

OPERATING PROCEDURES AND POLICIES OF
MID-ATLANTIC WOMEN’S HOCKEY LEAGUE, INCORPORATED
(A/K/A MAWHL, INC.)
A MARYLAND NON-PROFIT NON-STOCK CORPORATION

I PURPOSE

The purpose of the within document is to provide structure, instruction and guidance in the conducting the day-to-day operations of the Mid-Atlantic Women’s Hockey League (heretofore referred to within this document as “MAWHL or “League”).

II. OPERATING PROCEDURES

- A. All efforts shall be taken to follow the official USA Hockey playing rules so as not to complicate, duplicate, and/or lengthen the MAWHL rules. The USA Hockey rule book and Official Guide should always be reviewed before making additions to the Bylaws.
- B. Each Member Team shall be assessed appropriate costs to operate the MAWHL for the entire year, inclusive of all administrative overhead incurred. League fees are due by December 1st. A fine of \$25.00 will be charged to all teams who pay their dues after December 1st but before December 31st. A team not paid by December 31st will not be allowed to participate in playoffs unless the team successfully appeals to the Board of Directors. A Member Team failing to fulfill it’s financial obligation prior to any scheduled meeting shall be deemed not to be a member in good standing and not eligible to cast votes.
- C. The following are individual team financial responsibilities, not covered by the League: ice time costs, referee costs, lodging and travel expenses, USA Hockey dues, and League playoffs.
- D. All teams must have a \$-0- balance with the League treasury prior to the annual meeting of the following season. Any team that has a balance due from the past season(s) will not be allowed to play in games for the current season. Players who leave a team with a outstanding balance to join another MAWHL team may be required to pay a proportion of the outstanding balance. A player who leaves a MAWHL member team with an outstanding debt may be required to satisfy that debt to be on the roster of another MAWHL member team.

III OFF-ICE RULES, REGULATIONS and GUIDELINES

A. PROTESTS

- 1. USA Hockey rules will be followed. Protests are not encouraged, however, conflicts do come up which test League and USA Hockey rules. If a conflict arises in a game, the original scoresheet must show three things
 - a. Description on the back of the original scoresheet.
 - b. The words “Played Under Protest”.
 - c. Proper signature by the coach (es) and referee(s) involved.

2. Only if these three things are complete will the MAWHL Board of Directors contact USA Hockey officials if necessary to settle the problem. If it is a judgment call by the referee, his/her decision will stand.

B. MISCONDUCT

1. In addition to USA Hockey Rule 404C, if a player is issued a game(s) misconduct for the third time in a single season, MAWHL rules that the player is automatically suspended for the remainder of that season.
2. If a misinterpretation of a written rule by the referee constitutes a game misconduct, an appeal can be made via phone to the District Referee-in-Chief of USA Hockey. If the referee's decision is proven wrong, the Referee-in-Chief must call the MAWHL team representative of the next game involving that suspended player and back up the call with a letter to the MAWHL Commissioner.

C. SUSPENSIONS

1. USA Hockey suspension rules will be followed and player suspensions will carry through League playoffs, USA Hockey tournaments, and into the next season if needed. A suspension received in a regularly scheduled MAWHL game, League Playoffs, District Championship, Regionals, or Nationals must be served in the next regularly scheduled League game, League Playoff, District Championship, Regionals, or Nationals.
2. If a member of a team is suspended for a game(s), it is the responsibility of that team's Representative to notify the Team Representatives of those teams involved in upcoming games. The suspended player's name must be listed on the next game's scoresheet with "suspended" written beside it. The suspended player does not have to attend the game to get credit for serving a game suspension.
3. A letter regarding the suspension must be sent by the offending team's Team Representative to the MAWHL Commissioner within 48 hours.

