



Scorer's Duties

1. Always arrive at the rink 15 minutes ahead of scheduled game time. Remember your duties as a time keeper can start eight (8) minutes before the scheduled game time!
2. Please be sure the Game sheet is properly filled out and completed with:
 - A. Date, Time, Rink, Division.
 - B. Players' names and numbers.
 - C. All coaches must be listed and the Head Coach must sign the game sheet.
 - D. Be sure **Team Names** are correctly listed on game sheet under Home & Visitor!
 - E. **Take attendance of players**, please make check mark or (X) if present next to player's name.
 - F. Have referees **PRINT** their **Name** and referee **Number** on the game sheet, and you do the same.
3. Please highlight the game in the Scorer's Box for example:
 - A. All suspensions
 - B. Injuries
 - C. Hat tricks
 - D. Playmakers
 - E. Penalty shots
 - F. Incidents, example: no electricity, rink closed, someone else took the ice, which team did not show up for the game!
4. Cross out all (X) blank spaces, **except OFFICIALS BOX** under your name.
5. Across the top of the Game sheet be sure to print the "Winner Beat Loser."
Example **Andover Beat Boston 2-1**.
6. Please print clearly so all three copies are **legible**.
7. **Write only on paper, graffiti will not be tolerated in the scorer's area.**
8. In an Emergency, if you can not make your shift, call your site director, try and have a friend switch a shift with you, or you can call me @ **978-478-5205 (WORK)** and leave a message. Remember you are the one that accepted that date and time frame.
Please do your best to honor your commitment.
9. **NO CELL PHONES, NO HEAD PHONES, NO IPODS** or any other **ELECTRONIC DEVICES** are allowed to be used in the timer's box while you are working except to make an emergency phone call!!!

SAVE THIS FOR FUTURE REFERENCE!