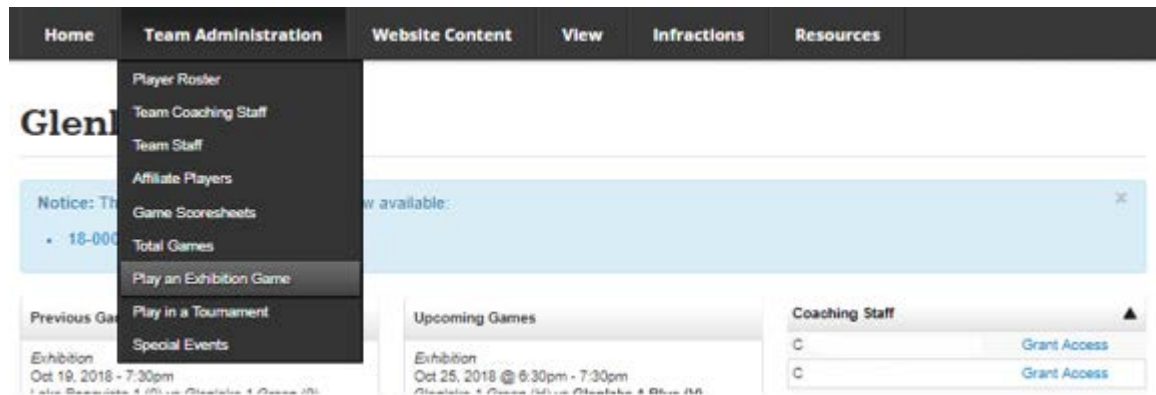


HOW TO REQUEST AN EXHIBITION GAME

Exhibition game between two Calgary teams at a Calgary arena

NOTE: When the exhibition game involves two Calgary teams, only the home team needs to submit a request. Requests for exhibition games being played in a Calgary arena must be submitted at least 48 hours in advance of the start time of the exhibition game. This is to ensure the Referee Assignor has time to find qualified officials for your game.

Go to Team Administration > Play an Exhibition Game:



The following screen will appear:

A screenshot of the 'Play an Exhibition Game' form. The form has a dark grey header with navigation tabs: 'Home', 'Team Administration', 'Website Content', 'View', 'Infractions', and 'Resources'. The main heading is 'Play an Exhibition Game' in a large, bold, dark font. To the right of the heading is a button labeled 'Previous Requests'. Below the heading, there are two tabs: 'Game Details' (active) and 'Review'. The form content includes: a message 'You currently do not have any upcoming exhibition games scheduled.'; a 'Date of Game?' field with a calendar icon; a 'Game Time?' field with a clock icon; a 'Game Length?' dropdown menu with 'Select One...' and a downward arrow; three radio button questions: 'Hockey Calgary Opponent?' (Yes/No), 'Are you hosting?' (Yes/No), and 'Calgary Arena?' (Yes/No); a checkbox for 'I agree that Glenlake 1 Green will honour all Hockey Calgary/Zone 9 commitments.'; and two buttons at the bottom: 'Previous' and 'Next'.

Enter the game details, you will notice boxes with drop down lists appear for you so select your opponent and the arena the game is being played in.

Play an Exhibition Game

Previous Requests

Upcoming Exhibition Games

You currently do not have any upcoming exhibition games scheduled.

Game Details Review

Date of Game?

10/27/2018

Game Time?

1:00 PM

Game Length?

75 Minutes

Hockey Calgary Opponent?

Yes No

Blackfoot Cheifs Pee Wee 1

Are you hosting?

Yes No

Calgary Arena?

Yes No

Flames Community - Blue

How many referees?

2 Refs 3 Refs

I agree that Glenlake 1 Green will honour all Hockey Calgary/Zone 9 commitments.

Previous

Next

By agreeing to honour all Hockey Calgary/Zone 9 commitments, you confirm that your participation in this game will not conflict with a league game already scheduled for your team. If you submit a request for a date during the seeding round or regular season prior to the schedule being published, having an approved exhibition game does not ensure your team will not have a league game scheduled that conflicts with the exhibition game. In the event of a conflict, you will have to cancel your exhibition game.

When the game is being played in a Calgary arena you will also have the option to select 2 or 3 officials. We recommend requesting the number of officials typically assigned for your level of hockey.

Once all information has been entered, click [Next](#).

Review the information carefully! Once you [Submit](#), your request will be sent electronically to the Referee Assignor responsible assigning officials for your game based on either Age Category or Rink location.

Play an Exhibition Game

[Previous Requests](#)

Upcoming Exhibition Games

You currently do not have any upcoming exhibition games scheduled.