D. FORFEITS

1. Playing a suspended player will result in forfeiture of that game by the offending team.
2. A player cannot play for a MAWHL team until she is officially on the roster for that team. A player can be rostered for only one MAWHL team. A written release is required for a rostered player to switch teams during the playing season. A player may be rostered as a goalie and a forward for two different teams in different divisions as long as they are properly rostered for their abilities at each position.
3. A game may be deemed a forfeit if a team violates Article IV, Section A #10.
4. Any "misunderstandings" as to game times, locations, or dates will result in a forfeit by the team at variance with the master schedule. All schedule changes must be submitted in writing to the Scheduler, Statistician, Commissioner, Vice President, and affected teams. This change should also be sent via e-mail to the group distribution list.
5. In any MAWHL forfeit game situation, if the game involved was played in full and the nonviolating team wins, the game will stand. If, however, the violating team wins or ties, the nonviolating team will receive two points for the win and no individual goals or points will be awarded.

6. If teams are in disagreement to travel or play on the proposed rescheduled time for whatever reason (i.e., threat of impending bad weather, bomb threats, etc.), an immediate call must be made to the Vice President by the refusing team so the Vice President can make a final decision as to whether or not that team has due cause to not play the game. If the Vice President is not available and time is of the essence, the President will make the appropriate decision. The Vice President/President will let both teams know the outcome of his/her decision as soon as possible. If the decision is to play the game, and a team still refuses to play it, then the game will be recorded as a forfeit for the violating team. And the violating team will compensate the home team for costs incurred.
7. A \$450.00 fine will be assessed to any MAWHL team that forfeits a game without good reason (i.e. "No Show"). A phone call to the Commissioner at the time of the forfeit is mandatory. The Commissioner will decide within one week if this fine will be imposed or waived or if any reimbursement should be given. Any difference will go into the League's treasury after reimbursement.
8. If a team refuses to play a rescheduled game after reasonable efforts have been made to reschedule the game as deemed by the Commissioner, the team refusing to reschedule will forfeit the game.
9. A Team may be subject to a forfeit for failure to submit a roster prior to the first game.

E. MISCELLANEOUS RULES

1. Since the master schedule is final, the Team Representative must check its correctness and inform the League officers of any errors, discrepancies, or changes to the master schedule, prior to the start of the season.
2. A schedule change may occur only when two teams concur on an alternate time and date for the game. This change must be submitted in writing to the Statistician, Scheduler, Commissioner, Vice President, and affected teams. This change should also be sent via e-mail to the group distribution list. Conflicts will be arbitrated by the Commissioner.
3. The only acceptable reason for canceling a scheduled game is snow or something equally unpredictable. In either case, the game must be rescheduled. If it cannot be rescheduled, it is a non-played game and neither team receives a point. Should one team be burdened with unforeseen costs due to multiple cancelled games in one season, that team can petition the League Commissioner for financial assistance.
4. No League games are to be scheduled during Thanksgiving Weekend in November or from December 24 to January 1. Game start times should be between 10 a.m. and 9 p.m. Saturdays and 9 a.m. and 6 p.m. Sundays. Start times outside of these parameters shall be agreed upon by all teams within the division and evidence thereof, which may be in the form of emails, surveys, and the like, shall be submitted to the Board of Directors. The Board of Directors shall determine the number of league games to be played and the length of each season.

F. SCORESHEETS

Changes or additions to the game scoresheet must be made before the referees sign the scoresheet with the exception of goals and assists. Goals and assists may be changed after the referees sign with the agreement of both teams.

G. ROSTERS

1. All players and teams must be USA Hockey registered prior to competing in a MAWHL game.
2. The MAWHL has an unlimited roster. This list should include all the players on the team even if it exceeds the 20 player maximum for USA Hockey.
 - a. The League roster must be sent to the Secretary, Statistician, Commissioner, and via email to the group distribution list prior to the first league game.
 - b. Player eligibility will be determined by USA Hockey and their eligibility rules, including but not limited to waived players.
 - c. Goalies may move up a division for any number of games, however they may not move down a division. A skater can play goalie in a lower division and a goalie can play as a skater in a lower division. **Notwithstanding the foregoing, MAWHL specifically permits a B-level goalie to play for a C-level team.**
 - d. Substitute goalies can be declared as subs on multiple teams for up to 3 games for any given team. I.e. if a team needs a substitute goalie in up to 3 games that goalie is permitted to sub (as a goalie) for other teams in the league. If you are going to use a substitute goalie you must inform the MAWHL prior to the start of the game.
 - e. **Member Clubs with multiple teams must have separate rosters for each team, as long as the below are adhered to:**

