

September 12, 2009

To: All U15, U16, U17 and U18 Teams Participating in the Fall 2009 National Championship Series – VA State Cup

Welcome to the 2008/2009 National Championship Series – VA State Cup and best of luck to all teams.

The Seeding Committee, composed of representatives from clubs around the state, met on September 3rd and seeded the top eight teams in each division. The first and second seeds were last year's State Cup Champion and Finalist in that order (provided they entered and maintained roster continuity). The next six seeds in each division were determined by State Cup performance in the 2008/2009 National Championship Series along with league and tournament performance information provided on the application. The placement of all other competitors was determined by random draw on Tuesday, September 8th, 7:30 pm at the State Office in Woodbridge. At that time, the Home/Away designations for those teams not seeded was also determined by random draw.

The Game Plan: Competition begins **Saturday, September 19**. Schedules for each week of the competition will be posted on the VYSA website, accessible from the State Cup page. All Cup schedules for all age groups are tentative. "Tentative" means factors such as weather, field availability, referee availability, and unforeseen contingencies and events can cause game changes. Therefore, do NOT make alternate plans for weekends that you appear to have a "Bye". Be prepared to play any and every Saturday from September 19 through the finals October 31 - November 1, 2009 (with the exception of Columbus Day weekend). Please read the State Cup Rules regarding rain dates.

In the event of significant scheduling issues, Sunday matches can be a possibility, as can weekday evenings. Decisions on any changes are based on the overall impact to the competition, rather than the impact on the individual team, or player.

Semifinals and Finals: The semifinals and finals are scheduled for October 31 - November 1, 2009 and alternate rain dates first available. The semifinal and final games will be played in Richmond at West Creek Park.

Field Selections: Matches are scheduled on the best fields available, but these fields are limited in number and quality. Field surface quality and dimensions vary widely. Multiple Cup matches are scheduled "back to back" on the same field, with the same referee crew. We will do our best to schedule games at your home location, providing your club has given us use of fields. Any team or teams from a club that has not provided fields will be scheduled last with what fields remain after all others have been scheduled

Home / Away vs. Field Selections: The schedule for State Cup matches has many pieces, home area of the State, numbers of game times available on a field, referees available in any given area of the State, distance to travel, etc. The schedule of games, times and locations is at the discretion of the Cup Committee

Rules and Procedures: The Virginia State Championship Rules and Procedures are available on the VYSA web site (<http://www.vysa.com>). **Read them carefully and bring them with you to all matches** in order to have them available for your team and the referees.

THE ROSTER FREEZE DATE FOR EVERY TEAM ENTERED IN CUP IS 12:01 AM SEPTEMBER 17, 2009. That means any changes to your State Cup Roster have to be made and approved by your appointed registrars by this deadline.

Special State Cup Requirements: Please be aware of the following special requirements for State Cup:

- **State Cup Roster:** The State Cup Roster is produced through the VYSA online roster preparation process and is, until frozen, a mirror of your League and Tournament roster. It will be entitled "Virginia State Cup Roster" and will be stamped by your registrar following a review of the audit report that is generated by the same software. This roster will be utilized at all State Cup matches. **You must have this official roster at each State Cup match.**
- **Laminated Player Passes:** Each player pass must be laminated and available at each State Cup game your team plays.
- **Player Eligibility:** **In order to be eligible to participate in State Cup, players must be on your team's roster as of 12:01 am September 17, 2009.** At this point, your roster is "frozen" and no players may be added or transferred until you are eliminated from (or win) the State, Regional or National competition, as appropriate. All changes to a roster that occur after the initial roster is sent with the Cup Application must be reported to the Cup Director. Please see the Cup rules for proper notification. There is now no need to fax a copy to any one. Email the information on the change to Anne Thompson at annetomson@aol.com. The current rostersing system will not allow any changes to the Cup Roster after 12:01 AM on the applicable freeze date. A registrar must still verify your changes. **It is the responsibility of the coach of the team that makes changes to its roster to ensure that the changes are official by the deadline.**
- **Sidelines and Spectators:** For all State Cup matches, both teams and coaches take the same side of the field; spectators will stand on the opposite side between the 18-yard lines. The home team will have choice of which side to take. There will be no exceptions to this rule unless, in the judgment of the referee, it is physically impossible to do this.
- **Substitution:** Please see the rule below. This is a significant change and was instituted beginning in the Fall of 2008. This change makes the VYSA State Cup substitution rules the same as the Regional and National Cup Competition rules.

E. Substitutions

a. Substitutions may be made, with the consent of the referee, at any stoppage of play.

b. For the Under 14 and younger age groups, unlimited substitutions shall be allowed and

c. For all other age groups, a maximum of 7 substitutes for each team shall be allowed in each game during each half and during any overtime play. After leaving the game during a half of play, the substituted player may not reenter the game during the same half of play. After leaving the game during overtime play, the substituted player may not reenter the game.

- **Team Responsibilities:** The **home team POC (Point of Contact – coach or manager)** is to contact the away team POC at least **three (3) days before** the match to confirm game time and location, provide accurate travel directions, and agree on uniform colors. A Team Contact list is available on the VYSA State Cup web page under the heading "State Cup Team Contact Lists" and from your respective Cup Chair.
 - If you are the **home team** and have set up or take down duties please follow the instructions for the field in question. Occoquan Guidelines are on the State Cup File Download web page.
 - The **home team** is responsible for field preparation and set-up (unless otherwise arranged). It is your responsibility to find out specific set up requirements of the "home" field that you are assigned.

