**2019 SUMMARY OF FIELD MARSHAL INSTRUCTIONS**

1. Arrive at your field at least 20 minutes prior to your assigned game. However, if you are field marshalling the *first game of the day*, please arrive one hour prior to the game.

***Field Marshal is to sit on the Team Side of the field.***

1. Make sure the field marshal on duty has checked in the next two teams’ cards and rosters.
2. Receive the book, pinnie, walkie talkie and ball from the previous field marshal. Please make sure you are using an adidas ball, if available.
3. The Age Group Coordinator will alert you if anyone is suspended for that game.
4. Just prior to the game, inform the referees and coaches of the length of the game and let the managers know that it is the responsibility of the winning manager to return the score card to the Tournament Headquarters immediately after the game (if game is tied it is the home team manager’s responsibility).
5. 20 minutes prior to the end of the game, check in the next two teams using their tournament roster and player cards.
6. At the conclusion of the game, complete the Game Report form in duplicate and have the referees and coaches sign it. Leave the white form in the book.
7. **Give the colored copy to the manager of the winning team (or if a tie, to the manager of the home team) to return to the Tournament Headquarters at your site.**
8. Give the ball, book, pinnie and walkie talkie to the next field marshal.
9. Remind everyone to pick up the trash.
10. Please do not leave the field until the next field marshal arrives. Please call the Headquarters to let them know that the next field marshal has not shown up yet. If you are the field marshal for the last game of the day, please make sure all trash is picked up and return book, pinnie, ball and walkie talkie to the Tournament Headquarters.
11. If there is an injury, please call the trainer immediately and fill out an injury report form which can found in the book.
12. Any questions, contact the Age Group Coordinator or Headquarters.

Thank you!

Timing of Games

Age Group Preliminary/Semi-Finals Finals Overtime

U9 – U10 25 minute halves 30 minute halves 2 x 5 minutes

U11 – U14 30 minute halves 30 minute halves 2 x 5 minutes
U15 35 minute halves 40 minute halves 2 x 10 minutes

U16 – U19 40 minute halves No Finals No Overtime