D level to C level: . No player, unless designated as a crossover player, may be rostered on multiple teams. This excludes players who fall in the category of b. above. Players not designated as crossover players who play in three games in any one division will be classified as rostered in that division from that point forward and will not be eligible to play in any other division games or playoffs for the remainder of the season. Any prior-approved crossover player may play in either or both divisions for which they are eligible.

B level to C level: Any C level team with a B level club team may use any B level players to round out their roster as long as the USA Hockey NCAA rule is applied. Any B level player playing for a C level team must play the requisite number of regular season games in order to be eligible for the C level playoffs.
 - f. The above rule also applies to Senior "D" players who play three games on a "C" team.
 - g. Any exceptions to the above rostering rules must be approved by board vote prior to any given season.
3. **The League will monitor players in each Division to be sure that no one player is dominating. It is expected that players will play in the level suitable to their skill. Players in the D level should be informed by their Team Rep that if they perform above the D level, they will be removed from the league. Open and honest communication between Team Reps regarding such issues is encouraged prior to lodging a formal protest. Concerns shall be initially directed to the Vice President of their Division where that player will be evaluated on a case-by-case basis. The Vice President shall handle or raise the issue to the President and the Commissioner as necessary for appropriate action. If the review is not favorable for the player, that team/player has a right to appeal to the Board of Directors. If a protest is brought regarding this issue in the playoffs, it will be brought to the board of directors, and the board of directors is empowered to take the action(s) it deems necessary, including forfeiting the game for the offending team and awarding wins and/or a championship to the opposition.**

H. GAME SCORESHEET ROSTERS

1. All players who are legally rostered on a team (i.e., rostered with both the League and USA Hockey) can be listed on a game scoresheet. The names of all players shall appear in the same order on all copies of the scoresheet. If a player is not present, then no signature will be made next to her name. At any point in the game when a player arrives she can sign the scoresheet and join the game. The game can be counted for playoff eligibility even if the player arrives in the third period.
2. If a legally rostered player is not listed on a game scoresheet and arrives at a game after the first face off, her name can be added to the game scoresheet and she can play, but her team will incur a 2 minute bench minor penalty, per USA Hockey rule 203.
3. A team determined by the Statistician and confirmed by the Commissioner to be playing a unrostered player will be subject to a \$25.00 fine per player per game, and any game the non-rostered player(s) participated in will be declared a forfeit .

I. HOME AND AWAY TEAM RESPONSIBILITIES

Home Team

1. Schedule two USA Hockey referees, with credentials, for every game.
2. Provide two game pucks in good condition. Provide a minimum of 15 warm-up pucks for the visiting team.
3. Within 24 hours of the game, the home team must complete and electronically submit to the board a MAWHL Game Summary spreadsheet (template to be provided by league statistician). The home team must either mail the original copy of the scoresheet to the league statistician within seven (7) calendar days following the game, or must electronically scan a legible copy of the scoresheet and email it to the statistician in conjunction with transmitting the game summary spreadsheet within 24 hours following the game. If the home team sends a scanned copy to the statistician within 24 hours of the game, the home team's duty to mail an original copy within seven (7) calendar days is waived, and the home team need only mail all original copies to the statistician before the conclusion of the regular season. If the statistician requests from the home team the original copy of the scoresheet, even if the home team has already emailed an electronic copy, the home team must mail to the statistician the original copy within seven (7) calendar days of the date of the statistician's request. If the home team does not scan and email the scoresheet to the statistician when transmitting the game summary spreadsheet within 24 hours of the game, the team must mail the original scoresheet to the statistician within seven (7) calendar days. If, per the above, a team is required to but fails to mail the scoresheet within (7) calendar days, the statistician must assess a \$10.00 fine. The team will be reassessed the \$10.00 fine after fourteen (14) and twenty-one (21) days. If the scoresheet is not mailed within twenty-eight (28) days, the team will be assessed a \$50 fine. The postmark is considered the basis for the date mailed. The statistician will notify the treasurer of imposed fines when such fines are assessed.
4. Supply a timekeeper and scorekeeper.
5. Ensure all necessary MAWHL official documents and correspondence are at the score table (including a USA Hockey rulebook). Mobile or electronic documentation is sufficient.

