



## Sports Lodge League Policies & Procedures

### Facility Rules:

- **Be nice! Show proper respect to all others. Treat others as you wish to be treated.**
- **NO PARKING on E. 50<sup>th</sup> Terrace.** Parking on the street blocks traffic and also creates a fire hazard. Vehicles parked on the street may be towed at the owner's expense. The lot across the street is graveled and may be used for parking. All parking lots may also be utilized
- Absolutely no field access without field rental
- No participation of any kind in facility without completing and signing facility waiver
- No cleats on basketball courts
- For your safety and to reduce damage to the facility, no kicking, throwing, bouncing balls, or running outside of the field and court area
- No Abusive or threatening language in the facility
- Absolutely no fighting
- Children must be supervised by an adult at all times – no children in bar under 12 without an adult
- No littering – please use trash receptacles
- No outside food or drinks allowed in the facility
- No climbing on nets, video machines, walls, tables, bleachers, or equipment in the facility
- Absolutely no consumption of alcohol prior to participation
- No Smoking in the facility. No Tobacco products on the field.

- No Spitting on the field.
- No Gum on the field.

### **How to Enter a Team into a League:**

- Registration for individuals and teams is done online through [www.kcsportslodge.com](http://www.kcsportslodge.com) . Click on the KC Sports Lodge Logo (says register, schedules and stats below it). This link will take you to a page that list all current leagues and upcoming leagues. Click the registration button next to the league you are wanting to register for and complete all information.
- Register your team
- Upon registering your team the system will generate a roster link that will be sent to you via email. Open the link up and enter your player rosters. When you put a player on your roster you can assign them a payment amount.
- The player will be sent a link that they can open, complete their information, electronically complete waiver of liability, and make the assigned payment.
- Teams may pay in full by one individual or the teams participants may pay individually
- Acceptable forms of payment include: cash, check, Visa, Discover, MasterCard, and American Express
- All teams will be required to submit a league deposit prior to their team being scheduled in the league.
- All teams not paying in full will be required to provide a credit card to be run by the 3<sup>rd</sup> game if balance is not paid in full. Teams will not be allowed to play first game until they have paid in full or have provided a valid credit card.
- The team manager is responsible for ensuring all team fees.
- Teams not paid in full may be sent to collection, have their credit card charged for remaining fees due, and/or removed from the league.
- No refunds or game credits will be given for the following: Forfeited games, inclement weather, stoppage of a game due to player and/or spectator misconduct or injury.

### **League Fees**

- All teams must pay the balance of their league fee as stated on the team contract, which is on the back of the application. Failure to pay as stated may result in your team being dropped from the league. If a team removes itself from a league, all fees paid shall be forfeited and all fees due are still owed. If KC Sports Lodge drops a team from a league, all fees paid shall be forfeited.
  - No refunds or game credits shall be given for the following
    - Forfeited Games
    - Inclement weather
    - Stoppage of game due to player and/or spectator misconduct or injury

### **Player Registration:**

- In order to participate in any way at the KC Sports Lodge, participants must complete a KC Sports Lodge player registration/waiver form. This can be done online when a team captain places you on a roster and forwards a team link to you. All minors must have a legal guardian sign a waiver for them prior to participation.
  - KC Sports Lodge does not currently charge or use player cards
  - Rosters can be randomly checked prior to games by referee
  - Only rostered AND registered players can participate
  - If a player is not rostered or registered and plays in a game it will result in a forfeit. **LEAGUE AND PLAYER INFORMATION**

### **Manager/Player Responsibilities:**

- It is the responsibility of the team manager/coach to be aware of the rules guidelines, policies, and rules of KC Sports Lodge, and to keep his/her team informed.
- It is the responsibility of each player and the player's team manager and/or coach to be aware of the total status of their players' infractions.
- Failure to comply may result in disciplinary measures, which may include suspension of the player/manager/coach and forfeiture of games sanctioned player played in. (This includes use of illegal players – those not registered properly on the team roster)

### **Spectators Responsibilities:**

- Spectators are considered part of a team and as such, offensive behaviors can result in issuing a yellow or red card to the team coach.
- If disruption is considered major, KC Sports Lodge reserves the right to ban the spectator(s), player, coach and/or team from KC Sports Lodge activities.
- Eligible offenses:
  - Foul or abusive language directed at any referees, players, coaches, spectators or employees of KC Sports Lodge.
  - Violent conduct including spitting, threatening or attempting to commit battery (see red card section).
  - Fighting

### **Team Rosters:**

- Team rosters must be turned in and approved by KC Sports Lodge prior to the FIRST LEAGUE GAME – this can be done online through the captain's roster link.
- KC Sports Lodge does not issue player cards. All waivers are kept on file and are valid for one year – can be done online.
  - If waiver on file, please note on roster form
  - KC Sports Lodge has the right to require a new waiver form be collected for each participant for each session of participation.
- Playing with an unrostered player is against the rules. If a team suspects that the team they are playing is playing with an unrostered player, they must inform the referee immediately that they would like to have a roster check. A roster check must be performed while the player is still in the facility. If the game has already ended, formal protest procedures must be followed.

### **Player Participation:**

- Players may only be on one roster in a given division and league unless otherwise permitted in writing by KC Sports Lodge management. Usually only allowed if a team splits their roster to form two teams and this is necessary.
- Approval must be noted on both team rosters.
- High School players are eligible to play on multiple teams within the same division and league, but the player must be officially on the team roster

### **Levels of Competition:**

- KC Sports Lodge reserves the right to make necessary changes within league divisions to ensure an equal level of ability and competition.

## **Team Fees and Policies:**

- KC Sports Lodge will place teams into divisions based upon the information provided in the registration process including COMMENTS section. Any false information can lead to a team forfeiting the season. KC Sports Lodge reserves the right to place teams in ANY division they choose. Teams will not be allowed to move out of divisions in which they are placed. There are NO REFUNDS and NO RESCHEDULING of games in the season. Please read rules regarding rescheduling. KC Sports Lodge is not responsible for forfeits. Teams that have not paid in full by the third game of the season may be sent to collections, have their credit card charged for remaining fees due, and / or be removed from the league.

## **Game Rescheduling & Make Up Games:**

- The KC Sports Lodge will allow each team two scheduling requests prior to schedules being released.
- The team requesting to reschedule a match must first contact the Game Scheduler at KC Sports Lodge one week prior to subject game. The request must be in writing and fee of \$25.00 must be presented to KC Sports Lodge. Game re-schedules less than one week in advance but more than 72 hours in advance will be assessed a \$25 fee in addition to the \$25 re-schedule fee. No games will be rescheduled less than 72 hours prior to game time.
- Requesting team must then contact the opposing team representative to coordinate a reschedule date and time; failure to do so will result in the game being forfeited. Both teams must contact KC Sports Lodge and agree to date and time of game before it will be officially re-scheduled.
- There will be no re-schedules of an already re-scheduled game.

## **Protests**

- Intention to file protest must be supplied in writing immediately following the game. A formal written protest with a \$50 fee (refundable if upheld) must be submitted to KC Sports Lodge within 48 hours after the end of the game. Only a violation of the Laws of the Game, rules or guidelines of the complex as published is matter for protest. Videotape will not be viewed as evidence in a protest. Protests regarding fielding of illegal players must be brought to the attention of the game officials prior to the suspected player(s) leaving the field of play.