**Changing Your Schedule**

One of the most confusing things for managers new to the League is how to modify your schedule. There are tow ways to accomplish this, you can switch or reschedule your game.

1. **Rescheduling games**
* You can reschedule games only if you are the **HOME** team
* Example. Stittsville has a home game October 7 but is in a tournament.
* Stittsville obtains ice from their ice scheduler and offers Kanata a different date.
* After obtaining agreement, Stittsville submits a reschedule request

Old Schedule

|  |  |  |  |
| --- | --- | --- | --- |
| 5 | Oct 07 | Stittsville Rams U10 | Kanata Blazers U10 |

New Schedule

|  |  |  |  |
| --- | --- | --- | --- |
| 5 | Nov 23 | Stittsville Rams U10 | Kanata Blazers U10 |

1. **Switching games**
* You can only request to switch games if you are the **VISITING** team
* Example. Kanata is in a tournament but has an away game @ Stittsville
* Kanata then approaches ALL the other teams and obtains agreement from Cumberland that they can play Stittsville on Oct 7. Cumberland plays Stittsville November 1.
* Kanata submits a switch request

Old Schedule

|  |  |  |  |
| --- | --- | --- | --- |
| 5 | Oct 07 | Stittsville Rams U10 | Kanata Blazers U10 |
| 64 | Nov 01 | Stittsville Rams U10 | Cumberland Jr. Grads U10 |

New Schedule

|  |  |  |  |
| --- | --- | --- | --- |
| 64 | Oct 07 | Stittsville Rams U10 | Cumberland Jr. Grads U10 |
| 5 | Nov 01 | Stittsville Rams U10 | Kanata Blazers U10 |