6. Supply someone (i.e. with skates) to act as a substitute referee in case of scheduled referees not showing.
7. Notify referees of special MAWHL rules.
8. Notify referees of canceled games.
9. The home team will have preference of jersey colors where possible. The visiting team will be responsible for resolving any conflicts with similar jersey colors by providing pinnies, or some other means of distinguishing between the two teams.
10. Responsible for allowing the away .

Away Teams

1. Responsible for allowing the away team ample notice about a game they will be unable to make due to weather conditions.
2. Supply someone (i.e. with skates) to act as a substitute referee in case of scheduled referees not showing (see Article IV, Section A, #9).
3. Wear pinnies over jerseys to solve color conflict.

J. INJURY REPORTING

1. Team reps or other team officials must report/document injuries which occurred during league play to the MAWHL board via an email to the official distribution list within 72 hours of the actual injury or the time in which the team official becomes aware of the injury that results in the player missing a game or games.
2. Any other injuries or medical conditions that had not occurred during league game play must be reported within 72 hours to injury liaison from the team representative or official who became aware of injury.
3. All players must report non-hockey and hockey-related injuries or medical conditions that will affect their MAWHL active participation, and estimated return date if available, at the beginning of the season when the rosters are officially submitted to the MAWHL board.
4. If injury or medical condition occurs after the start of the season, it must be reported through the Team Rep/officials to MAWHL injury liaison as soon as the extent of the injury and its impact on the player's ability to play is known.
5. Team Rep/officials will provide updates on player's status, i.e., injury, injury date, prospective return to play date, to the as needed in order to minimize the need for last minute playoff waiver requests.
6. Players who comply with this procedure will be eligible for playoff waivers, if needed, provided that other MAWHL participation and eligibility requirements have been met (e.g., USA Hockey registration).
7. Team Reps/officials who do not comply with injury waiver jurisdictions will not receive an injury waiver for injured player; thus the player would not be eligible for playoff competition.

8. **Injury Liaison:** The injury liaison is an administrative position appointed by the Board. The injury liaison will document injuries as they are reported, specifically recording information regarding league (B, C, D), team name, injured player name, injury of player, notification date, return date, confirmation date, waiver issued date, and name of Team Rep/official who reported the injury. The injury liaison will be responsible for communication with and updates to higher-level leadership based on medical waiver requests.

K. LEAGUE PLAYOFFS

General

1. The playoff structure and eligibility consideration shall be determined by the Board of Directors prior to the start of the season.
2. The four teams finishing at the top of the regular season League standings in each division will make playoffs, regardless of the placement of the host team. If a team is determined not to be eligible, the next team in line would go to playoffs in their place.
3. One representative from each playoff team must be present at the playoffs to serve as an off-ice official (i.e. scorekeepers, timekeepers, program salesperson).
4. The MAWHL requires that players (including goalies) play a minimum of 50% of the regular season League games to be eligible to play in the playoffs. If you are an approved crossover player (D level to C level), you must meet each Division's eligibility requirements in order to be eligible for that Division's playoffs. Even if a player is added to the scoresheet (legally) in the third period of a game, that game counts towards playoff eligibility. A team that plays an ineligible player in a playoff game will be fined \$50.00 per player and forfeit any title that may have been won. In keeping with USA Hockey, the Board may make an exception for goalies and players in the case of emergency or medical situations.
5. Total Costs for playoff ice time and referees will be equally split between the four teams that make the playoffs. Playoff fees are due from all teams by December 1. Teams that do not make playoffs will receive a rebate. Make checks payable to the Mid-Atlantic Women's Hockey League and mail to the League Treasurer. A fine of \$25.00 will be charged to teams who pay their playoff fees after December 1 but before December 15. If playoff fees are not paid in full by December 15th, the team will not be eligible for playoffs but may appeal in writing to the Board of Directors for review. The playoff fee must be paid before an appeal is considered.
6. Playoff awards (if applicable) are League expenses and should be divided among all the teams in the league and included in the operating costs at the beginning of the season.

