



Attention all HNIR Players and Team Captains -



IMPORTANT ROSTER INFORMATION

Our goal is to keep scores and stats updated using our new **SportNinja** platform. **However, this is only possible if we have accurate data to work with.** To ensure this, we need accurate rosters with assigned player numbers. Please follow these instructions:

- **Log into SportNinja** and confirm that your team roster in the SportNinja portal is accurate. (Team Captains you can make any jersey / position corrections)
- All players participating this season **must be listed on your roster with an accurate and unique jersey number.** Please correct any discrepancies.
- For a player to appear on your roster, **they must first be registered with the league** and have either a current eligible annual membership or single season registration.
- Any players **not appearing on your roster** or that are showing as an **affiliate** (players who were written in or added at game time to score a game) either have **not registered** or **do not have a valid current membership** to be assigned to your team.
- Any games that are played with unregistered players will be **marked as a forfeit** for the offending team in the standings and statistics. Both team captain and illegal player are subject to suspension and further disciplinary action (Write in Players have 24 hours to update their status with the league)
- **Substitutions are not allowed** for any players except goalies. **Substitute Goalies must be registered for the season or have a current league membership** to be considered a legal substitution.
- For any questions regarding memberships or season registrations, please contact **Gaby@richmondicezone.com.**

GAMEDAY PROCEDURES - For all Players

- **Printed score sheets** will be available at the front counter of each rink until **10 minutes prior to game time.**
- Each player **must stop by the front counter** and **initial their attendance** on the scoresheet and **correct any jersey number** discrepancies.
- Each player **must be listed on the roster with an accurate and unique jersey number** for the game to be scored.
- Any player **arriving late to the game** must **check in with the scorekeeper** upon entering the ice before participating.
- If a **player's name does not appear on the roster**, they are **not currently registered** for your team. Any **write-ins** on the roster will have **24 hours** to contact the league office (**Gaby@richmondicezone.com**) to get officially registered. Illegible write-ins or players that do not appear on the scoresheet **will result in a forfeit and both team captain and ineligible players are subject to suspensions and further disciplinary action.**
- If a player is **not successfully registered for the team that they played on within 24 hours after the game**, they will be considered an **illegal player**, and the game will be **scored as a forfeit.**

CAPTAINS AND PLAYERS ENSURE THAT ALL OF YOUR PLAYERS ARE PROPERLY RECORDED ON SCORESHEET AND REGISTERED TO PREVENT FORFEITS AND SUSPENSIONS

ANY PLAYER WHOSE ACCOUNT IS PAST DUE WILL BE REMOVED FROM ACTIVE ROSTERS AND WILL BE CONSIDERED AN INELIGIBLE PLAYER UNTIL PAYMENT STATUS IS CURRENT