

**ARCHDIOCESE OF BALTIMORE SOCCER PROGRAM  
SCHEDULING COMMITTEE  
1626 LOCH NESS ROAD  
TOWSON, MARYLAND 21286**

TO: All Parish Soccer Coordinators

FROM: Charlie Laur

SUBJECT: Score Reporting Sheet

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Each Parish Soccer Program is required to report all non-clinic scores on a weekly basis. In addition, each Parish Soccer Program is required to report the referee count for each non-clinic game.

**Please note that scores must be reported using the enclosed Score Reporting Sheet in order to make the process simpler for the Scheduling Committee.**

It is STRONGLY recommended that, prior to submitting the scores for the first weekend, a "master" Score Reporting Sheet should be prepared in order to insure consistency in the reporting of the information for the entire season.

The League Numbers to be reported in the first column can be found on the team schedules. The Age Group to be reported in the second column should be abbreviated, for example, U10-B or U14-G. If your program has two or more teams in the same league, please also indicate the coach's name for each of these teams in the second column.

In the last column of the Score Reporting Sheet, please indicate the actual number of referees (paid referees only -- do not count volunteers) who worked the games.

The completed Score Reporting Sheet should be forwarded to me by either of the following methods:

- Mailed to the address shown above
- E-mailed to [cfl1946@hotmail.com](mailto:cfl1946@hotmail.com)

The completed Score Reporting Sheet should be submitted by 6:00 P.M. on the Friday following each weekend. PLEASE NOTE THAT FEES MAY BE CHARGED TO ANY PARISH SOCCER PROGRAM THAT DOES NOT REPORT ITS SCORES EACH WEEK ON A TIMELY BASIS.

At the end of the soccer season, we will reconcile the referee fees paid to the ABSP with the referee fees actually charged against each Parish Soccer Program. Excess referee fees paid will create a Credit in the Parish Soccer Program's Referee Fee Account. This Credit can then be applied against the required registration and/or referee fees in the following soccer season.

In order for this reconciliation to be completed accurately, it is mandatory that each program accurately report the number of paid referees at each non-clinic game when you report the scores for your program.

**PLEASE NOTE that any Parish Soccer Program which does not accurately report on a timely basis each week the scores and the number of referees for every non-clinic game may not be eligible for an end-of-season reconciliation or for a Credit for any excess referee fees paid. In this event, the Program's Credit will be forfeited into the ABSP account.**

Thank you for your assistance.