Host Team

1. Secure ice and arrange referees for playoffs.
2. Responsible for mailing general playoff information including costs, motels, and schedule of games to the participating teams by February 1.
3. Submit a detailed written explanation of ice time and referee costs for reimbursement by the Treasurer.
4. The host team may present a bill for ice costs associated with playoffs prior to playoffs as required to satisfy contractual obligations to their rink.

Awards

1. The division winner(s) of the playoffs will be awarded the division's traveling plaque to hold for one season as the division's highest achievement. The Board of Directors may award appropriate individual awards deemed within the means of the league budget. The President is responsible for arranging the purchase and engraving of the playoff awards.
2. The following awards will be given annually for each division:
 - a. League High Scorer: Player(s) with the most regular season points. (goals and assists)
 - b. Jen McCaffrey Best Defensive Team: Team with the least goals against in regular season play.
 - c. League Plaque: Winning team of the playoffs.
 - d. First Place Team: The team who finishes first in the regular season standings.
 - e. "The Deutsch Spirit of the League": Award for a player who does not get many penalties, who promotes the league, who plays within the code of ethics of the league, etc. One award may be given per division per year. It is not necessary or required to give one every year. Written nominations are required and should be submitted to the Board of Governor's by February 1. Letters should include the reasons why the player should receive the award.

L. NATIONALS

The Board of Directors will determine within their district the method for choosing the representative(s) to play toward a berth in the National Championship within the guidelines of USA Hockey.

IV. ON-ICE RULES OF PLAY

A. REGULAR SEASON

1. USA HOCKEY RULES WILL STAND, with the following additions and interpretations.
2. Time of Match - The MAWHL waives Rule 637A concerning time of match. This League plays three 15-minute stop time periods with 2-minute period intermissions and a 6-minute beginning warm-up time.
3. Ties - The MAWHL waives Rule 638 concerning tied games. Instead, ties will stand in regular season games and no overtime periods will be played [see Rule 638C (Note)].
4. Running the Clock - In a MAWHL game, running time in the third period will be followed when the game has potential to run over the designated ice time block. When there is not sufficient time to finish a stop-time third period (i.e.: the time remaining in the game equals the ice time remaining), the scorekeeper and the referees will decide to run the clock for the remainder of the game.
5. Penalties - The MAWHL penalty times are as follows:
 - Minor - 2 minutes (2:00)
 - Major - 5 minutes (5:00)
 - Misconduct - 10 minutes (10:00)

6. Mouthguards - The MAWHL waives Rule 304C concerning mandatory mouthguards. Mouthguards in the League are optional.
7. Equipment - Helmets with either a facemask or a plastic face shield are mandatory and must be approved by H.E.C.C. in accordance with Rule 304D. Any balance of equipment will be left to the discretion of the player.
8. Referees - A two referee system will be used according to Rule 501 b. They will be USA Hockey certified with proof of credentials. They will sign the scoresheet following each game and comment on any incident as necessary on the back of the original copy. Without referee's signatures, the scoresheet is not legal.
9. Referee No-Show - In the event that the referees do not show up for the game, USA Hockey Rule 502I and J will be followed. The coaches of the two teams shall either referee themselves or agree on volunteer referees so that the game can be played. If the coaches are unable to agree, they shall appoint a player from each team who shall act as referees. If only one USA Hockey referee shows, he will ref the game on his own. In other words, a scheduled game will be played with some type of referee. Any team not agreeing to play the game will forfeit that game to the non-offending team.
10. Start of Game and Forfeits - The MAWHL additions to Rule 632 "Refusing to start play" are as follows: The game is scheduled to start 6 minutes after the master schedule ice time block begins. An additional five minutes grace will be allowed for either team's benefit in the event they are not prepared. After a total of 11 minutes, the puck shall be dropped. If either of the teams does not have at least four players on the ice at this time, a forfeiture is declared. The non-forfeiting team will receive two points for the win and no individual goals or points will be awarded.

