

IIAC CONFERENCE INSTRUCTIONS FOR COMPLETING REFEREE GAME REPORT

The purpose of the Referee Game Report is two fold:

1. To authorize payment of the Officials
2. To provide information about the Coaches, Teams and the Institutions.

Follow these steps:

1. Enter Game Date
2. Check Men or Women
3. Check Conference or Non-Conference
4. Print Names of both Teams in space provided
5. Print both Coaches Names
6. Enter final score of game for each team
7. When Rating the Coaches, Teams and the Institution a numerical entry from 5 through 1 must be made. ---- **Do Not write none or N/A etc.**
Example; "Foul and/or Abusive Language" –do not write "none" or "they were great" etc. If this was the case the Teams would deserve a "5" for Outstanding. If you put a 4, 3, 2, 1 for Foul Language, then you need to complete the Caution or Red Card section with a number
8. Remarks: Use this area to identify a problem or to write a compliment.
9. **AT HALF TIME OR AFTER THE GAME:** This is new for 2003 and must be checked Yes or No for each game. If Yes, a separate report, describing in detail what took place and when shall be sent to the Supervisor of Officials within 24 hours. (By Email or Fax)
10. Officials: Complete the entire section.
11. Fill in your name after Referee Signature. Enter the Date. Enter the Game #
Send to the Supervisor within 24 hours after the Game.
12. One copy of the Game Report is provided; please make additional copies for your use.