

FRANKLIN COUNTY PARKS AND RECREATION
YOUTH SPORTS
GAME REQUEST CHANGE POLICY

*Only registered head coaches or registered assistant coaches are allowed to turn in a request for a game to be changed.

*Games will only be changed for school functions or school related reasons. Unforeseen circumstances, such as a death, accident, etc. may be changed upon further review by the Parks and Recreation Staff.

*The game will be rescheduled by Parks and Recreation Staff to fit in somewhere within the current season.

CHECKLIST

All items on this checklist must be completed.

- The registered head coach or registered assistant coach turned in the game change form (2) business days before the change of the game.
- The game change met the criteria for changing the game.
- Verification from school personnel of the event that was being held was turned in with the request for the change. (Only if needed to verify the date of a fieldtrip, concert, etc.)

FRANKLIN COUNTY PARKS AND RECREATION
YOUTH GAME CHANGE REQUEST FORM

Return this form within 2 business days of the game change to occur.

Today's Date: _____

Team Name: _____

Date of Game To Be Changed: _____

Reason For Game To Be Changed: _____

Coach's Signature: _____

Parks and Recreation Staff Comments Only Below!

Date Game Change Form Was Received: _____

Was checklist completed? _____ Circle One Yes or No

Was game change granted? _____ Circle One Yes or No

Date supervisor contacted: _____

Date umpire coordinator contacted: _____

Date concessionaires contacted: _____

Date maintenance contacted: _____

Date opposing team contacted: _____

Staff Signature: _____

Today's Date: _____

Comments: _____