

OFFICIATING - BOOKING EXHIBITION GAMES

Exhibition games are booked through the Referee-in-Chief as they are not part of the regular season schedule.

To book an exhibition game please email the following information to the RIC at ryan.matthews@halifaxhawks.ca:

- Game level/ home team
- Visiting Team
- Game Date
- Rink Location
- Start/ end time

You will be sent an confirmation email once the game has been booked and officials/time keepers have been scheduled.

Adding the game to GrayJay – please allow the RIC to add these games to GrayJay so officials can be assigned appropriately/ game alterations can be made if necessary. If a team adds a game, I cannot edit it if required.

<u>Costs</u> – the <u>total cost will be included in the confirmation</u> you receive from me when it is booked, as well as the breakdown for each official. It is the responsibility of someone to pay the officials in cash prior to the game. You can stop into the officials' room with this.

<u>Game sheets</u> – if you are playing a team that you would regularly play as part of CMHF/ MMHL they will be able to upload their team roster to the game (the same process as regular season games). If not, you will need to source a paper game sheet from the Hawks Association. Even if a team uses GrayJay if they are not part of CMHL/ MMHL they will not be able to upload a team roster for the exhibition game.

<u>Timelines</u> – exhibition games typically require a minimum of 5 days' notice to get them scheduled. Requests past this may not be able to get scheduled due to the volume of hockey in HRM/ referee availability.

<u>Cancellations</u> – short notice please call me at 902-293-8906 (same-day). If not send an email -ryan.matthews@halifaxhawks.ca

Always feel free to reach out if you have any questions!

