we have some topics that we would like to discuss as follows:

- A suggestion was made to automatically assign a forfeit to a team that shows up at a tournament game without an approved roster.
- Whether we should retain the 80 percent of scheduled games played to determine whether the tournament should be played.

SUBSTITUTE ROSTERS

All requests for approval of substitute roster forms must be received by the SFL prior to August 25. All substitute rosters must (1) be signed by the SFL Club Representative or Club Registrar, (2) contain all certifications on the standard SFL Team Roster forms (SFL-2E), and (3) contain a statement that the substitute form has been approved by the SFL. Approvals of substitute forms are only good for one season, i.e., clubs must submit a request each season even if the form has not changed and the SFL approved the form the previous season. You may use your fall season roster as an example for this submission.

SFL TOURNAMENT

The goal of the SFL is to have each team play 8 to 9 games and to play competitive matches. However, we only have 8 or 9 weekends. Another problem is that we do not know the strength of a given team which makes ensuring competitive games difficult. Because of these two problems, we adopted an end of season tournament. Last season we adopted a revised tournament scheduling process that worked exceptionally well. We have included the Process Used to Determine the Tournament Size and Teams Eligible to Be Considered for the Tournament procedures in this package.

The end of season tournament is not a traditional tournament at all. Rather, it is an opportunity to play at least 1, and in some cases 3, game(s) against teams with similar records. (At least 50 percent of the teams play at least 2 games.) It also accomplishes our goal of having each team scheduled to play 8 or 9 games this season. The way its works is that we schedule 7 or 8 regular season games depending on the season and use the results of the first 5 or 6 games to determine how the tournament games are scheduled. In other words, if a team loses its first 5 games, it will play in the tournament against other teams that have either lost all of their games or at most won 1 game during the same time period. History has shown that the division groupings are usually very competitive. You may want to check out our web site for the results of last season's tournament games.

In order to ensure that a given club does not incur an unreasonable expense in hosting a tournament site for officials, we reimburse the club for the officials provided based on the number of games covered and the age group. These rates are also set at the preseason meeting and come from the registration fees.

A club that hosts about one tournament game for each team registered will receive a reimbursement for officials that is about equal to the amount of the registration fee that will be used to pay tournament officials. In effect, it is a wash and, based on this season's estimate, the club would receive all but \$85 to \$90 for each team back from the amount of the payment it made to the SFL. The math is somewhat complicated since we have round robin and single elimination tournament divisions. However, we can provide this upon request.

The reason that we collect the fees up front is because very rarely does a club provide the exact number of officials to cover its share of the referee expenses due to a variety of issues. For example, the actual mix of teams on a given club's fields may not be consistent with the number of teams registered and some clubs may provide more fields and officials than they are required to by the formula. The Process Used to Determine the Tournament Size and Teams Eligible to Be Considered for the Tournament, is included in this package and provides additional information on how we determine what teams are allowed to play in the tournament. Please remember the September 1 deadline for providing your tournament field and referee commitment information.

The proposed per game tournament reimbursement rates for the current season are as follows:

- Under 12 (8 v 8) – \$40
- Under 14 – \$95
- Under 16/19 – \$125

These are the same fees that were paid last season. We want to establish rates that fairly compensate the officials for their time and attract the quality and number of officials that we need. If these rates are inadequate to reimburse your club for their officiating costs, please let us know the amounts that are adequate to cover your costs.

PROPOSED BUDGET

The SFL designs its budget to recover its costs and this season the SFL has maintained the registration fee structure that was adopted last season ago. Each season, the SFL Commissioners review the revenues and expenditures and decide whether a refund is warranted when expenses do not meet the revenues or whether the fees need to be adjusted. As you may recall, a number of tournament games were cancelled last season because of the weather. This caused the SFL's expenses to be significantly reduced. In determining the refunds that should be provided this season, the SFL Commissioners took the number of games cancelled by age group into consideration. For example, the Under 19 Boys played 27 of the 30 tournament games scheduled while the Under 12 Boys only played 3 of their 69 scheduled tournament games. Based on the actual expenses incurred for the Fall 2009 season, the SFL Commissioners have decided to refund the following for each team registered in the Fall season.

- Under 12 Boys – \$100 per team
- Under 12 Girls – \$100 per team
- Under 14 Boys – \$140 per team
- Under 14 Girls – \$120 per team
- Under 16 Boys – \$100 per team
- Under 16 Girls – \$70 per team
- Under 19 Boys – \$50 per team
- Under 19 Girls – \$100 per team

The SFL Commissioners will continue to monitor the revenues and costs and ensure that the fees assessed to the clubs are fair to the clubs and the SFL.

MAILING PROCESS

We perform three mailings each season – preseason mailing (this package), season package, and a tournament package. Two of these mailings (preseason and tournament) lend themselves to standard packages which can be totally handled by our contractor. Although the regular season mailing contains a number of standard items, several items are unique to each recipient, e.g., team schedules for coaches and confirmation cards. Therefore, we have adopted the approach of using the contractor to print and mail the standard items for the season package and we will mail the unique items to each recipient. Basically, each person will receive a short letter from us explaining the dual mailing process and their confirmation card. Coaches will also receive their game schedule along with the field directions for their games. Our web site (www.sflsoccer.org) also presents individual team schedules with field directions. These web pages are similar to the schedule that will be mailed to the coaches.

PRIVACY STATEMENT

We have posted a privacy statement on our web site (<http://www.sflsoccer.org/privacy.htm>). We would suggest that you review this statement and welcome any comments on now it can be improved.

FIELD DIRECTIONS

Field directions for all fields have been posted to the web site (www.sflsoccer.org/field.htm). Please review the field directions on the web site and make sure that they are still current and the phone numbers for game cancellations (www.sflsoccer.org/weather.htm) are correct. For example, sometimes stop lights have been added or exit numbers changed. As you will note, some of these fields were not used last season, however, we leave them in our data base since fields change from season to season and sometimes makeup games are scheduled on these fields. Therefore, when the Web Site is updated, the current field directions are available to be posted. In addition, if the field that you will be using this season is not on this list, then you will need to provide field directions. The phone numbers for field closings are also posted on the web site (<http://www.sflsoccer.org/weather.htm>) and should also be reviewed.

The SFL is expecting about 500 teams this season. We appreciate the confidence in our program and look forward to working with you this season. In developing the registration procedures, we attempted to maximize the flexibility in the registration and scheduling process that we have enjoyed in past seasons while reducing the impact of late additions and deletions.

If you have any questions or comments, you may call either Chris Martin (703-476-6611) or myself (703-354-1823). You may also Email us at sfl@sflsoccer.org. Thank you for your continued support and I hope to see you at the meeting.

Jim Rodden
Commissioner