

# **MATCH DAY OPERATIONS CHECKLIST**

## **VISITING CLUB**

### **Match Officials**

- \* Ground Marshall visible and accessible on sideline for all matches
- \* Accredited club Touch Judge provided for each match
- \* Recommended that a qualified Club Referee be on standby

### **During the Match**

- \* Three (3) team runners only to enter the Field of Play (FOP)
- \* Coaches, Managers and Reserves behind rope
- \* Sin-binned players must leave the FOP and remain under the direct control of the Ground Marshall for the full 10 minutes
- \* Reserves only to enter FOP after reporting to TJ and referee signals permission

### **Team Manager**

- \* Accurately completes result sheet (incl. sin bins)
- \* Ensures only registered players take the field
- \* Record and submit Rolling Substitution forms to the referee – have a good supply of substitution cards

### **After the Match**

- \* Result sheets collected
- \* Fax in Team Sheet to Administration Officer before Monday
- \* Post White Section of Team Sheet to Admin. Officer before 5 pm Wednesday

### **Be Good Guests**

- \* Do not bring alcohol into your host's ground
- \* Leave your area and change-room tidy and free of rubbish
- \* Accept the hospitality of the Home Club and attend the post-match function