



## Lineup Form (Game Card) Procedures for Referees

This note is just a friendly reminder about **properly** filling out the Official Lineup Forms (aka Game Cards). As these are **the official record** of each AYSO sanctioned game, it is **very important** that these forms be filled out and used properly by both the coaches who prepare them and the referees who use them. If the cards are not correctly, legibly, and completely filled out, we will be unable to use them.

When you first arrive to the field, ask the coaches for their lineup cards during warm-ups, so you can check it for completeness, and have them make any corrections before game time to avoid any game delays. Ensure that the coach has properly & legibly completed the following (see **red** & **blue** type in front of card sample):

### TOP:

- Region number (NOTE: Santa Monica is Region 20)
- Age Division
- Team number
- Team name
- Uniform colors
- The Coach's full name
- The Assistant Coach's full name

### MIDDLE:

- Every player's name **listed next to their jersey number in numerical order**
- Absent players marked as such with reason for absence

### BOTTOM:

- The date of the game
- The time of the game
- The field on which the game was played

**(see next page for sample cards)**

## The Front of the Card

You are responsible for completing the following (see green type in sample). This duty can be delegated to one of the Assistant Referees but it is the job of the center referee to ensure their accuracy and turn them in at the end of the game.

Place a tally mark (I) for each goal that each player scores in the 1st or 2nd half (as appropriate) after the player's name.

Place an "X" mark in the quarter that each player is NOT playing, and a "G" in the quarter that player is a goalkeeper.

At half time and at the end of the game the bottom of the card is filled out. Be sure the scores are in agreement with the total goals scored by all players on each team.

Official Lineup Form

REGION 20 DIV GUB TEAM 06

TEAM NAME Crows

TEAM COLORS Purple

COACH'S NAME John Doe Sr.

ASSISTANT COACH'S NAME Susie Q.

All team players must be listed in order by Jersey #. If absent, indicate reason.

No.	PRINT PLAYERS NAME	Goals Scored	"Qtrs." Not Played			
			1	2	3	4
2	SMITH, LISA		X			
3	LOPEZ, ANNA	I				X
4	MUIR, JUNE		G			
5	JONES, SUE	II				G
6	LINCOLN, ANNABEL				X	
7	GARCIA, GABRIELLA				G	
8	<del>ADAMS, JANE</del>	OUT OF TOWN				
9	SMASH, DONNA					G
10	SANTOS, MONICA	I				X

\*Indicate: GK - goalkeeper; C - Captain; A - Alternate Captain.  
All players on roster must be listed; indicate reason for absence.

Date: 9-8-2001 Time: 2:00 pm Field: NORTH

Halftime Score: 3-2 In Favor Of: 6- Crows

Final Score: 4-3 Winning Team: 6- Crows

Referee must sign reverse side. Losing Team: 15- Lollipops

### Rules and Regulations

- In case of failure to play scheduled game, the offending team shall lose said game by a score of 1-0.

Division	Each Half, not to exceed	Duration of the Game, not to exceed	Law 2 the Ball
U19	45 Min	90 Min	
U16	40 Min	80 Min	No. 5
U14	35 Min	70 Min	
U12	20 Min	60 Min	
U10	25 Min	50 Min	No. 4
U8	20 Min	40 Min	
U6	20 Min	40 Min	No. 3

- All AYSO games shall be conducted in accordance with FIFA Laws of the Game and decisions of the International Board in effect at the date specified by the Area Director for the Area (approximately the time of team formation for a given season) with the exceptions noted below:
- Halftime periods shall be a minimum of five (5) and a maximum of ten (10) minutes as designated by the referee except for players arriving during the 2<sup>nd</sup> or 3<sup>rd</sup> quarters, who must play at least one "quarter". Such participation is controlled as follows:
  - Approximately midway through the first half, and approximately midway through the second half, the referee halts the game, stops his/her watch and notes on the lineup cards those players substituting. Stoppage is made when the ball is out of play, and prior to the appropriate restart (i.e., throw-in, goal kick, corner kick, kick-off, free kick, penalty kick or dropped ball). Additionally, substitutions may be made at halftime and at the start of any overtime periods.
  - Respective coaches of each team may substitute as many players or none during such interruptions, as long as all players meet the minimum requirements.
  - Players substituting must report to the referee.
- Additional substitution is permitted if authorized by the referee in case of injury. If an injured player is replaced, the injured player may not return until the beginning of the next quarter. Only the injured player is credited with a quarter's play, regardless of the time played.
- The goalkeeper shall not be harassed or interfered with while attempting to put the ball into play.
- It is the duty of referees to protect the goalkeeper against dangerous play.
- Sideline participation is permitted only if it is POSITIVE, and INSTRUCTS or ENCOURAGES players. Sideline participation shall be limited to two coaches from each team and they shall be limited to a coach's area.
- Small-sided games (i.e., seven vs. seven, and fewer) are permitted for all divisions. For these small-sided games, additional deviations from the FIFA Laws are permitted.
- For playoff information, please refer to the appropriate Section/Area Rules & Regulations.
- Coaches and referees are prohibited from using tobacco products and from consuming alcoholic beverages during games or practices or in the immediate vicinity of the soccer field.

### Referee's Report

Conduct of	Excellent	Normal	Poor
Players	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coaches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spectators	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Disciplinary Action Taken: None

Additional Comments: A stray dog ran onto the field, grabbed the game ball, and ran off with it.

Referee's Signature: John Smith John Smith U14B05

Assistant Referee's Signature: Mary Jones Mary Jones U10G13

Assistant Referee's Signature: Susan Doe Susan Doe U12B08

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## The Back of the Card

(see red type in sample).

Mark the checkboxes which indicate the conduct of the players, coaches, and spectators in general.

Note any disciplinary actions which had to be taken against any player, coach, referee, or spectator.

Write any additional comments which you feel may be necessary. (Please limit these to facts, such as 'Player 5 - Gonzalez was injured in the 4th period and did not return.')

The Center Referee's signature along with his/her printed name.

Both Assistant Referee's signatures along with their printed names.