## **STEPS FOR CANCELLING A HOME GAME**

- 1. Please complete and submit the <u>Cancel a HOME Game</u> form.
- 2. Please also send a quick <u>follow-up</u> email to <u>cancel@tcdmha.com</u> to let us know that the form has been completed.

## LAST MINUTE CANCELLATIONS (ie: Inclement Weather/Less than 24 hours)???

Everyone receiving cancelation notifications are volunteers with jobs, and will do their best to process and follow up on last minute cancellations in a timely matter. To help ensure our referees and arena managers are not travelling in inclement weather to a cancelled game, please complete the following additional steps.

1. <u>CALL</u> (not text) Referee Assigners to let them know the game is cancelled

## Cancellations in Keady and Desboro - Rob Kirkconnell - 519-379-1450 Cancellations in Markdale and Tara – Richard Jongkind – 519-379-1861

Also, please call the arena to let them know you will not be coming.

- Desboro (519) 794-3202
- Keady (519) 934-2241
- Tara (519) 934-2041
- Markdale (519) 986-3301

## **RESHCEDULING A GAME**

- 1. Contact the other team and arrange a new date.
- 2. Send an email to <u>cancel@tcdmha.com</u> with the new date and opponent so that we can add the game back to the calendar and OneDB.