[Game Details](#) |
 [Review](#)

Please review all information prior to submitting your request

Who

Team: Glenlake 1 Green
Opponent: Blackfoot Cheifs Pee Wee 1

When

Date: 10/27/2018
Time: 1:00 PM
Duration: 75mins

Where

Are you Hosting? Yes
Arena: Flames Community - Blue
Refs Required: 3

[Previous](#)

[Submit](#)

If you have made an error, click [Previous](#) to make a change. If all the information is correct, click [Submit](#) and the game will appear on your dashboard:

Exhibition Games

All exhibition games must be sanctioned by Hockey Calgary. By submitting this online form, communication will be handled through automatic email notifications to all necessary parties. Once a game is sanctioned, teams will be in compliance with Rule 24(b) of the Hockey Calgary Regulation Handbook. If the request is denied, the Head Coach and manager of teams that proceed without sanction may receive a minimum three game suspension.

[Play an Exhibition Game](#)

Game #	Ref. #	Date	Time	Age Category	League	Team	Opp. Team	Arena	Status	
	RWE3T2	2018-10-27	1:00 pm - 2:15 pm	Pee Wee	Pee Wee 1 South	Glenlake Hawks Pee Wee 1 Green	Blackfoot Cheifs Pee Wee 1	Flames Community - Blue	Pending	View Edit Cancel

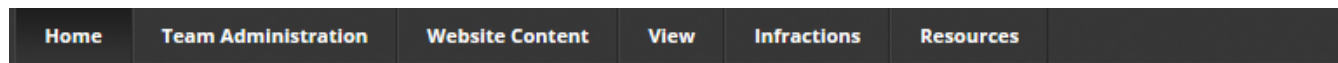
Once the Referee Assignor has officials confirmed for your game they will approve your request and the Status will change from **Pending** to **Approved** and the Coaches and Team Managers from both teams will receive an email confirming the game has been approved along with any specific instructions or conditions from the Referee Assignor.

Exhibition Game against an out of town team at a Calgary arena

NOTE: Requests for exhibition games being played in a Calgary arena must be submitted at least 48 hours in advance of the start time of the exhibition game. This is to ensure the Referee Assignor has time to find qualified officials for your game.

Go to Team Administration > Play an Exhibition Game – you will notice the exhibition game created above is now appearing on the left hand side with the Approved status.

Enter the game details, you will notice a text box appears for you to type in the name of your opponent and boxes with drop down lists appear for you so select your opponent's Branch and the arena the game is being played in.



Play an Exhibition Game

[Previous Requests](#)

Upcoming Exhibition Games

Glenlake 1 Green VS Blackfoot 1
Saturday 27th October 2018
Start time: 1:00pm
Arena: Flames Community - Blue

Approved

Game Details

[Review](#)

Date of Game?

11/03/2018

Game Time?

10:00 AM

Game Length?

90 Minutes

Hockey Calgary Opponent?

Yes No

Chestermere Pee Wee A

Opposing Team Branch

Hockey Alberta

Are you hosting?

Yes No

Calgary Arena?

Yes No

Flames Community - Red

How many referees?

2 Refs 3 Refs

I agree that Glenlake 1 Green will honour all Hockey Calgary/Zone 9 commitments.

[Previous](#)

[Next](#)

As in the example above, by agreeing to honour all Hockey Calgary/Zone 9 commitments, you confirm that your participation in this game will not conflict with a league game already scheduled for your team. If you submit a request for a date during the seeding round or regular season prior to the schedule being published, having an approved exhibition game does not ensure your team will not have a league game scheduled that conflicts with the exhibition game. In the event of a conflict, you will have to cancel your exhibition game.

When the game is being played in a Calgary arena you will also have the option to select 2 or 3 officials. We recommend requesting the number of officials typically assigned for your level of hockey.

Once all information has been entered, click [Next](#).

Review the information carefully! Once you [Submit](#), your request will be sent electronically to the Referee Assignor responsible assigning officials for your game based on either Age Category or Rink location.

Home	Team Administration	Website Content	View	Infractions	Resources
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Play an Exhibition Game

[Previous Requests](#)

Upcoming Exhibition Games

Glenlake 1 Green VS Blackfoot 1
Saturday 27th October 2018
Start time: 1:00pm
Arena: Flames Community - Blue

Approved

[Game Details](#) [Review](#)

Please review all information prior to submitting your request

Who

Team: Glenlake 1 Green
Opponent: Chestermere Pee Wee A

When

Date: 11/03/2018
Time: 10:00 AM
Duration: 90mins

Where

Are you Hosting? Yes
Arena: Flames Community - Red
Refs Required: 3

[Previous](#)

[Submit](#)

If you have made an error, click [Previous](#) to make a change. If all the information is correct, click [Submit](#):

Home	Team Administration	Website Content	View	Infractions	Resources
----------------------	-------------------------------------	---------------------------------	----------------------	-----------------------------	---------------------------

Play an Exhibition Game

[Previous Requests](#)

Upcoming Exhibition Games

Glenlake 1 Green VS Blackfoot 1
Saturday 27th October 2018
Start time: 1:00pm
Arena: Flames Community - Blue

Approved

Thank you. Your exhibition request has been made and has been sent to the "Central Zone Referee's Committee" for approval.

Reference Code: RFHHEV

Once the Referee Assignor has officials confirmed for your game they will approve your request and the Status will change from **Pending** to **Approved** and the Coaches and Team Manager from your team will receive an email confirming the game has been approved along with any specific instructions or conditions from the Referee Assignor.

