



HOCKEY CALGARY

Game Reschedule Policy

(Pilot for the 2024-25 Season)

Preamble:

Hockey Calgary is introducing this Policy as a pilot for the 2024-25 season to allow teams to reschedule Hockey Calgary Seeding/League games in an effort to be more flexible for teams to attend additional tournaments during the season.

Note: All tournament regulations and limits must be adhered to.

Teams should not be committing to tournaments during the seeding round or regular season until they receive a 'Official Notification of Approval' from Hockey Calgary for their Game Reschedule request.

Eligibility

- All Community Tiered and Minor Female (excl. GHC Fire Teams)

Criteria

- Each team is permitted to request a maximum of one (1) Game Reschedule request.
 - The non-submitting team will still be able to use their 1 request for a different game
- May be used to reschedule during the Seeding Round OR the Regular Season (Interleague games cannot be rescheduled).
 - Exception: No Game Reschedules permitted during Family Day Weekend. Teams must use a Schedule Window.
- Cannot reschedule Esso Minor Hockey Week (including the first game which doubles as a League game) and Adrenalin City Championship Games
- Cannot reschedule a game to a date where either team has a scheduled League, Seeding, EMHW, or Playoff game
- Teams must meet all requirements within this policy.
- Hockey Calgary has final approval for all Game Reschedule requests
- NOTE: Teams who are short players will not be granted a Game Reschedule. These teams must use affiliation to bring their rosters up to an appropriate size; as per Hockey Calgary Rules & Regulations.
- Non-Requesting Team:
 - Will still be able to use their one (1) request at a future game if necessary
 - Must agree to the Game Reschedule request
 - Hockey Calgary may deny a request, at their discretion, if a Non-Requesting team is being impacted more than once by different Requesting teams

Approved Reasons for Requesting

- Teams may ONLY request a game reschedule for the following reasons:
 - Attending a Sanctioned Tournament
 - Team activity that cannot be moved (ex. Team received a 'Suite' to a Flames game)
 - Unforeseen circumstances (as determined by Hockey Calgary)
- Teams may be required to provide proof to support their reason for requesting (ex. Approval of tournament acceptance)
- Not sure if your reason for requesting will be approved? Email lisa.mcgregor@hockeycalgary.com

Fees

- \$150 Non-Refundable Game Reschedule fee
- Teams are responsible for covering the cost of the ice permit for the Rescheduled Game
- All costs pertaining to Game Rescheduling remains the responsibility of the Requesting Team.



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Timing

- A minimum of 14-days' notice is required, prior to the earliest date between the original game and the rescheduled game date.
 - Requests will be denied if the new date for a rescheduled game is less than 14-days from when the Request Form is submitted.
- Seeding Round games must be played during the 'Seeding Round'
 - **NOTE:** Due to ice availability, Teams should not be committing to tournaments during the seeding round until they receive a 'Official Notification of Approval' from Hockey Calgary for their Game Reschedule request.
- Regular Season games must be played during the 'Regular Season'

Ice Requirements

- Requesting teams must secure their own ice permit (and associated ice permit costs) for the rescheduled game.
- Ice permit must be the same length as, or longer than, the original game.
- Ice permit must be at a facility located inside of Hockey Calgary boundaries
- Teams must adhere to the following guidelines rescheduling games:

Age Category	WEEKDAY		WEEKEND	
	Earliest Start	Latest Finish	Earliest Start	Latest Finish
U7	No Weekday Games		7:30 AM	6:30 PM
U9			8:00 AM	8:00 PM
U11	5:30 PM	8:45 PM	8:00 AM	8:45 PM
U13	5:30 PM	9:45 PM	9:00 AM	9:45 PM
U15	6:00 PM	10:15 PM	11:45 AM	10:15 PM
U18	6:45 PM	11:00 PM	3:00 PM	11:00 PM
U21	7:00 PM	11:00 PM	3:00 PM	11:30 PM

Original Ice Time Allocation

- Home Team Requesting Game Reschedule Change:
 - Home Team is responsible for ensuring the ice slot is not burnt, in accordance with their Association's Return Ice Policy.
 - Associations are permitted to have supplemental procedures for instances when the Home Team requests a Game Reschedule change.
 - At the Association's discretion, the Home Requesting Team may have additional ice fees applied due to any 'burned ice'; which would be payable to the Association.
- Away Team Requesting Game Reschedule Change:
 - Home Team uses ice slot as a practice

Procedure and Responsibilities of the Requesting Team

(Failure to adhere to the following responsibilities may result in disciplinary action and/or fines)

- Team Managers MUST:
 - Contact the Non-Requesting team to get approval and to coordinate an alternative date/time
 - Secure the alternative ice time
- After the Team Manager from the Requesting Team has the Non-Requesting Teams' approval and ice is secured, they will submit a 'Game Reschedule Request'
- The requesting Team Manager will need to log into the backend of the Hockey Calgary website using the Team Manager login credentials you received from your Association
- From the Menu Admin bar select TEAM ADMINISTRATION and then GAME SCORESHEETS



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- Here you will see your game schedule posted with a “REQUEST CHANGE” button beside any game that is eligible for a potential game reschedule
- The Team Manager will complete the Game Reschedule Request with all of the new game details and submit
- A Hockey Calgary ‘Request for Approval’ will be sent electronically to the Non-Requesting team
- Once approved by the Non-Requesting team, a ‘Request for Approval’ will be sent to Hockey Calgary
- Once approved by Hockey Calgary, a notification will be sent to the requesting Team Manager to make payment for the game reschedule
- Once the payment has been accepted and the game reschedule completed, a notification will be sent to Central Region Referees’ Committee (CRRC) to update the officials
 - NOTE – the status of the game will remain as pending until payment has been received and the game manually changed in the system.
- After the submission has been approved; an ‘Official Notification of Approval’ will be sent to the following
 - Both Team Managers
 - Association Ice Schedulers
 - League Chair and Governor