B. LEAGUE PLAYOFFS

1. Section IV, Rules 1 – 10 (except #3 and #4), will be followed during the League playoff games with the following additions and interpretations.
2. Overtime Procedure - If at the end of three regular stop-time periods of play the score is tied, one five minute stop-time overtime period will follow immediately. The team that scores first wins the game (Sudden Death). If at the conclusion of OT the score is still tied, a shoot-out will determine the winner. If at the conclusion of regular play there is not sufficient ice time left to complete an overtime period, the shoot-out will begin immediately and will be the sole determination of the game-winner. If time permits a shoot-out will be held to break a tie in the consolation game. If time does not permit, the winner will be determined by the highest finisher in the League standings.
3. Shoot-Out Procedure - Prior to the beginning of the game, coaches from both teams will submit the names of ten players. The first five players on both lists will alternately shoot on the opposing goaltender in penalty-shot fashion using USA Hockey rules. A coin-flip will determine which team shoots first. One point will be awarded for each goal scored. Once the first set of five players from each team has shot, the score will be tallied. If either team has a high score, that team wins the game. Otherwise, player #6 from both teams will shoot. From this point, if the score is still tied, the 7th player from each team will shoot, etc. If after the 10th round a winner still has not been determined, then the remaining players left on both benches (not listed in the first 10) will shoot until a winner is declared or the lesser of the two rosters is exhausted. At this point where one team's bench has been exhausted, the original lists of 10 players are repeated with the score tallied after each set of two players (one from each team). This continues until a winner is found.

4. Goaltenders - Goaltenders goaltending at the time of the shoot-out are ineligible to shoot. If she is one of the top 10 listed, all numbers behind her on the team move up one notch. Back-up goaltenders may participate in the shooting but only after removing the goaltender's pads.
5. Less than Five Players - The reason for the set of five players in the beginning is to allow the win to be more "teamlike" and not the fault of one player. Obviously if one team has less than five total players, the lesser of the two roster rule applies. The team with the full roster will have the option of shortening their shoot-out list to the number of players of the short team, or of using ten shooters. The short team must go through their entire roster before returning to their number one shooter. The short team is responsible for informing the other team of the former's number of players prior to the start of the game. The team with the full roster must exercise their option before the start of the game, when the shoot-out list is designated on the scoresheet.

C. TIEBREAKERS

1. 1st Tie Breaker: Of the teams that are tied after the regular season games have been played, the team with the most wins in head-to-head competition among the teams with which it is tied will finish highest in the standings.
2. 2nd Tie Breaker: Of the teams that are tied, the team with the highest goals for/against differential in head-to-head competition among the teams with which it is tied will finish highest in the standings.
3. 3rd Tie Breaker: Of the teams that are tied, the team with the best record (most points) against the highest common opponent will finish highest in the standings.
4. 4th Tie Breaker: If time permits, a single elimination round of games amongst the teams tied will be played to determine the standings if and only if it will determine first place or playoff eligibility (team with most overall goals will have the home ice advantage). Otherwise, the team with the highest goal for/against differential in overall division/League play will finish higher in the standings.
5. 5th Tie Breaker: Flip of a coin.

D. SCORESHEET RECORDING

1. PRINT LEGIBLY - Use a ballpoint pen and press when writing so that all four sheets are readable.
2. Scorekeeper is responsible for recording rosters, goal statistics, shots and penalties. Include:
 - a. Home team
 - b. Visiting team
 - c. Division: Senior B, Senior C or Senior D.
 - d. Date.
 - e. Place: Name of rink.
 - f. Officials: Name of referees.
 - g. Line-up for each team home and away

Player:	First initial and last name: Be sure all names are distinguishable.
#:	Number on jersey for this game.
G, A, PTS:	Total goals, assists, and points.
PIM:	Total penalty minutes; including fractions.
	Minor: 2:00 minutes.

