



# Metro West Force Jersey Management Guidelines

Updated September 2024

## Coaches/Managers:

**All parents/players are to receive a copy of the 2024 MWF Jersey Care Guidelines (see separate document and included at the end of this document)**

Metro Force West provides jerseys for players of the association to wear. These jerseys represent a substantial investment by you, the members. Players are expected to treat their MWF jersey with respect and wear it with pride so others may do so in future years.

- Coaches/Managers will sign out their team jersey sets. Please ensure you receive the jerseys you have signed for. Coaches/Managers will be responsible for issue/collection.
- Once jerseys are handed out and assigned to players for the season, coaches/managers will COMPLETE the Jersey Tracking Form, with player's names and it is recommended to get parent signatures.
- If you need a different size jersey to accommodate any of your players/goalies please email [equipment@metrowestforce.com](mailto:equipment@metrowestforce.com)
- Scan the copy of the completed form and email it to [equipment@metrowestforce.com](mailto:equipment@metrowestforce.com) This must be handed in within 4 weeks of the receipt of jerseys.
- All jerseys and equipment are to be collected at the conclusion of the season (before April 30), jerseys are to be checked and status indicated on the form.
- Only new Metro West Force sublimated name bars can be used on the new sublimated jerseys. Name bars must match jersey colours (U7-U18), managers will receive order information.
- All jerseys must be returned clean and dry, with all name and sponsor bars and letters ('C' or 'A') removed.
- Coaches/managers are to record all returns and provide explanations for missing/damaged jerseys/equipment.
- At the end of the season, coaches/managers will sign in their jerseys in the presence of the equipment manager or another member of the Board/Executive. Jerseys must be returned in numerical order and on hangers in the garment bag.
- Players/families will be responsible for paying the replacement cost for damaged or lost jerseys (\$60.00/jersey).

## Jersey Care Guidelines

- Jerseys are to only be worn during game times. **At no time should assigned league jerseys be worn during practice sessions.**
- Jerseys should be properly cared for. Throwing a jersey in a hockey bag with an exposed skate blade and Velcro can cause damage to the jersey. We strongly recommend the use of a garment bag to protect the jerseys.
- Jerseys should be hung up to dry after wear and never put away wet.
- Regularly wash and hang dry your jerseys, do not put your jerseys in the dryer.
- Team jerseys shall be returned to the Team Manager, they will return the team set to the MWF Equipment Manager at the end of the season during the designated jersey drop-off time.
- Any unused jerseys will be the responsibility of the Head Coach and team manager.
- Additional sizes are available if needed to accommodate your team please reach out to [equipment@metrowestforce.com](mailto:equipment@metrowestforce.com)

### Name Bars, Sponsor Bars, 'C', 'A'

- Players participating in league/competition should wear a name bar
- Only Metro West Force's new name bars will be permitted on the new sublimated jerseys, older styles are not permitted
- Players will require both new home and away name bars (red on red jerseys, white on the white jerseys). Managers will be provided with Team Order info that includes name bar ordering through team sports at Pro Hockey Life.
- Please take care when sewing on name bars/sponsor bars/'C' and 'A's', they should be lightly, single stitched on, never ironed or glued. Name bars cannot cover the "STOP" sign.
- Be very careful when removing the name bars, etc. to avoid damaging the jerseys. Players/families will be responsible for paying the replacement cost for damaged or lost jerseys (\$60.00/jersey).

### Washing instructions

- Machine wash inside out, with like colours
- Do not bleach
- Hang to dry only, do not place in dryer
- Do not iron
- Do not dry clean

### Socks

- For U11 and above, players must wear the newly designed MWF socks (2024). Note, that older-style MWF socks are great practice socks.

Questions? Email: [Equipment@metrowestforce.com](mailto:Equipment@metrowestforce.com)