- The **home team** is required to have, on-site, a copy of the current *VYSA State Championship Rules and Procedures* and provide it to the referee on request.
- A **Game Report & Stick on Roster** is available on the [State Cup Files for Download page](#) of the VYSA State Cup. This is an EXCEL spreadsheet, and contains instructions on how to prepare the document for both...HOME and AWAY. Home team must prepare game cards, and Away team must provide roster information to the Home team. If done at game time, home team should print the sticker on sticker paper or bring tape or a glue-stick to the field. **Make copies of these forms for future rounds of play.**
- **Boy's games**--After each match, the winning team is responsible for retrieving the completed Game Report Form from the referee. Please put the form in an envelope, put a stamp on it, and mail it to the Boys State Cup Chairman: **Bill Cunningham, 1017 Michaelwood Dr., Virginia Beach, VA 23452.**
- **Girl's games**--In like fashion, the winning team is responsible for retrieving the completed Game Report Form from the referee. Please put the form in an envelope, put a stamp on it, and mail it to the Girls State Cup Chairman: **Cathy Mann, 9502 Yardarm Lane, Burke, VA 22015.**
- **Fax copies and Emailed PDF files are not acceptable. The original game report must be returned to the appropriate Cup Chair in the event of any controversy.**
- The **WINNING team** must notify the Cup Chairman of match results as soon as possible after match completion, **no later than 7:00 p.m. on the day of the match.**
 - **For BOYS TEAMS - Email Bill Cunningham at over50soccer@aol.com or call 757-431-2878.**
 - **FOR GIRSL TEAMS – Email Cathy Mann at cathymann@aol.com or call 703-912-4866.**
 - If you get an answering machine, speak slowly and clearly, and be sure to identify the following items, in order
 - Game Number
 - Age group (U15, U16, U17, or U18 Boys or Girls)
 - Home Team Name & Score
 - Visiting Team Name & Score
 - Final score in Regulation Time, Overtime, or Penalty Kicks (score in penalty kicks, e.g., team A 4 to team B 3)
 - Identify all **EJECTIONS / 'RED'** cards by team name, player name & Jersey #. (Ejection whether red card shown or not; RED card means a player/coach was sent off whether single RED or as a result of a second YELLOW.)

The sooner all match results are reported, the sooner the following round of matches can be scheduled and posted. Everyone will appreciate your cooperation. Be sure to “snail-mail” the actual Game Report Form in addition to the email/phone notification.

Communications: Timely communications can pose significant problems with 226 teams spread across the state.

- **Who** - Cup Officials recognize the Official Team Coach as the authoritative voice of the team. Based on information provided in the On Line Registration process, up to two additional points of contact were identified. Each team has identified a “Primary Point of

Contact”, which will be used for the majority of communications from Cup Officials. Cup Officials do not recognize any other persons, with regard to communications on Cup matters relating to a team. Please tell your parents not to call the Cup Chairs unless they are designated in advance as the contact. **If only the coach was listed on the application, please provide us with another point of contact. Also, it is absolutely necessary to have a cell phone contact for the coach and the primary point of contact.**

- **Email:** Email offers the State Cup and participating teams a quick and immediate approach to our critical communication needs and requirements. **Primary communications will be made via email.** As we have already discovered, there is no single email format that everyone seems to be able to read. In most cases, the information will be sent **in Adobe Acrobat or Microsoft Word or Excel** files. It is the responsibility of team officials to ensure compliance with these formats.
- **Telephone Hotline:** The State Cup Weather Hotline is kept up-to-date, especially on game-day mornings when the weather is threatening. Call **703-(703) 221-4777. IGNORE instructions and RE-ENTER (703) 221-4777 to get the message.** Designate only one person to use this hotline. If every parent (*226 x 18 parents is approximately 4000 people*) is calling in to check, this will delay the update of new information to the hotline.
- **Website:** VYSA maintains an Internet website which provides schedules, game results, forms and other information. The State Cup pages contain current, up-to-date information. The VYSA web address is <http://www.vysa.com>. The web page for State Cup will also contain current information on each game day field closings, delays, etc.

If you have any questions, please do not hesitate to call or email. Good luck and have a great Cup.

Bill Cunningham
Virginia Boys State Cup Chairman
over50soccer@aol.com
757-431-2878 Home
757-615-5223 Cell – to be used with great discretion

Cathy Mann
Virginia Girls State Cup Chairman
cathymann@aol.com
703-912-4866 Home
703-447-0139 Cell

2009-2010 Information Available on VYSA Web Page:
Under RELATED LINKS –

- **Virginia State Championship Rules and Procedures**
- **State Cup Committee Contact Information**
- **State Cup Team Contact Lists**
- **State Cup Files for Download**
 - **Game Day Report & Stick on Roster**
 - **Occoquan Set-Up/Take Down Procedures & Park Pass**
 - **Welcome Letter**
- **Game Day Information**
- **Field Directions**