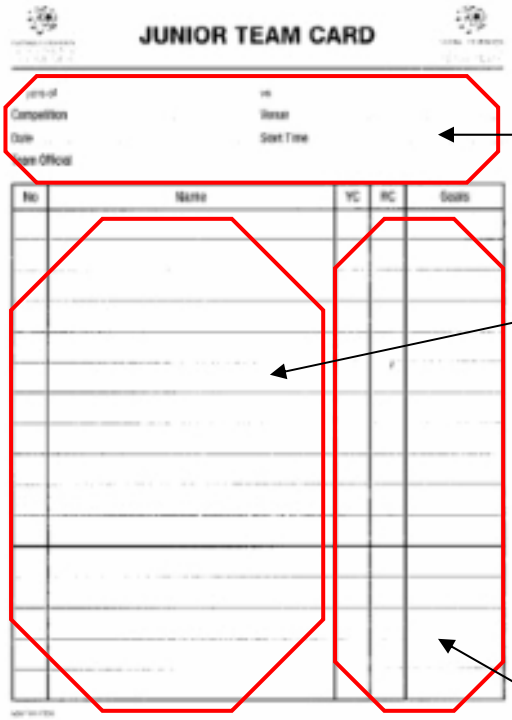
Guide to Completing Team Cards

This is a guide to team officials on how to complete Team Cards for Junior matches (excluding Youth matches that use Team Sheets).

Team Cards are required for all matches - including Rooball and competitive competitions.



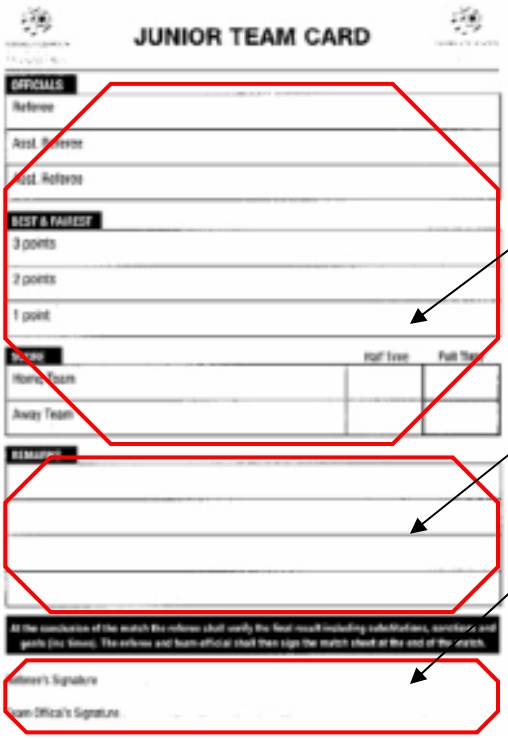
Before the Match

Names of home and of away teams.
Name of competition – e.g. Under 15s
Venue – e.g. Bagot Park
Date and Start time of match
Name of official completing the card

List the shirt number and name of all Players that will participate in the match.
Make sure that the shirt number of the Player is correct on the card. You can change the shirt numbers on the Team Card if required.
For competitive matches the starting 11 players should be listed on the first 11 lines on the card.
Note that you cannot add players to the Team Card after the start of the match.
Before the start of the match give the match card to the referee.

During the Match

In competitive matches only the referee will note goalscorers, cautions and send-offs.
In Rooball matches no goalscorers are to be recorded.



After the Match

Referee will write:

- his name and that of any Assistant Referee(s)
- the names of 'Best and Fairest' players (if required).
- both half time and full time scores.

The Referee or either Team Manager can write any remarks in this area.

Both the Referee and Team Manager should check the score and any cautions/send-offs and then sign the card.

The Referee is then responsible for returning Team Card to the kiosk/canteen.
Where there is no official referee the Team Manager is responsible for returning the Team Card to the kiosk/canteen.

Note: Team Managers are responsible for the correct completion of the Team Card.
Fines can apply to Clubs for incomplete or incorrect information.