Teams from outside Calgary may ask for the "Sanction Number", they will need this to request their travel permit – in the above example this would be the Reference Code: RFHHEV. The Reference Code will also be in the subject line of the email you receive once the exhibition game has been approved.

Exhibition Game against an out of town team at an out of town arena

NOTE: Requests for exhibition games being played in an arena outside of Calgary do not have to be submitted 48 hours prior to the start of the game however you will need your travel permit before leaving for your game and this will only be generated once your request has been approved. Although the system will accept your request at any time, we recommend 24 hours in advance to allow time for review by your Age Category Governor.

Go to Team Administration > Play an Exhibition Game – you will notice the exhibition games created above are now appearing on the left hand side with the Approved and Pending status.

Enter the game details, you will notice a text box appears for you to type in the name of your opponent, arena and City and boxes with drop down lists appear for you so select your opponent's Branch, Country and Province/State that the game is being played in.

As in the examples above, by agreeing to honour all Hockey Calgary/Zone 9 commitments, you confirm that your participation in this game will not conflict with a league game already scheduled for your team. If you submit a request for a date during the seeding round or regular season prior to the schedule being published, having an approved exhibition game does not ensure your team will not have a league game scheduled that conflicts with the exhibition game. In the event of a conflict, you will have to cancel your exhibition game.

You also do not have the option to select the number of referees requested – they must be organized through the local referee in chief by either your team or the host team.

Play an Exhibition Game

[Previous Requests](#)

Upcoming Exhibition Games

Glenlake 1 Green VS Blackfoot 1

Saturday 27th October 2018

Start time: 1:00pm

Arena: Flames Community - Blue

Approved

Glenlake Hawks Pee Wee 1 Green VS

Chestermere Pee Wee A

(Hockey Alberta)

Saturday 3rd November 2018

Start time: 10:00am

Arena: Flames Community - Red

Pending**Game Details**[Review](#)

Date of Game?

10/25/2018

Game Time?

8:00 PM

Game Length?

90 Minutes

Hockey Calgary Opponent?

 Yes No

Kelowna Pee Wee A

Opposing Team Branch

BC Hockey

Are you hosting?

 Yes No

Calgary Arena?

 Yes No

Memorial Arena

City

Kelowna

Country

Canada

Province/State

British Columbia

 I agree that Glenlake 1 Green will honour all Hockey Calgary/Zone 9 commitments.[Previous](#)[Next](#)

Once all information has been entered, click [Next](#).

Review the information carefully! Once you [Submit](#), your request will be sent electronically your Age Category Governor for their review.

Play an Exhibition Game

Previous Requests

Upcoming Exhibition Games

Glenlake 1 Green VS Blackfoot 1
Saturday 27th October 2018
Start time: 1:00pm
Arena: Flames Community - Blue

Approved

Glenlake Hawks Pee Wee 1 Green VS
Chestermere Pee Wee A
(Hockey Alberta)
Saturday 3rd November 2018
Start time: 10:00am
Arena: Flames Community - Red

Pending

Game Details Review

Please review all information prior to submitting your request

Warning: Referees will NOT be assigned for your game because you have chosen an arena outside of the Hockey Calgary system. If you have done this by mistake, click the "Previous" button and select a "Calgary Arena."

Who

Team: Glenlake 1 Green
Opponent: Kelowna Pee Wee A

When

Date: 10/25/2018
Time: 8:00 PM
Duration: 90mins

Where

Are you Hosting? No
Arena: Memorial Arena
Kelowna

Previous

Submit

If you have made an error, click [Previous](#) to make a change. If all the information is correct, click [Submit](#) and the following will appear:

Play an Exhibition Game

Previous Requests

Upcoming Exhibition Games

Kelowna Pee Wee A VS Glenlake Hawks
Pee Wee 1 Green
Thursday 25th October 2018
Start time: 8:00pm
Arena: Memorial Arena

Pending

Glenlake 1 Green VS Blackfoot 1

Thank you. Your exhibition request has been made and has been sent to the age category governor for approval.

Reference Code: BJ75TF

Once the Age Category Governor has approved your game the Status will change from **Pending** to **Approved** and the Coaches and Team Manager from your team will receive an email confirming the game has been approved along with any specific instructions or conditions from the Age Category Governor.

For all approved exhibition games being played in arenas outside Calgary, you can print or view your travel permit by selecting the appropriate icon:

Play an Exhibition Game

Previous Requests

Upcoming Exhibition Games

Game Details Review

Kelowna Pee Wee A VS Glenlake 1 Green

Thursday 25th October 2018

Start time: 8:00pm

Arena: Memorial Arena

Approved



Date of Game?

Game Time?

Game Length?

You will also see a notice on your dashboard with a link to your travel permit:

Glenlake 1 Green

Some players are missing jersey numbers. [Click here](#) to update.

Notice: The following Travel Permits are now available:

- 18-00668 - Oct 25, 2018