Major: 5:00 minutes.
Misconduct: 10:00 minutes.

h. Scoring Record:

TYP: Type of goal as listed below this section. If in doubt, ask referee.
PER: Period in which goal is scored.
TIME: Time into period on clock when referee stopped play.
TEAM: Distinguishable abbreviation to denote the team.
#, SCORE: The goal scorer's jersey number and name.
#, ASSIST: The jersey number and name of assisting players to the goal as given by referee.

i. Penalty Record:

PER: Period in which penalty occurred.
#, PLAYER: The jersey number and name of player receiving the penalty.
TEAM: Distinguishable abbreviation.
MIN: Duration of penalty in minutes and seconds (i.e. 2:00)
OFFENSE: Referee's indication of penalty such as holding, slashing, etc.
TIME: Time into period when play is stopped and player(s) reports to the penalty box.

j. Scoring: Total goals by period and final total for each team.

k. Shots on Goal: Total shots by period and final total for each team.

l. Change in Goaltenders

TEAM: Team substituting its goalie.
PLAYER: Name of substituting goal.
PER: Period of substitution.
TIME: Time in period when substitution is made.
GOALS ALLOWED: Goals scored upon substitution goalie while in goal. If the substitution is made other than at the start of the period, indicate shots for each goalie in goal that period.

m. Statistics Attested To By Signatures: Signatures of both teams' coaches, and of referees, upon review of the scoresheet, must be obtained. Revisions by either team must be approved by the opposing team's coach and by the referees.

n. The second sheet is given to the home team. The third sheet is given to the visiting team.

o. The top sheet (original copy) must be sent promptly by the home team to the League Statistician.

Appendix A

MEMO TO MAWHL REFEREES

Dear Referees:

The following list of rules are shorten versions of MAWHL rules which may differ slightly from the USA Hockey Rulebook. If the entire MAWHL rule description is needed to solve any conflicts, please refer to Article IV of the MAWHL Constitution and By-Laws, which should be at the score table of every game. In general, USA Hockey Rules will stand with the following additions and interpretations:

- A. Time of Match** - This League plays three 15-minute stop-time periods with 2-minute period intermissions and a 6-minute beginning warm-up.
- B. Ties** - Ties will stand in regular season games.
- C. Running the Clock** - When there is not sufficient ice time to finish a stop-time period, (i.e.: the time remaining in the game equals the ice time remaining), the scorekeeper and the referees will decide to run the clock for remainder of the game.
- D. Penalties** - Minor - 2:00 minutes
 Major - 5:00 minutes
 Misconduct - 10:00 minutes
- E. Mouthguards** - Optional.
- F. Equipment** - Helmets with a facemask or a plastic face shield are mandatory and must be approved by H.E.C.C. in accordance with Rule 304D. Any balance of equipment will be left to the discretion of the player.
- G. Body-Checking** - As per USA Hockey, no body checking is allowed.
- H. Referees** - A USA Hockey two-referee system will be used. Both referees must have proof of credentials and must sign the scoresheet. The home team is responsible for notifying referees about canceled games.
- I. Scoresheet Roster** - If a player is found to be listed and signed in on the scoresheet but not dressed for the game, a challenge can be made during the game and a bench minor penalty assessed.
- J. Non-Rostered Players** - If a team is playing a non-League rostered player and a challenge is made during the game, a bench minor penalty is assessed.
- K. Start of Game and Forfeits** - The game is scheduled to start 6 minutes after the ice time slot on the master schedule begins. After an additional 5-minute grace period, the puck shall be dropped. If either team has less than four players on the ice, forfeiture is declared.
- L. Playoffs** - See Article IV, Section B for special overtime and shoot-out procedures.