

**From:** timmybarron44@gmail.com on behalf of Tim Barron [league-office@hasl.org]  
**Sent:** Tuesday, September 17, 2013 4:47 PM  
**To:** Pete's Soccer Shop; Klaus Staefe; whensley11@comcast.net; Darrell Schmidt; Justin Brown; Merrimack Supervisor; bill.steely@knology.net; Tim Barron; Schurke - Jacob Noffke  
**Subject:** Players Passes for Send-offs (Procedure Change for Refs)

Gentlemen,

With the impending closing of Pete's Soccer Shop in the next week or so, we need to notify all referees that work HASL matches, and women's division matches of a change to the procedure for handling player passes following a send-off.

Effective with this Sunday's matches (9/22) and until further notice, all player passes retained by the referee for a send-off will now be taken to Soccer Central @ Merrimack Park. The park office will have a large envelope noted with "HASL PLAYER PASSES". Within the large envelope will be individual envelopes and a small form for refs to complete with Player Name, Pass ID, Team Name, Referee name, Date of Game and reason for send-off. It will also remind them to send their USSF report to appropriate people at NASOA and HASL. Refs need to complete the form and place it and the pass in the envelope and seal the small envelope and place in Large Envelope. Completion of the form verifies that the referee submitted the card in a timely manner and allows me to hold card until suspension is served. Teams will be allowed to pick up cards once suspension is served and verified by the league.

In order to make sure all referees are aware of this new procedure, HASL would prefer a mass email and a posting on Arbiter as well as the NASOA website. We don't want refs driving over to Pete's only to find it closed.

Thanks for your help with this communication. Feel free to edit appropriately for communication to Refs.

Appreciate all your support of HASL.