



## Team Manager Responsibilities

Team managers serve as a communication between the City of Austin Athletics and staff to members of their team. Therefore, it is important that all team managers communicate pertinent information submitted from the Athletics Office. We ask that all team managers read each document thoroughly and carefully, and as well as all included attachments.

It is the responsibility of team manager to make sure that:

- All players sign and complete the waiver on site before their 1st game played
- All rosters are updated when new player additions are made.
- Each player participating has received the code of conduct prior to participation
- Each player is aware of the rules, procedures, and player code of conduct put in place by the City of Austin Athletics.
- The athletics office is notified prior to forfeited game, so that arrangements are made
- All rescheduled games, game cancellations, rain outs, and forfeits are relayed to members of the team
- Submitting all written protests to the Athletics Office within 24 hrs. of incident in question.
- All players are in matching colored jerseys. Players who fail to comply will be ruled ineligible to participate.
- That members of their team conduct themselves in a manner within accordance of league rules and Code of Conduct, any member of the team who fails to comply with city rules should be removed from said team.
- Relay/Forward all player suspension documents to member(s) of their team.