



September 11, 2011

Welcome to the 2011-2012 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 7th at the State Office in Fredericksburg to seed the 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 the case of U18 Girls – 2 seeds) in each division were determined by State Cup performance in the 2010-2011 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 following the seeding meeting. At that same time, the Home/Away designation for those teams not seeded was also determined by random draw.

The Game Plan: Competition begins **Saturday, September 17th**. Schedules for each week of the competition will be posted on the VYSA website, accessible from the State Cup page. All Cup games are scheduled for all age groups taking into consideration such factors as weather, field availability, referee availability, and any of these factors can cause game changes. Therefore, do NOT make alternate plans for upcoming weekends where you appear to have a "Bye". Be prepared to play any and every Saturday from September 17th through the finals October 29th – 30th (with the exception of Columbus Day weekend). Please read the State Cup Rules regarding rain dates.

In the event of significant scheduling issues, Sunday and weekday matches may be a possibility. 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 29th and 30th; alternate rain dates are first available dates.

Field Selections: Matches are scheduled on the best fields available. We have done our best to standardize the size and quality of fields we use for State Cup. We are limited in quantity and quality by the Clubs that provide fields. Many clubs with teams that participate in State Cup do give us their best available fields. We will use these fields first and add additional lesser quality fields only if necessary to complete a State Cup game weekend. 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. 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 15, 2011. 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. 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 **must be available** at each State Cup game your team plays.
- **Laminated Team Official Passes:** Each adult on the team sideline during a State Cup match must have a team official pass or a club pass with their picture and registrar's signature. These passes will be checked by the referee at the time the team checks in. These passes must be available during the game in order for an official to be on the team's sideline
- **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 15, 2011.** At this point, your roster is "frozen" and no players may be added or transferred to your State Cup Roster until you are eliminated from (or win) the State competition. **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.**
- **Team Responsibilities:** The **home team** POC (coach or manager) is responsible for contacting 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".
 - The **home team** is responsible for field preparation and set-up/take down (unless otherwise arranged). It is your responsibility to find out specific set-up/take down requirements of the "home" field that you are assigned. Please double check the listing on the State Cup web site to determine whether there is set-up/take down required at the field you are playing on. A list of fields that require set-up/take down can be found on the VYSA State Cup page under the heading "Field Setup Instructions".
 - The **home team** is required to have, on-site at the field, a copy of the current *VYSA State Championship Rules and Procedures* and provide it to the referee on request.
 - A **Game Report & Game Day Roster** is available on the VYSA State Cup web page under the heading "State Cup Files for Download". This is an EXCEL spreadsheet, and contains instructions on how to prepare the document for both...HOME teams and AWAY teams. Home team must prepare game reports, and Away team must provide the game day roster information to the Home team. Please note that the Game Day roster sticker for State Cup is not the same as the one you use for your league play; it includes additional information. You must use the one from the State Cup file.

- NEW FOR THE FALL!! AUTOMATED SCORE REPORTING! The **WINNING team** must call the game score into the Automated Score Reporting system PRIOR to leaving the field. If you don't have a cell phone, someone on your team does. Directions for calling in the score are found at the bottom of the Game Day Report and included in the Game Day Procedures on the State Cup web page.
- The WINNING team must also call in any RED cards to their appropriate State Cup Chairperson immediately following the match.
- **Boy's games**--After each match, the **winning team** is responsible for retrieving the completed Game Report 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 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 mailed to the appropriate Cup Chair in the event of any controversy.**
- **Game Schedules:** If your team has a scheduling request for the next game date, we must have this information no later than Saturday at 6:00PM before the next Saturday game. This is a one week advance notice. We will begin to schedule each new week on Saturday as soon as all of the scores are called in. If we do not hear from your team by that deadline, we will not be able to consider your request. We will do our best to accommodate coaches with more than one team in State Cup competition. We cannot accommodate more than the head coach and we cannot accommodate league game conflicts. If you need an earlier or later game on a day we will do our best. No one may ask for a weekend off.
- **Communications:** Timely communications can pose significant problems with 200+ 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 with 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 or the VYSA State Office 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.
 - **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.

Anne Thompson
State Cup Director
703-569-0543 Home
703-963-4583 Cell

Bill Cunningham
Virginia Boys State Cup Chairman
kingbillc@gmail.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
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2011-2012 Information Available on VYSA Web Page:

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